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ASSISTANT SECRETARY OF DEFENSE  
WASHINGTON, D. C. 20301

*DOD-1400.25-M - INSTALL-1*  
Department of Defense  
Civilian Personnel Manual (CPM)  
FEB 5 1980

DEPARTMENT OF DEFENSE  
CIVILIAN PERSONNEL MANUAL (CPM)  
CPM BASIC INSTALLMENT NO. 1

ANNOUNCEMENT

Several CPM recipients have recommended that CPM transmittals be called "Installments" and that they be numbered sequentially and filed the same way the Federal Personnel Manual (FPM) installments are issued. To provide better control over CPM issuances, these recommendations have been adopted for both the Basic CPM and the CPM Supplements. Basic CPM Installment sheets should be filed for reference purposes immediately following Basic FPM Chapter 271, along with Basic CPM 272. CPM Supplements and their installment sheets should be filed in front of the FPM Supplement to which they apply. An index of all CPM issuances will be maintained in CPM 272, Appendix B, as a further check for currency.

It is not planned to reissue past CPM publications merely to attach them to an Installment sheet. However, Basic CPM issuances are listed below for ready reference:

- o CPM Chapter 272: The Department of Defense Civilian Personnel Manual, dated July 30, 1978; and
- o CPM Chapter 610, Subchapter 3: Administrative Dismissals of Employees, dated February 7, 1979.

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TABLES OF CHANGES WITH THIS INSTALLMENT

Remove		Insert New Page	Explanation of Change
Page	Identification		
Unnumbered	CPM 272.B dated July 30, 1978	CPM 272.B dated <b>FEB 5 1980</b>	Provides updated Appendix B to CPM 272, "Listing of Current DoD CPM Issuances."

Pen-and-Ink Change

CPM Identification	Change	Explanation of Change
CPM 610.3	Add date "Feb. 7, 1979" to upper right-hand corner of page titled "Subchapter 3".	Adds date of issuance to CPM 610.3 for control purposes.

THIS INSTALLMENT SHEET SHOULD BE FILED IN FRONT OF BASIC CPM CHAPTER 272.

Robert B. Pirie, Jr.  
Assistant Secretary of Defense (MRA&L)

Attachment

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DISTRIBUTION STATEMENT A  
Approved for public release;  
Distribution Unlimited

APPENDIX B: LISTING OF CURRENT DOD  
CIVILIAN PERSONNEL MANUAL ISSUANCES

<u>Basic CPM Identification</u>	<u>Title &amp; Initial Publication Date</u>	<u>Change/Inst. No.</u>
272	CPM Chapter 272: Department of Defense Civilian Personnel Manual System dated July 30, 1978	Basic Inst. 1
610	CPM Chapter 610, Subchapter 3: Administrative Dismissals of Employees, dated Feb. 7, 1979	Basic Inst. 1
<u>CPM Supplement Identification</u>		
990-2	CPM Supplement 990-2, Book 610, Subchapter S3: Administrative Dismissals of Employees, dated Feb. 7, 1979	CPM Supp. Inst. 1
990-2	CPM Supplement 990-2, Book 610, Subchapter S11: Excused Absence, dated May 23, 1979	CPM Supp. Inst. 1

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