



DEPARTMENT OF THE ARMY  
HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND  
102 MCNAIR DRIVE  
FORT MONROE VIRGINIA 23651-1047

REPLY TO  
ATTENTION OF

ATTG-CD (350)

29 SEP 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Training Development (TD) Authorizations

1. With the current shortage of training and doctrine developers (TD/DDers) and the stringent demands of the Global War on Terrorism (GWOT), it is critical that we efficiently and effectively use our TD/DD manpower resources to accomplish TD/DD mission requirements.

2. As a part of improving the TD Process, the CG, TRADOC, has approved TD TDA management actions. Request your help in defending POM requests for TD manpower.

a. During future Management of Change Windows for TDA documentation, recommend you review all MDEP TADV civilian positions for proper use of the GS-1750 job series. Objective is to avoid improper coding of positions that could lead to a degradation of capability for an area already seriously under-resourced.

b. As hiring actions are executed, ensure that both TDA and position descriptions properly reflect the GS-1750 job series.

c. As ongoing military-to-civilian conversions are executed, consider taking the same actions in hiring GS-1750 civilians.

d. Recommend you consider hiring DA civilian GS-1750 interns to bring personnel with promising extended career potential.

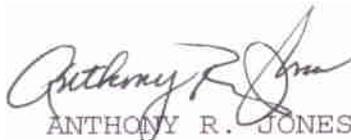
e. It is also critical that you review your organizational structure to ensure the most efficient and effective use of TD/DD manpower and skill sets. This includes a look at the flow of information between your training departments and the Directorate of Training Development (DOTD) and the use of your GS-1750s for the design and oversight of your training programs.

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3. Thank you for your continued support. We will work to get you the resources you need to develop current and relevant training for our units, Soldiers, and leaders.

FOR THE COMMANDER:



ANTHONY R. JONES

Lieutenant General, U.S. Army  
Deputy Commanding General/  
Chief of Staff

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