



**DEFENSE HEALTH AGENCY**  
**NATIONAL CAPITAL REGION MEDICAL DIRECTORATE (J-11)**  
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BETHESDA, MARYLAND 20889-5628

DEC 15 2017

MEMORANDUM FOR DIRECTOR, WALTER REED NATIONAL MILITARY MEDICAL  
CENTER  
DIRECTOR, FORT BELVOIR COMMUNITY HOSPITAL  
DIRECTOR, JOINT PATHOLOGY CENTER

SUBJECT: Guidance for Requesting 180-Day Waivers to Employ Retired Members of the  
Armed Forces

References: (a) DoD Instruction 1402.1 "Employment of Retired Members of the Armed  
Forces," Certified Current as of December 1, 2003  
(b) CFR 337 Subpart B—Direct-Hire Authority §337.201 Coverage and Purpose  
(c) National Capital Region Medical Directorate Administrative Instruction  
1404.01, "Merit Promotion and Placement," June 2, 2017

The National Capital Region Medical Directorate (NCR MD) guidance for request and approval of 180-Day Waivers, in accordance with References (a) through (c), is attached for your information and use. Please note all waiver requests are submitted through the NCR MD Personnel Branch. Waiver requests for positions at the GS-13 level and below require Director, NCR MD approval, while waivers for positions at the GS-14 level and above must be approved by the Deputy Director, Defense Health Agency. Authority to approve waivers cannot be delegated further.

A handwritten signature in black ink, appearing to read "Ronald J. Place", is positioned above the typed name.

Ronald J. Place  
Major General, MC, USA  
Director

Attachment:  
NCR MD 180-day Waiver Guidance