



REPLY TO
ATTENTION OF

**DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111**

May 19, 1999

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fully Automated System for Classification (FASCLASS)
Accessibility on the Internet

On Friday April 30, 1999, I sent a message to the Civilian Personnel Operations Center Management Agency (CPOCMA) and overseas commands telling them to restrict FASCLASS from the general public until we obtained a legal opinion on whether releasing the contents of FASCLASS on the Internet would provide procurement sensitive information to bidders under A-76 that should not be provided. There also have been intermittent questions whether the presence of names on organization charts was a violation of the Privacy Act, or if the public availability of organization charts and position descriptions on the web somehow threatened operational security. These matters are now resolved.

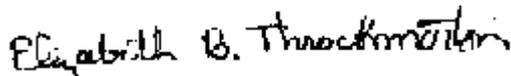
We have received an opinion from our Office of General Counsel that advises that there is no legal or otherwise compelling reason to withhold from the public the information contained in FASCLASS. As an automated master file, it contains nonpersonal information about civilian employees in the Army organizations that is already available to the public under Office of Personnel Management regulations at 5 C.F.R. 293.311. It is also the type of information required to be provided to potential contractors under the Army's Commercial Activities Program at AR 5-20, Paragraph 4.6.b.(4).

Furthermore, this information meets the standards of the Director of Information Systems for Command, Control, Communications, and Computers' (DISC4) "Guidance for Management of Publicly Accessible U.S. Army Websites" (November 30, 1998) and it's associated "Army Web Operations Security (OPSEC) Review Checklist" (January 29, 1999).

The purpose of FASCLASS is to make current organization and position business practices in description information available to support re-engineered the Classification and Staffing functions. It is a valuable resource across the Army for supervisors and managers, Civilian Personnel Operations Centers (CPOCs), Civilian Personnel Advisory Centers (CPACs), and employees themselves. FASCLASS is an important tool in accomplishing position and personnel actions in a timely and efficient manner. It would be counterproductive and self-defeating to restrict access to this public information in any way.

CPOCs and CPACs should inform Commanders about FASCLASS, from where its information derives, what it is, and what it is not. They should be aware that position and personnel actions which have been put into effect will be reflected there, and that Most Efficient Organization (MEO) plans, proposed TDAs, management study reports, or in-house staffing projections will not.

This memorandum directs the restoration of FASCLASS to full Internet operation.



Elizabeth B. Throckmorton
Acting Director for Civilian Personnel
Management and Operations

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