GENERAL ORDERS
No. 28

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, *1 May 1970*

ASSIGNMENT OF DUTIES AND RESPONSIBILITIES: UNDER SECRETARY OF THE ARMY, ASSISTANT SECRETARIES OF THE ARMY, DIRECTOR OF CIVIL DEFENSE, THE GENERAL COUNSEL, AND THE ADMINISTRATIVE ASSISTANT.

1. Authority and purpose. The Secretary of the Army, pursuant to section 3012(b), title 10, United States Code, is responsible for and has authority to conduct all affairs of the Department of the Army. These General Orders assign to the Under Secretary of the Army, to the Assistant Secretaries of the Army, to the Director of Civil Defense, to the General Counsel, and to the Administrative Assistant, duties and responsibilities pursuant to the authority contained in sections 3012(c), (d), (e), (f), and (g), and 3016(a), title 10, United States Code, and Executive Order 10952, dated July 20, 1961, as implemented within the Department of Defense.

2. Authority of the Under and Assistant Secretaries of the Army, the Director of Civil Defense, the General Counsel, and the Administrative Assistant. Subject to the direction and control of the Secretary of the Army, the Under Secretary of the Army, the Assistant Secretaries of the Army, the Director of Civil Defense, the General Counsel, and the Administrative Assistant are hereby authorized and directed to act for the Secretary of the Army within their respective fields of responsibility as set forth herein, and as further directed by the Secretary. This authority extends not only to actions within the Department of the Army, but also to relationships and transactions with the Congress and other governmental and nongovernmental organizations and individuals. These officials are responsible for the exercise of direction and supervision over matters pertaining to the formulation, execution, and review of policies, plans, and programs within their respective functional areas, including the establishment of objectives and appraisal of performance. Officers of the Army shall report to the Under Secretary of the Army, the Assistant Secretaries of the Army, and the General Counsel regarding matters within their respective fields of responsibility as herein assigned.

3. Under Secretary of the Army. The Under Secretary of the Army is the deputy to the Secretary of the Army, and, as his principal civilian assistant, acts with full authority of the Secretary in the general management of the department. In addition, he is assigned the following specific fields of responsibility:

a. International and civil affairs, including—

(1) Civil administration of the Ryukyu Islands.

(2) Canal Zone Government and Panama Canal Company.

(3) Military support of civil defense and of civil authorities in natural disaster relief, including serving as contact point between the Director of Civil Defense and the Army Staff.

(4) Cold war activities, including special warfare, civic actions and counterinsurgency.

(5) Intelligence, counterintelligence, and communications security.

(6) Sea level canal affairs.

b. Review and correction of military records, and personnel security and disciplinary matters, including custody of military prisoners.

c. Operations research, including applications to weapons systems, research and development, force structuring, logistics and the planning, programming and budgeting cycle.

d. Civil disturbance control matters.

e. Civilian Marksmanship Program.

4. Assistant Secretary of the Army (Financial Management). The Assistant Secretary of the Army (Financial Management) is hereby assigned the following fields of responsibility:

a. Programming concepts and systems.

b. Budget and funding.

c. Cost methodology, factors and analysis.

d. Accounting matters, including disbursement and collection of funds.

e. Audit activities, claims, reports of survey, and matters pertaining to loss of funds.

f. Automatic data processing programs, including selection and acquisition of equipment and associated software and ADP services.

g. Management information systems including progress and statistical reporting.

h. Contract financing.

i. Contracts for management studies.

j. Working capital funds, including stock funds and industrial funds.

k. International balance of payments activities.

5. Assistant Secretary of the Army (Installations and Logistics). The Assistant Secretary of the Army (Installations and Logistics) is hereby assigned the following fields of responsibility:

a. Materiel requirements.

b. Procurement and production.

c. Materiel management.

d. Logistic services.

e. Military assistance program (exclusive of Financial Management).

f. Industrial mobilization.

g. Installation planning and programming.

h. Facilities and real property management.

i. Construction.

j. Family housing.

k. Small business.

6. Assistant Secretary of the Army (Manpower and Reserve Affairs). The Assistant Secretary of the Army (Manpower and Reserve Affairs) is hereby assigned the following fields of responsibility:

a. Force structure requirements.

b. Force structure management.

c. Force operational readiness.

d. National Guard and Army Reserve Affairs.

e. Manpower management.

f. Personnel procurement.

g. Military personnel management.

h. Civilian personnel management.

i. Employee-management relations.

j. Civil Rights and equal opportunity.

k. Morale and welfare.

l. Education and individual training.

m. Human factors research (in coordination with the Assistant Secretary of the Army (R&D)).

7. Assistant Secretary of the Army (Research and Development). The Assistant Secretary of the Army (Research and Development) is hereby assigned the following fields of responsibility:

a. Research and development, including—

(1) Basic and applied research.

(2) Research, development, test and evaluation of weapons, weapons systems, and Army Materiel.

(3) RDTE budget and funding programs.

(4) Acquisition and utilization of research and development facilities and equipment.

(5) RDTE procurement, including the application of procurement policy thereto.

(6) Integration of technology with military requirements.

(7) Army Scientific Advisory Panel matters.

b. Mapping and geodetic programs.

8. Director of Civil Defense. The Director of Civil Defense is responsible for the formulation, development, execution, and administration of the national civil defense program. This includes—

a. Fallout shelter program.

b. Civilian chemical, biological, and radiological warfare defense program.

c. Civil defense warning, alerting, and communications.

d. Emergency assistance to State and local governments in a postattack period.

e. Protection and emergency operational capability of State and local governments.

f. Financial assistance and donation of Federal surplus property to States for civil defense purposes.

g. Postattack damage assessment.

h. Civil defense research and development.

i. Civil defense training, education, public information, and industrial participation.

j. Advising the Secretary of the Army on policy and program aspects of military support of civil defense.

As head of an operating agency in the Office, Secretary of the Army, his functions include the Office of Civil Defense legislative program, development and justification of the budget in accordance with financial guidance of the Assistant Secretary of the Army (FM), audit of contracts and agreements with State and local governments, internal review, procurement and supply, and other matters as required to administer and execute completely the civil defense program.

9. The General Counsel/Special Assistant for Civil Functions. The General Counsel of the Army is a civilian attorney, appointed by the Secretary of the Army. He serves as legal counsel to the Secretary of the Army, the Under Secretary, the Assistant Secretaries, and other officials of the Secretariat; administers the policies of the Secretary concerning the legal services of the Army; and provides professional guidance to attorneys and legal offices of the Army.

The General Counsel's responsibility extends to any subject of law, and to other matters as directed by the Secretary. In addition, he acts as Special Assistant to the Secretary of the Army for Civil Functions, and in that capacity is assigned responsibility for the civil functions of the Department of the Army, including the Civil Works Program of the Corps of Engineers, the Cemeterial Program of the Office of Support Services, and miscellaneous civil functions as assigned.

10. The Administrative Assistant. The Administrative Assistant is directly responsible to the Secretary of the Army. He serves as an assistant to the Secretary in matters pertaining to the administration of the Office of the Secretary of the Army and the Headquarters, Department of the Army.

11. Deputies. The positions of Deputy Under Secretary of the Army (International Affairs) and Deputy Under Secretary of the Army (Operations Research) are established in the Office of the Under Secretary of the Army. A Deputy position is established in the Offices of the Assistant Secretary of the Army (Financial Management), of the General Counsel and of the Administrative Assistant. The positions of Principal Deputy Assistant Secretary of the Army (Installations and Logistics) and Deputy Assistant Secretary of the Army (Installations and Logistics) are established in the Office of the Assistant Secretary of the Army (Installations and Logistics). The positions of Deputy Assistant Secretary of the Army for Manpower and Forces and Deputy Assistant Secretary of the Army for Personnel Policies and Programs are established in the Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs). The positions of Deputy Assistant Secretary of the Army (Research and Development), and Deputy Assistant Secretary of the Army (Research and Development) for Ballistic Missile Defense are established in the Office of the Assistant Secretary of the Army (Research and Development). The positions of Deputy Director of Civil Defense for Operations and Deputy Director for Special Activities are established in the Office of Civil Defense.

12. Delegation. The duties and coordinating role of the Under Secretary as principal civilian assistant to the Secretary of the Army are not redelegable to the Deputies to the Under Secretary of the Army. In the absence of the Under Secretary, these responsibilities will be retained by the Secretary or assumed by the Acting Secretary. Except for this nondelegable role and nondelegable statutory authorities, the Deputy Under Secretary of the Army (International Affairs) shall act for and perform the duties of the Under Secretary of the Army in his absence or disability. The Deputy Assistant Secretary of the Army (Financial Management), a designated Deputy Assistant Secretary of the Army (Installations and Logistics), a designated Deputy Assistant Secretary of the Army (Manpower and Reserve Affairs), the Deputy Assistant Secretary of the Army (Research and Development), the Deputy Director of Civil Defense for Operations, the Deputy General Counsel, and the Deputy Administrative Assistant each shall, except as to nondelegable statutory functions, act for and perform the duties of his principal in his absence or disability and as otherwise directed by him.

13. **Rescission.** Department of the Army General Orders 70, 1968, is rescinded.

Stanley R. Resor

STANLEY R. RESOR
Secretary of the Army

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