

## DEPARTMENT FORCE MANAGEMENT PROCESS

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### I. Purpose

This Directive establishes the Department of Homeland Security (DHS) policy and responsibilities to temporarily allocate personnel and equipment to DHS Components and Joint Task Forces for Secretary-approved joint operations.

### II. Scope

This Directive applies to all DHS Components and Joint Task Forces that provide and request personnel and equipment to achieve the objectives of Secretary-approved joint operations. This directive does not apply to or include Stafford Act-associated operations.

### III. Authorities

- A. Title 6, United States Code (U.S.C.), Sections 111, 112, 113 and 708
- B. Department of Homeland Security Campaign Plan for Securing the U.S. Southern Border and Approaches, January 23, 2015
- C. Secretary Memorandum, "DHS Fiscal Year 2017 Force Allocation for the DHS Southern Border and Approaches Campaign," dated September 15, 2016

### IV. Responsibilities

- A. *Office of the Secretary*
  - 1. *Office of Policy (PLCY)* develops plans and policies for issuance through the DHS Directive 112-01, Directives System, and manages the execution and evaluation of the Department's Force Management Process. PLCY provides day-to-day coordination of policy and planning related to the DHS Force Management Process and provides the Chair of the DHS Force Management Board.

2. **Office of the General Counsel (OGC)** provides legal counsel and support. OGC representatives monitor and provide legal counsel and support on all matters that impact Force Management.

3. **The Joint Requirements Council** ensures emergent equipment needs assessed in the Force Management Process are also considered, as appropriate, within the more deliberate Departmental planning, programming, budgeting, and execution processes.

B. **DHS Components** designate representatives for the DHS Force Management Working Group and Force Management Board. They develop personnel and equipment sourcing strategies for Secretary-approved joint operations. DHS Components also identify personnel and equipment from other Components to accomplish mission objectives associated with Secretary-approved joint operations, as appropriate.

C. **DHS Joint Task Force Directors** request the personnel and equipment needed to support Secretary-approved joint operations.

## V. Policy and Requirements

A. The Secretary of Homeland Security may establish a Joint Task Force to conduct joint operations to secure the land and maritime borders of the United States, to address homeland security crises, and to establish regionally-based operations. Joint operations typically comprise personnel and equipment from more than one DHS Component. Joint Task Forces may request personnel and equipment from DHS Operational Components be temporarily allocated for the Joint Task Force operational direction to conduct operations.

B. The DHS Force Management Process describes how the Secretary allocates operational personnel and equipment to Department joint campaigns and operations.

C. The DHS Force Management Working Group:

1. Manages the process;

2. Is comprised of representatives from DHS Components involved in Secretary-directed joint operations; and

3. Develops the Secretary's annual Force Allocation memorandum supporting the Department's homeland security objectives.

D. The DHS Force Management Board:

1. Oversees the process and Force Management Working Group;
2. Is comprised of Senior Executive Service-level representatives from DHS Components involved in Secretary-directed joint operations; and
3. Forwards the Secretary's annual Force Allocation memorandum to the Secretary.

E. PLCY submits a draft DHS Instruction describing the Force Management process no later than 90 days from the publication of this Directive in accordance with the DHS Directive 112-01, Directives System.

F. The Interim DHS Force Management Process remains in effect until replaced by the DHS Instruction directed in paragraph V.C. above, per the memorandum referenced in paragraph III.C.

## VI. Questions

Address any questions or concerns regarding this Directive to PLCY.

  
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Chip Fulghum  
Acting Under Secretary for Management

2/20/17  
Date