



DEPUTY SECRETARY OF DEFENSE
1010 DEFENSE PENTAGON
WASHINGTON, DC 20301-1010

SEP 23 2013

MEMORANDUM FOR ALL DEPARTMENT OF DEFENSE EMPLOYEES

SUBJECT: Guidance for Potential Government Shutdown

As many of you are aware, annual funding for the government expires on September 30, 2013. The Department remains hopeful that a government shutdown will be averted. The Administration strongly believes that a lapse in funding should not occur and is working with Congress to find a solution. There is still time for Congress to prevent a lapse in appropriations; however, prudent management requires that we be prepared for all contingencies, including the possibility that a lapse could occur at the end of the month.

A lapse would mean that a number of government activities would cease due to a lack of appropriated funding. While military personnel would continue in a normal duty status, a large number of our civilian employees would be temporarily furloughed. To prepare for this possibility, we are updating our contingency plans for executing an orderly shutdown of activities that would be affected by a lapse in appropriations.

The President and the Secretary know that the uncertainty of the current situation puts our civilian workforce in a difficult situation and, should a lapse occur, it could impose hardships on many employees and disrupt important national security projects. As we approach the end of the month, I am committed to providing you with updated and timely information on any further developments. For now, the attached Office of Personnel Management guidance (<http://www.opm.gov/policy-data-oversight/pay-leave/furlough-guidance>) addresses some of the questions that may be on your mind.

Thank you for your hard work, dedication, and patience through this process and for your continued service to the Department, the Nation, and the American people.

Attachment:
As stated



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