



MANPOWER AND
RESERVE AFFAIRS

ASSISTANT SECRETARY OF DEFENSE
1500 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-1500

7/08/2020

**MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
DIRECTORS OF DEFENSE AGENCIES
DIRECTORS OF DOD FIELD ACTIVITIES**

SUBJECT: Partial Waiver in Response to the COVID-19 Pandemic Temporarily Permitting Child Development Programs to Employ Dependents of Service Members and DoD Civilians Who Are 17 Years of Age and Pursuing a High School Diploma

In response to the COVID-19 pandemic and pursuant to my authority under Department of Defense Directive 5124.10, "Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD(M&RA)), I am approving a partial waiver of section 8.e of Enclosure 3 of Department of Defense Instruction 6060.02, "Child Development Programs (CDPs)," temporarily permitting CDPs to employ dependents of Service members and DoD civilians who are at least 17 years of age and pursuing a high school diploma. I am not waiving the requirements of section 8.e that such dependents shall read, speak, and write English, and shall successfully pass a pre-employment physical, maintain current immunizations, and be physically and behaviorally capable of performing the duties of the job. Dependents hired under this temporary waiver may work only as direct care staff and food service workers in preschool and school-age programs for children ages 3-12 years.

Individuals may be employed under the following requirements:

- Applicants must complete the DD Form 2981, Basic Criminal History and Statement of Admission.
- Management must conduct pre-employment reference checks prior to hiring.
- Temporary employees must wear nametags and distinctive identifying apparel.
- Temporary employees must complete an orientation training including, but not limited to, child abuse identification, prevention and reporting, child guidance, and emergency procedures.
- Temporary employees must, at all times, work within direct sight of an adult staff member with completed background checks. For this category of employee, Line of Sight Supervision options referenced in the Acting Assistant Secretary of Defense for Manpower and Reserve Affairs memo, "Policy Clarification for Line of Sight Supervision," of September 28, 2018, do not apply.

This temporary authority is effective immediately and shall remain in effect through September 15, 2020. For questions or additional information, please contact Ms. Heidi Welch at heidi.e.welch.civ@mail.mil or (571) 372-5316.

Virginia S. Penrod
Acting