



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

February 26, 2025

MEMORANDUM FOR ALMAJCOM-FOA-DRU-FLDCOM-COCOM/CC
Distribution C

FROM: SAF/MR
1800 Air Force Pentagon
Washington, DC 20330-1665

SUBJECT: Implementation of Deferred Resignation Program

- References:
- (a) Office of Personnel Management email, *Fork in the Road/Deferred Resignation* 28 January 2025
 - (b) Office of Personnel Management memorandum, *Guidance Regarding Deferred Resignation Program*, 28 January 2025
 - (c) Office of Personnel Management memorandum, *Legality of Deferred Resignation Program*, 04 February 2025
 - (d) Office of Personnel Management memorandum, *Guidance on Collective Bargaining Obligations in Connection with Deferred Resignation Offer*, 4 February 2025
 - (e) SAF/MR memorandum, *Request for Exemption of Critical Positions from the Deferred Resignation Program*, 17 February 2025
 - (f) Department of Defense Deferred Resignation Program Implementation Exemptions, as of February 24, 2025

To comply with references (a) through (c), the Department of the Air Force (DAF) will implement the Deferred Resignation Program (DRP) and may begin issuing notifications to employees on the status of their program application starting February 28, 2025.

The DRP is intended as a voluntary program established by the Office of Personnel Management to allow eligible employees a transition period – through September 30, 2025 – during which they will generally not be expected to work and are exempt from in-person work requirements. The program is open to full-time DoD employees, who may be eligible for resignation, early retirement or that have a retirement date between now and December 31, 2025. Employees who accept the deferred resignation offer, and who are approved for DRP, will be placed on paid administrative leave pursuant to a written agreement between the employee and the DAF.

The Secretary of Defense (SecDef) approved the following DAF requested exemptions: Civilian Flight Instructors (aircraft and simulators); DAF Force Renewal Program (cyber positions only); Working Capital Fund; and Foreign Military Sales personnel. In addition, the SecDef approved categorical exemptions for all Non-Appropriated Fund employee and Dual

Status Technicians (reference f). Ineligible employees include reemployed annuitants and part-time employees. Exempted employees will not have their DRP application approved. DAF will absorb a billet reduction beginning in FY26 for the DAF-specific exemption categories but will not lose billets for the SecDef categorical exemptions or ineligible employees.

As notifications for the program are prepared, all MAJCOMs, FLDCOMs, FOAs and DRUs are directed to execute the following actions:

1. Validate each employee intended to submit for the program and would like to participate. Ensure eligibility for the program no later than 1200 EST on February 27, 2025, consistent with references (e) and (f).
2. If applicable, no later than March 3, 2025, request a deadline extension for each employee who could not meet the response deadline and who was on approved absence for the entire DRP offer period (January 28, 2025 – February 12, 2025), including employees who are also members of the reserve component and were serving on active duty orders during the offer period, and who desires to participate. Anyone requesting a deadline extension must include a copy of his or her timecard submission verifying his or her leave status throughout the DRP timeframe. This information is requested to capture the number of potential employees requesting an extension as DAF is pending further guidance from DoD on how to proceed.
3. Ensure that all applicable labor relations obligations are met in the implementation of this memorandum consistent with reference (d).

Additional guidance will be issued by AF/A1C, Civilian Force Management, DCS, Manpower, Personnel and Services.

The points of contact for this action are Ms. Stephanie Fallarme-Dove, AF/A1CT, stephanie.fallarme-dove@us.af.mil (USAF) and Ms. Marisela Rivera-Resio, SF/S1CP, marisela.rivera-resio@spaceforce.mil (USSF).

GWENDOLYN R. DeFILIPPI, SES, DAF
Acting Assistant Secretary of the Air Force for
Manpower and Reserve Affairs

Attachments:

1. Office of Personnel Management email, *Fork in the Road/Deferred Resignation*, 28 January 2025
2. Office of Personnel Management Memorandum, *Guidance Regarding Deferred Resignation Program*, 28 January 2025
3. Office of Personnel Management Memorandum, *Legality of Deferred Resignation Program*, 04 February 2025

4. Office of Personnel Management memorandum, *Guidance on Collective Bargaining Obligations in Connection with Deferred Resignation Offer*, 04 February 2025

cc:

AF/A1

USSF/S1

NGB/A1

AF/RE

MAJCOM/A1

FLDCOM/S1