



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
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12810
CHRO-E
24 NOV 2014

COMMANDING GENERAL'S POLICY LETTER 19-14

From: Commanding General
To: All Commanders, Marine Corps Installations East-Marine Corps
Base, Camp Lejeune
Subj: PROCEDURES FOR PLACEMENT AND REMOVAL OF EMPLOYEES RECEIVING
WORKERS' COMPENSATION BENEFITS
Ref: (a) Presidential Memorandum; Protecting Our Workers and Ensuring
Reemployment (POWER) Initiative of 19 Jul 10

1. Purpose. To establish policy and procedures for placement and removal of employees receiving workers' compensation benefits.
2. Background. Reference (a) sets forth minimum targets for improvement in seven goals, two of which are reducing lost production day-rates and increasing the percentage of injured workers that return to employment within two years. Although reference (a) has not yet been formally extended, the Department of Navy is recommending organizations continue to follow the POWER Initiative. Considering the current economic climate, continuing this effort supports the interests of Marine Corps Installations East-Marine Corps Base, Camp Lejeune.
3. Action. In continued support of this initiative and effective immediately, the following procedures are implemented for all civil service employees receiving workers' compensation:
 - a. Employees who are in a Leave Without Pay status and are receiving Workers' Compensation benefits will be constructively reassigned to the Injury Compensation Program Administrator (ICPA) with cognizance over that employee's claim. These employees will officially remain assigned to their positions of record until such time they are separated due to long-term incapacitation, or they are placed in vacant positions that can accommodate their permanent medical limitations.
 - b. The ICPA will monitor short- and long-term case files and make every effort to return individuals to work. The ICPA will work with their respective Manpower Offices and Civilian Human Resources Offices' (CHRO) Staffing Divisions to review vacancies and determine qualifications of injured employees in order to make permanent placements. Employees, who are able, shall return to their positions of record, or they will be assigned to another position as determined

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by the ICPA in coordination with the General and Special Staff
Department Head where the vacancy resides.

c. Leaders have the responsibility of accepting individuals who
are qualified for positions as permanent placements in vacancies.
General and Special Staff Department Heads will make every effort,
including restructuring positions where necessary, to return injured
employees to work.

d. Employees on long-term workers' compensation will normally be
separated from agency rolls after one year. The ICPA will coordinate
with CHRO Labor and Employee Relations and the respective department
to initiate the process. The Deputies of General and Special Staff
Department Heads of the organization where the employee is assigned,
will be the proposing officials; General and Special Staff Department
Heads will be the deciding officials.

4. Commanding Officers will ensure compliance with this policy.

5. Point of contact is Ms. Terri Yandle, Employee Programs Manager,
Human Resource Office-East at (910) 450-9986.



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