



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

Memorandum for Human Resources Directors

From: Veronica E. Hinton
Associate Director
Workforce Policy and Innovation

Subject: Annual Reporting for Fiscal Year (FY) 2025 on the Employment of Military Spouses & Certain Department of Defense (DoD) Civilian Employee Spouses

Public Law 118-31, Section 1119, of the National Defense Authorization Act (NDAA) for FY 2024¹, requires Federal agencies to submit specific data in an annual report to OPM on the relocating spouses appointed under the expansion of the noncompetitive appointment eligibility for spouses of DoD civilians.

Additionally, Executive Order (EO) 13832², titled "Enhancing Noncompetitive Civil Service Appointments of Military Spouses," requires Federal agencies to report annually on their efforts related to the noncompetitive hiring of Military Spouses. Further, EO 14100³ "Advancing Economic Security for Military and Veteran Spouses, Military Caregivers, and Survivors," expanded the scope of the reporting requirements through the Government-wide Military-Connected Strategic Plan⁴. This Plan broadened agencies' data collection and reporting on their HR policies, recruitment efforts, military spouse employment status and initiatives to support military-connected individuals in their pursuit of economic security.

Federal agencies with operating components and field installations should ensure that the required and pertinent information from their operating components and field installations is integrated into one employing agency submission. Each agency, in coordination with its components/bureaus, must submit to OPM by Wednesday, December 31, 2025, the following data for FY 2025:

¹ [The National Defense Authorization Act \(NDAA\) for FY 2024](#), Public Law 118-31, Section 1119

² [EO 13832](#), Enhancing Noncompetitive Civil Service Appointments of Military Spouses

³ [EO 14100](#), Advancing Economic Security for Military and Veteran Spouses, Military Caregivers, and Survivors

⁴ [Government-Wide Military-Connected Strategic Plan \(FYs\) 2024 - 2028](#)

1. The number of positions made available for application under the military spouse hiring authority during FY 2025;
2. The number of applications submitted under the military spouse hiring authority during FY 2025;
3. The number of military spouses appointed under the military spouse hiring authority during FY 2025;
4. Identify **each** of the positions filled under the authority by title, series, and grade level;
5. Summarize and provide details on actions taken by the agency during FY 2025 to advertise and promote the hiring of military spouses; and
6. Point of Contact for Military Spouse Hiring initiative.

In addition to the six requirements listed above and in accordance with EO 14100, Federal agencies must provide additional updates in their FY 2025 Military Spouses Annual Report on outreach, training (e.g., internal and external informational sessions or workshops), and recruitment strategies used to hire military-connected individuals into the Federal government. The report must also address the progress of actions outlined in the Government-wide Military-Connected Strategic Plan and include the following data specific to military spouses:

1. Provide a summary of actions and strategies taken to advance the objectives of the strategic plan;
2. Confirm if a Domestic Employee Teleworking Overseas (DETO) agreement is in place and provide the number applications received and processed and details if applicable for spouses on remote agreements working overseas;
3. Provide the total number of HR practitioners and hiring managers who completed the required annual training under EO 14100.

To meet the obligations posed under the NDAA, agencies must submit the following data:

1. The total number of relocating civilian spouses appointed under the expanded hiring authority;
2. Detailed identification of each position filled under this authority, including the position title, occupational series, and grade level; and
3. An assessment of the effectiveness of the authority for these appointments.

Accordingly, OPM will evaluate agency submissions and in its annual report to the President on the Federal Government's use of the military spouse hiring authority, including an analysis of agency submissions to this data call, the agency actions in the implementation of the Plan, and any recommendations for improving the hiring and retention of this population. Each Department in the executive branch must submit reports electronically to militaryspouse@opm.gov.

If you have any questions or require additional information, please contact Mr. Adrian B. Williams, Talent Acquisition, Classification & Veterans Programs, at (202) 606-3158 or adrian.williams@opm.gov.

cc: Chief Human Capital Officers (CHCOs), Deputy CHCOs, and Veteran Employment Program Offices