

Using Direct Hiring Authorities

What is Direct Hire?

- A Direct-Hire Authority (DHA) is an appointing (hiring) authority that the Office of Personnel Management (OPM) can give to Federal agencies or establish Government-wide for specific occupational series and grades when a critical hiring need or severe shortage of candidates exists.

What is the purpose of DHA?

- A DHA allows agencies to more quickly hire qualified applicants. It expedites hiring by eliminating rating and ranking, veterans' preference, as well as typical selection procedures. All applicants who meet the minimum qualification requirements will be referred to the hiring manager for consideration and may be selected.

What are the basic requirements of using a Direct Hire Authority?

- Public notice requirements (i.e., posting a vacancy announcement on USAJOBS) and displaced employee procedures must still be followed.
- Can be used for a variety of appointment types, depending on directions in the specific DHA (e.g., permanent, term, temporary).
- Applicants must meet the qualification requirements for the position.

What are the benefits of using a Direct Hire Authority?

- Can be used to fill temporary, term, or permanent appointments unless otherwise noted in the individual authority.
- Expedited posting of vacancy announcement due to streamlined process and less paperwork to submit in the recruitment package.
- Assessment requirements from E.O. 13932 are not mandatory.
- Still have the option of customizing the specialized experience needed for qualifying for the position and can still use a subject-matter-expert to assist HR with making qualification determinations.
- Can set application limits to help manage anticipated large applicant pools.
- Applicants are not rated or ranked.
- Veterans' preference does not apply.
- All qualified candidates are referred and can be selected.

Where can I find Government-wide Direct Hire Authorities?

- They are listed at <https://www.opm.gov/policy-data-oversight/hiring-information/direct-hire-authority/#url=Governmentwide-Authority>

Where can I find DOI-specific Direct Hire Authorities?

- They are listed (along with many other hiring authorities) on [DOI's Hiring at a Glance](#) reference guide.
- Policies on how to utilize DOI-specific Direct Hire Authorities are published on [ELIPS](#)

Where can I find laws, regulations, and additional guidance on Direct Hiring Authorities?

- [5 CFR 337 Subpart B](#)
- [5 U.S.C. 3304](#)
- [Delegated Examining Operations Handbook, Chapter 2](#)