



Transition to DoD Civilian Acquisition Workforce Personnel Demonstration Project (AcqDemo)

Employee Orientation Briefing

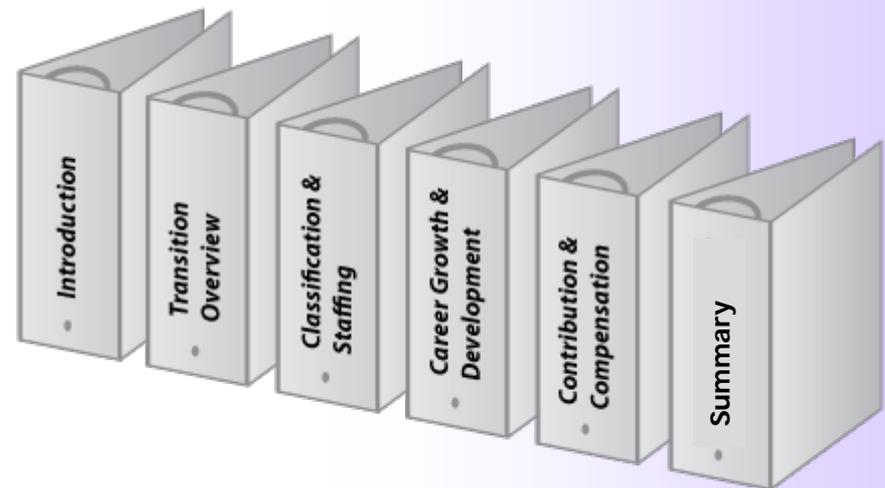
Presented by Army AcqDemo Program Office
May 2011

For DoD and Army Transition Guidance
<http://cpol.army.mil/library/general/nsps/repeal.html>

For Army AcqDemo Information
<http://asc.army.mil/policies/acqdemo.cfm>

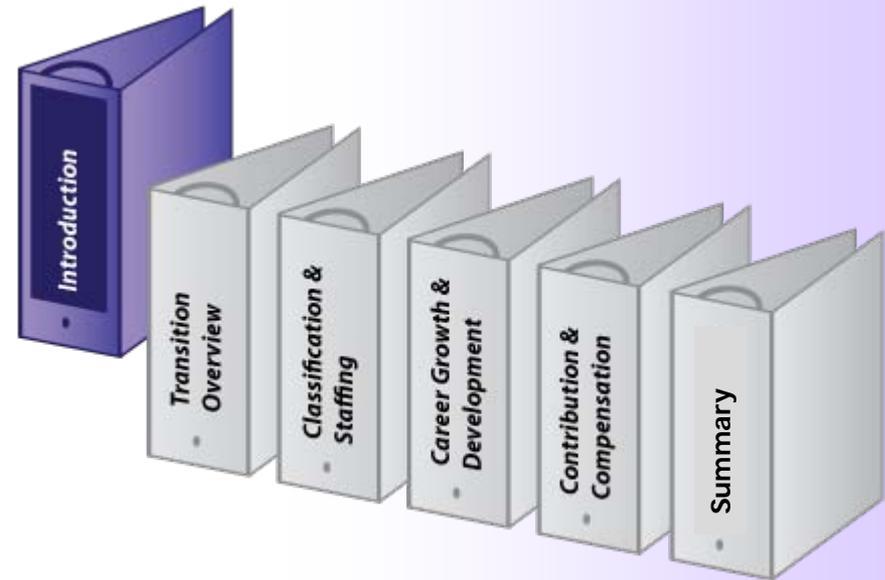
- Cell Phones
- Rest Rooms
- Breaks
- Questions

- Introduction
- Transition Overview
- Classification & Staffing
- Career Growth & Development
- Contribution & Compensation
- Summary



I. INTRODUCTION

- Course Objectives
- Legislative History
- Purpose of AcqDemo



INTRODUCTION

Legislative NDAA History

- FY 1996, as amended in FY98 – Encourages SECDEF to conduct personnel demonstration project for the civilian acquisition workforce

AcqDemo is the first demo that crosses DoD Component lines; implemented with issuance of Federal Register Notice, 8 Jan 99

- FY 2003 – Extends the duration of AcqDemo through FY 2012
- FY 2004 – Changes participation limit from 95K to 120K

NSPS implemented across DoD in FY2006/2007; intended to become DoD standard personnel system

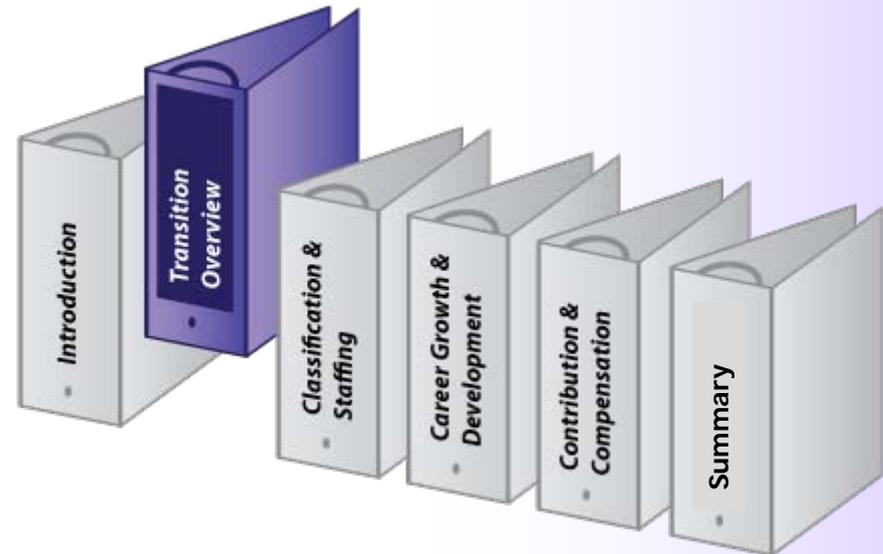
- FY 2010 – Directs NSPS termination and the transition of employees to the personnel system that last applied
- FY 2011 – Extends the duration of AcqDemo through FY 2017

“The purpose of the project is to demonstrate that the effectiveness of DoD acquisition can be enhanced by allowing greater managerial control over personnel processes and functions and, at the same time, expand the opportunities available to employees through a more responsive and flexible personnel system. This project not only provides a system that retains, recognizes, and rewards employees for their contribution, but also supports their personal and professional growth.”

Section II A of the Federal Register

II. TRANSITION OVERVIEW

- Transition Key Highlights
- What IS NOT Changing
- What IS Changing



- Transition set for May 22, 2011
- DoD will transition approximately 14,000 NSPS employees from all Components in organizations that were previously AcqDemo
- Different pay band structure
- Different appraisal system
- Some differences in personnel features from NSPS
- AcqDemo Program Office coordinating transition guidance with NSPS Transition Office

TRANSITION OVERVIEW

What is NOT Changing

Benefits,
retirement,
health, life, and
other benefits

Leave

Work Schedules

Allowances
& travel/
subsistence
expenses

Veterans'
preference

**All remain the
same!**

Prohibited
personnel
practices

Merit system
principles

Fundamental
due process

Whistleblower
protection

Anti-
discrimination
laws

**Terms
and
Definitions**

**Broadbands
vs.
Pay Bands**

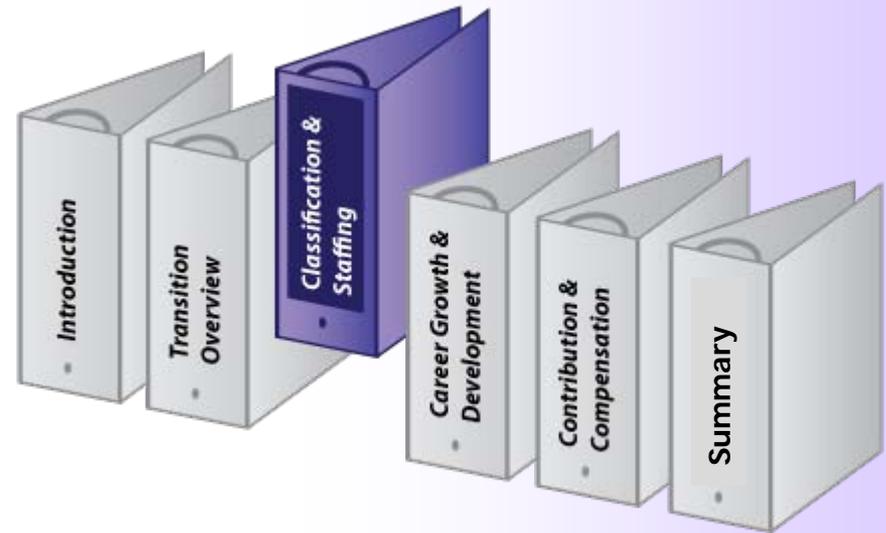
**Classification
and
Staffing**

**Rating
and
Rewarding**

**Support
Tools**

III. CLASSIFICATION & STAFFING

- Terminology Crosswalk
- Broadbands
- Career Path and Broadband Placement
- Factors, Descriptors and Discriminators
- Deputies, Supervisors and Team Leaders
- Position Requirements Document
- Transition
- Classification Appeal
- Competitive and Non-competitive Actions
- Appointments & Periods



- Internal Placement
- General Pay Setting
- Transition Related Pay Situations
- Revised RIF Procedures

CLASSIFICATION & STAFFING Terminology Crosswalk

NSPS	ACQDEMO
Occupational Code	Occupational Series
Career Group Standard Science & Engineering Medical Fire & Protective Service	Career Path Business Management and Technical Management Professional Technical Management Support Administrative Support
Pay Schedule YA, YB, YC, YD,YP	Pay Schedule NH, NJ, NK * No Supervisory Pay Schedule
Pay Band 1, 2, 3, 4	Broadband I, II, III, IV
Position Description (PD)	Position Requirements Document (PRD)

CLASSIFICATION & STAFFING Broadbands

BUSINESS AND TECHNICAL MANAGEMENT PROFESSIONAL (NH)

I	II	III	IV
\$17,803 - 31,871 (GS 1/1- 4/10)	\$27,431 - 65,371 (GS 5 /1- 11/10)	\$60,274 - 93,175 (GS 12/1- 13/10)	\$84,697 -129,517 (GS 14/1 -15/10)

TECHNICAL MANAGEMENT SUPPORT (NJ)

I	II	III	IV
\$17,803 - 31,871 (GS 1/1- 4/10)	\$27,431 - 48,917 (GS 5/1- 8/10)	\$41,563 - 65,371 (GS 9/1-11/10)	\$60,274 - 93,175 (GS 12/1-13/10)

ADMINISTRATIVE SUPPORT (NK)

I	II	III
\$17,803 - 31,871 (GS 1/1-4/10)	\$27,431 - 44,176 (GS 5/1-7/10)	\$37,631 - 59,505 (GS 8/1-10/10)

2011 ACQDEMO
BROADBAND
TABLE
(w/o Locality Pay)

DETERMINING CAREER PATH / BROADBAND LEVEL

Contracting Specialist, 1102, GS11

	NH	NJ	NK
Broadband	Business and Technical Mgmt Professional	Technical Mgmt Support	Administrative Support
I	GS 1 - 4	GS 1 - 4	GS 1 - 4
II	GS 5 - 11	GS 5 - 8	GS 5 - 7
III	GS 12 - 13	GS 9 - 11	GS 8 - 10
IV	GS 14 - 15	GS 12 - 13	

- OPM Job Series Apply: Therefore, 1102 = 1102
- Career Path: Reference Table 2, Jan '99 Federal Register, 1102 = NH
- Broadband: Reference Table Above*, GS 11 = NH II

* January 1999 Federal Register, p. 1455

Problem Solving

Leadership/Supervision

Teamwork/Cooperation

Communication

Customer Relations

Resource Management

- Each Factor has Descriptors for classifying duties and responsibilities
- Career Path, Factors, and Descriptors constitute grading criteria for determining appropriate broadband level

Factor: Leadership / Supervision

NH – Business Management & Technical Management Professional

LEVEL DESCRIPTORS	DISCRIMINATORS
LEVEL II	
<ul style="list-style-type: none"> • Actively contributes as a team member/leader; provides insight and recommends changes or solutions to problems. • Proactively guides, coordinate, and consults with others to accomplish projects. • Identifies and pursues individual/team development opportunities. 	<p>Leadership Role</p> <p>Breadth of Influence</p> <p>Mentoring / Employee Development</p>
LEVEL III	
<ul style="list-style-type: none"> • Provides guidance to individuals/teams; resolves conflicts. Considered a functional/technical expert by others in the organization; is regularly sought out by others for advice and assistance. • Defines, organizes, and assigns activities to accomplish projects/programs goals. Guides, motivates, and oversees the activities of individuals and teams with focus on projects/programs goals. • Fosters individual/team development by mentoring. Pursues or creates training development programs for self and others. 	<p>Leadership Role</p> <p>Breadth of Influence</p> <p>Mentoring / Employee Development</p>

CLASSIFICATION & STAFFING

Example: NH-03 Descriptors

CAREER PATH: BUSINESS MANAGEMENT & TECHNICAL MANAGEMENT PROFESSIONAL- NH-III	Technical Management Professional (NH)						
	2	NH-03			NH-04		
<p>Level III – PROBLEM SOLVING</p> <ul style="list-style-type: none"> Independently defines, directs, or leads highly challenging projects/programs. Identifies and resolves highly complex problems not susceptible to treatment by accepted methods. <ul style="list-style-type: none"> Develops, integrates, and implements solutions to diverse, highly complex problems across multiple areas and disciplines. Anticipates problems, develops sound solutions and action plans to ensure program/mission accomplishment. Develops plans and techniques to fit new situations to improve overall program and policies. Establishes precedents in application of problem-solving techniques to enhance existing processes. <p>Level III - TEAMWORK/COOPERATION</p> <ul style="list-style-type: none"> Works with others to accomplish complex projects/programs. <ul style="list-style-type: none"> Applies innovative approaches to resolve unusual/difficult issues significantly impacting important policies or programs. Promotes and maintains environment for cooperation and teamwork. Leads and guides others in formulating and executing team plans. Expertise is sought by peers. <p>Level III - CUSTOMER RELATIONS</p> <ul style="list-style-type: none"> Guides and integrates functional efforts of individuals or teams in support of customer interaction. Seeks innovative approaches to satisfy customers. <ul style="list-style-type: none"> Establishes customer alliances, anticipates and fulfills customer needs, and translates customer needs to programs/projects. Interacts independently and proactively with customers to identify and define complex/difficult problems and to develop and implement strategies or techniques for resolving program/project problems (e.g., determining priorities and resolving conflict among customers' requirements). <p>LEVEL III - LEADERSHIP/SUPERVISION</p> <ul style="list-style-type: none"> Provides guidance to individuals/teams; resolves conflicts. Considered a functional/technical expert by others in the organization; is regularly sought out by others for advice and assistance. <ul style="list-style-type: none"> Defines, organizes, and assigns activities to accomplish projects/programs goals. Guides, motivates, and oversees the activities of individuals and teams with focus on projects/programs issues. Fosters individual/team development by mentoring. Fosters or creates training development programs for self and others. <p>LEVEL III - COMMUNICATION</p> <ul style="list-style-type: none"> Communicates project or program results to all levels, internally and externally. <ul style="list-style-type: none"> Reviews and approves, or is a major contributor to/ lead author of, management reports or contractual documents for external distribution. Provides inputs to policies. Presents briefings to obtain consensus/approval. <p>LEVEL III . - RESOURCE MANAGEMENT</p> <ul style="list-style-type: none"> Plans and allocates resources to accomplish multiple projects/programs. <ul style="list-style-type: none"> Identifies and optimizes resources to accomplish multiple projects/programs goals. Effectively accomplishes multiple projects/programs goals within established guidelines. 	65371	60274	-	93175	84697	-	129517
	GS-11	GS-12 to GS-13			GS-14 to GS-15		

- Classification Factors:**
1. Problem Solving
 2. Teamwork/Cooperation
 3. Customer Relations
 4. Leadership/Supervision
 5. Communication
 6. Resource Management

OPM Classification Standards used:

- Deputies - may be classified in the same broadband as the position to which they report
- Supervisors – classified per GS Supervisor Guide
 - Combination of technical & administrative direction of others
 - Major duty occupying at least 25% of position's time
 - Meet at least the lowest level of Factor 3 (Managerial Authority)
- Team Leaders - classified per GS Leader Guide
 - Lead 3 or more employees (one or two grade level)
 - Major duty occupying at least 25% of position's time
 - Don't fully meet the lowest level of Factor 3 (Managerial Authority)

CLASSIFICATION & STAFFING

Position Requirements Document

- NSPS PDs to be converted to Position Requirements Document (PRD)
 - PRDs must include:
 - Title, occupational series, career path, broadband level
 - Mission/purpose
 - Duties
 - ***Factors and descriptors relevant to the classification of a position***
 - Selective requirements (clearance, certifications etc)
 - Skills required, optional
 - PRDs are written at the top of the broadband to encourage growth and development
 - Employees qualify at the minimum of the broadband and progress based on level of contribution



Transition from NSPS to AcqDemo; Pay Bands to Broadbands

NSPS Student Education Employment Program (SEEP) to AcqDemo Business Management and Technical Management Career Path (NH)

NSPS Schedule(s)	NSPS PB	Nonsupervisory AcqDemo CP	AcqDemo BB
YP - STUDENT ED/EMPL PGM Position is classified as NH-01 or GS-01 or GS-02 or GS-03 or GS-04	YP-01	Not applicable	GS Unless position was previously AcqDemo
YP - STUDENT ED/EMPL PGM Position is classified as NH-02 or GS-05 or GS-07 or GS-09 or GS-11	YP-01	Not applicable	GS Unless position was previously AcqDemo

Army 5.16 (was Army 5.5.11) Student Temporary Employment Program (STEP).
Students are excluded from this demonstration.

Army 5.6 (was Army 5.5.2) Competitive Selection for a Position with Higher Potential Salary. All ACTEDS interns (regular and Presidential Management) will be excluded from the Acquisition Workforce Personnel Demo Project. We also recommend that local commanders mirror this exclusion for their local interns. (For transition – all Interns will go to the General Schedule)



Transition from NSPS to AcqDemo; Pay Bands to Broadbands

NSPS Non-Supervisory Professional Analytical Career group to AcqDemo Business Management and Technical Management Career Path (NH)

Accelerated Compensation for Developmental Positions (ACDP) is not a provision under AcqDemo

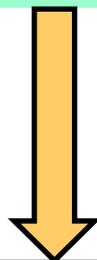
NSPS Schedule(s)	NSPS PB	Nonsupervisory AcqDemo CP	AcqDemo BB
YA - STND - PROF/ANALYTICAL and YD - S&E - PROF Position is classified as NH-02 or GS-05 or GS-07 or GS-09 or GS-11	YA-01 YD-01	Not Applicable	GS Unless position was previously AcqDemo
YA - STND - PROF/ANALYTICAL and YD - S&E - PROF Position is classified as NH-02 or GS-05 or GS-07 or GS-09 or GS-11	YA-02 YD-02	NH - BUS & TECH MGT PROF	NH-02
YA - STND - PROF/ANALYTICAL and YD - S&E - PROF Position is classified as NH-03 or GS-12 or GS-13	YA-02 YD-02	NH - BUS & TECH MGT PROF	NH-03
YA - STND - PROF/ANALYTICAL and YD - S&E - PROF Position is classified as NH-04 or GS-14 or GS-15	YA-03 YD-03	NH - BUS & TECH MGT PROF	NH-04

If you are a YA/YD-01

YA/YD-01			YA/YD-02			YA/YD-03		
26858	-	65371	40694	-	93175	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		



Position is classified as NH-02 or GS-05 to GS-11



If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

If you are a YA/YD-02

YA/YD-01			YA/YD-02			YA/YD-03		
26858	-	65371	40694	-	93175	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		

Position is classified as NH-02 or GS-05 to GS-11

Position is classified as NH-03 or GS-12 to GS-13

Example:
YA-02 with base salary of \$70,000
Position is classified as NH-02
Transition to NH-02 with Retained Pay

Retained Pay Alert

Example:
YA-02 with base salary of \$50,000
Position is classified as NH-03
Transition to NH-03 with increase to minimum of NH-03 \$60,274

NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

If you are a YA/YD-03

YA/YD-01			YA/YD-02			YA/YD-03		
26858	-	65371	40694	-	93175	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		

Position is classified as NH-04 or GS-14 or GS-15

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

Retained Pay Alert



NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

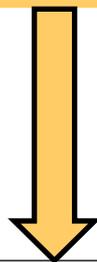
If you are a YH-01

YH-01			YH-02			YH-03		
26858	-	65371	40694	-	110104	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		



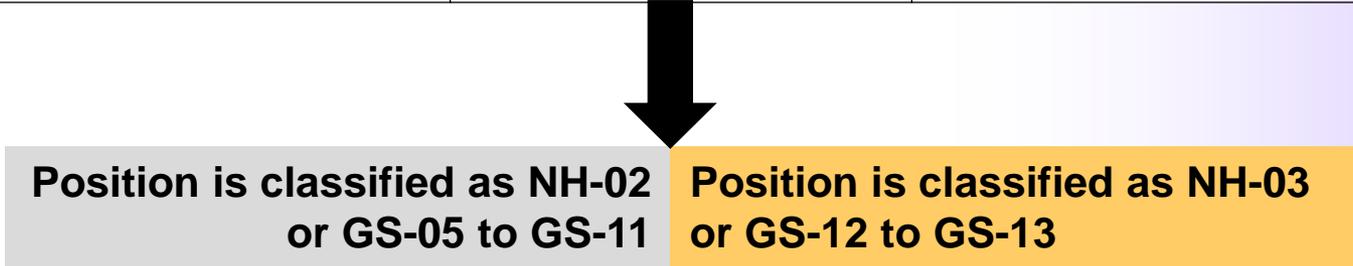
Position is classified as NH-02 or GS-05 to GS-11

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band



NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

YH-01			YH-02			YH-03		
26858	-	65371	40694	-	110104	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		



If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

Retained Pay Alert

Retained Pay Alert

NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

If you are a YH-03

YH-01			YH-02			YH-03		
26858	-	65371	40694	-	110104	79534	-	135995
GS-05 to GS-11			GS-09 to GS-13			GS-14 to GS-15		

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

Position is classified as NH-04 or GS-14 or GS-15

Retained Pay Alert



NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		



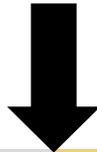
Transition from NSPS to AcqDemo; Pay Bands to Broadbands

NSPS Non-Supervisory Technical and Support Career Group to AcqDemo Technical Management Support Career Path (NJ)

NSPS Schedule(s)	NSPS PB	Nonsupervisory AcqDemo CP	AcqDemo BB
YB - STND- TECH/SUPPORT/YE- S&E - TECH/SUPPORT Position is classified as NJ-01 or GS-01 or GS-02 or GS-03 or GS-04	YB-01 YE-01	NJ - TECH-MGMT SPT	NJ-01
YB - STND - TECH/SUPPORT /YE - S&E TECH/SUPPORT Position is classified as NJ-02 or GS-05 or GS-06	YB-01 YE-01	NJ - TECH-MGMT SPT	NJ-02
YB - STND - TECH/SUPPORT/YE - S&E- TECH/SUPPORT Position is classified as NJ-02 or GS-07 or GS-08	YB-02 YE-02	NJ - TECH-MGMT SPT	NJ-02
YB - STND - TECH/SUPPORT/YE - S&E- TECH/SUPPORT Position is classified a NJ-03 or GS-09 or GS-10	YB-02 YE-02	NJ - TECH-MGMT SPT	NJ-03
YB - STND - TECH/SUPPORT/YE - S&E- TECH/SUPPORT Position is classified a NJ-03 or GS-11	YB-03 YE-03	NJ - TECH-MGMT SPT	NJ-03
YB - STND - TECH/SUPPORT/YE - S&E- TECH/SUPPORT Position is classified a NJ-03 or GS-12	YB-03 YE-03	NJ - TECH-MGMT SPT	NJ-04
YE - S&E - TECH/SUPPORT Position is classified a NJ-04 or GS-13	YE-04	NJ - TECH-MGMT SPT	NJ-04

If you are a YB/YE-01

YB/YE-01			YB/YE-02			YB/YE-03			YE-04		
17803	-	39748	33270	-	59501	49237	-	78352	66882	-	93175
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12			GS-13		

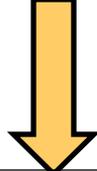
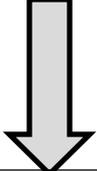


Position is classified as NJ-01 or GS-01 to GS-04

Position is classified as NJ-02 or GS-05 to GS-06

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

Retained Pay Alert



NJ-01			NJ-02			NJ-03			NJ-04		
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13		

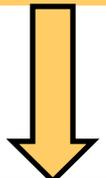
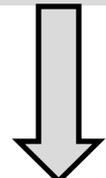
If you are a YB/YE-02

YB/YE-01			YB/YE-02			YB/YE-03			YE-04		
17803	-	39748	33270	-	59501	49237	-	78352	66882	-	93175
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12			GS-13		



Position is classified as NJ-02 or GS-05 to GS-08	Position is classified as NJ-03 or GS-09 to GS-10
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Retained Pay Alert



If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

NJ-01			NJ-02			NJ-03			NJ-04		
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13		

If you are a YB/YE-03

YB/YE-01			YB/YE-02			YB/YE-03			YE-04		
17803	-	39748	33270	-	59501	49237	-	78352	66882	-	93175
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12			GS-13		

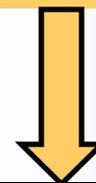
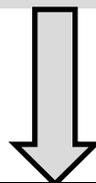


If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

Position is classified as NJ-03 or GS-09 to GS-11

Position is classified as NJ-04 or GS-12

Retained Pay Alert



NJ-01			NJ-02			NJ-03			NJ-04		
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13		

YB/YE-01			YB/YE-02			YB/YE-03			YE-04		
17803	-	39748	33270	-	59501	49237	-	78352	66882	-	93175
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12			GS-13		

Position is classified as NJ-04 or GS-13

NJ-01			NJ-02			NJ-03			NJ-04		
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13		



Transition from NSPS to AcqDemo; Pay Bands to Broadbands

NSPS Non-Supervisory Technical and Support Career Group to AcqDemo Administrative Support Career Path (NK)

NSPS Schedule(s)	NSPS PB	Nonsupervisory Acq Demo CG	AcqDemo BB
YB - STND - TECH/SUPPORT /YI - MED - TECH/SUPPORT / YM – POLICE/SECURITY GUARD AND position is classified as NK-01 or GS-01 or GS-02 or GS-03 or GS-4	YB-01 YI-01	NK - ADMIN SPT	NK-01
YB - STND - TECH/SUPPORT /YI - MED - TECH/SUPPORT / YM – POLICE/SECURITY GUARD AND position is classified as NK-02 or GS-05 or GS-06 or GS-07	YB-01 YI-01	NK - ADMIN SPT	NK-02
YB - STND - TECH/SUPPORT /YI - MED - TECH/SUPPORT / YM – POLICE/SECURITY GUARD AND position is classified as NK-03 or GS-08 or GS-09 or GS-10	YB-02 YI-02	NK - ADMIN SPT	NK-03
YB - STND - TECH/SUPPORT /YI - MED - TECH/SUPPORT / YM – POLICE/SECURITY GUARD AND position is classified GS-11 or GS-12	YB-02 YI-02	Position Reclassification Or Pay Retention	

If you are a YB/YI/YM-01

YB/YI/YM-01			YB/YI/YM-02			YB/YI-03		
17803	-	39748	33270	-	59505	49237	-	78355
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12		



Position is classified as NK-01
or GS-01 to GS-04

Position is classified as NK-02
or GS-05 to GS-06

Retained Pay Alert

*If salary is Less Than minimum of classified
broad band then increase base salary to
minimum of the broad band*

NK-01			NK-02			NK-03		
17803	-	31871	27431	-	44176	37631	-	59505
GS-01 to GS-04			GS-05 to GS-07			GS-08 to GS-10		

If you are a YB/YI/YM-02

YB/YI/YM-01			YB/YI/YM-02			YB/YI-03		
17803	-	39748	33270	-	59505	49237	-	78355
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12		

Position is classified as NK-02 or GS-05 to GS-07

Position is classified as NK-03 or GS-08 to GS-10

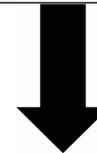
Retained Pay Alert

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

NK-01			NK-02			NK-03		
17803	-	31871	27431	-	44176	37631	-	59505
GS-01 to GS-04			GS-05 to GS-07			GS-08 to GS-10		

If you are a YB/YI-03

YB/YI/YM-01			YB/YI/YM-02			YB/YI-03		
17803	-	39748	33270	-	59505	49237	-	78355
GS-01 to GS-06			GS-07 to GS-10			GS-11 to GS-12		



Initiate position review for possible reclassification action

NK-01			NK-02			NK-03		
17803	-	31871	27431	-	44176	37631	-	59505
GS-01 to GS-04			GS-05 to GS-07			GS-08 to GS-10		



Transition from NSPS to AcqDemo; Pay Bands to Broadbands

NSPS Supervisory Pay Schedules to AcqDemo Career Paths and Pay Schedules

Supervisory NSPS Schedule(s)	NSPS PB	AcqDemo CP	AcqDemo BB
		NH - BUS & TECH MGT PROF NJ - TECH-MGMT SPT NK - ADMIN SPT	NH-01 NJ-01 NK-01
YC - STND - SUPV/MGR YF - S&E- SUPV/MGR YJ - MED - SUPV/MGR YN - I&P - SUPV/MGR	YC-01 YF-01 YJ-01 YN-01	NH - BUS & TECH MGT PROF NJ - TECH-MGMT SPT NK - ADMIN SPT	NH-02 NJ-02 NJ-03 NK-02 NK-03
YC - STND - SUPV/MGR YF - S&E- SUPV/MGR YJ - MED - SUPV/MGR YN - I&P - SUPV/MGR	YC-02 YF-02 YJ-02 YN-02	NH - BUS & TECH MGT PROF NJ - TECH-MGMT SPT NK - ADMIN SPT	NH-03 NH-04 NJ-04
YC - STND - SUPV/MGR YF - S&E- SUPV/MGR YJ - MED - SUPV/MGR YN - I&P - SUPV/MGR	YC-03 YF-03 YJ-03 YN-03	NH - BUS & TECH MGT PROF NJ - TECH-MGMT SPT NK - ADMIN SPT	NH-04

If you are a YC/YF/YN-01

YC/YF/YN-01			YC/YF/YN-02			YC/YF/YN-03		
33270	-	65371	59014	-	115610	82926 / 79535	-	135995
GS-06 to GS-11			GS-12 to GS-14			GS-15		



Occupational Series and Position is classified as NH-02 or NJ-02 or 03 or NK-02 or 03 or GS-06 to GS-11

NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		
NJ-01			NJ-02			NJ-03			NJ-04		
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13		
NK-01			NK-02			NK-03			Retained Pay Alert for NK-02		
17803	-	31871	27431	-	44176	37631	-	59505			
GS-01 to GS-04			GS-05 to GS-07			GS-08 to GS-10					

Retained Pay Alert for NJ-02

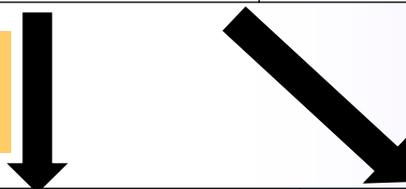
Retained Pay Alert for NK-02

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

If you are a YC/YF/YN-02

YC/YF/YN-01			YC/YF/YN-02			YC/YF/YN-03		
33270	-	65371	59014	-	115610	82926 / 79535	-	135995
GS-06 to GS-11			GS-12 to GS-14			GS-15		

Occ Series and Position is classified as NH-03 or NH-04 or NJ-04 or GS-12 or GS-13 or GS-14



NH-01			NH-02			NH-03			NH-04			
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517	<i>Retained Pay Alert for NH-03</i>
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15			
NJ-01			NJ-02			NJ-03			NJ-04			<i>Retained Pay Alert for NJ-04</i>
17803	-	31871	27431	-	48917	41563	-	65371	60274	-	93175	
GS-01 to GS-04			GS-05 to GS-08			GS-09 to GS-11			GS-12 to GS-13			
NK-01			NK-02			NK-03						
17803	-	31871	27431	-	44176	37631	-	59505				
GS-01 to GS-04			GS-05 to GS-07			GS-08 to GS-10						

If salary is Less Than minimum of classified broad band then increase base salary to minimum of the broad band

If you are a YC/YF/YN-03

YC/YF/YN-01			YC/YF/YN-02			YC/YF/YN-03		
33270	-	65371	59014	-	115610	82926 / 79535	-	135995
GS-06 to GS-11			GS-12 to GS-14			GS-15		

Position is classified as NH-04 or GS-15



NH-01			NH-02			NH-03			NH-04		
17803	-	31871	27431	-	65371	60274	-	93175	84697	-	129517
GS-01 to GS-04			GS-05 to GS-11			GS-12 to GS-13			GS-14 to GS-15		

*Retained
Pay Alert
for
NH-04*

*If salary is Less Than minimum of
classified broad band then increase base
salary to minimum of the broad band*

Employees have a right to appeal classification of position currently occupied

What can be appealed?

- Title
- Occupational Series
- Broadband level

What cannot be appealed?

- Accuracy of PRD
- AcqDemo Classification criteria
- Pay-setting Criteria
- Propriety of a Salary Schedule
- Matters grievable under an administrative or negotiated grievance procedure



■ Competitive

- Promotions (6 – 20%, at least minimum but NTE maximum)
- Temporary Promotions > 120 days

■ Non-Competitive

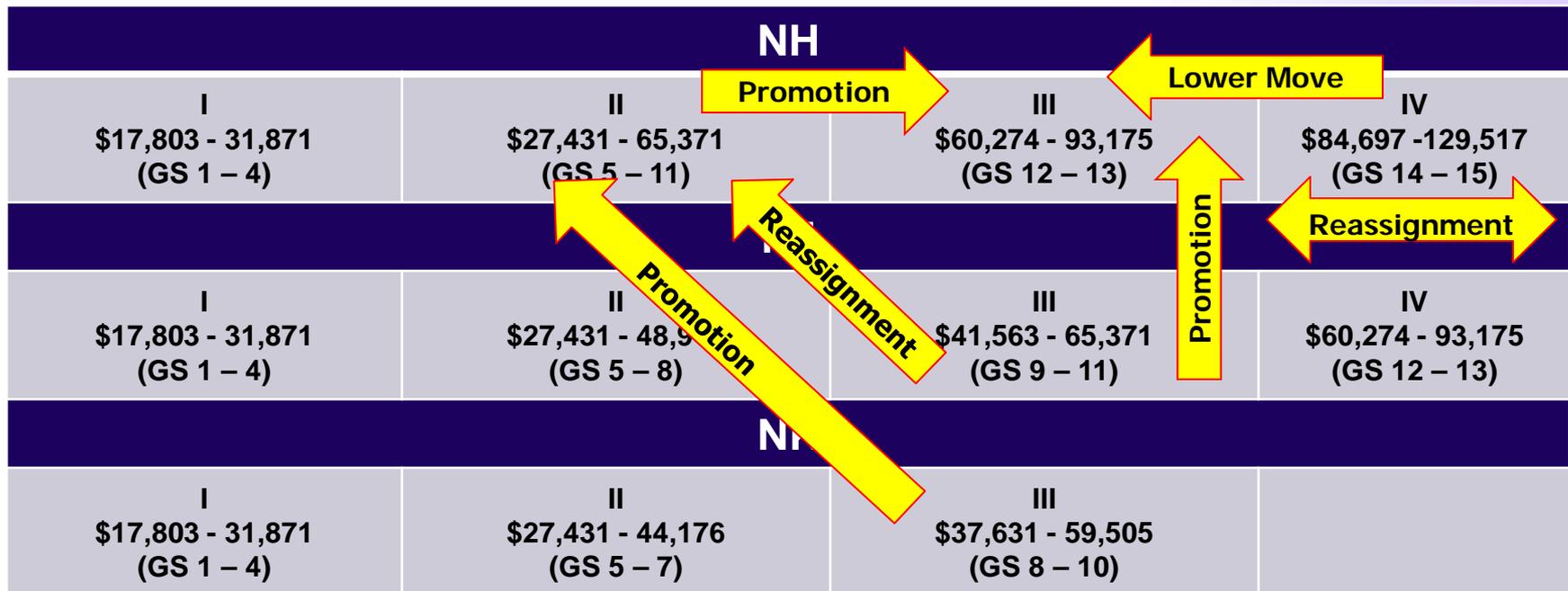
- Re-Promotions
- GS employee entering equivalent broadband
- Movement to a position having no greater potential than current or previously held position
- RIF placement
- Career Ladder Promotions
- Temporary Promotions NTE 120 days
- Modified Term
- Candidates not given proper consideration
- Accretion of duties

- Three appointment options:
 - Permanent appointments – Career/Career Conditional
 - Temporary Limited – NTE 1 year, +1 year extension
 - Modified Term – NTE 5 years, +1 year extension
- Extended Probationary Periods – NH Career Path
 - Accommodates extended formal training periods
 - In writing, prior to assignment to training
 - Component specific guidance

CLASSIFICATION & STAFFING

Internal Placement AcqDemo to AcqDemo

- Promotion
- Change in Assignment to another Career Path/Broadband Level
- Change in Assignment within Career Path/Broadband Level
- Movement to a Lower Broadband
 - Voluntary/Involuntary/RIF/Return Disability



New Hires from outside the Federal Government

- Salary set within the applicable broadband level range of the position

Not Part of AcqDemo:

- × No Reassignment Pay Increase of 0% to 5%
- × No Target Local Market Supplement or GS Special Salary Rate

Federal Register, Section III.B. Broadbanding

Broadband Levels Newly hired personnel entering the system will be employed at a level consistent with the expected basic qualifications for the level, as determined by rating against qualifications standards. The hiring official will determine the starting salary based upon available labor market considerations relative to special qualifications requirements, scarcity of qualified applicants, programmatic urgency, and education/experience of the new candidates.

From within the Federal Government

- Salary matched if lateral transfer
 - w/ WIGI buy-in*, if applicable

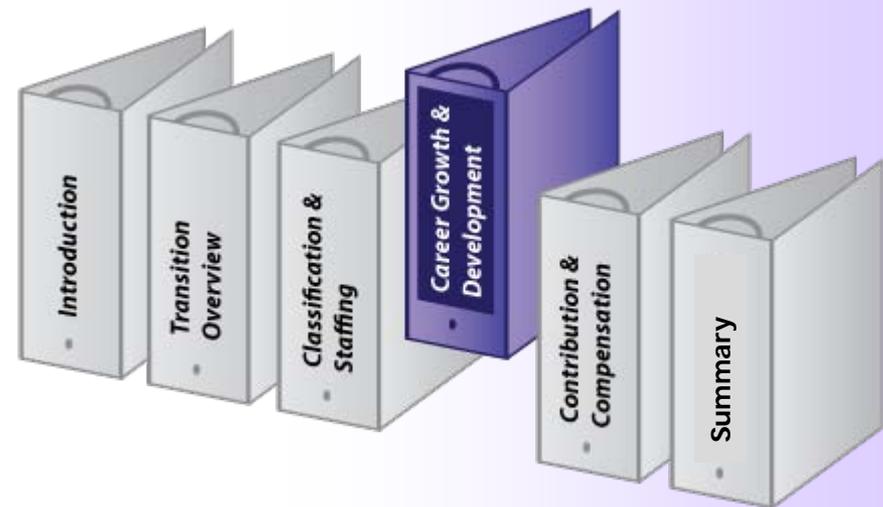
***WIGI BUY-IN CALCULATION:**
New Base Salary =
(Time in Step/Time Between Steps) x
Step Increase + Current Salary

- Reassignment with WIGI buy-in and option for pay setting
- Salary set w/ 6%-20% increase if promotion
- Salary set at least at the minimum of broadband level
- Pay Retention, if applicable

- Tenure and Veterans' Preference
 - Same as GS, per Title 5
 - Career
 - Career Conditional
 - Term
 - Temporary
- Competitive Areas
 - Separate area for AcqDemo employees
- Service Credit – as adjusted by contribution credit to produce a Retention Service Credit
 - Fully Successful or equivalent ratings receive 12 years credit
 - Unsuccessful or equivalent ratings receive 0 years credit
 - Personnel without ratings receive 12 years credit
- Single Round vs. “Bump and Retreat”

IV. CAREER GROWTH & DEVELOPMENT

- Scholastic Achievement Appointment Authority
- Academic Degree & Certificate Training
- Sabbaticals
- Voluntary Emeritus Program



- Candidates can be competitively appointed to NH Broadband II if:
 - Position meets OPM basic qualification standards
 - Position or occupation has a positive education requirement
 - Employee achieves a cumulative 3.5 GPA (Bachelor's) or 3.7 GPA (Master's) or better in the field of study appropriate for the occupational series
 - Employee achieves overall GPA of at least 3.0 GPA (Bachelor's)
 - Appointment is into a position at a pay lower than the top step of GS-7 (Bachelor's) or GS-11 (Master's)
 - **Veterans' preference applies**

CAREER GROWTH & DEVELOPMENT

Academic Degree & Certificate Training

- DAWIA authorized degree and certification training for acquisition-coded positions through the year 2012

- AcqDemo:
 - Extended for the duration of the project
 - Expanded coverage to all AcqDemo positions

- Authorizes local level approval
 - Funding, and procedures
 - Implementation—local responsibility

- Sabbaticals
 - Local authority approval
 - 3-12 month duration
 - Available to AcqDemo employees with 7+ years experience
 - Results in a product, service, report or study that benefits the acquisition community and increases the employee's effectiveness

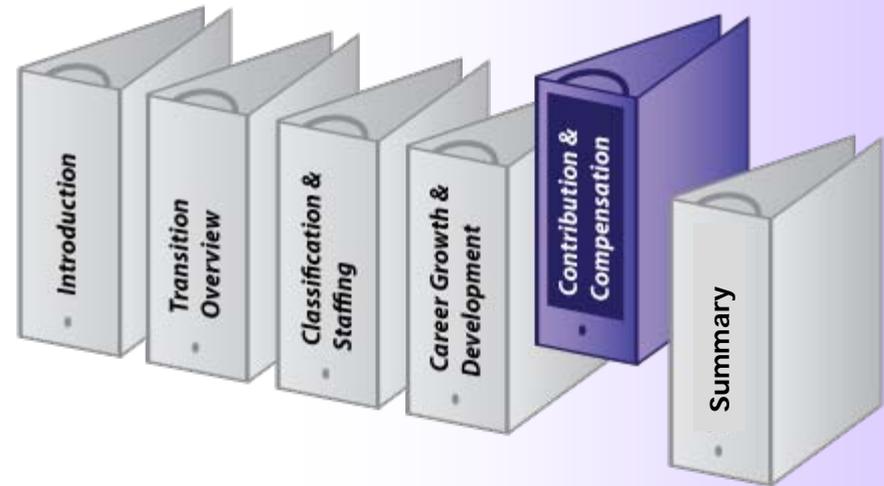
CAREER GROWTH & DEVELOPMENT

Voluntary Emeritus Program

- Geared towards the NH career path
 - Maintains ties with the acquisition community
 - Permits higher level professionals to share knowledge via mentoring and training
 - Does not affect retirement pay or buyout
 - Allows for compensation of travel expenses and allowances

V. CONTRIBUTION & COMPENSATION

- Changes in Terms and Definitions
- The CCAS Design
 - Oversight
 - Planning
 - Monitoring & Feedback
 - Appraisal Process
 - Reward Process
 - Addressing Inadequate Contribution
 - Grievance Process



CONTRIBUTION & COMPENSATION

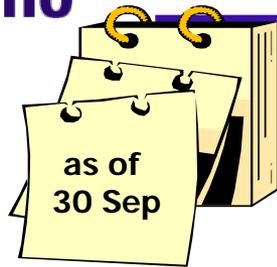
Changes in Terms and Definitions

NSPS	AcqDemo
Performance	Contribution
Performance Review Authority (PRA)	Personnel Policy Board (PPB)
Performance Appraisal System (PAA)	CAS2Net
5 Rating Levels	Overall Contribution Score (OCS)
Element 1 – Salary	Contribution Rating Increase (CRI)
Element 3 – Bonus	Contribution Award (CA)
Rate Range Increase	General Pay Increase
Local Market Supplement	Locality Pay

- Each activity is expected to create a Personnel Policy Board, or modify the charter of an existing group, that will:
 - Oversee the civilian pay budget
 - Address issues associated with separate pay systems
 - Determine the composition of the pay pools
 - Review operations of the pay pools
 - Provide guidance to pay pool managers
 - Administer funds to pay pool managers
 - Review hiring and promotion salaries
 - Monitor award pool distributions
 - Assess the needs to changes to the demonstration procedures and policies

CONTRIBUTION & COMPENSATION

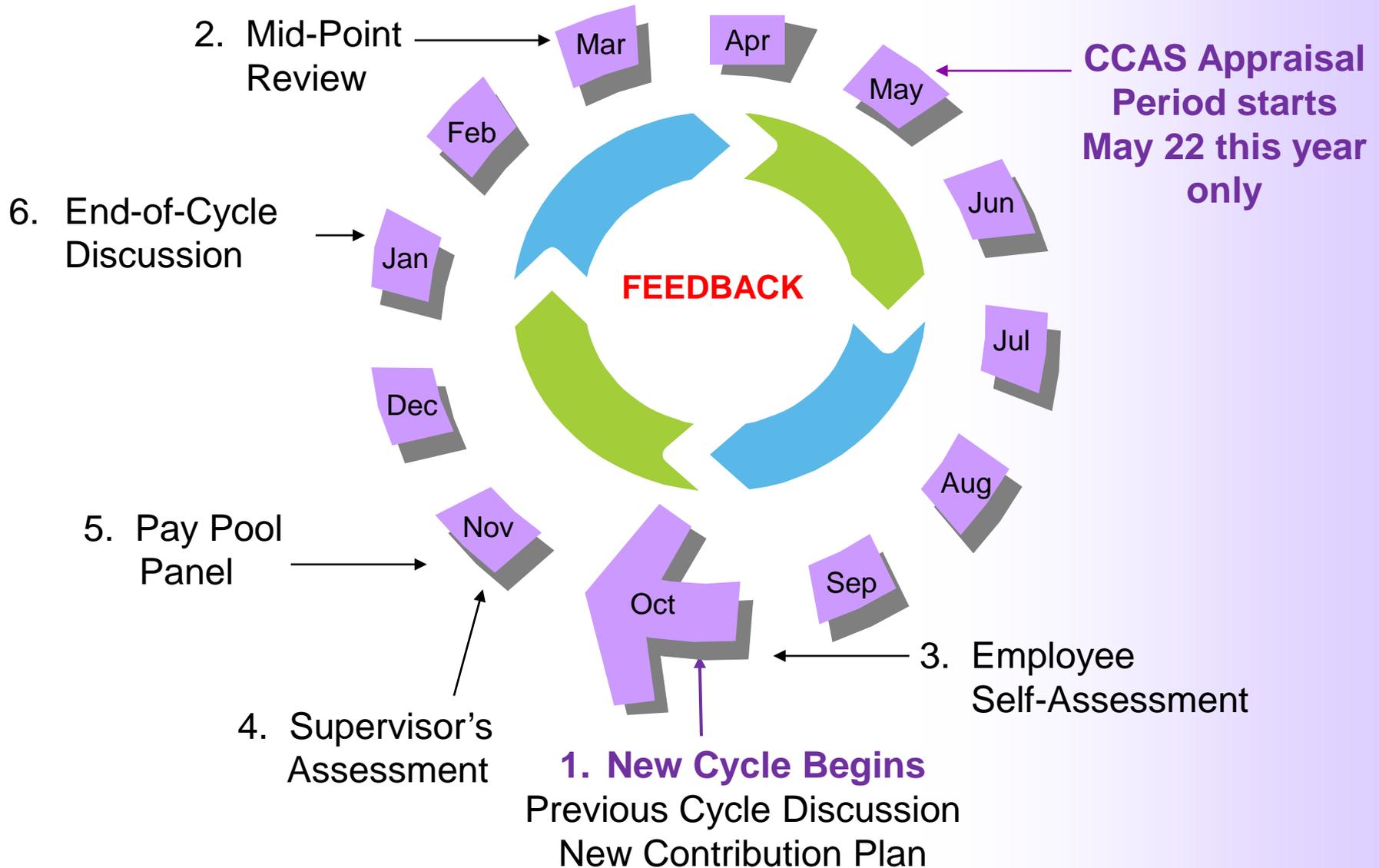
Eligibility for CCAS Rating



- In AcqDemo at least 90 days on September 30 to be eligible for a rating (NLT July 2) and no pro-ration of payout;
- Less than 90 days on September 30 not eligible for CCAS distribution (but will receive full “G”);
- Away from normal duties for an extended period of time, (i.e., temporary promotion outside the parent organization or outside the demo, long-term full-time training, call to active duty, extended sick leave, leave without pay, etc.), then the rating official has three options:
 - Rates the employee;
 - Presumes that employee would have contributed consistently with employee’s expected level and will be given a expected rating; or
 - Re-certifies employee’s last contribution appraisal.

CONTRIBUTION & COMPENSATION

The CCAS Cycle



CONTRIBUTION & COMPENSATION

Required Communications

Required Communications	Employee	Supervisor
New Cycle October	<ul style="list-style-type: none"> • Review Self-Assessment for previous cycle • Develop new contribution plan 	<ul style="list-style-type: none"> • Convey expectations for new cycle • Assist in new plan
Mid-Term Review March-April	<ul style="list-style-type: none"> • Discuss accomplishments to date • Address concerns 	<ul style="list-style-type: none"> • Modify plan if needed • Address strengths and weaknesses
End-of-Cycle Discussion December-January	Review and discuss final approved pay pool results as documented on the and CCAS Part I Form	

- *Supervisors are responsible for scheduling each meeting*
- *Communication between employee and supervisor should be ongoing*
- *All required communications and additional mentoring must be documented on the CCAS All-in-One Form*

- Understand role in achieving organization mission/goals
- Determine work assignments in support of mission
- Define expectations of results, benefits, and/or impacts
- Understand relationship between expectations and factor descriptors
- Understand relationship between current salary and expected contribution range
- Must have written contribution objectives

CONTRIBUTION & COMPENSATION Factors

Factors	NH	NJ	NK	Discriminators
Problem Solving	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Scope / Impact Complexity / Difficulty Independence Creativity
Teamwork/Cooperation	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Scope of Team Effort Contribution to Team Effectiveness
Customer Relations	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Breadth of Influence Customer Needs Customer Interaction Level
Leadership/Supervision	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Leadership Role Breadth of Influence Mentoring / Employee Development
Communications	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Level of Interaction (Audience) Written Oral
Resource Management	Level I Level II Level III Level IV	Level I Level II Level III Level IV	Level I Level II Level III	<ul style="list-style-type: none"> Scope of Responsibility Planning / Budgeting Execution / Efficiency

CONTRIBUTION & COMPENSATION

Descriptors And Discriminators

- Each factor provides expected performance criteria:

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions exhibit and foster cooperation and teamwork. Flexibility, adaptability, and decisiveness are exercised appropriately.

Descriptors indicate the type of contribution appropriate for the high end of each level. Descriptors are not to be used individually to assess contributions, but rather are to be taken as a group to derive a single evaluation of the factor.

CONTRIBUTION & COMPENSATION

Descriptors And Discriminators

Factor: Leadership and Supervision

NH – Business Management & Technical Management Professional

LEVEL DESCRIPTORS	DISCRIMINATORS
LEVEL II	
Actively contributes as a team member/leader; provides insight and recommends changes or solutions to problems.	Leadership Role
Proactively guides, coordinate, and consults with others to accomplish projects.	Breadth of Influence
Identifies and pursues individual/team development opportunities.	Mentoring / Employee Development
LEVEL III	
Provides guidance to individuals/teams; resolves conflicts. Considered a functional/technical expert by others in the organization; is regularly sought out by others for advice and assistance.	Leadership Role
Defines, organizes, and assigns activities to accomplish projects/programs goals. Guides, motivates, and oversees the activities of individuals and teams with focus on projects/programs goals.	Breadth of Influence
Fosters individual/team development by mentoring. Pursues or creates training development programs for self and others.	Mentoring / Employee Development

Categorical Scores & Numerical Scores

		NH	NJ	NK
LEVELS		Business and Technical Professional	Technical Support	Administrative Support
		Point Range	Point Range	Point Range
IV	Very High	115	95	70
	High	96-100	79-83	
	Med	84-95	67-78	
	Low	79-83	61-66	
III	High	79-83	62-66	57-61
	Med	67-78	52-61	47-56
	Low	61-66	43-51	38-46
II	High	62-66	47-51	42-46
	M-H	51-61	41-46	
	Med	41-50	36-40	30-41
	M-L	30-40	30-35	
	Low	22-29	22-29	22-29
I	High	24-29	24-29	24-29
	Med	6-23	6-23	6-23
	Low	0-5	0-5	0-5

Table 4. Point Ranges

Factor – Leadership / Supervision NH		Very High	115
LEVEL IV - LEADERSHIP/SUPERVISION •Establishes and/or leads teams to carry out complex projects or programs. Resolves conflicts. Creates climate where empowerment and creativity thrive. Recognized as a technical/functional authority on specific issues. •Leads, defines, manages, and integrates efforts of several groups or teams. Ensures organizational mission and program success. •Fosters the development of other team members by providing guidance or sharing expertise. Directs assignments to encourage employee development and cross-functional growth to meet organizational needs. Pursues personal professional development.	IV	High	96-100
		Medium	84-95
		Low	79-83
LEVEL III - LEADERSHIP/SUPERVISION •Provides guidance to individuals/teams; resolves conflicts. Considered a functional/technical expert by others in the organization; is regularly sought out by others for advice and assistance. •Defines, organizes, and assigns activities to accomplish projects/programs goals. Guides, motivates, and oversees the activities of individuals and teams with focus on projects/programs issues. •Fosters individual/team development by mentoring. Pursues or creates training development programs for self and others.	III	High	79-83
		Medium ✓	67-78
		Low	61-66
LEVEL II - LEADERSHIP/SUPERVISION •Actively contributes as a team member/leader; provides insight and recommends changes or solutions to problems. •Proactively guides, coordinates, and consults with others to accomplish projects. •Identifies and pursues individual/team development opportunities.	II	High	62-66
		Medium-High	51-61
		Medium	41-50
		Medium-Low	30-40
LEVEL I - LEADERSHIP/SUPERVISION •Takes initiative in accomplishing assigned tasks. •Provides inputs to others in own technical/functional area. •Seeks and takes advantage of developmental opportunities.	I	High	24-29
		Medium	6-23
		Low	0-5

Score each FACTOR (Categorical and Numerical)

Problem Solving	3M 71
Teamwork/Cooperation	3M 73
Customer Relations	3M 73
Leadership/Supervision	3M 75
Communication	3M 74
Resource Management	3M 74

440

$$440 / 6 = 73$$

Overall Contribution Score

*** All AcqDemo employees' contributions are measured against the same six factors (no modification)**

Expected Contribution Range Calculator

At the following website, you will find a calculator that will calculate the employee's **expected contribution range (ECR)**.

Expected Contribution Range Calculator

Base Salary Only

			Expected Contribution Range		
			Upper Rail	SPL	Lower Rail
Enter Base Salary	\$67,587	Expected Contribution Range =	63	67	71

-4 -3 -2 -1 0 +1 +2 +3 +4
Delta OCS

http://asc.army.mil/organization/acqdemo/acqdemo_ccas.cfm

Normal Pay Range and Standard Pay Line Chart

Joe Contributor
 NH-III
 Base Salary is \$67,587

To find Joe's Expected Contribution Range:

1. Go down the Upper Rail column and find closest value to Joe's base salary
2. Next go down the SPL column and find closest value to Joe's base salary
3. Next go down the Lower Rail column and find closest value to Joe's base salary

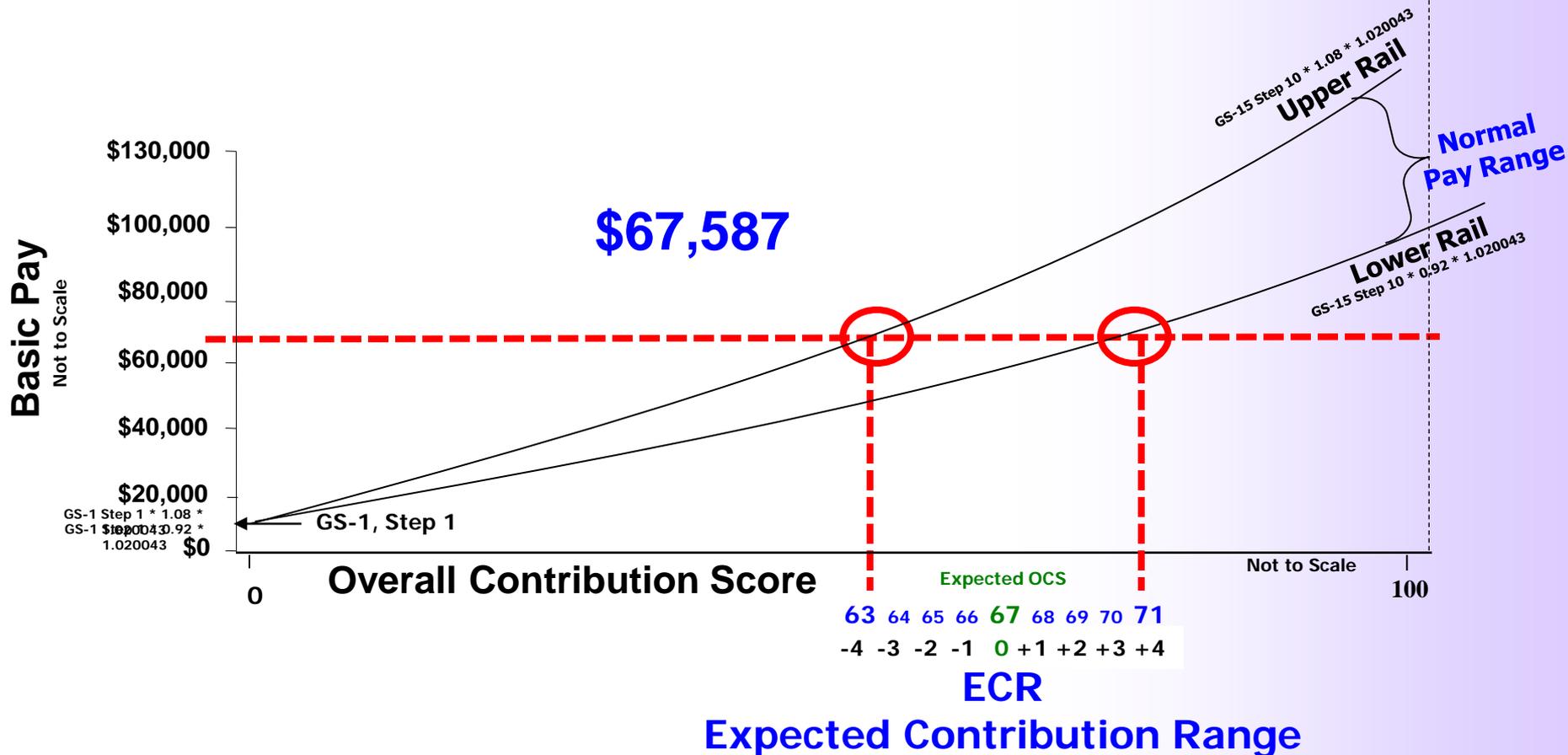
	OCS	*1.08 Upper Rail	SPL	*0.92 Lower Rail
	60	63244	58559	53874
	61	64511	59733	54954
	62	65804	60930	56056
-4	63	67123	62151	57179
-3	64	68469	63397	58325
-2	65	69841	64668	59494
-1	66	71241	65964	60687
0	67	72669	67286	61903
+1	68	74125	68634	63144
+2	69	75611	70010	64409
+3	70	77126	71413	65700
+4	71	78672	72844	67017
	72	80249	74304	68360
	73	81857	75794	69730
	74	83498	77313	71128
	75	85171	78862	72553

*Salaries in SPL associated with 2011 GS Pay Tables

Salary differential from SPL to either rail at any OCS = +/- 8%

OCS differential from SPL to either rail at any Salary = ~± 4 points

Base Salary and Expected Contribution Range (ECR)

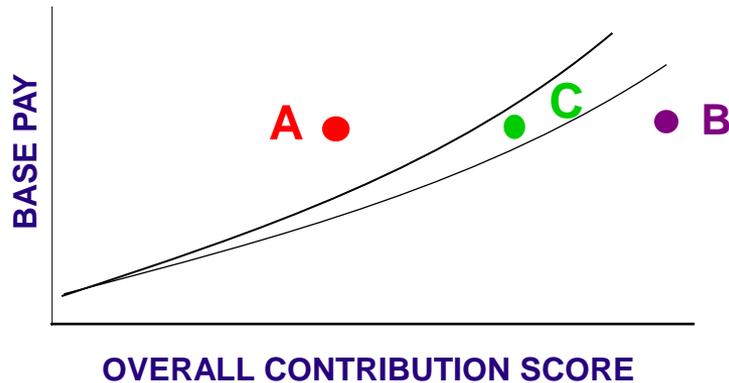


Salary is consistent with contributions if OCS is 63-71

CONTRIBUTION & COMPENSATION

CCAS Reward Payout Criteria

Salary Adjustment Guidelines

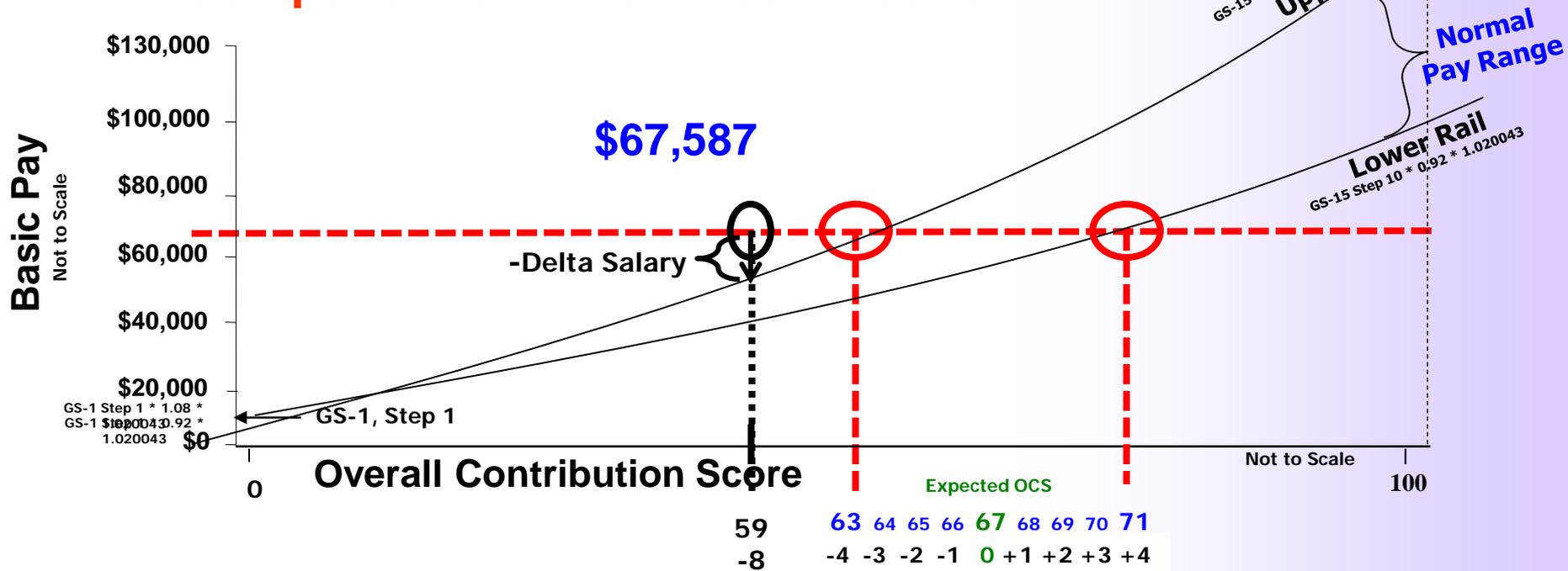


- Three forms of compensation available depending on the category into which employee falls (see chart below)
- General Pay Increase (GPI) may be reduced or denied
- Locality Pay is not at risk

Compensation Category	General Pay Increase	Contribution Rating Increase	Contribution Award	Locality Pay
A (-5, -6 and higher)	Can be given in full, reduced or denied	No	No	Yes
C (~-4 to ~+4)	Yes	Yes – up to 6%	Yes	Yes
B (+5, +6 and higher)	Yes	Yes – up to 20%	Yes	Yes

Base Salary and Expected Contribution Range (ECR)

Above the Rails:
Compensation ABOVE contribution



$59 - 67 = -8$ Delta OCS

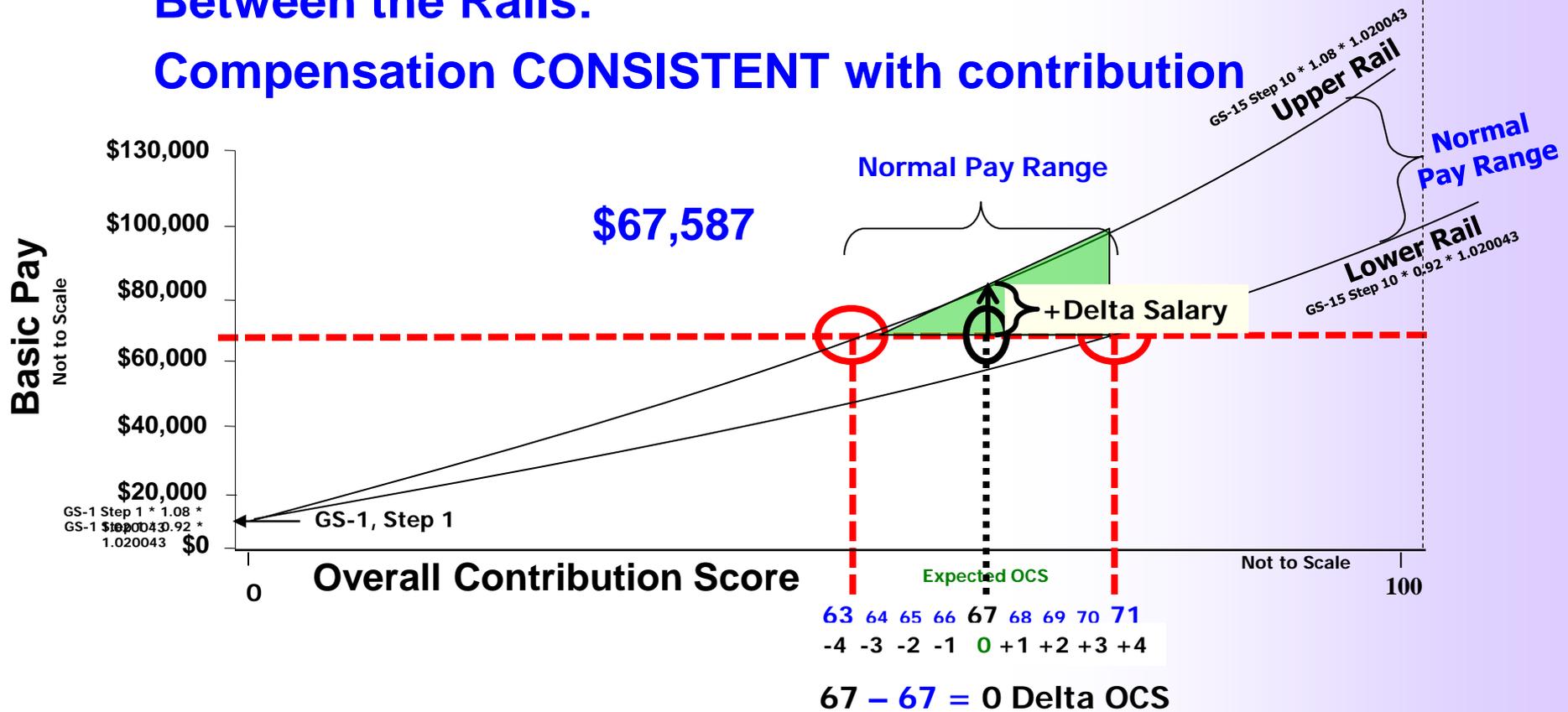
ECR

Expected Contribution Range

OCS of 62 or lower

Base Salary and Expected Contribution Range (ECR)

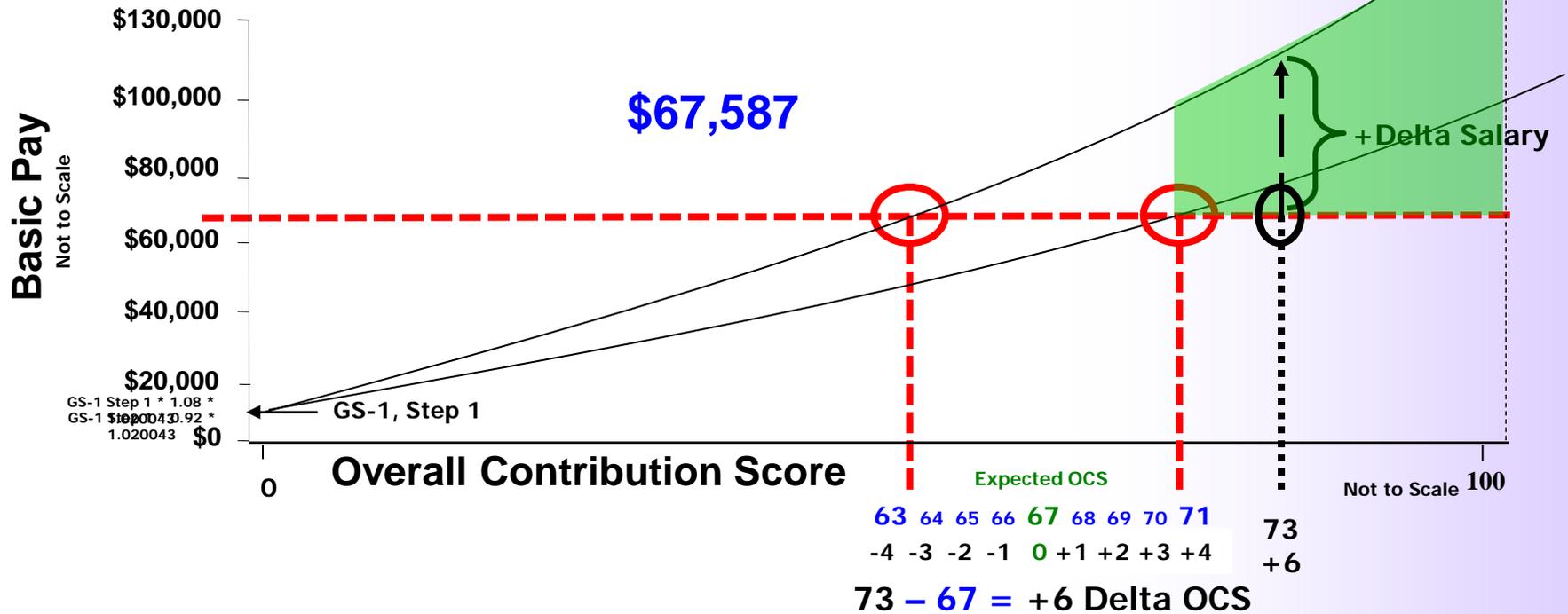
Between the Rails:
Compensation CONSISTENT with contribution



OCS of 63 - 71

Base Salary and Expected Contribution Range (ECR)

Below the Rails:
Compensation *BELOW* Contribution



OCS of 72 or higher

- Pay Pool Funding

- **Contribution Rating Increase (CRI)**



- Was intended to be consistent with funds historically spent in GS on within-grade increases, quality-step increases and promotions between grades that are now banded
 - Minimum of 2% of sum of base salaries on board as of September 30th

- **Contribution Awards (CA)**



- Was intended to be consistent with funds historically spent in GS on performance awards
 - Minimum of 1% of base salaries on board as of September 30th
 - 90% of the funding percentage which will be awarded as bonus.

CONTRIBUTION & COMPENSATION

Payout Calculations

1. Determine who is in the Pay Pool as of the end of the rating period on September 30.

	Base Salary
Contributor, Joe	\$67,587
Blaine, Rick	\$57,123
Munroe, Cora	\$69,544
Wayne, Bruce	\$46,259
Sayers, Rose	\$69,877

Total Base Salaries = \$310,390

2. Add all the base salaries for the Pay Pool's total base salary.

CONTRIBUTION & COMPENSATION Payout Calculations

- Calculate pay pool dollars allocated for salary increases (CRI) and awards (CA) using percentages of Total Base Salary.

The minimum funding level for CRI is 2.0% and CA is 1.0%.

$$\frac{\text{Total Base Salary} * \text{CRI Funding Level} = \text{CRI Pool}}{\$310,390 \times 2.4\% = \$7,449}$$



$$\frac{\text{Total Base Salary} * \text{CA Funding Level} = \text{CA Pool}}{\$310,390 \times 90\% \text{ of } 1.3\% = \$3,632}$$



CONTRIBUTION & COMPENSATION

Payout Calculations

4. Enter approved OCS and Target Salaries.

	Base Salary	Expected OCS	Approved OCS	Target Salary
Contributor, Joe	\$67,587	67	73	\$81,857
Blaine, Rick	\$57,123	59	61	\$64,511
Munroe, Cora	\$69,544	69	70	\$77,126
Wayne, Bruce	\$46,259	48	45	\$46,962
Sayers, Rose	\$69,877	69	63	\$67,123

5. Determine the Delta OCS and Delta Salaries.

	Expected OCS	Approved OCS	Delta OCS	Base Salary	Target Salary	Delta Salary
Contributor, Joe	67	73	6	\$67,587	\$81,857	\$14,270
Blaine, Rick	59	61	2	\$57,123	\$64,511	\$7,388
Munroe, Cora	69	70	1	\$69,544	\$77,126	\$7,582
Wayne, Bruce	47	45	-2	\$46,259	\$46,962	\$703
Sayers, Rose	69	63	-6	\$69,877	\$67,123	-\$2,754

Total Positive Delta Salary = \$29,943

6. Calculate total *positive* Delta Salary.

CONTRIBUTION & COMPENSATION Payout Calculations

7. Calculate percent of Delta Salary to be given.

Available Dollars for CRI ÷ Total Positive Delta = Percent for CRI Payout



Total Positive Delta Salary of \$29,943

$\$7,449 \div \$ 29,943 = \underline{24.87726\%}$ of Positive Delta Salary for CRI

Available Dollars for CA ÷ Total Positive Delta = Percent for CA Payout



Total Positive Delta Salary of \$ 29,943

$\$3,632 \div \$ 29,943 = \underline{12.12971\%}$ of Positive Delta Salary for CA

CONTRIBUTION & COMPENSATION

Payout Calculations

8. Calculate approved CRI and CA.

	Expected OCS	Approved OCS	Delta OCS	Base Salary	Target Salary	Delta Salary
Contributor, Joe	67	73	6	\$67,587	\$81,857	\$14,270

Delta Salary * Percent of Delta Salary for CRI = Contribution Rating Increase

$$\$14,270 \times \underline{24.87726\%} = \$3,550$$

Delta Salary * Percent of Delta Salary for CA = Contribution Award

$$\$14,270 \times \underline{12.12971\%} = \$1,731$$

Compensation from the Pay Pool

	Expected OCS	Approved OCS	Delta OCS	Base Salary	Target Salary	Delta Salary	Computed CRI	Computed CA
Contributor, Joe	67	73	6	\$67,587	\$81,857	\$14,270	\$3,550	\$1,731
Blaine, Rick	59	63	4	\$57,123	\$64,511	\$7,388	\$1,838	\$896
Munroe, Cora	69	70	1	\$69,544	\$77,126	\$7,582	\$1,886	\$920
Wayne, Bruce	47	45	-2	\$46,259	\$46,962	\$703	\$175	\$85
Sayers, Rose	69	63	-6	\$69,877	\$67,123	-\$2,754	\$0	\$0
Total Base Salary						\$29,943	24.87726%	12.12971%
							\$7,449	\$3,632



All the CRI and CA Pool Dollars are distributed!!!



CONTRIBUTION & COMPENSATION CCAS Results – Part I Form

Part I: CCAS Salary Appraisal Form

Name: Joe Contributor **Series:** 0346 **Appraisal Period:**
CAS2Net ID: 99999 **Broadband Level:** III **From:** 1-Oct-09
Organization: 1 **Retained Pay:** No **To:** 30-Sep-10
Career Path: NH **Presumptive:** None

Discuss evaluation with employee and obtain signature confirming discussion. Signature of employee does not constitute agreement with CCAS appraisal.

Ricky Martin **Pay Pool Manager** 21-Jan-11

Date

Date

Rating Official _____

Date

Employee Signature _____

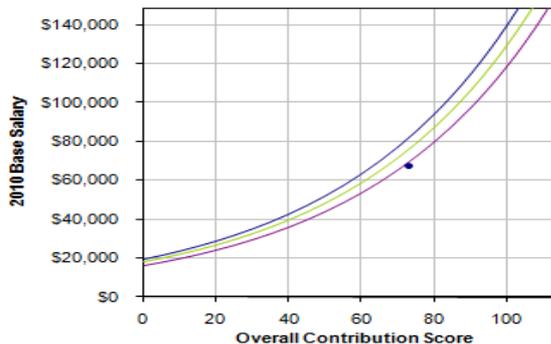
Date

Appraisal Detail

Overall Contribution Score	73	Upper Rail OCS	63
Next Year's Expected SPL OCS	71	SPL OCS	67
		Lower Rail OCS	71

Employee Contribution Pay Comparison Chart

The graph plots the Employee Appraisal relative to the standard pay line (SPL) and rails. The top and bottom lines are the **Upper and Lower Rails**. The middle line is the **SPL**. The point is the **Employee Appraisal**.



Compensation Detail

\$67,587	Current Rate of Base Pay	
+	G Increase	0.0%
+ \$ 3,550	CRI Increase	5.25%
=	\$71,137	New Rate of Basic Pay
+	\$17,229	Locality Pay @ 24.22%
=	\$88,366	New Total Salary
\$ 1,731	Contribution Award	

Remarks

The General Pay Increase (GPI) and locality information on this form is based on 2010 rates and will be updated based on the decision of the Federal Government prior to the payout.

Privacy Act Statement (552a of 5 U.S.C.)
 1. AUTHORITY: Section III.D, Federal Register Notice dated January 8, 1999.
 2. PURPOSE: This form summarizes the annual evaluation of an employee's contribution through CCAS assessment.
 3. ROUTINE USE: This form is a computer-generated form that is produced for each employee and contains the overall contribution score and space for the signature of the PPM, the supervisor, and the employee. The original of this form will be maintained in accordance with agency procedures.
 4. DISCLOSURE: Failure to verify the SSN may result in a delayed or erroneous processing of the individual's CCAS and applicable payouts. The information contained within this form is personal in nature and is restricted to those with appropriate permissions. Information collected on this form may be used for statistical and impact analysis.

Identifying info

Signatures

OCS & rail positions

OCS plotted

Pay info

Remarks

CONTRIBUTION & COMPENSATION CCAS Results – Part I Form

Appraisal Detail <table border="1"> <tr> <td>Overall Contribution Score</td> <td>73</td> </tr> <tr> <td>Next Year's Expected SPL OCS</td> <td>71</td> </tr> </table>		Overall Contribution Score	73	Next Year's Expected SPL OCS	71	<table> <tr> <td>Upper Rail OCS</td> <td>63</td> </tr> <tr> <td>SPL OCS</td> <td>67</td> </tr> <tr> <td>Lower Rail OCS</td> <td>71</td> </tr> </table>	Upper Rail OCS	63	SPL OCS	67	Lower Rail OCS	71	<p>Expected Contribution Range And Expected OCS</p>														
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CONTRIBUTION & COMPENSATION

CCAS Results – Part I Form

Individual Factor Scores

Part I: CCAS Salary Appraisal Form

Page 2

Name:	Joe Contributor	Series:	0346	Appraisal Period:	
CAS2Net ID:	99999	Broadband Level:	III	From:	1-Oct-09
Organization:	1	Retained Pay:	No	To:	30-Sep-10
Career Path:	NH	Presumptive:	None		
Factor		Category Score		Final Score	
Problem Solving		3M		75	
Teamwork		3M		75	
Customer Relations		3M		75	
Leadership		3M		73	
Communications		3M		70	
Resource Management		3M		70	
OCS				73	
Delta OCS		6			
Relative Score		-13.05			

CONTRIBUTION & COMPENSATION

Inadequate Contribution

- Goal of System: Proper Compensation for Contribution to Organization's Mission
- Inadequate Contribution could result in:
 - Reassignment
 - Reduction in Pay
 - Removal from Federal Service
- Consult With HR before beginning action

CONTRIBUTION & COMPENSATION

Inadequate Contribution

- Contribution Improvement Plans (CIP's) should be considered in the case of employees whose contributions to mission accomplishment are inadequate
- There are two types of situations where inadequate contribution could call for a CIP:
 - Mandatory
 - Optional

Inadequate Contribution is evident when:

- Contribution in *any* factor is at or less than midpoint of next lower Broadband Level
- or
- OCS (Rating of Record) falls above the upper rail
(A - **Compensation ABOVE contribution** zone -5, -6 or higher)

CONTRIBUTION & COMPENSATION

Inadequate Contribution

Broadband Level Point Ranges

Broadband Level	Business Management and Technical Professional		Technical Support		Administrative Support	
	115	Mid-Point	95	Mid-Point	70	Mid-Point
IV	96-100		79-83			
	84-95		67-78			
	79-83		61-66			
III	79-83	72	62-66	55	57-61	
	67-78		52-61		47-56	
	61-66		43-51		38-46	
II	62-66	44	47-51	37	42-46	34
	51-61		41-46			
	41-50		36-40		30-41	
	30-40		30-35			
	22-29		22-29		22-29	
I	24-29	15	0-29	15	0-29	15
	6-23		6-23		6-23	
	0-5		0-5		0-5	

- Situation 1:** When an employee's contribution in any factor is numerically at or less than the midpoint of the next lower broadband level (for broadband Level I employees, a score of 0 in any factor), there is no supervisory discretion: a CIP must be issued. This is true regardless of where the employee's overall OCS falls (i.e. Category A, B, or C).

		FACTORS						
		Problem Solving	Teamwork/ Cooperation	Customer Relations	Leadership/ Supervision	Commun.	Resource Mgt	
NH-72 NJ-55 Level NH-44 NJ-37 NK-34 NH-15 NJ-15 NK-15	IV	Very High						
		High						
		Med						
		Low						
	III	High			80			
		Med	78				78	
		Low				65		
	II	High						
		M-H						
		Med					46	
		M-L						
		Low		29				
I	High							
	Med							
	Low							

CONTRIBUTION & COMPENSATION

Inadequate Contribution

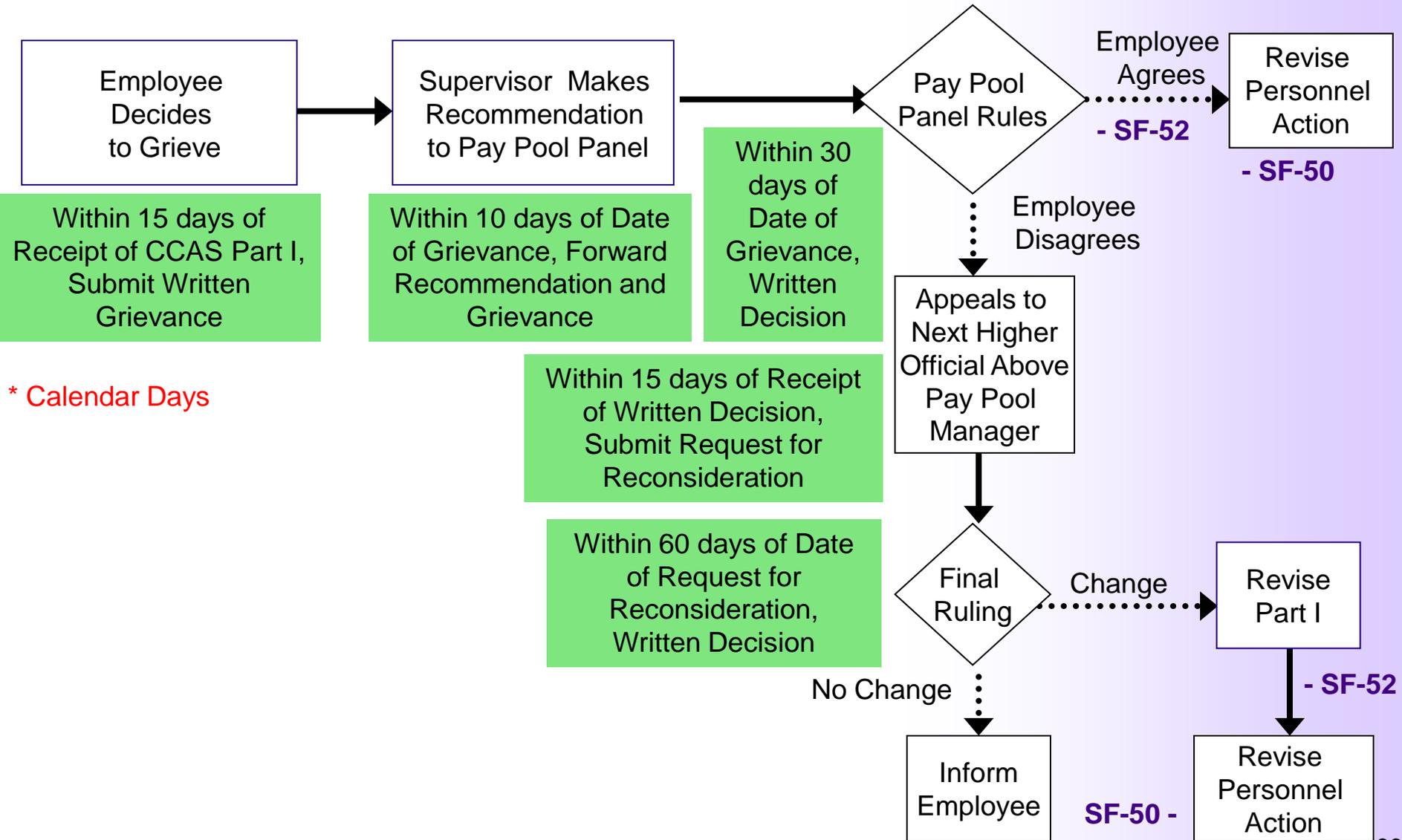
- Situation 2: When the overall contribution score places the employee in the “A” region, the **CIP is Optional**, therefore the rating official has a decision to make:
 - **The supervisor may decide not to issue a CIP**, documenting this decision in a memorandum for record, and a copy of the memo provided to the employee and to higher management; or
 - **The supervisor may decide to issue a CIP**, notifying the employee in writing that unless the contribution increases to—and is sustained at—a higher level, the employee may be reduced in pay, reassigned, changed to a lower broadband level, or removed from Federal Service

Establishing a Contribution Improvement Plan:

- Rating Official prepares Contribution Improvement Plan
 - Supervisors are advised to contact their HR Specialist for assistance
- Supervisor notifies employee in writing
- CIP must contain:
 - Specific areas in which the employee is inadequately contributing
 - Standards for adequate contribution
 - Actions required of the employee
 - Time in which contribution improvement must be accomplished
 - Assistance from the service or agency
 - Consequences of failure to improve
- Employee must sustain adequate contribution for two years

- Employee may grieve:
 - Overall Contribution Score / Factor Score(s)
 - ✓ General Pay Increase (GPI)
 - ✓ Contribution Rating Increase (CRI)
 - ✓ Contribution Award (CA)
 - Narrative
- Bargaining Unit employees follow negotiated agreement, if any; if not
- Non-Bargaining Unit employees follow established administrative procedures, with supplemental instructions.

GRIEVANCE PROCESS Administrative Procedures

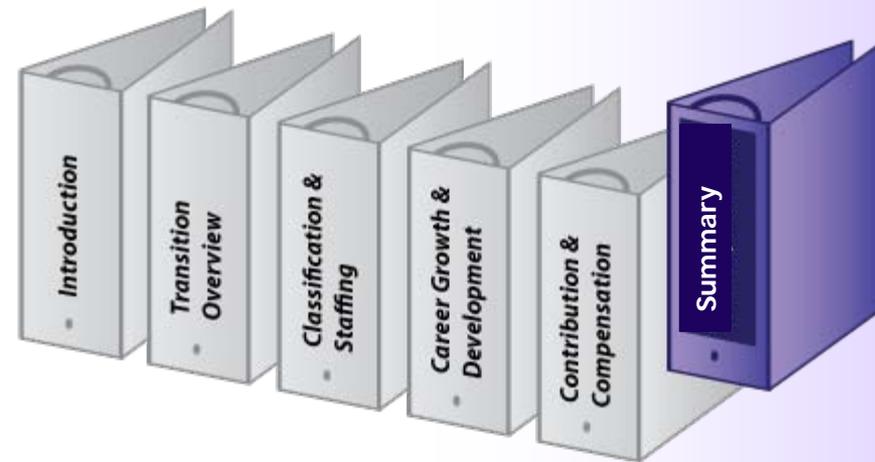


* Calendar Days

Situation	Rating Approved By	Computed CRI	Computed CA	Additional Action
Leave to Another AcqDemo Pay Pool	Losing Pay Pool	Pay By The Gaining AcqDemo Pay Pool	Pay By The Gaining AcqDemo Pay Pool	NA
Leave AcqDemo for GS	Losing Pay Pool	Carry Over CRI and Add to CA	CRI + CA as Award	Memo and MIPR Award to Gaining Federal Agency
Leave AcqDemo to STRL Demo	Losing Pay Pool	Carry Over CRI and Add to CA	CRI + CA as Award	Memo and MIPR Award to Gaining Federal Agency
Leave AcqDemo to Another Federal Agency	Losing Pay Pool	Carry Over CRI and Add to CA	CRI + CA as Award	Memo and MIPR Award to Gaining Federal Agency
Retire	Losing Pay Pool	Carry Over CRI and Add to CA	CRI + CA as Award	Complete a SF 1034 and Forward to DFAS
Resign from Federal Service	Losing Pay Pool	NA	NA	NA

Pay Pools will take every effort to get the payout to former employees.

- Transition Summary
- Transition Support



- Ongoing – Transition guidance
- Now through May 2011 –
 - Transition Teams preparing organizations
 - Training being delivered
- March/April 2011 – Conduct NSPS interim assessment
- May 22, 2011 – Convert from NSPS to AcqDemo
- April/June 2011 – Establish AcqDemo contribution plans
- September 30, 2011 – End of first AcqDemo rating cycle
 - Review contributions with employees; prepare assessments
 - Communicate new cycle contribution expectations
- October/November 2011 - Pay Pool Deliberations
- January 2012 – Issue first AcqDemo rating/payout

- *Questions? Contact your local transition team or submit to:*

DoD AcqDemo Helpdesk

AcqDemo.Helpdesk@dau.mil

Army AcqDemo Program Office

- Jerry Lee, 703-805-5498 (PM)

jerold.a.lee@us.army.mil

- Tim Zeitler, 703-805-1098

tim.zeitler@us.army.mil

- Lori Branch, 703-805-1077

lori.branch@us.army.mil

- ***Visit DoD AcqDemo Website for latest transition information updates***
 - [*http://www.acq.osd.mil/dpap/ops/acqdemo.html*](http://www.acq.osd.mil/dpap/ops/acqdemo.html)



Transition to DoD Civilian Acquisition Workforce Personnel Demonstration Project (AcqDemo)



Questions?