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**Inside:**

Benefits and Entitlements  
*New TSP Interfund Transfer Rule* [1](#)  
*Credit for Service Under CSRS and FERS* [4](#)

Human Resources Business and Information Technology Solutions (HR-BITS)  
*Introduction to the CPMS Corporate Data Analysis Branch* [4](#)

Joint Leader Development  
*Constitution Day/Citizenship Day 2008* [1](#)  
*DLAMP Graduation Ceremony* [2](#)  
*New Program for Senior Civilian Leaders Open* [3](#)

Policy and Strategy Support  
*Increased Leave Carryover Ceiling* [3](#)

Civilian Assistance and Re-Employment  
*VSIP Prohibitions* [2](#)

Staffing and Development  
*NSPS and the "Rule of 3"* [5](#)

## Constitution Day/Citizenship Day 2008

This year, Constitution Day and Citizenship Day was commemorated on Wednesday, September 17<sup>th</sup>. Since 2005, the Department of Defense (DoD), along with all other Federal agencies, has been required by public law to provide education and training to all employees, annually, about the US Constitution.

The highlight of this year's commemoration was a videotaped presentation by Supreme Court Justice Sandra Day O'Connor (ret.).

Justice O'Connor began her extraordinary legal career at Stanford University where she received both her B.A. and L.L.B. degrees. She served as Deputy County Attorney of San Mateo County, California and as a civilian attorney for the Quartermaster Market Center in Frankfurt, Germany.



After practicing law for several years in Arizona, she was appointed to the Arizona State Senate and later was re-elected twice for 2 year terms. She then was elected Judge of the Maricopa County Superior Court and appointed to the Arizona Court of Appeals. In 1981, she was nominated and began her work as an Associate Justice of the Supreme Court until her retirement on January 31, 2006.

-Joint Leader Development

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## New TSP Interfund Transfer Rule

The Federal Employees' Retirement System Act of 1986 established the Thrift Savings Plan (TSP) to offer passive long-term investments designed to improve the retirement security of Federal employees. As part of the TSP, an interfund transfer (IFT) allows you to redistribute all or part of your TSP account among the different TSP funds.

Last year, it became clear that a few thousand of the 3.9 million TSP partici-

pants were making frequent IFT requests. Because this activity was clearly accelerating, and in light of the detrimental effect on the overall fund performance and transaction costs, a limit has been placed on the number of IFTs that can be made each month.

Effective May 1, 2008, you will no longer be able to make unlimited IFTs. For each calendar month, your first two

*(Continued on page 2)*

## DLAMP Graduation Ceremony

On Friday, May 9, 2008, the Honorable Gordon R. England, Deputy Secretary of Defense, addressed the largest ceremony to date to honor graduates of the Defense Leadership and Management Program (DLAMP). The event, hosted by the Honorable David S. C. Chu, Under Secretary of Defense for Personnel and Readiness, and held in Alexandria, VA, recognized the accomplishments of 124 DLAMP graduates from throughout the Department of Defense.

DLAMP was established in 1997 to develop highly capable senior civilian executives with a Department of Defense-wide perspective; substantive knowledge of the national security mission; a shared understanding, trust, and sense of mission with military leaders; and strong leadership and management skills.

Participants at grades GS-13 through GS-15 (and equivalent) were selected competitively through a Component nomination process. Generally, all program requirements are completed in 2 to 5 years, depending upon the individual's prior education, training and experience.

DLAMP requirements include:

A Master's degree from an accredited institution; Graduate courses in business management and public policy areas, based on an individual needs assessment; Foundation courses in national security studies and leadership; and Professional Military Education (senior level).

To date, 642 participants have met the program goals.



Deputy Secretary England congratulates Donna Tranum at the May 9 DLAMP graduation ceremony.

-Joint Leader Development

## Voluntary Separation Incentive Pay (VSIP) Prohibitions

Section 9902(g) of title 5, United States Code (U.S.C.), as amended by section 1106 of the National Defense Authorization Act for Fiscal Year 2008, Public Law 110-181 (originally enacted as 5 U.S.C. 9902(i) by the National Defense Authorization Act for Fiscal Year 2004, Public Law 108-136) gave the Secretary of Defense permanent authority to establish a VSIP (commonly called a buyout) program.

The Department's VSIP authority statutorily prohibits DoD Agencies from reemploying VSIP recipients within 12 months of receiving a separation incentive and requires repayment of the gross amount of the approved separation incentive when VSIP recipients are reemployed by any Federal agency within 5 years of the buyout.

Consequently, if waivers to the DoD 12-month prohibition on reemployment or the DoD VSIP repayment requirement, or both, are necessary, they must be forwarded and approved according to DoD policy prior to reemployment. This applies to all VSIPs authorized under 5 U.S.C 9902(g), and its predecessor 5 U.S.C. 9902(i). Authority to approve these waivers has been delegated to the Deputy Under Secretary of Defense (Civilian Personnel Policy).

*(Continued on page 3)*

## New TSP Interfund Transfer Rule

*(Continued from page 1)*

IFTs can redistribute money in your account among any or all of the TSP funds. For the remainder of the month, your IFTs can *only* move money into the Government Securities Investment (G).

When making a fund transfer, the transaction will be counted towards the month it is processed, not in the month the request is submitted.

For additional information on the new TSP IFT rule, visit the following web site, <http://www.tsp.gov/>.

-Benefits and Entitlements



## Increased Leave Carryover Ceiling

The Office of Personnel Management (OPM) issued final regulations increasing the amount of leave senior scientific, professional and intelligence officials can carry from one year to another.

The final regulations implement Section 1112 of the National Defense Authorization Act (NDAA) for Fiscal Year 2008, and became effective April 8, the same day OPM published the regulation.

Certain senior-level officials, who are

ranked above the General Schedule but are not eligible to join the Senior Executive Service (SES) because they are not supervisors, are now able to keep up to 90 days of annual leave, which is the same amount SES members can retain.

Implementation of the new maximum leave carryover entitlement will occur in the payroll system prior to the end of the calendar year.

-Policy and Strategy Support

## VSIP Prohibitions

*(Continued from page 2)*

To avoid confusion and potentially costly mistakes, please be aware the Office of Personnel Management (OPM) does not provide guidance or have approval or waiver authority over the Department's permanent VSIP authority.

Consequently, buyouts paid by the Department after September 30, 2003, are not covered by current or future OPM waivers. This includes VSIP waivers associated with temporary appointments authorized by OPM in direct support of the national emergency.

Although the repayment waiver remains in effect for the duration of the declared national emergency, it is exclusively limited to DoD buyouts granted under 5 U.S.C. 5597 prior to its expiration on September 30, 2003, and to other VSIP authorities that are currently under OPM's purview.

Questions on the DoD VSIP policy and waiver provisions should be addressed to  
[CARE\\_Info@rosslyn.cpms.osd.mil](mailto:CARE_Info@rosslyn.cpms.osd.mil)

-Civilian Assistance  
and Re-Employment

## New Program for Senior Civilian Leaders Now Open

On April 22, 2008, Mr. Michael L. Dominguez, the Principal Deputy Under Secretary of Defense for Personnel and Readiness, announced and opened the call for nominations for the Defense Senior Leader Development Program (DSLDP), a new civilian leader development program that will emphasize enterprise-wide leadership for senior-level leaders.

In this memorandum to Components, Mr. Dominguez cited leadership development as "a critical responsibility of each current leader," and what is needed to help the Department meet its mission now and into the future.

DSLDP will help ensure that DoD has the world-class leaders with the broad perspective needed to take on even more responsible positions in the 21<sup>st</sup> Century joint, interagency and multi-national environment.

As the successor to the Defense Leadership and Management Program, DSLDP becomes the senior-level component of the Department of Defense leadership succession management strategy. It will provide a competency-based approach to the deliberate development of senior civilian leaders, supporting Continuity of Leadership, a top transformation priority for the Department.

Designed in close collaboration with a cross-Component advisory group, DSLDP integrates the academic experience of senior-level professional military education; Defense-unique leadership seminars focused on the critical issues facing the Department today; and opportunities for individual development, all designed to broaden participants' enterprise-wide perspective.

Program elements blend hands-on real-

*(Continued on page 5)*



## Introduction to the CPMS Corporate Data Analysis Branch

The CPMS Corporate Data Analysis (CDA) Branch was established in 2006 within the HR Business, Information, and Technology Solutions (HR-BITS) Division to be the corporate data resource for Department of Defense (DoD) senior civilian HR decision-makers.

Since that time, it has morphed from providing workforce data and analysis to senior leaders within the Office of the Secretary of Defense (OSD), to a more dynamic mission and broader focus on assisting OSD senior leaders in the planning for, and measurement and assessment of the civilian workforces' transformation and progress toward achieving DoD strategic goals.

CDA conducts, among other things, special research studies on major DoD programs and policies; survey analysis, design and implementation; workforce forecasting; and provides expert guidance to CPMS and Civilian Personnel Policy (CPP) staff on information collection, licensing and guidelines.

It is also the primary liaison with the Defense Manpower Data Center (DMDC) and the Office of Personnel Management for workforce and survey-related data. Despite this metamorphosis and the breadth of skills of the staff, CDA is still known as "The Data Group." Requests for data usually deal with policy or other workforce related issues.

These requests come from all sources, including executive staff, to facilitate more informed decision-making, and/or to respond to media and Congressional inquiries.

The data they provide also assists CPMS and CPP Program staff in

meeting external reporting requirements; designing or implementing survey programs; and facilitating the preparation of policy and legislative change proposals.

You can find many of CDA's products and services at [www.cpms.osd.mil/hrbits/corpdata/copy\\_corpdata\\_index.aspx](http://www.cpms.osd.mil/hrbits/corpdata/copy_corpdata_index.aspx).

Two of the most visible and highly used products are the DoD Executive Fact Book on the Civilian Workforce, and the Monthly DoD Demographics Report, the latter of which can be found on the CPMS Home Page [www.cpms.osd.mil](http://www.cpms.osd.mil).

CDA and HR-BITS have worked continuously at gaining greater Component acceptance and use of the Corporate Management Information System (CMIS), which is the DoD corporate data warehouse linked to the Defense Civilian Personnel Data System (DCPDS).

This is the source of data used to respond to most inquiries. Many HR employees also have access to this data through a business intelligence tool linked to the warehouse, and CDA is working diligently to keep up with the demand for a library of pre-defined reports that are available electronically for CPMS and other DoD employees without the need to submit a data request.

This capability helps us achieve one of our goals: providing access to data directly to or closer to the HR leadership.

-HR Business, Information, and Technology Solutions

## Credit for Service Under CSRS and FERS

Section 1115 of the National Defense Authorization Act for fiscal year 2008 authorizes Federal employees to receive retirement credit for service as a cadet or midshipman at a Military Service Academy under the Civil Service Retirement System (CSRS) and the Federal Employees Retirement System (FERS).

This legislative change simply provides statute for OPM's long held practice of crediting this type of military service for retirement purposes. Therefore, there are no new procedures or guidance required to implement this change.

Both the CSRS and FERS pension programs, which cover most civilian federal workers, allow time served as an active duty member of the U.S. armed forces to be used as creditable service provided that it is not already being credited toward military retirement benefits and a deposit to purchase the credits is made to the Civil Service Retirement and Disability Fund.

For those under the CSRS program, the required deposit equals 7 percent of the basic pay received while performing the service, and for those under the FERS program, the deposit equals 3 percent of the basic pay received while performing the service.

-Benefits and Entitlements

## DSLDP Open

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world, challenging exercises, best practices, and interface with leading experts, both within and outside of Defense. Participants will attend much of the program as a cohort, facilitating networking across Component lines. Generally, all program requirements should be completed in 2 years, depending upon the individual's development needs and prior experience.

DSLDP is open to permanent DoD civilian employees at grades GS-14 or 15, pay band 3 in the National Security Personnel System, or equivalent, nominated through their Component competitive processes.

The rigorous selection process will include a formal, hands-on assessment center exercise, which mirrors a day in the life of a typical senior leader, and an executive-level review board.

Full eligibility requirements and other program information can be found at [www.cpms.osd.mil/jlidd](http://www.cpms.osd.mil/jlidd).

Component nominations for the DSLDP Class of 2009 are due in September 2008. Participants will be officially selected in December and will attend an orientation in February 2009.

-Joint Leader  
Development

## NSPS and the "Rule of 3"

On January 28, 2008, the President signed into law the National Defense Authorization Act (NDAA) for Fiscal Year 2008.

The NDAA retains basic authorities for National Security Personnel System (NSPS) performance management and other human resources matters but made some significant changes to other portions of the NSPS.

The NDAA requires NSPS to follow title 5 employment laws. One area affected by the new requirement is the referral and selection from the highest three available eligibles for each vacancy filled through the competitive examining process.

Effective January 28, 2008, the "Rule of 3" per title 5, United States Code, Section 3318 applies to all referrals when using the traditional numerical scoring.

Through the "rule of 3" procedures, each eligible is afforded his or her right to receive a bona fide employment consideration. A selecting official may not pass over a preference eligible to select a lower ranking non-preference eligible or non-preference eligible with the same or lower score without sound reasons that relate directly to the veteran's fitness for employment.

The "rule of 3" allows a selecting official to eliminate an eligible that has been considered for three separate appointments from the same or different certificates for the same position. When a preference eligible is passed over on a list of eligibles, upon request, he/she is entitled to a copy of the agency's reasons for the

passover and the examining office's response.

When making selections using the category rating system, selections are made from within the highest quality category regardless of the number of candidates (i.e., the "rule of 3" does not apply).

However, preference eligibles receive absolute preference within each category. If a preference eligible is in the category, an agency may not select a non-preference eligible unless the agency requests to pass over the preference eligible in accordance with 5 U.S.C., Section 3318, and the request is approved.

Detailed guidance is available in the Office of Personnel Management Delegated Examining Operations Handbook (DEOH) and 5 Code of Federal Regulations, Part 332. The DEOH is accessible on the CPMS website at: [http://www.cpms.osd.mil/fas/staffing/staffing\\_index.aspx](http://www.cpms.osd.mil/fas/staffing/staffing_index.aspx).

-Staffing and Development

## CPMS Employment

CPMS vacancies are posted on USAJOBS.

To access CPMS employment opportunities for both status and non-status applicants, click [here](#).