



DEPARTMENT OF THE ARMY  
ADMINISTRATIVE ASSISTANT TO THE SECRETARY OF THE ARMY  
105 ARMY PENTAGON  
WASHINGTON DC 20310-0105

SEP 22 2008

MEMORANDUM FOR ASSISTANT CHIEF OF STAFF FOR INSTALLATION  
MANAGEMENT, 600 ARMY PENTAGON, WASHINGTON, DC 20310-0600

SUBJECT: Request for Voluntary Separation Incentive Pay (VSIP) Approval

1. Reference memorandum, DAIM-ODB, dated 29 April 2008, subject: Notification of Reduction in Force (RIF) at Rocky Mountain Arsenal, CO and Request for Voluntary Separation Incentive Pay (VSIP).
2. I am approving the request to conduct a Voluntary Separation Incentive Pay (VSIP) window for the Rocky Mountain Arsenal. In addition, I am providing two VSIP allocations with this authority. As in previous delegations the window should be conducted in accordance with the provisions of subchapter 1702 of the DoD 1400.25-M dated 13 June 2008.
3. This does not constitute approval to conduct a Reduction in Force. If the use of the VSIP does not alleviate your need to conduct a RIF, you must request approval through this office.
4. Upon completion of your VSIP window, request that you provide the number of VSIPs executed with the effective dates to the Human Resources Management Directorate.

Encls





DEPARTMENT OF THE ARMY  
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT  
600 ARMY PENTAGON  
WASHINGTON, DC 20310-0600

DAIM-ODB

APR 29 2008

MEMORANDUM THRU

Assistant Chief of Staff for Installation Management (OACSIM), 600 Army Pentagon,  
Washington, DC 20310-0600  
Director, Operations Directorate (DAIM-OD), Office of the Assistant Chief of Staff for  
Installation Management (OACSIM), 600 Army Pentagon,  
Washington, DC 20310-0600

FOR Human Resource Management Directorate, HQDA Civilian Personnel Advisory  
Center, Program Management Division, Taylor Building, Arlington VA 22202-0478

SUBJECT: Notification of Reduction-In-Force (RIF) at Rocky Mountain Arsenal, CO  
and Request for Voluntary Separation Incentive Pay (VSIP)

1. This is a request for approval of VSIP to avoid RIF and involuntary separation due to installation closure and property disposal at Rocky Mountain Arsenal, CO.
2. VSIP can successfully minimize adverse impact of a drawdown of the Rocky Mountain Arsenal transitional workforce as the post-closure property clean-up and transfer mission is accomplished. Rocky Mountain Arsenal currently has 19 authorized positions that consist of an on-board strength of 18 permanent positions and one term position. At the end of FY08 there will no longer be a requirement for 2 of the 19 employees. The enclosed VSIP request targets the occupational series that will avoid RIF and involuntary separation. The employees approved for VSIP will be off the rolls by 30 September 2008.
3. Request your assistance in obtaining approval of VSIP for this activity. Should further questions arise, please contact [REDACTED]

Encls



DEPARTMENT OF THE ARMY  
BASE REALIGNMENT AND CLOSURE  
ROCKY MOUNTAIN ARSENAL  
7200 QUEBEC STREET, BUILDING 111  
COMMERCE CITY, CO 80022-1748



DAIM-BD-A-RM

7 January 2008

MEMORANDUM THRU Department of the Army, Base Realignment and Closure Office, (DAIM-BD [REDACTED]), 600 Army Pentagon, Washington DC 20310-6000

FOR Department of the Army, Chief, Base Realignment and Closure Office, (DAIM-BD [REDACTED]), 600 Army Pentagon, Washington DC 20310-6000

SUBJECT: Notification of Reduction in Force (RIF) at Rocky Mountain Arsenal (RMA), Commerce City, Colorado, and Request Voluntary Separation Incentive Pay (VSIP)

1. Forwarded for your review and action is the Realignment Fact Sheet and VSIP Request General Information and back up enclosures. Also enclosed is the Civilian Reduction Plan, Fiscal Year (FY) 2008 spreadsheet for civilian personnel along with EEO and Abolished Position information for RMA. The reduction is needed to downsize staff to correspond with the RMA mission requirements. As the environmental restoration mission progresses, incremental draw down of the civilian workforce is necessary. RMA currently has 19 authorized positions and an on-board strength of 19 (18 permanent and 1 TERM). At the end of FY08, there will no longer be a requirement for 2 of the 19 employees currently employed.
2. Through the use of VSIP we would avoid involuntary separations, both employees will take retirement if offered VSIP. Without VSIP, two involuntary separations are projected. If a formal RIF cannot be avoided through voluntary losses, RMA plans to issue RIF letters 26 June 2008, with an effective date of 30 September 2008.
3. Request your assistance in obtaining approval for VSIP for this activity. If you have questions or need additional information, please contact the undersigned at [REDACTED]

Encls

REALIGNMENT FACT SHEET AND VSIP REQUEST  
GENERAL INFORMATION

1. Reporting Installation: Headquarters, Department of the Army, Assistant Chief of Staff for Installation Management (ACSIM), BRAC DIVISION
2. Activity/Organization Undergoing Reduction: Rocky Mountain Arsenal (RMA), Commerce City, Colorado
3. Activity/Organization's HQ: ISMA
4. Activity's Installation Name (if different than #1 above): Same
5. Activity geographical locations: RMA, Commerce City, Colorado
6. Activity ROC/UICs: W4YN03
7. Number of Employees Assigned to the UICs: 19
  - a. Not in the competitive area: 0
  - b. In the competitive area: 19
  - c. In the area unit/activity/organization where VERA is applied: 19
8. Reduction Status Code: R
9. Reduction Reason Code: M
10. Effective Date of Reported Data: 13 December 2007
11. Target Data and Losses/Accessions are Projected Through (indicate/complete appropriate box):
  - a. The End FY: 2008
  - b. The RIF Effective Date: 30 September 2008
12. Projected RIF Separations after VSIP (provide projection and explanation if other than RFS entries 2f minus 3c): 0

**REALIGNMENT FACT SHEET**

MACOM/HQ: HQDA RIF Notification Only \_\_\_\_\_

Activity/Installation: U.S. Army, ACSIM, BRAC DIVISION RIF/VERA/VSIP Request  X

Rocky Mountain Arsenal, Commerce City, Colorado

**Position Impact**

1. Number of Positions	Permanent	Term	Temporary	Total
a. Authorized Prior to Action	18	1		19
b. Minus - Abolished by Action	2			2
c. Minus - Transferred from Activity				
d. Plus - Transferred into Activity				
e. Equals - Authorized After Action	16	1		17
<b>Other Position Information:</b>				
f. Vacant Prior to Action	0			0
g. Projected Vacancies	0			0

**Personnel Impact**

2. Number of Employees				
a. On-Board Prior to Action	18	1		19
b. Target Strength	16	1		17
<b>Projected Attrition:</b>				
c. TOF Transfers outside CA	0			0
d. Plus - Other Voluntary Losses	0			0
e. Equals - Normal Attrition W/O VERA/VSIP	0			0
<b>Projected Involuntary Losses:</b>				
f. Separation-RIF (W/O VERA/VSIP)	2			2
g. Plus - Other Involuntary Losses	0			0
h. Equals - Total Involuntary Losses (W/O VERA/VSIP)	2			2
i. Projected Accessions	0			0
j. Projected End Strength: 2a minus 2e minus 2h plus 2i	16	1		17
<b>3. Other Projected Information</b>				
a. Changes to Lower Grade (W/O VERA/VSIP)	0			0
b. VERA/VSIP Eligibles (after normal attrition, 2e)	2			2
c. VERA/VSIP Separations	2			2
d. Employees not separated/demoted due to VERA (total VERA/VSIPs requested)	2			2

4. Projected RIF Letter issue Date: 25 July 2008

5. Projected RIF Effective Date: 30 September 2008

6. Project TOF Letter Issue Date: N/A

7. Projected TOF Effective Date: N/A

VOLUNTARY EARLY RETIREMENT AUTHORITY (VERA)  
 VOLUNTARY SEPARATION INCENTIVE PAY (VSIP)  
 ROCKY MOUNTAIN ARSENAL (RMA)  
 COMMERCE CITY, COLORADO

1. **Justification:** This document requests approval of and provides information to support VSIP to alleviate the impact of a planned reduction in force (RIF) for employees assigned to HQDA, ACSIM, BRAC DIVISION, with duty station at RMA. The RIF is due to reduced workload and the ongoing incremental downsizing of the civilian workforce at RMA as the Environmental Clean up progresses.

2. **Scope and Nature of Request:**

a. **Area of Application:** VSIP will be extended to the employee identified within HQDA, ACSIM, BRAC DIVISION with duty station at RMA. Targeted positions are listed below.

**Organizations:** HQDA, ACSIM, BRAC DIVISION with duty station at RMA.

VERA/VSIP Targeted Series and Grades Rocky Mountain Arsenal, Commerce City, Colorado		
Pay Plan	Series	Grade(s) or Range of Grades
WG	5408	09
GS	2151	05

b. **Timeframes:**

The authority will be applied upon approval through 30 September 2008.

3. **RIF Effective Date:** 30 September 2008

4. **Employee Information (in targeted positions):**

- a. Total number of permanent employees: 2
- b. Total number of temporary employees: 0
- c. Attrition -- Permanent employees: 0
- d. SES Equivalent Positions Affected: 0

5. After attrition, estimated number of permanent employees covered by request who would be:

a. Separated by RIF: 2

b. Demoted: 0

c. Eligible for VERA/VSIP: 2

d. Accept VERA/VSIP: 2

e. Number Not Separated/Demoted due to VERA/VSIP: 2

6. Projected number of early retirement that will not avoid RIF separations or demotions: 0

7. Outstanding early retirement reports – previous authorities: None

8. VERA/VSIP POC Information:



**Civilian Reduction Plan, FY 08**

Submitting Installation: Rocky Mountain Arsenal Competitive Area: As Of Date: 31 Dec 07

A Location/UIC (List those included in Comp Area of RIF)	B FY 08 Latest Positions/ Authorizations	C Projected Strength		D Projected Strength		E Projected FY08 Actuals		F Voluntary Losses	G Accessions	H RIF/TOF Septs (without VERA)	I FY 08 Position Impact			L RIF Reason Code	M RIF Notice Date	N RIF Effective Date
		1 Dec 07	RIF Date	Perm	Temp	30 Sep 2008	Yr				Abolished	Posn Transferred In	Posn Transferred Out			
MACOM / UIC ISMAW4YNA	19	19	17	16	1	2	0	0	0	0	2	C	0	D	7:26 2008	30 Sep-08
<p><b>TOTALS</b> 19 19 17 16 1 0 2 0 0 0 2 0 0 0</p>																

**Notes Pertaining to Columns:**  
 COL A - Include only those activities in the Comp Area  
 COL B - Positions authorized and funded to be filled during FY (explain if different than TDA authorized)  
 COL C - Strength at month end (ME) previous month (count all active employees (include the number of interments counted in total)  
 COL D - Projected strength at RIF date (may not be same as Col E total for RIFs occurring prior to end of FY)  
 COL E - Formula: Col C - Col F + Col G - Col H = Col E (total)  
 COL F - NORMAL ATTRITION, i.e., retirement (non-VERA), resignations, deaths, NPP losses, transfers, expiration or release of temporary employees, etc. Count all projected losses, except VERA, not just retired to RIF  
 COL G - Projected accessions to strength by end of FY  
 COL H - Projected RIF/TOF separations WITHOUT VERA. Footnote # term employees included  
 COL I - Positions abolished that are not encumbered (include term and temp employees). Same as Line 4, Also Posn Worksheet  
 COL J & K - # Employees transferred in/out by new mission, reassignment of work, reorganization, etc. not necessarily a TOF. Footnote reason  
 COL L - Use same codes as on General Information Worksheet  
 COL M & N - Projected dates, frequently slip. Keep MACOM informed

**Comments/Footnotes:**  
 Current strength (Col C) includes # interments: 17  
 Voluntary losses (Col F) includes: (1) # term/term to expire before RIF (not terminated) 0 (2) # temp employees terminated in conjunction w/ RIF: 0  
 RIF/TOF separations (COL H) includes # term separations: 0  
 Reasons for transfer in/out of positions (Col J & K): N/A  
 Additional Comments:



**EQUAL EMPLOYMENT OPPORTUNITY ASSESSMENT**  
**Rocky Mountain Arsenal, Commerce City, Colorado**

CATEGORY	NUMBER BEFORE ACTION (Onboard)	NUMBER AFTER ACTION (Projected)	NET NUMBER IMPACTED	NET PERCENT IMPACTED
(1) Total Civilian Work Force (CWF)	19	17	2	10.53%
(2) Total MEN in CWF	15	13	2	13.33%
(3) Total WOMEN in CWF	4	0	0	0.00%
(a) NONMINORITY Women	4	0	0	0.00%
(b) MINORITY Women	0	0	0	0.00%
(4) Total NONMINORITY in CWF	15	14	1	6.67%
(5) Total MINORITY in CWF (5a - 5d must equal line (5) total)	4	3	1	25.00%
(a) Black	0	0	0	0.00%
(b) Hispanic	3	2	1	33.33%
(c) Asian American/Pacific Islander	0	0	0	0.00%
(d) American Indian/Alaskan Native	1	1	0	0.00%
(6) Total Individuals with ANY Disability (include individuals in Item 7 below)	0	0	0	0.00%
(7) Total Individuals with TARGETED DISABILITIES	0	0	0	0.00%

**Data Source and "As Of" Date:**

Instructions: Enter Name and Location of Installation and MACOM at top of form, as required. Reflect data for the current RIF or realignment only. Formulas have been entered in some cells to ensure numbers balance.

Item (1) - Total civilians in the COMPETITIVE AREA affected by the RIF.

Item (5) - Items 5a thru 5d must equal Item 5 total.

Item (7) - Include all individuals with the following disability codes: 16, 17, 23, 25, 28, 32 through 38, 64 through 68, 71 through 78, 82, 90, 91, 92.



<u>NAME</u>	<u>SSN</u>	<u>DOR</u>	<u>VERA or Opt</u>	<u>VSIP Amount</u>	<u>VSIP Pmt Method</u>	<u>CODE</u>
		09/30/08	Opt.	\$25,000	Lump Sum Payment	V5
		09/30/08	Opt.	\$25,000	Lump Sum Payment	V5

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) [REDACTED]	2. Social Security Number [REDACTED]	3. Date of Birth [REDACTED]	4. Effective Date 09-30-2008
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FIRST ACTION		SECOND ACTION	
5-A. Code 302	5-B. Nature of Action Retirement-Voluntary	6-A. Code 825	6-B. Nature of Action Separation Incentive
5-C. Code SQM	5-D. Legal Authority 5 U.S.C. 8336	6-C. Code VWN	6-D. Legal Authority 5 U.S.C. 9902(g)
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number WASTEWATER PLANT OPERATOR 338AW - 335055						15. TO: Position Title and Number					
8. Pay Plan WG	9. Occ. Code 5408	10. Grade/Level 09	11. Step/Rate 05	12. Total Salary \$24.80	13. Pay Basis PH	16. Pay Plan	17. Occ. Code	18. Grade/Level	19. Step/Rate	20. Total Salary/Award \$25,000.00	21. Pay Basis
12A. Basic Pay \$24.80		12B. Locality Adj. \$0.00		12C. Adj. Basic Pay \$24.80		20A. Basic Pay		20B. Locality Adj.		20D. Other Pay	
14. Name and Location of Position's Organization HQ, DEPT OF ARMY, ASA (I&E) ASST CH OF STAFF FOR INSTALL MGMT INSTALL SUPPORT MGMT ACTIVITY BRAC FIELD OFFICE (ATLANTA) ATLANTA, GA DAIM-BD-A-RM						22. Name and Location of Position's Organization					

23. Veterans Preference 2 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%				24. Tenure 1 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF X YES NO		
27. FEGLI K0 Basic + Option B (2x)				28. Annuity Indicator 9 Not Applicable			29. Pay Rate Determinant 0				
30. Retirement Plan CSRS			31. Service Comp. Date (Leave) 06-17-1971			32. Work Schedule F Full-Time		33. Part-Time Hours Per Biweekly Pay Period			
34. Position Occupied 1 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved				35. FLSA Category N E - Exempt N - Nonexempt		36. Appropriation Code 439878Q0000		37. Bargaining Unit Status AR1602			
38. Duty Station Code 082151001				39. Duty Station (City - County - State or Overseas Location) ROCKY MT ARSENAL / ADAMS / COLORADO							
40. Agency Data PON# OA		41.		42.		43.		44. TDA DATA SE/W4YN03/009B/38			

45. Remarks  
Forwarding address [REDACTED]  
Reason for retirement: to obtain retirement benefits.  
Lump-sum payment to be made for any unused annual leave.  
Lump Sum of \$25000 to be paid 30-SEP-2008.

46. Employing Department or Agency Operating Agencies of Army Staff Rsrred Thru OA-22 (ARSE)			50. Signature/Authentication and Title of Approving Official [REDACTED] AUTHORIZING OFFICIAL			
47. Agency Code ARSE	48. Personnel Office ID 2241	49. Approval Date 10-08-2008				

### NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) [REDACTED]	2. Social Security Number [REDACTED]	3. Date of Birth [REDACTED]	4. Effective Date 09-30-2008
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FIRST ACTION		SECOND ACTION	
5-A. Code 302	5-B. Nature of Action Retirement-Voluntary	6-A. Code 825	6-B. Nature of Action Separation Incentive
5-C. Code SQM	5-D. Legal Authority 5 U.S.C. 8336	6-C. Code VWN	6-D. Legal Authority 5 U.S.C. 9902(g)
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number <b>EMERGENCY VEHICLE DISPATCHER</b> 98C50 - 1258833	15. TO: Position Title and Number										
8. Pay Plan GS	9. Occ. Code 2151	10. Grade/Level 05	11. Step/Rate 10	12. Total Salary \$41,318.00	13. Pay Basis PA	16. Pay Plan	17. Occ. Code	18. Grade/Level	19. Step/Rate	20. Total Salary/Award \$25,000.00	21. Pay Basis
12A. Basic Pay \$34,139.00	12B. Locality Adj. \$7,179.00	12C. Adj. Basic Pay \$41,318.00	12D. Other Pay	20A. Basic Pay	20B. Locality Adj.	20C. Adj. Basic Pay	20D. Other Pay				
14. Name and Location of Position's Organization HQ, DEPT OF ARMY, ASA (I&E) ASST CH OF STAFF FOR INSTALL MGMT INSTALL SUPPORT MGMT ACTIVITY BRAC FIELD OFFICE (ATLANTA) ATLANTA, GA DAIM-BD-A-RM						22. Name and Location of Position's Organization					

<b>EMPLOYEE DATA</b>			
23. Veterans Preference 2 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable	5 - 10-Point/Other 6 - 10-Point/Compensable/30%	24. Tenure 1 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	25. Agency Use
27. EEGLI D0 Basic + Option A		26. Veterans Preference for RIF <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
28. Annuity Indicator 9 Not Applicable	29. Pay Rate Determinant 0		
30. Retirement Plan CSRS	31. Service Comp. Date (Leave) 09-09-1972	32. Work Schedule F Full-Time	33. Part-Time Hours Per Biweekly Pay Period
<b>POSITION DATA</b>			
34. Position Occupied 1 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved	35. FLSA Category N E - Exempt N - Nonexempt	36. Appropriation Code 49300800000	37. Bargaining Unit Status ARI602
38. Duty Station Code 082151001		39. Duty Station (City - County - State or Overseas Location) ROCKY MT ARSENAL / ADAMS / COLORADO	
40. Agency Data PON# OA	41.	42.	43.
44. TDA DATA SE/W4YN03/009B/036			

45. Remarks  
Forwarding address: [REDACTED]  
Reason for retirement: to obtain retirement benefits.  
Lump-sum payment to be made for any unused annual leave.  
Lump Sum of \$25000 to be paid 30-SEP-2008.

46. Employing Department or Agency Operating Agencies of Army Staff Rsrred Thru OA-22 (ARSE)	50. Signature/Authentication and Title of Approving Official [REDACTED] <b>AUTHORIZING OFFICIAL</b>
47. Agency Code ARSE	48. Personnel Office ID 2241
49. Approval Date 10-06-2008	

REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36, and 39.)

1. Action Requested Position Abolish	2. Request Number 08SEP3BCRMA 0000 1786
3. For Additional Information Call (Name and Telephone Number)	4. Proposed Effective Date 10-01-2008
5. Action Requested By (Name, Title, Signature, and Request Date) SYSTEMS MANAGEMENT SPEC 09-29-2008	6. Action Authorized By (Name, Title, Signature, and Concurrence Date) SUPV GENERAL ENGINEER 09-29-2008

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

1. Name (Last, First, Middle) NMN	2. Social Security Number	3. Date of Birth	4. Effective Date
FIRST ACTION		SECOND ACTION	
5-A. Code	5-B. Nature of Action	6-A. Code	6-B. Nature of Action
5-C. Code	5-D. Legal Authority	6-C. Code	6-D. Legal Authority
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number	15. TO: Position Title and Number WASTEWATER PLANT OPERATOR 338AW - 335055
8. Pay Plan	16. Pay Plan WG
9. Occ. Code	17. Occ. Code 5408
10. Grade/Level	18. Grade/Level 09
11. Step/Rate	19. Step/Rate
12. Total Salary	20. Total Salary/Award
13. Pay Basis	21. Pay Basis PH
12A. Basic Pay	20A. Basic Pay
12B. Locality Adj.	20B. Locality Adj. S0
12C. Adj. Basic Pay	20C. Adj. Basic Pay
12D. Other Pay	20D. Other Pay S0
14. Name and Location of Position's Organization	22. Name and Location of Position's Organization HQ, DEPT OF ARMY, ASA (I&E) ASST CH OF STAFF FOR INSTALL MGMT INSTALL SUPPORT MGMT ACTIVITY BRAC FIELD OFFICE (ATLANTA)

EMPLOYEE DATA

23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable	5 - 10-Point/Other 6 - 10-Point/Compensable/30%	24. Tenure 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	25. Agency Use	26. Veterans Preference for RIF YES NO
27. FEGLI	28. Annuitant Indicator	29. Pay Rate Determinant	33. Part-Time Hours Per Biweekly Pay Period	
30. Retirement Plan	31. Service Comp. Date (Leave)	32. Work Schedule F   Full-Time		

POSITION DATA

34. Position Occupied 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved	35. FLSA Category E - Exempt N - Nonexempt	36. Appropriation Code 439878Q0000	37. Bargaining Unit Status AR1602
38. Duty Station Code 082151001	39. Duty Station (City - County - State or Overseas Location) ROCKY MT ARSENAL / ADAMS / COLORADO		

40. Agency Data	41.	42.	43.	44.
45. Educational Level	46. Year Degree Attained	47. Academic Discipline	48. Functional Class 00	49. Citizenship 1-USA 8-Other
			50. Veterans Status 8	51. Supervisory Status

PART C - Reviews and Approvals (Not to be used by requesting office.)

1. Office/Function A. [Redacted]	Initials/Signature	Date 09-30-2008	Office/Function D.	Initials/Signature	Date
B.			E.		
			F.		
2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements.			Signature		Approval Date

REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36, and 39.)

1. Actions Requested Abolish	2. Request Number 08SEP3BGRMA000C71#02
3. For Additional Information Call (Name and Telephone Number)	4. Proposed Effective Date 10-01-2008
5. Action Requested By (Name, Title, Signature, and Request Date) SYSTEMS MANAGEMENT SPEC 09-29-2008	6. Action Authorized By (Name, Title, Signature, and Concurrence Date) SUPV GENERAL ENGINEER 09-29-2008

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

1. Name (Last, First, Middle) NMN	2. Social Security Number	3. Date of Birth	4. Effective Date
FIRST ACTION		SECOND ACTION	
5-A. Code	5-B. Nature of Action	6-A. Code	6-B. Nature of Action
5-C. Code	5-D. Legal Authority	6-C. Code	6-D. Legal Authority
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number	15. TO: Position Title and Number EMERGENCY VEHICLE DISPATCHER 98C50 - 1258833
8. Pay Plan	16. Pay Plan GS
9. Occ. Code	17. Occ. Code 2151
10. Grade/Level	18. Grade/Level 05
11. Step/Rate	19. Step/Rate
12. Total Salary	20. Total Salary/Award \$0
13. Pay Basis	21. Pay Basis PA
12A. Basic Pay	20A. Basic Pay
12B. Locality Adj.	20B. Locality Adj. \$0
12C. Adj. Basic Pay	20C. Adj. Basic Pay
12D. Other Pay	20D. Other Pay \$0
14. Name and Location of Position's Organization	22. Name and Location of Position's Organization HQ, DEPT OF ARMY, ASA (I&E) ASST CH OF STAFF FOR INSTALL MGMT INSTALL SUPPORT MGMT ACTIVITY BRAC FIELD OFFICE (ATLANTA)

EMPLOYEE DATA

23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%	24. Tenure 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	25. Agency Use	26. Veterans Preference for RIF YES NO
27. FEGLI	28. Annuitant Indicator		29. Pay Rate Determinant
30. Retirement Plan	31. Service Comp. Date (Leave)	32. Work Schedule F Full-Time	33. Part-Time Hours Per Biweekly Pay Period

POSITION DATA

34. Position Occupied 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved	35. FLSA Category E - Exempt N - Nonexempt	36. Appropriation Code 49300800000	37. Bargaining Unit Status AR1602
38. Duty Station Code 082151001	39. Duty Station (City - County - State or Overseas Location) ROCKY MT ARSENAL / ADAMS / COLORADO		

40. Agency Data	41.	42.	43.	44.
45. Educational Level	46. Year Degree Attained	47. Academic Discipline	48. Functional Class 00	49. Citizenship 1-USA 8-Other
				50. Veterans Status 8
				51. Supervisory Status

PART C - Reviews and Approvals (Not to be used by requesting office.)

A. Office/Function [Redacted]	Initials/Signature	Date 09-30-2008	D. Office/Function	Initials/Signature	Date
B. [Redacted]			E.		
			F.		

2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements.

Signature \_\_\_\_\_ Approval Date \_\_\_\_\_