



Empowering Our  
Greatest Asset

**Empowering our Greatest Assets –  
Moving into the Future with  
My Biz/My Workplace**

*Presenter:*  
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July 19, 2011



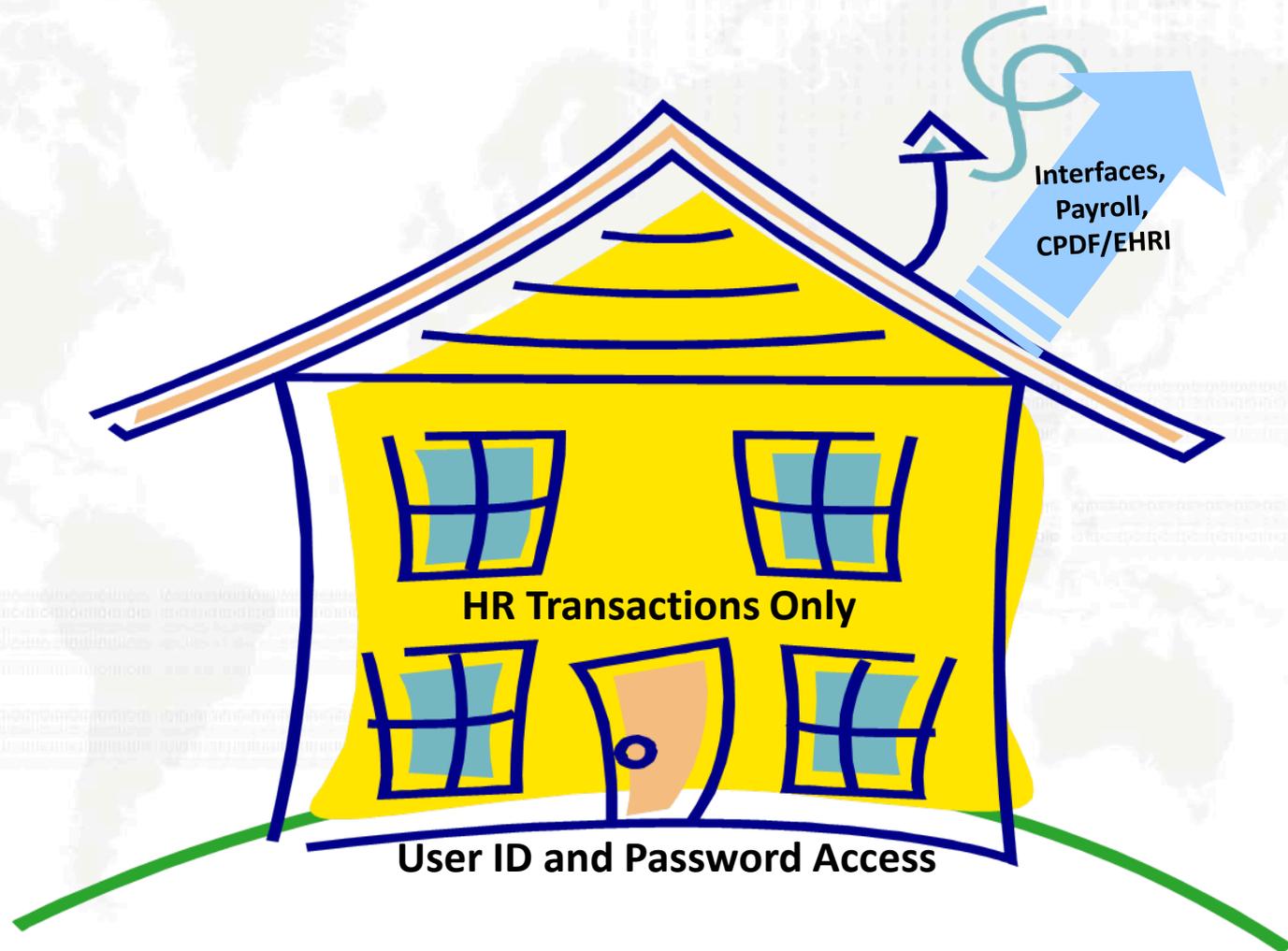
**2011 Worldwide Human  
Resources Conference**

Department of Defense

## Vision

- Mr. Pat Tamberrino's Vision: *To be the Federal Government's premier provider of innovative and fiscally responsible civilian personnel policies, HR solutions, and advisory services*
- Enterprise focused vice unique enhancement
- Institutionalize an integrated HR lifecycle to manage the 21<sup>st</sup> Century DoD civilian workforce

# History of the Defense Civilian Personnel Data System (DCPDS) - 2001



# DCPDS – Present



**Current Functionality**

*Access to NPAs*

*My Workplace  
My Biz*

*Performance  
Management*



**Self Service**

**Current Functionality**

*Self Service-Employee  
access to own record*

*My Biz  
Update Capability  
-Emergency Contact  
Info*

- Education*
- Training*
- Honorary Awards*
- Certifications &  
Licenses*
- Work Email*
- Work Telephone*
- Foreign Language*

The doorway to all responsibilities via  
CAC access

# DCPDS

- Commercial Off the Shelf (COTS) application
- Contains over 900,000 records with Self Service (My Biz/My Workplace) accounts
  - civilian employee records
  - military supervisor records
- Supports multiple regional databases
  - 8 DoD
  - 2 non-DoD regional databases
- Supports worldwide operations – 24/7 across 17 DoD, 2 non-DoD Regional Service Centers and 300+ Customer Support Units
- 1.75M pay and benefit algorithm combinations
- 11 Modules supporting 18 countries (multi-lingual) and currencies
- 4.5M average personnel payroll transactions per year
- Well-developed and proven governance structure

## DCPDS

- DCPDS is the Department's enterprise HR system of record
- Employee and position data is stored for most DoD civilian employees
- 400,000+ DoD employees have used Self' Service
- DCPDS is IA and 508 compliant

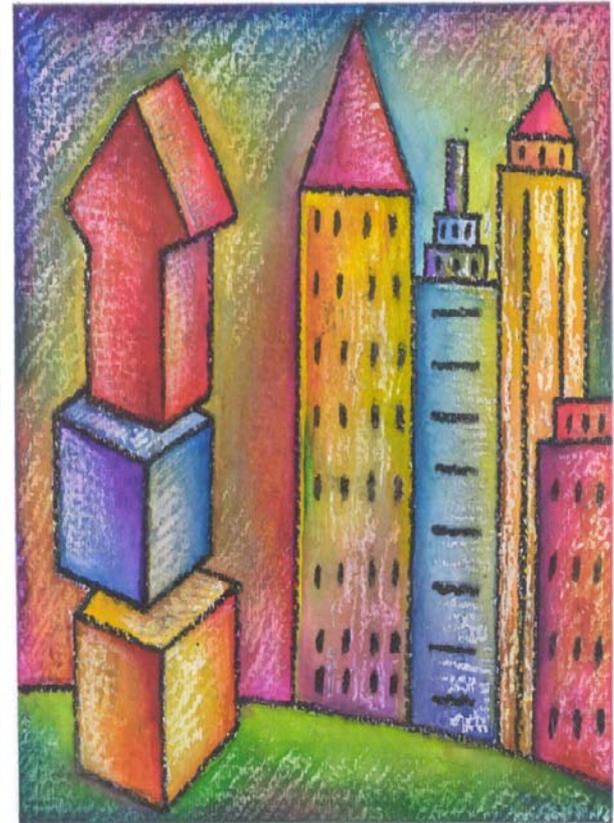
## Self-Service: 'My Biz' & 'My Workplace' Current

- Available to all DoD employees and managers
- Ability to update personal information, emergency contact info, physical work address, current email address, Honorary Awards, Certifications-Licenses, Education and Training
- Ability to update and report on foreign language proficiencies
- Ability to view and print Notifications of Personnel Action
- Ability to provide employment and/or employment and salary information via email

# DCPDS – 2011 and Beyond

## Enhancements/Projects

- Advanced Benefits
  - Health Benefits/FEGLI/TSP
- Civilian Expeditionary Workforce
- eOPF
- NAF and LN Employee capabilities in Self Service
- NSPS Conversion-out
- R12 Technology Upgrade
- Hiring Workflow Automation
- Position Hierarchy
- Telework
- Integrate Reduction-in-Force Tool

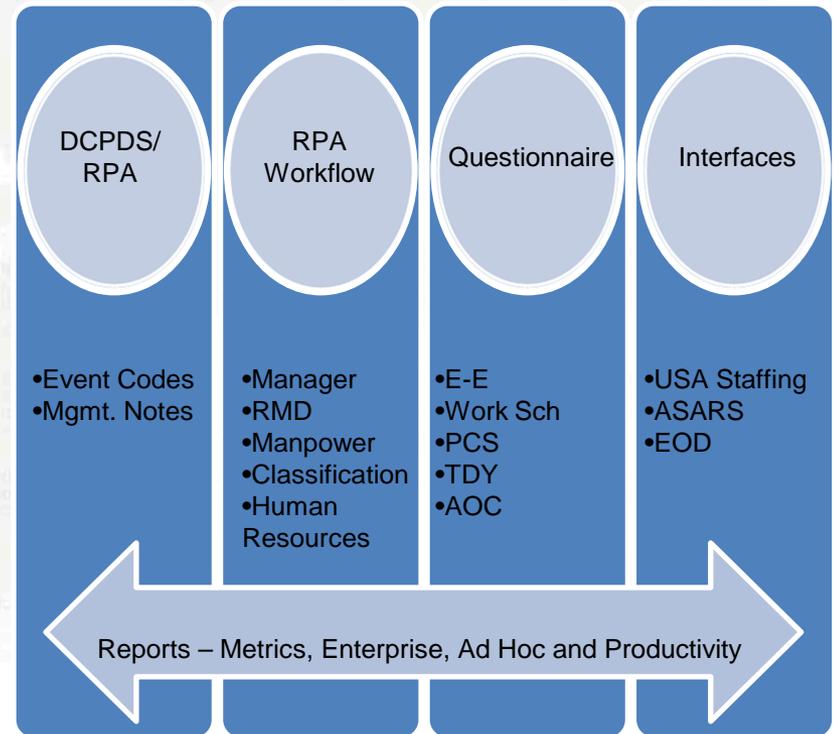


## R12 Technology Update

- Upgrade completed May 30, 2011
- Enhanced technology capabilities
- Noted performance improvement
- Stabilization period through June 18, 2011
- Return to production patch schedule July 31, 2011

# Hiring Workflow Automation

- Dedicated integrated project team working on requirements and milestones
  - Streamline processes
  - Multiple interfaces with USA Staffing
  - Routing and workflow
  - PD library
  - EOD capabilities



## Position Hierarchy

- Position hierarchy requires managers to fully utilize My Workplace to include competency and telework updates
- Additional fields available for view through My Workplace such as leave balances
- New tool for managing hierarchy went to production June 19, 2011

# Telework

- Position will default to eligible with the exception of Federal Wage Grade (WG)
- Person eligibility will be determined by supervisor who will update eligibility through Self-Service.
- Implemented July 10, 2011



# Reduction-in-Force Automation

## Integrated DCPDS RIF Tool

- Implemented Nov 2010
- Create multiple RIFs from one data pull
- Ability to upload/not upload vacancies
- Automatically change VRA employee from excepted service to competitive service based on VRA Conversion Date and RIF effective date
- Automatically change Appt Type 1A/Tenure 2 employee to Tenure 1 if Date Probationary Period Ends is prior to effective date of RIF
- Automatically calculates the Modal Rating

## Integrated DCPDS RIF Tool (con't)

- Ability to determine which records are included in the competitive area using competitive area code, geographical code, Organizational Units (PAS/UIC) or the ability to define a competitive area by selecting individual employees or positions
- Ability to archive (close) a RIF

## Integrated DCPDS RIF Tool (con't)

- RIF Statistics Area
- Supplemental RIF Information
  - Reason for RIF
  - Type of RIF
  - BRAC RIF
  - Cancelled RIF
  - Action Report Issued
  - Notices Issued
  - RIF Remarks Area
  - Competitive Area Definition
  - Tenure Tie Break Remarks Area

## Integrated DCPDS RIF Tool (con't)

- Abolish positions through use of spreadsheet, main page (multiple) or individual records
- RIF History Page; shows the RIF history of the employee record by iteration
- Ability to copy the current position to create multiple vacancies
- Capability to perform mass Delete
- Capability to perform mass Remove from RIF

## Integrated DCPDS RIF Tool (con't)

- Ability to mark the position
  - Employee has received a Final Written of Removal under 5CFR432 or 752
  - Armed Forces Restoration Right – employee is currently deployed; does not compete in RIF
  - Mandatory/Permissive/Temporary Exception
    - All of the above impact on how/if an employee competes in RIF
- Ability to refresh employee/position data directly from DCPDS on an individual basis; tool cannot do a complete database refresh

## Integrated DCPDS RIF Tool (con't)

- Ability to document alternate offers
- Produces Reports, Notices and Process Logs

# Questions?

