

DMDC REPORT INFORMATION MILITARY TO CIVILIAN CONVERSIONS

The “Mil to Civ Conversion” DDF in Position was designed to capture data for DMDC reporting purposes. The National Defense Authorization Act for FY 2004 provided DOD the flexibility to implement military to civilian position conversions in order to relieve stress on the military forces. In FY 2004, 10,000 military positions must be converted to civilian or contractor positions with an additional 10,000 converted in FY 2005.

To determine the effectiveness of the mil to civ conversion authorization, DMDC and CPMS were requested to provide data for reports to high level DOD management officials.

Four new data elements were established and are discussed below.

Please note that the last two items were moved due to the addition of the new data elements.

RECORD FIELD	RECORD POSITION	DYNAMICS STATUS	DATA ELEMENT NAME	DESCRIPTION
113	505	D/S	Posn Mil to Civ Conversion	Code that identifies a position is a Mil to Civ Conversion authorization under PBD 712, 31 Dec 2003 Value: Y If blank, not a mil to civ conversion position.
114	506-511	D/S	FY Conv Credit	Fiscal Year (FY) date of Mil to Civ Conversion Format: FY20## LOV is provided
115	512-519	D/S	Date Position Created	Date an authorized Mil to Civ Conversion is built/validated. Format: YYYYMMDD Data is extracted from Position/Start Date
116	520-527	D/S	Date Position Filled	Date an incumbent is placed into an authorized Mil to Civ Conversion position. This is the first date the position is encumbered. FORMAT: YYYYMMDD Date is extracted from Position/Description/Occupancy/Start Date.
117	528-529	D/S	File “As Of” Month	Position change only
118	530		File Type	Position change only.

OTHER INFORMATION:

Users are not required to enter data into the DDF if a position is not identified as a military to civilian conversion authorization. At present, AGR, Local National and Nonappropriated Fund (NAF) positions are not involved; therefore, the DDF should not be used for these positions.

If a position is a military to civilian conversion authorization, the user must enter a 'Y' in 'Posn Mil to Civ Conv'.

Depending on when the position is authorized, an appropriate Fiscal Year must be entered in the 'FY Conv Credit' data item. An LOV is provided.

'Date Position Filled' must contain the date the authorized position is initially filled. For example, a position is filled on 8 March 2004 and the incumbent subsequently is promoted on 4 April 2004. Recruitment for the position results in a fill on 18 Apr 2004. The DMDC reports must flow the 8 March 2004 date. This field can be manually populated should it be necessary, e.g., for situations when a position is filled at a lower grade with intervening target grades.

