

April 4, 2007

FIRST COMMAND EMPLOYEES TO CONVERT TO NSPS

The first group of Dental Command employees will transition to the National Security Personnel System on April 15, 2005. These employees will join approximately 114,000 other DoD civilians who will be covered by the new personnel system by the end of the month. Individual Standard Form 50 documenting the conversion (including an employee's new pay schedule, level and any applicable buy-in amount) will be available via the My SF50 Information link found on the civilian personnel online employee portal (www.cpol.army.mil), employee tab.

PERFORMANCE EVALUATIONS FOR BARGAINING UNIT EMPLOYEES

Performance evaluations for civilian bargaining unit employees with a rating cycle of 1 April 2006 to 31 March 2007 are due soon. These evaluations should be documented on the DA Form 7223 (Base System Civilian Evaluation Report) within 45 days of the end of the rating cycle. Non-bargaining unit employees transitioning to NSPS will not receive close out ratings at this time. Their rating cycle will conclude on 31 October 2007.

PERFORMANCE APPRAISAL APPLICATION AVAILABLE

The Department of Defense Performance Appraisal Application (PPA) is now available for use. The online tool allows users to create, review, approve and ultimately evaluate employee performance plans. The tool can be accessed via the My Biz (employee) and My Workplace (supervisor) links found on the civilian personnel online employee portal (www.cpol.army.mil), employee tab. A detailed user guide is available at: www.cpms.osd.mil/nsps/docs/PAAUserguide.pdf. A series of how-to videos is available at: www.chra.army.mil/nsps-training/how-to_videos.htm.

Appraisal Notifications

The Performance Appraisal Application (PAA) includes an online notification tab. Anytime a transaction occurs that requires action or review a notification message is generated in this area. Users must ensure that their current e-mail address is saved in the "Update My Information" area of My Biz if they would like PAA notification messages sent to their standard e-mail inbox.

BACK ISSUES

Electronic copies of the Command NSPS Newsletter are now available. Archived copies can be accessed at the DENCOM web portal (www.dencom.army.mil).

DID YOU KNOW?



The NSPS Conversion Calculator provides employees with a glimpse of how their salary and position will be impacted by the NSPS conversion. By responding to nine questions, employees can view their NSPS career group, pay schedule, pay band, and estimated within-grade increase (WGI) buy-in amount. The online calculator can be accessed at: www.cpms.osd.mil/nsps/conversion