

November 14, 2007

FINAL NSPS APPRAISALS DUE NOV 16TH

All employee appraisals should be finalized and in **Pending PPM Approval** status by **16 November 2007**. On November 20th an automated script will be initiated to retrieve appraisals for the pay pool process. Resources to assist users complete their appraisals and prepare assessment statements are available online at: <https://www.dencom.army.mil/nsps/nspstools.asp>.

FIRST COMMAND PAY POOLS ON THE HORIZON

The Command will host its first pay pool sessions under the National Security Personnel system during the next several weeks. The pay pool effort will largely mirror the process used for interim reviews. Final ratings will determine 2008 pay adjustments and performance bonuses for NSPS employees. The role of the pay pool panel is to ensure fair and equitable treatment of all members and consistently apply rating/share distribution criteria. Panel members will also address any rating discrepancies that exist.

A common NSPS misconception is that employees compete amongst themselves for the highest ratings. In reality the competition is between the employee and his or her objectives. Panel members review each objective and determine if the recommended rating is supported by the provided assessment statements. Criteria for each rating level will be established and consistently applied to minimize discrepancies that can occur among supervisors with different rating philosophies. In addition to finalizing ratings, panel members will also validate eligibility/proration decisions, document the rationale for changes, assess final results and collect lessons learned.

The Europe pay pool will take place from 29-30 November 2007. The session for other NSPS employees will occur 3-4 December 2007.

NEW PERFORMANCE PLANS TO BE ESTABLISHED

As one NSPS cycle closes, a new one begins. Don't forget that performance plans for the 2008 fiscal year should be in place by 30 November for most NSPS employees. Individuals that converted to NSPS on November 11th have until December 10th to finalize their plans. Performance plan refresher training is scheduled for November 20th. This training will originate from Fort Sam Houston and will be available to other sites via the video tele training/conferencing networks. Contact [John Heath](#), 210-221-7966 for additional information.

Did You Know?



There are multiple opportunities for a final rating to be "reconsidered". Rating officials will be provided the rationale for any pay pool changes and will have an opportunity to present additional information to the pay pool manager prior to the records being documented in the Human Resources data system on December 14th. Once employees receive their ratings, they will have the opportunity to submit additional information to both the pay pool manager and performance review authority. Detailed information on the reconsideration process will be provided in the next newsletter.