


Slide 1



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DoD Cyber Excepted Service (CES) Personnel System

Workforce Orientation

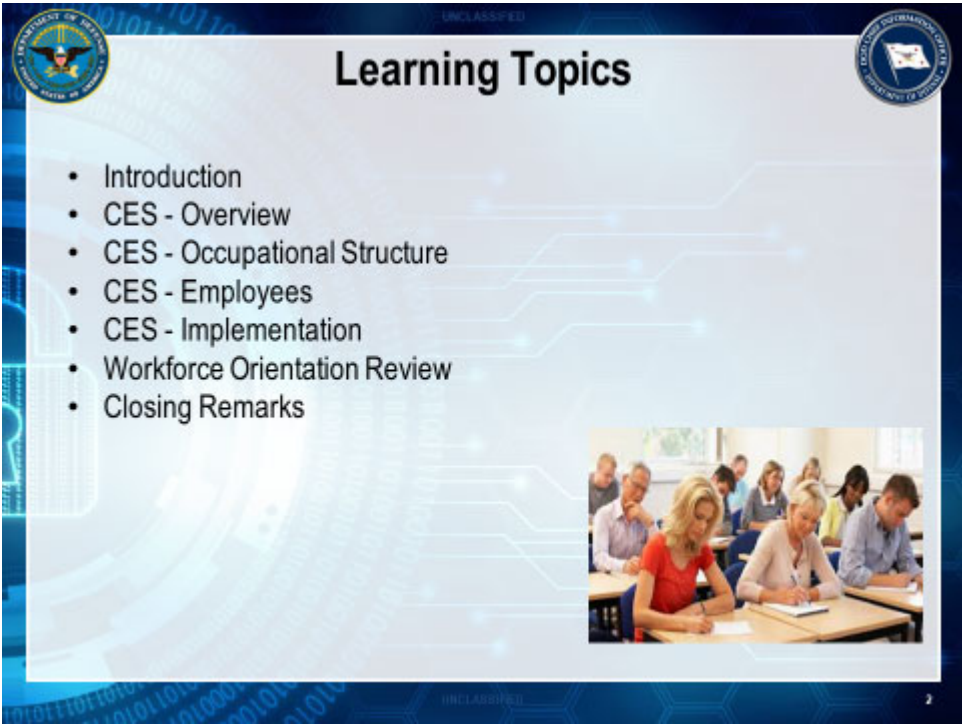


DoD CIO



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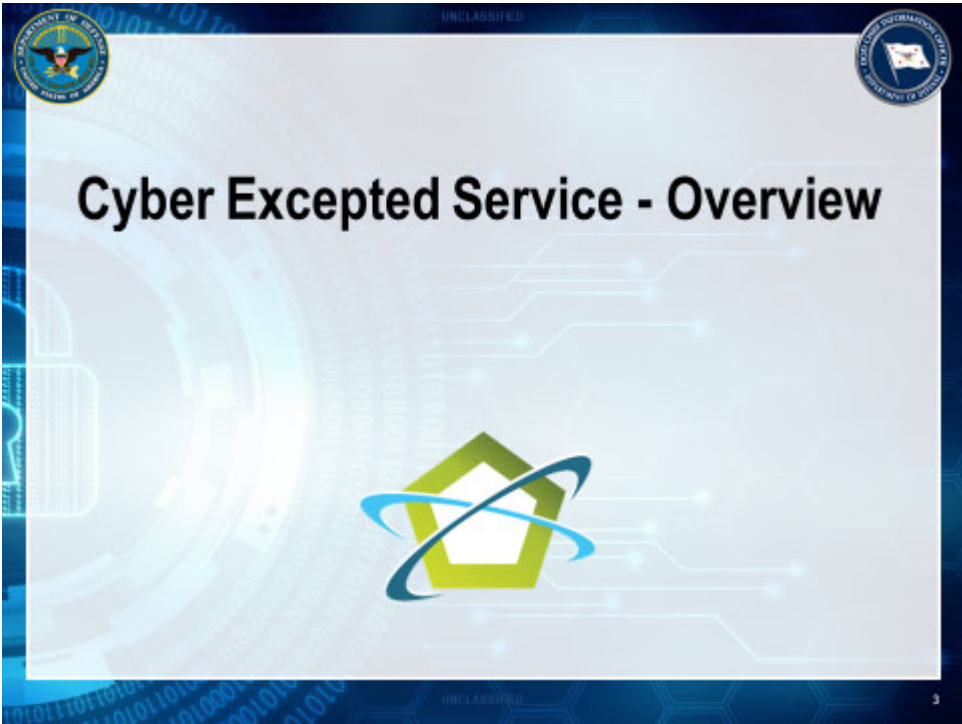
Slide 2



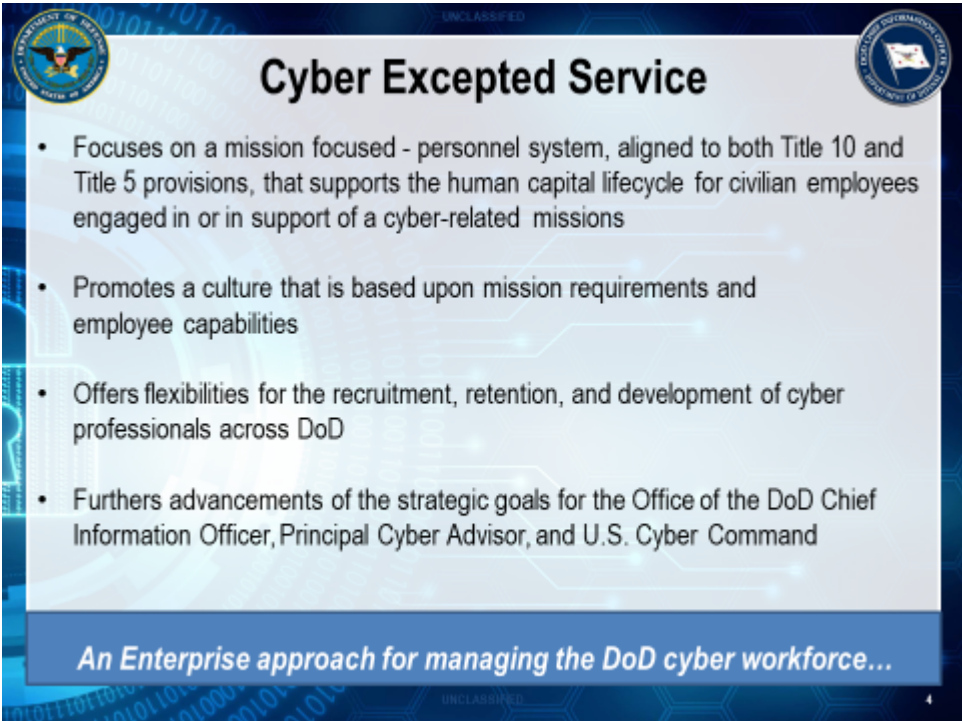
The slide features a blue background with a digital circuit pattern. At the top center is the word 'UNCLASSIFIED'. In the top left corner is the Department of Defense seal, and in the top right is the Department of Homeland Security seal. The title 'Learning Topics' is centered at the top in a large, bold font. Below the title is a bulleted list of seven topics. To the right of the list is a rectangular photograph showing a group of diverse people sitting at desks in a classroom, engaged in a discussion or activity. At the bottom center of the slide is the word 'UNCLASSIFIED' and a small number '2' in the bottom right corner.

- Introduction
- CES - Overview
- CES - Occupational Structure
- CES - Employees
- CES - Implementation
- Workforce Orientation Review
- Closing Remarks

Slide 3



Slide 4



The slide features a dark blue background with a circuit-like pattern and binary code. At the top center, the word "UNCLASSIFIED" is written in small white letters. In the top left corner is the Department of Defense seal, and in the top right corner is the Department of Defense Information Operations seal. The main title "Cyber Excepted Service" is centered at the top in a large, bold, white font. Below the title is a list of four bullet points in white text. At the bottom of the slide, there is a dark blue horizontal bar containing the text "An Enterprise approach for managing the DoD cyber workforce..." in white italicized font. A small white number "4" is located in the bottom right corner of the slide.

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Cyber Excepted Service

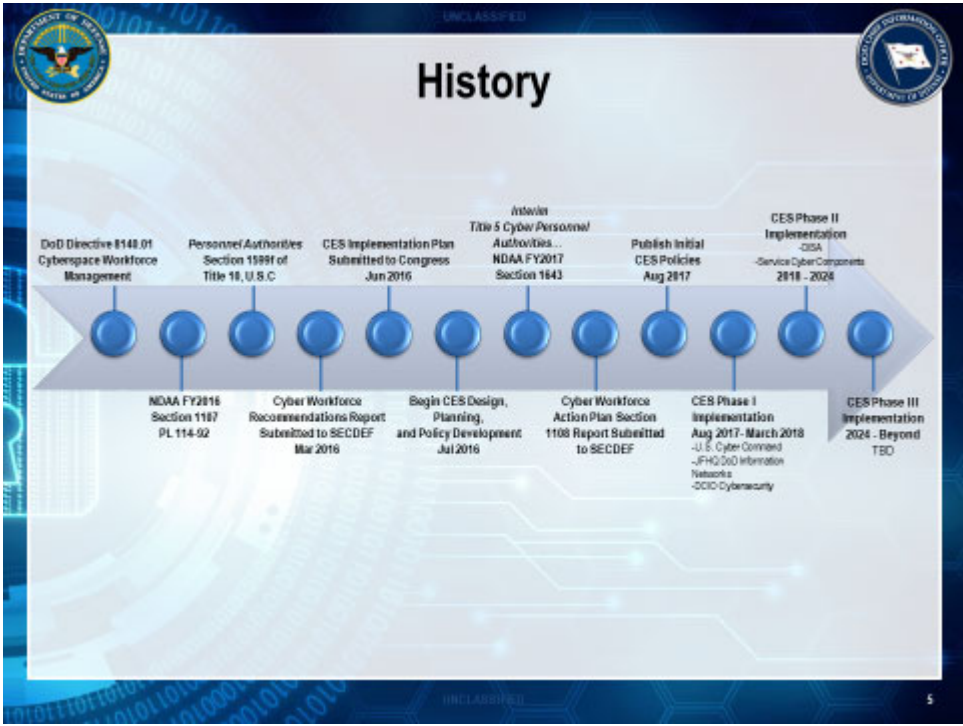
- Focuses on a mission focused - personnel system, aligned to both Title 10 and Title 5 provisions, that supports the human capital lifecycle for civilian employees engaged in or in support of a cyber-related missions
- Promotes a culture that is based upon mission requirements and employee capabilities
- Offers flexibilities for the recruitment, retention, and development of cyber professionals across DoD
- Furthers advancements of the strategic goals for the Office of the DoD Chief Information Officer, Principal Cyber Advisor, and U.S. Cyber Command

An Enterprise approach for managing the DoD cyber workforce...

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Scope and Applicability



- **CES applies to:**
DoD positions that perform, manage, supervise, or support functions necessary to execute the responsibilities of the United States Cyber Command, pursuant to Section 1599f of Title 10, U.S.C.

Scope: CES Designated Organizations
Phase I: U.S. Cyber Command, Joint Force HQ DoD Information Networks, DCIO Cybersecurity
Phase II: Defense Information Systems Agency, Service Cyber Components

- **CES does not apply to:**
 - Defense Civilian Intelligence Personnel System, Federal Wage System, non-appropriated fund employees, foreign national, and employees employed under authority other than the CES
 - Employees in CES-designated cyber positions who declined the voluntary opportunity to convert to the CES
 - Employees in cyber positions that are not CES-designated or are under other personnel authorities
 - Senior Executive Service, senior level, scientific and professional, and equivalent positions, unless specifically addressed in the CES policies

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Personnel Policies

Personnel Authorities: Section 1599f of Title 10, Chapter 81, United States Code

- Initial Personnel Policies for CES Implementation:
 - Title 10 DoD Instruction 1400.25:
 - Volume 3001, *Introduction*
 - Volume 3005, *Employment and Placement*
 - Volume 3006, *Compensation Administration*
 - Volume 3007, *Occupational Structure*
 - Title 5 Provisions will continue for:
 - Performance Management
 - Disciplinary and Adverse Actions
 - Employee Grievances
 - MSPB Appeal Rights
 - Collective Bargaining


The CES Policies Completed:

- ✓ DoD Directives Issuance Website
- ✓ USD(P&R) Signature
- ✓ DoD Security and Pre-Publication Review
- ✓ Final DoD Office of General Counsel Legal Sufficiency Review
- ✓ OPM Coordination
- ✓ OGC Pre-Legal Sufficiency Review (LSR)
- ✓ Union National Consultation Rights (NCR)
- ✓ DoD Component CES Policy Familiarization Sessions

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Cyber Mission Imperatives

(1 of 2)

Human Capital Challenges:



- Increasing Cyber Threats
- Multi-Faceted Cyber Domains
 - Unstable Mission Scope
 - Inconsistent Workforce Identification
- Hyper-Competition for Top Talent
- Disparate Workforce
 - Geographic Location
 - Personnel Systems
 - Disjointed Approaches for Professional Development



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Cyber Mission Imperatives



(2 of 2)

Imperatives for Change:

- Cyber Excepted Service Personnel Authorities
 - Section 1107 of the National Defense Authorization Act for Fiscal Year 2016 (Public Law 114-92)
 - Section 1599f of Title 10, Chapter 81, United States Code
- DoD Cyber Strategy, 2018
- DoD Cyber Workforce Strategy, 2013
- DoDD 8140.01 Cyberspace Workforce Management, 2015
- Federal Cybersecurity Workforce Assessment Act of 2015

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Key Program Attributes

- **One common occupational structure for DoD Cyber professionals:**
 - Mission-focused position design and classification
- **Agile recruitment sourcing flexibilities:**
 - Source candidates by any legal merit-based means
 - USA Jobs is not required, but remains an option
- **Enhanced Pay-Setting Flexibilities:**
 - Job offers up to step 12
- **Veterans Preference:**
 - CES does not apply 5 or 10 point veterans' preference during the rating and ranking period
 - Preference-eligible with a military service connected disability of 30% percent or more must be specifically identified.
- **Qualification-based professional development and advancement opportunities:**
 - No time-in-grade or equivalency requirements
 - Quality of specialized experience and/or competencies is assessed
- **Probationary Periods:**
 - New Hires: must complete a 3-year probationary period
 - Current employees: finish 2-years in accordance with original conditions of employment
 - New supervisors/managers: must complete 1-year probationary period

Facilitates voluntary employee conversions from the competitive to excepted service

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Program Design Concepts

- Enterprise Perspective
- Consistency and Flexibilities Across the Enterprise
- Mission Requirements
- Employee Capabilities
- Performance Based Recognition
- Competitive Compensation



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CES Recruitment and Staffing

- **Appointments:**
 - Permanent, Indefinite, Temporary, Term, Direct Hire, "On the Spot" Appointments
- **Flexible Recruitment Sourcing:**
 - Source candidates by any legal merit-based means
 - USA Jobs is not required, but remains an option
- **Veterans Preference:**
 - CES does not apply 5 or 10-point veterans' preference
 - Only preference-eligible candidates with a Military Service-connected disability of 30 percent or more will be specifically identified and documented
- **Qualifications:**
 - No time-in-grade or equivalency requirements
 - Quality of specialized experience and/or competencies is assessed
- **Probationary Periods:**
 - New Hires: Must complete a 3-year probationary period
 - Current Employees: Complete 2-years in accordance with original conditions of employment
 - New Supervisors/Managers: Must complete 1-year probationary period
- **Movements:**
 - Facilitates non-competitive & competitive lateral movements (qualifying equivalent work levels work categories, grades) across the DoD Cyber Community

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CES Occupational Structure



Work Category	Level	Pay Band	GS Code
TECHNICIAN/ADMINISTRATIVE SUPPORT	Senior	Pay Band 3	GS-11-13
	Full Performance	Pay Band 2	GS-7-13
	Entry/Developmental	Pay Band 1	GS-5-7
PROFESSIONAL	Expert	Pay Band 5	GS-15
	Senior	Pay Band 4	GS-13-14
	Full Performance	Pay Band 3	GS-11-13
SUPERVISION/MANAGEMENT	Expert	Pay Band 5	GS-15
	Senior	Pay Band 4	GS-13-14
	Full Performance	Pay Band 3	GS-11-13

Note: In accordance DoDI 1400.25, Volume 3007, CES is based on a graded rank-in-position structure. Any DoD Component seeking to transition to a non-graded banded structure or a rank-in-person construct must forward the fully supported mission rationale and proposed implementing guidance, to the Under Secretary of Defense (USD) Personnel and Readiness (P&R) for approval prior to implementation.

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Position Alignment

- **Filled Positions (CES Conversions):**
 - Requirement:
 - CES Position Description Cover Sheet
 - Align current position to the CES Occupational Elements
 - No change in duties, title, series, grade

- **New or Vacant Positions:**
 - Requirement:
 - Complete position classification with CES Occupational Elements and CES Grading Standards
 - CES Volume 3007

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Compensation

- **Current Employee CES Conversions:**
 - No Change In Pay
 - Pay Plan Will Change from GS to GG
 - Documented Career Ladders Will Continue
 - GS Special Rates Will Continue (in the absence of a CES TLMS)
- **Promotions:**
 - Two-Step Promotion Rule Applies
 - Qualification-Based (no time-in-grade); Up to Step 12 (with justification)
 - Temporary Promotions
- **Pay Setting for New CES Appointments (Hires):**
 - Qualification-Based; Up to Step 12 (with justification)
- **With-In-Grade Increases:**
 - Waiting Periods and Procedures Equivalent to GS (up to step 10)
- **Awards:**
 - Quality Step Increase (up to step 12)
- **New CES Compensation Initiatives Will Be Established In the Future**

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Compensation Key Terms & Occupational Categories (Pay) Adjustments

Compensation key terms:

- Base Pay
- Local Market Supplement (LMS)
- Targeted Local Market Supplement (TLMS)
- Basic Pay

Basic Pay = Base Pay + LMS (or TLMS)

Applies to both pay banded and graded occupational categories:

- Reviewed Annually
- Linked to the annual Congressional pay increase process
- Adjusted at the same rate and at the same time as the General Schedule
- Adjusted LMS rates will correspond to locality rate increases
- TLMS reviewed annually to determine whether the business case exists for its continuation

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Key Roles and Responsibilities

- Employees
- HR Practitioners
- Supervisors/Managers
- Senior Leaders





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Preparing to Enter CES

- **Educate Yourself:**
 - Familiarize yourself with the CES Policies, Training, Fact Sheets, and Website
- **Stay Informed:**
 - Attend CES Events, Briefs, Town Halls, and Road Shows
- **Communicate:**
 - Talk to your Local CES Component Leads and Supervisors
- **Ask Questions:**
 - Ask the DoD CIO CES Team Questions




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Employee



<p><u>CES will not change:</u></p> <ul style="list-style-type: none"> Current Salary Attained Competitive Service Career Status Completed Probationary Periods Temporary Promotions Federal Benefits, Retirement, and Leave Accrual Rate Protections, Appeal Rights, and Collective Bargaining Performance Management (DPMAP) 	<p><u>CES provides opportunities:</u></p> <ul style="list-style-type: none"> Qualification-Based (no time-in-grade) Requirements for Promotion and Professional Development Quality Step Increase Awards Up to step 12 (with justification) DoD Cyber Interagency Agreement <ul style="list-style-type: none"> – (facilitates non-competitive movement between the CES and Competitive Service) Future Compensation Initiatives Future Career Management Program Future Rotational Assignments across the DoD Cyber Community
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CES is a tool for managing your career...

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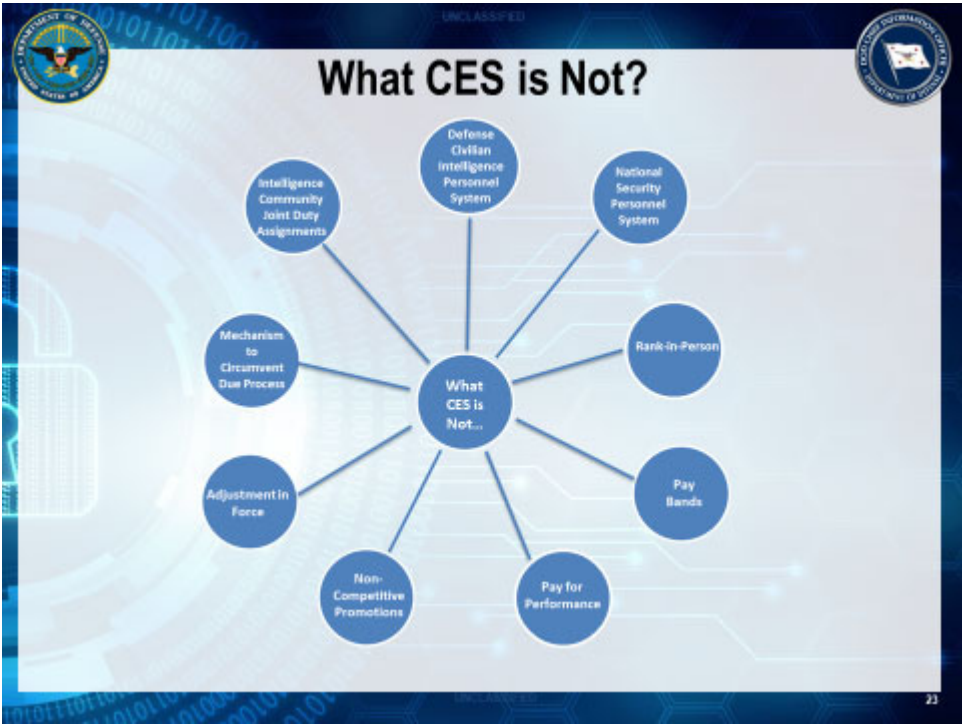
Supervisors/Managers

- Streamlines Hiring Procedures to Quickly Acquire Talent
 - Greater Options for Sourcing Candidates (USA Jobs is not required)
- Mission-Focused Position Classification
- Enhanced Pay-Setting Flexibilities
- Qualification-Based Employee Professional Development and Advancement Opportunities
 - No Time-In-Grade; No Automatic Salary Increases
- Maintains Protections, Appeal Rights, and Collective Bargaining
- One Performance Management Program - DPMAP

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DoD Performance Management and Appraisal Program (DPMAP)

- Policy: DoDI 1400.25, Volumes 430 and 431
- Single Appraisal Cycle: April 1st - March 31st
- Minimum 90-days of Performance
- Continuous Supervisor-Employee Discussions:
 - Supervisors *must* allow employees to provide input into their performance elements and standards
 - Minimum of 3 formal face-to-face discussions
- Recognition and Awards throughout the Performance Cycle:
 - Monetary and Non-monetary
- Automated DoD Appraisal Tool "My Performance"


NEW BEGINNINGS

Three-Level Rating Pattern

Outstanding (5)

Fully Successful (3)

Unacceptable (1)





Fair – Credible – Transparent

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Labor & Employee Relations

- **Your Labor and Employee Relations Practitioners are key resources for your leaders and workforce:**
 - Contact them when you have questions or issues
- **Recognize labor and employee situations early and react appropriately before they become issues in your workplace**
- **Know your collective bargaining agreement (CBA) provisions:**
 - Make sure you are referring to the correct CBA(s) for your employees
- **Your role is to lead the organization in keeping with the agreements set forth in the CBA(s)**

Motivate, educate, and empower employees...

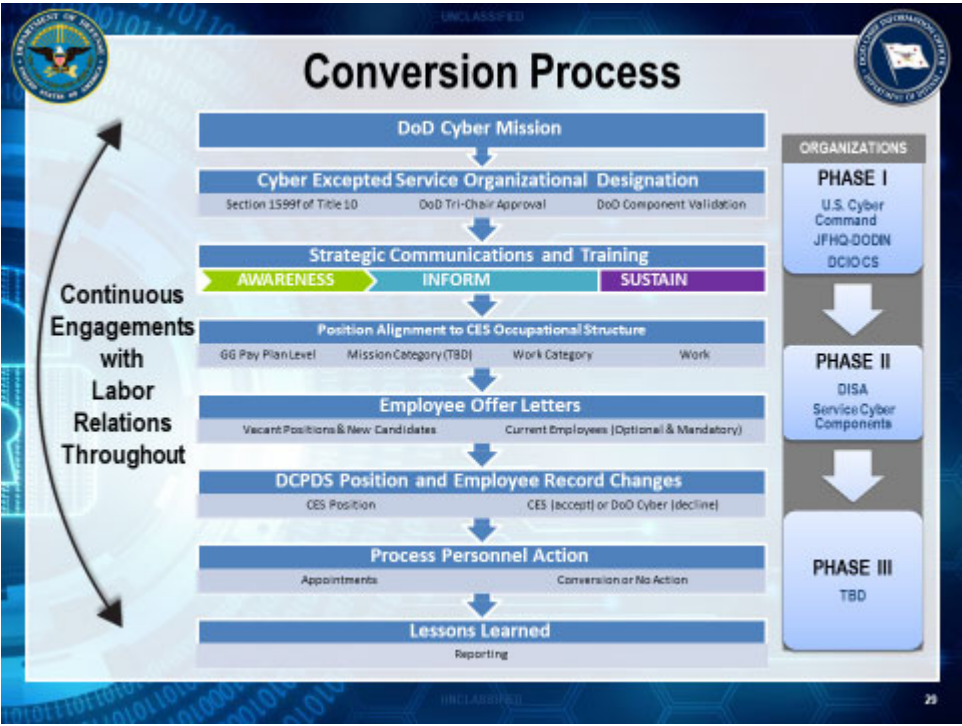
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Implementation Support

- DoD CIO Human Resource (HR) Team Advisement
- Component CES Implementation Lead
- CES Policies
- DoD Component HR Implementing Guidance
- DCPAS Cyber One Stop Website
- CES Training Courses
- CES Engagements
 - DoD Component Leadership Briefs
 - HR Governance Community
 - CIO Governance Community

Implementation

Human Resources

Support

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AUDIENCE	COURSE	OBJECTIVES
General Workforce	CES Workforce Orientation: Presentation Power Point and Q&A (~3.00hrs)	<ul style="list-style-type: none">Familiarize employees with the core tenets of CESCES conversion opportunitiesExplain the CES organizational and workforce implications
DoD Leaders	CES Leaders Orientation: Delivery Executive Power Point Brief and Q&A (~2.00hrs)	<ul style="list-style-type: none">Familiarize leaders with the core tenets of CESLabor obligations responsibilitiesEquip leaders with the requisite knowledge for CES implementation in their organizations
HR Practitioners	CES HR Elements: Delivery: Interactive Module-Based Course (~12.00hrs)	<ul style="list-style-type: none">Provide HR professionals with the knowledge and tools to operationalize CES policies and proceduresNotification process and conversion actionsEquip HR professionals with the requisite knowledge to serve as a CES advisor for leaders, managers/supervisors, and employees in their organizations
Component Trainers & HR Practitioners	Train the Trainers: Delivery: Power Point and Interactive Modules Course (~16.00hrs)	<ul style="list-style-type: none">Provide Component Trainers and HR Professionals with the knowledge and tools to deliver the CES Courses at their organizations: CES HR Elements, CES Leaders Orientation, and CES Workforce Orientation

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eLearning Courses



AUDIENCE	COURSE	OBJECTIVES
All	CES Orientation: On CyberExchange (~0.5hr)	<ul style="list-style-type: none"> Familiarize employees with the core tenets and benefits of CES Provide employees the tools to make an informed decision on which service is right for them.
Workforce	CES 102 Workforce Orientation: On JKO (~1.00hr)	<ul style="list-style-type: none"> Familiarize employees with the core tenets of CES CES conversion opportunities Explain the CES organizational and workforce implications
Leaders/ Supervisors	CES 102 Leaders Orientation: On JKO (~1.00hr)	<ul style="list-style-type: none"> Familiarize leaders with the core tenets of CES Labor obligations responsibilities Equip leaders with the requisite knowledge for CES implementation in their organizations
HR Professionals	CES 103 HR Elements: On JKO (~2.00hrs)	<ul style="list-style-type: none"> Provide HR professionals with the knowledge and tools to operationalize CES policies and procedures Notification process and conversion actions Equip HR professionals with the requisite knowledge to serve as a CES advisor for leaders, managers/supervisors, and employees in their organizations

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Workforce Orientation Review

- CES - Overview
- CES - Position Management
- CES - Employees
- CES - Implementation
- Closing Remarks



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