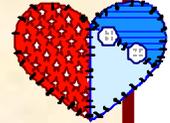


Southwest Civilian Personnel Operations Center Fort Riley, Kansas

SWCPOC



Trailblazer



Issue 1-03

Together Everyone Achieves More

February 2003



Next SWCPOC Director

Last Friday Mr. Michael Vajda, Director, CPOCMA, G-1, officially announced the selection of Mr. Kenneth R. Nephew as the next Director of the SWCPOC. Mr. Nephew has been serving as Deputy Director and his selection to head the SWCPOC is an appropriate recognition of his extensive contributions of service to the US Army.

With Mr. Nephew leading us into the future, there is nothing we can't do!

Congratulations, Ken!



Student Educational Employment Program



Are you looking for a rewarding combination of the opportunity to gain valuable work experience while going to school and getting paid for it?

Then the Student Educational
Employment Program
is right for you!

The Federal Government has always looked to educational institutions to recruit people who have the skills needed to meet its future employment needs.



This program was created to attract talented students to Federal public service. It's an opportunity for students to earn money and continue their education, to train with people who manage the day-to-day business of the national Government, and to combine academic study with on-the-job experience.

It is available to all levels of students from high schools to students pursuing technical, associate, baccalaureate, graduate, or professional degrees.

There are two types of student employment options:

- ★ Student Temporary Employment Program (STEP)
- ★ Student Career Experience Program (SCEP).

Under either STEP or SCEP, students may be employed year around.

Students are eligible if they are . . .

- ? A student enrolled or accepted for enrollment as a degree-seeking student (diploma, certificate, etc.);
- ? At least the minimum age required by Federal, state, or local laws and standards governing the employment of minors;
- ? Taking at least half-time academic or vocational and technical course load in an accredited high school, technical or vocational school, 2-year or 4-year college or university, graduate or professional school; and,
- ? A US citizen or a national (resident of American Samoa or Swains Island).



(NOTE: Non-citizens may be eligible for employment if permitted by a Federal agency's appropriation act, and are otherwise eligible to work under US Immigration laws.)

STEP

Job opportunities under STEP offers temporary employment that can range from summer jobs to positions that can last for as long as the employee remains a student.

Employment opportunities need not necessarily be related to the student's academic field of study.

SCEP

Job opportunities under SCEP offers work experience directly related to the student's academic field of study.

It requires a commitment by the student, school, and the employing Federal agency. Students may be eligible for permanent employment after successfully completing educational and work requirements.



Students interested in student employment should contact their school guidance office, career planning and placement office, teachers, or Federal agency employment office.

More information is also available at: www.opm.gov/employ/students/index.htm.

? ? ? ? ? ? ? Stepping Up To The Platform

Several instructors from the SWCPOC have stepped up to the training platform to share their subject matter expertise, and provide Video Teletraining courses this fiscal year.



Robert Russell and Joe Richards are scheduled to provide four training sessions on Navigating the Army Resume Builder and Using the Web-based Referral System.

Frances Minner just finished her second Deposit/Redeposit and Post 56 course on 28 Jan 03.

Lucy Gonzalez continues to offer TAPES training and will soon be providing insight on the new Automated Performance Management System (APMS XXI).

Teresa Weishaar and Susie Collins will be sharing their expertise in the field of Retirement Preparation when their first session of that course is held via VTT on 25 Feb 03.



These dedicated educators have developed the courses they are teaching, as well as the course materials, and they have had to learn a new way of instructing – via Distance Learning.

Since there is no cost assessed for courses taught by SWCPOC, our customers get the benefit of some of our most experienced professionals at no cost. This service is truly exceptional and one that our customers continue to appreciate and utilize.

??? M2M ??? 0 0 0 0 0 0

You may have heard folks recently using a new term - **M2M**.

This term is simply a shortened way of saying "**Modern to Modern**". M2M is an abbreviation used to describe the consolidation of all CONUS Modern Defense Civilian Personnel Data System (MDCPDS) databases into one central database located at Rock Island Arsenal, IL.



Army is consolidating many automated personnel processes to better support our customers. By having the database in one location, we can more quickly and efficiently update the automated systems we use. When the change-over is completed, all activities that we now service that are located on other CPOC servers will be changed to show they belong to the SW Region.



When we come back up on the central site, the USER ID will be setup the same as the AKO USER ID. For CPOC users, this means one user ID to access all employees serviced, rather than one for each region where we have serviced employees.

Attached is an informational flyer on how M2M will affect employees.

Settlement Agreements



Don't forget to include us in the discussions prior to finalizing settlement agreements. If the language in the agreement obligates the SWCPOC to process your actions in accordance with certain provisions, then we want to be included in your negotiations.

Contact Lucy Gonzalez, SWCPOC LMER Advisor at (785) 239-0015 or DSN 856-0015. You can also fax copies of agreements to fax number (785) 239-2393.



Send comments or suggestions to:

Lucy Gonzalez
Office of the Director

DSN 856-0015, FAX 856-2393

Lucy.Gonzalez@cpocswr.army.mil

HISTORY: Currently, Army civilian employee records have been maintained in ten separate regional databases. Seven of these databases have been maintained by the five Continental United States (CONUS) Civilian Personnel Operations Centers (CPOCs) and the remaining are maintained by the three Outside the Continental United States (OCONUS) CPOCs.

WHAT'S CHANGING? All CONUS CPOC databases are being centralized into the Army Civilian Data Center located at Rock Island Arsenal, IL. This means Defense Civilian Personnel Data System (DCPDS) system users will no longer access geographically dispersed regional databases. Rather, they will access the central database at Rock Island to process personnel actions. OCONUS CPOCs may centralize as early as July 2003.

WHY THE CHANGE? Army is consolidating many automated personnel processes to better support our customers. By having the database in one location, we can more quickly and efficiently update the automated systems we use.

IMPACT ON EMPLOYEES: Very little impact on employees other than specific actions that may be held up during the transition period. DCPDS will not be available to managers from 7 through 23 March 2003. All Requests for Personnel Action (RPAs) located in the CPAC or CPOC when the transition period starts, will be automatically moved from DCPDS at their Region into a new centralized DCPDS at Rock Island. The CPOCs will then have access to check the system, test the changes, and begin processing actions. During the transition period, CPOCs will be working on functions that do not require DCPDS such as classifying jobs, rating and ranking applications, processing referral lists and other actions not requiring the automated system.

WHAT SHOULD EMPLOYEES DO? If you have an action that is to be effective during the transition period noted above, you should contact your supervisor, who in-turn will contact their CPAC. Arrangements should be made to either have these actions fully processed before the transition period starts or after it completes. If you have questions regarding this or any other actions that may be affected by this transition, contact your supervisor who will in-turn contact their servicing CPAC.

IN CASE OF EMERGENCIES: Should an emergency occur during the transition period, plans are in place to process such actions expeditiously. Contact your servicing CPAC for details. Notifications of Personnel Action will be created and provided to payroll as needed. Actions will be processed in DCPDS once the system is operational.

IMPACT ON THE ABC-C: ABC-C operation will be normal to customers. Transactions will be created; however, they will be held in pending status until DCPDS is operational and all processes have been run successfully. During the transition period, customers and counselors can view their actions in the projected areas of the Interactive Voice Response System / Employee Benefit Information System (IVRS/EBIS) system. Information in IVRS/EBIS for CONUS employees will be as of 6 March 2003. Processing of retirement packages will be normal. Processing of RPAs effective 6 March or later, information flow to payroll, and error resolution will be suspended until DCPDS is operational on 24 March. OCONUS Operations will remain normal for the ABC-C.