



NSPS NEWSBYTES



February 19, 2009 • Vol. N-2

New Learning Guide Published

OCHR has published the newly updated *Performance Management Learning Guide* for DON employees. The guide is available online at

https://www.donhr.navy.mil/NSPSDocs/DON_NSPS_Performance_Management_Learning_Guide_Version_2%20December_2008.pdf.

DCO Session

The next DCO Sessions are set for 2 pm EST March 4 and March 18. Contact Sara.pranio@navy.mil to recommend agenda items.

Coming Events

The NSPS PEO has set aside two weeks for important future conferences.

- The **Leadership Conference** is slated for March 23-26 in Southbridge, MA. The DON NSPS Program Management Office has sent information to Command NSPS PMs. PMs should submit nominations to Bernadina Reyes at bernadina.reyes.ctr@navy.mil by March 2.
- The **HR Practitioners' Conference** is set for May 11-15 in New Orleans. The PMO will forward details and information shortly.

NSPS Receives Positive Ratings from OPM

OPM recently released its report on the Implementation of NSPS across the DoD, noting better coordination of performance objectives and organizational goals, more positive correlations between performance ratings, pay increases and cash awards and improvements in fairness, transparency and trust. Specific findings indicate that:

- There is strong DoD and component-level senior leadership support for NSPS implementation. Program offices and dedicated resources have been allocated from the highest policy level to the component and organization implementation levels.
- There is a high level of transparency in the entire migration process, including implementing issuances, training availability, performance evaluation data and findings, and lessons learned. However, DoD needs to focus on the drop in employee perceptions that their performance ratings are a fair reflection of their performance. Continuous clear, factual, and open communication is essential to positively effect the culture shift associated with changing a system as longstanding as the Federal Government's pay and performance system.
- The PEO has established a system with multiple layers of oversight and control to ensure fairness of NSPS. Qualitative and employee perception data validate the transparency of NSPS policy, business rules, performance ratings, and associated pay increases and awards.
- There has been no impact to the level of trust and confidence employees have in their supervisors.
- There are still a number of employee concerns evident in the perception data. Historically, however, employees covered under a new alternative personnel system have expressed an initial decrease in acceptance and buy-in of new alternative personnel systems. Employee perception gradually improves (normally within 3-5 years) to eventually exceed baseline values. The foundation the DoD PEO has established is strong and, with continuous education, experience, and maturity of the system, is fully expected to mirror the historical trend.

For the complete article, visit <https://www.donhr.navy.mil/NSPS>.

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PAA v2.0 Sunsets

All PAA plans in version 2 must be completed by the end of March.

Reconsideration Data Call Reminder

NSPS Command PMs should send all reconsideration spreadsheets by March 2 to bernadina.reyes.ctr@navy.mil.

Share Lessons Learned

Please forward Command business rules along with the top 3-5 lessons learned and best practices to maria.kwon@navy.mil.

Focused Conversations Continue

In an effort to capture emerging issues and needs to better serve Commands, the PMO is conducting *Focused Conversations* with the workforce, rating officials, higher level reviewers, senior leadership, and pay pool members, administrators and managers. Sessions are confidential and provide participants an opportunity to share their comments and recommendations. Commands interested in participating in the effort should indicate their interest by emailing linda.dent-mitchell.ctr@navy.mil.

Fixing an Incorrect Communication Date – Final Appraisal

In order to correct an incorrect communication date on the final appraisal, please forward all requests to the DON NSPS FAQ box at donNSPSfaq@navy.mil. Include the following information on correction requests:

- Subject line – insert Incorrect Communication Date.
- Provide first, middle, and last name of Employee.
- Last 4 digits of Social Security Number.
- Email address and contact number of individual submitting correction request.

OCHR will forward requests for changes weekly to DoD.

FAQ's

Q. Can an employee pursue both a Reconsideration Request and an EEO discrimination complaint?

A. Yes. An employee may pursue both a Reconsideration Request and an EEO discrimination complaint. However, it is important to note that all allegations that a performance rating was based on prohibited discrimination must be processed through the EEO discrimination complaint procedure and not through the reconsideration process.

Q. When should supervisors use job objective weights for their employees?

A. Job objective weights are included as an optional feature in NSPS. This enables certain job objectives to have a higher or lower impact on the rating. There is no official DON weighting policy — some Commands have decided not to weight the Job Objectives, others require weighting, and still others leave it up to their supervisors to determine weighting requirements. An example of how weights affect the final rating may be useful in explaining to supervisors how weights can be used. For example:

- Job Objective 1, weight 25%, rating 3
- Job Objective 2, weight 25%, rating 4
- Job Objective 3, weight 50%, rating 2

- WITHOUT THE WEIGHTING, the overall rating would be a **3.00** $(3 + 4 + 2) \div 3$.

- WITH THE WEIGHTING, the overall rating would be a **2.75** $(2 * .50) + (4 * .25) + (3 * .25)$.