DCIPS Fact Sheet:
An Applicant's Guide to DCIPS at NSA

The Defense Civilian Intelligence Personnel System (DCIPS) is the management system for the Department of Defense (DoD) Intelligence Community (IC) – NSA is a member of this community. In following the DCIPS policies, NSA ensures a high-performing intelligence workforce that is mission-oriented and results-focused. The DCIPS policies provide the foundation for NSA to align individual work contributions with mission and organizational goals, and distinguishes levels of performance to appropriately recognize, reward, and motivate employees.

Key Dates/Activities (Occurs each year on this cycle)

★ **Phase 1** - Annual Contribution Evaluation (ACE) performance management system - 1 August thru 31 July
★ **Phase 2** - Pay Pool Formation and Alignment - Spring
★ **Phase 3** - Performance-based bonuses paid out in January
★ **Phase 4** - Promotion Program - February-May

Entrance-on-Duty (EOD) and Pay Setting

★ Our current General Graded work structure classifies and pays employees according to 15 grades and 10 steps in each grade.
★ Recruiters will review each applicant's qualifications using education, specialized work experience, and other pertinent factors that may be required for the position, and determine the appropriate grade and step.

Information for NSA Applicants

As a candidate for employment with NSA, there is additional information which may have special interest for you:

★ Once hired by the Agency, you will work with your supervisor to create a performance plan to document your performance objectives within 30 days of your EOD date.
★ DCIPS will not affect retirement benefits and eligibility, health and life insurance, leave, or similar benefits.

For more information contact your NSA recruiter or call
1-866-NSA-HIRE *(1-866-672-4473)*

DCIPS
DEFENSE CIVILIAN INTELLIGENCE
PERSONNEL SYSTEM