



DEPARTMENT OF DEFENSE
National Security Personnel System (NSPS)
Guide to Processing Personnel Actions Supplement

Table of Contents

- Chapter 00. [Introduction](#)
- Chapter 1. [The Guide to Processing Personnel Actions](#)
- Chapter 3. [General Instructions for Processing Personnel Actions](#)
- Chapter 4. [Requesting and Documenting Personnel Actions](#)
- Chapter 6. [Creditable Service for Leave Accrual](#)
- Chapter 7. [Documenting Veterans' Preference](#)
- Chapter 9. [Career Appointments](#)
- Chapter 10. [Nonstatus Appointments in the Competitive Service](#)
- Chapter 11. [Excepted Service Appointments](#)
- Chapter 13. [Senior Executive Service](#)
- Chapter 14. [Promotions, Reductions in Band, Reassignments, and Details](#)
- Chapter 15. [Placement in Nonpay or Nonduty Status](#)
- Chapter 16. [Return to Duty from Nonpay Status](#)
- Chapter 17. [Pay Changes](#)
- Chapter 18. [Exceptions to Reduction in Force Release](#)
- Chapter 19. [Continuance NTE](#)
- Chapter 20. [Name Change](#)
- Chapter 21. [Realignment and Mass Transfer](#)

- Chapter 22. [Change in Federal Employees Group Life Insurance and Election of Living Benefits](#)
- Chapter 23. [Change in Duty Station](#)
- Chapter 24. [Change in Work Schedule/Change in Hours](#)
- Chapter 26. [Change in Tenure](#)
- Chapter 28. [Change in Data Element](#)
- Chapter 29. [Incentives, Bonuses and Awards](#)
- Chapter 30. [Retirements](#)
- Chapter 31. [Separations by Other than Retirement](#)
- Chapter 32. [Interim Relief Actions, Corrections, Cancellations and Replacement](#)
- Chapter 33. [Documentation of Volunteer Service](#)
- Chapter 34. [Topic Index](#)
- Chapter 35. [Glossary of Terms Used in Processing NSPS Personnel Actions](#)