United States
Office of Personnel Management

Philadelphia Oversight Division
William J. Green, Jr. Federal Building
600 Arch Street
Philadelphia, Pennsylvania 19106-1596

In Reply Refer To: Your Reference:

OPM Decision Number: C-2010-09-01, 5/15/98

PH:OD:97-2

[appellant's name]
[address]

Dear [appellant]:

This is our decision on the classification appeal filed with our office that we accepted under the authority contained in section 5112(b) of title 5, United States Code (U.S.C.).

This appellate decision constitutes a certificate that is mandatory and binding on all administrative, certifying, payroll, disbursing and accounting officials of the Government. It is the final administrative decision on the classification of this position, and is not subject to further appeal. It is subject to review only under the limited conditions and time limits specified in title 5, Code of Federal Regulations (CFR) 511.603 and 511.613, and in the Introduction to the Position Classification Standards (Introduction), Appendix 4. It must be implemented according to the provisions contained in 5 CFR 511.612.

Position Information:

Appellant : [name]

Current Classification : Inventory Management Specialist, GS-2010-9

Position Description Number : L151096

Requested Classification : Inventory Management Specialist, GS-2010-11

OPM Decision : Inventory Management Specialist, GS-2010-9

Organizational Information : U.S. Department of the Navy
Naval Inventory Control Point

(NAVICP) - Philadelphia
Operations Directorate
Weapons Support Department
[name] Integrated Weapons
Support Team
[location]

Analysis and Decision

In considering your appeal, we carefully reviewed all of the information submitted by you or on your behalf; information obtained during a desk audit with you and your supervisor, [name], on May 13, 1997; information obtained during additional interviews with [name] on June 26, September 2, and September 5; information obtained during interviews with [name], Assistant Acquisition Program Manager-Logistics (APML), [weapon names], Naval Air Systems Command (NAVAIR) and [name], his predecessor in that position, on August 4, with Mr. [name], [weapon names] Engineering Cognizant Field Activity (CFA), Naval Aviation Depot (NADEP) Jacksonville, FL, on August 8, and with [name] from the CFA on August 11, with Messrs. [two names] and others from the NADEP, North Island, CA on August 28 and 29, with [name], Assistant Avionic Officer, Commander Naval Air Forces Pacific (COMNAVAIRPAC) on August 29 and September 5; and other pertinent classification provided by your employing activity at our request.

It is our decision that your position is classified properly as Inventory Management Specialist, GS-2010-9. Accordingly, your appeal is denied.

In your initial appeal letter, you stated that you were performing the same work as employees assigned to Logistics Management Specialist, GS-346-11 positions at your activity. In your second appeal letter, providing the classification rationale by reference to appropriate position classification standards to support your appeal for a higher grade, you claimed that your position warranted evaluation at Levels 1-8, 2-5, 3-4, 4-5, 5-4, 6/7-3c, 8-1 and 9-1 by application of the Grade-Evaluation Guide for Supply Positions (Guide). The record includes your response to your activity's appeal administrative report, which found your position warranted evaluation at Levels 1-6, 2-3, 3-3, 4-3, 5-3, 6/7-3b, 8-1 and 9-1.

Your submissions and statements raise several procedural questions warranting clarification. All positions subject to the Classification Law contained in title 5, U.S.C. must be classified in conformance with published position classification standards (PCS's) of the U.S. Office of Personnel Management (OPM) or, if there are no directly applicable PCS's, consistently with PCS's for related kinds of work. Therefore, other methods or factors of evaluation, such as comparison to other positions that may or may not be classified properly are not authorized for use in determining the classification of a position.

Many Government positions perform a variety of functions. Not all these functions, however, will be classifiable at the same grade level. For example, many technician positions perform clerical functions classifiable at grade levels below the technician work controlling the grade level of the position. Thus, if other positions perform duties similar to some major functions of your position, those duties may not be the grade controlling duties of those positions. Furthermore, each grade in the General Schedule classification system represents a band of difficulty. Some positions entail performing work of difficulty and complexity that minimally meets the grade level requirements. Other positions perform work at the top of the band but do not meet the minimum requirements for the next grade level. For example, all budget analyst positions performing work at the GS-11 grade level would be assigned to the same class; i.e., Budget Analyst, GS-560-11. This does not mean all GS-11 budget analysts perform identical work. The allocation of positions to that class is predicated on each position performing work of GS-11 grade level difficulty within a budget program requiring GS-11 budget system skills and knowledge.

The classification appeal process is a de novo review that includes a determination of the duties and responsibilities assigned to your position and performed by you, and constitutes the proper application of PCS's to those duties and responsibilities. Thus, any previous action proposed or taken by your agency is not germane to our de novo review. Our analysis of your position is based in large part on the information that you provided during the desk audit, and our independent review and analysis of the entire appeal record.

Your correspondence contained concerns regarding which position description (PD) was your official PD of record, and its accuracy. Our audit with you and our interview with your supervisor confirmed that your official PD contains the major duties and responsibilities you perform and is hereby incorporated by reference into this decision.

You work on the [weapons names] Integrated Weapons Support (IWS) Team supporting the [names] aircrafts. You said the [name] was “in the scrap yard” pending potential sale to other countries. There are approximately 128 [name] carrier-based aircraft. They are used to perform intruder surveillance and limited attack functions. They are no longer in production, but will be used in the fleet until 2010. You are assigned responsibility for what you described as two “complex systems,” i.e., the ASN-54 surveillance computer system and the cooling system for the cockpit and the engine. You said you devote approximately 80 percent of your work time supporting these systems, including their various components and repairable parts (7K components that are repairable at depots or manufacturer plants). This is in keeping with the transfer of most consumable item (1R) support to the Defense Logistics Agency (DLA). You noted that some components in the ASN-54 system also are used in the [two names] attack aircraft. Responsibility for shared components is broken out between you and the other “Item Manager(s)(IM)." The responsible IM is contacted by the other item users for support requirements.

The purpose of your position is to provide spare part support. Since 1993, this has included both pre- and post-material support date (MSD) work. MSD refers to the date Navy assumes support responsibility from the contractor. Pre-MSD is the interim period between the end of contractor support and the implementation of Navy support capability at its own repair sites. Initial outfitting typically is performed by NAVICP IMA Site Support, Code 0341, which sets up allowances to support the aircraft. Initial outfitting is controlled by NAVAIR which establishes what ships may carry to support the aircraft. NAVAIR, as the buying command, develops system support requirements as an integral part of its primary contract function. Design decisions drive the number, types, placement, and other requirements for spare parts to support systems as they enter the fleet. You, in turn, must determine the phasing of material purchase to assure the aircraft is ready for support.

As the item manager, you: (1) track supply levels, assuring safety support levels are met and terminating contracts to save money if items are overstocked; (2) redistribute material from site to site, assuring equipment and piece parts are located properly for aircraft support; (3) assure level scheduling of depot repair items, which may require negotiating with the organic repair depot on the overhaul and repair schedule, and arrange for commercial repair and overhaul assuring thorough item support and, (4) arrange inter- or intra-service transfer of circuit cards and other components, e.g., to or from the Air Force.

You also: (1) review items in the automatic repair program to determine if they continue to warrant that support; (2) stratify budgets in March and October to review demand and recompute budget needs; and, (3) respond to supply system support issues from the fleet and other sources, e.g., eliminating item support when records review revealed it was consumable rather than a repairable.

Series and Title Determination

Your agency has allocated your position to the Inventory Management Series, GS-2010 and titled it Inventory Management Specialist in conformance with the titling practices contained in the GS-2010 PCS. You have not disagreed with these determinations. Fundamental to how your position fits within the IWS Team and the overall NAVICP mission is the distinction between Inventory Management Specialist, GS-2010 and Logistics Management Specialist, GS-346 work.

The GS-346 series includes positions concerned with developing, directing, or performing logistics management operations that involve planning, coordinating, or evaluating the logistical actions required to support a specified mission, weapons system, or other designated program. This work involves: (1) identifying the specific requirements for money, staffing, materiel, facilities, and services needed to support a program; and, (2)

correlating those requirements with program plans to assure needed support at the right time and place.

Logistics work requires: (1) knowledge of agency program planning, funding, and management information systems; (2) broad knowledge of the organization and functions of the activities involved in providing logistical support; and, (3) ability to coordinate and evaluate the efforts of functional specialists to identify specific requirements and to develop and adjust plans and schedules for the actions to meet each requirement on time.

The primary logistics management specialist responsibilities are: (1) identifying all activities that will be involved in providing needed logistical support; (2) integrating the actions required of each activity into a comprehensive logistics plan in support of or to be incorporated into overall program plans; (3) monitoring progress toward meeting the logistics plan and identifying the cause and impact of delays or other problems, which may include varying degrees of responsibility for taking actions to prevent or overcome such problems; (4) adjusting plans and schedules for all related actions as required by delays or changes to logistical requirements; and, (5) evaluating plans for and the provision of logistical support for feasibility, efficiency and economy, and developing alternatives when required.

The work requires application of broad knowledge of a wide variety of logistical support activities that include, but are not limited to: (1) determining detailed requirements, within available or allocated resources, for funds, staffing, facilities, equipment, supplies, and services; (2) the designing, developing, procuring, producing, storing, distributing, maintaining, transporting, utilizing and disposing of materiel; (3) the procuring or designing and constructing, operating, maintaining and disposing of facilities; (4) the acquiring and training of personnel; and, (5) the acquiring or furnishing of such services as communications and those required to meet personal needs, e.g., housing, commissary services, food services.

The logistics management specialist typically is concerned with most or all these activities. The PCS recognizes that some logistics work includes responsibility for substantive decisions requiring extensive technical and specialized knowledge of one or more logistical functional areas. When this primarily involves one occupation or occupational family, the position is to be classified within the appropriate classification series within that Group. If the position involves two or more occupational series or groups, with none predominant, the position is classified to the GS-346 series if the ability to coordinate and integrate the specialized functions into a total logistics management program is the paramount requirement.

The GS-346 PCS provides further guidance on the proper interpretation of these coverage requirements. It recognizes that some positions requiring extensive coordination and

interrelationship with numerous logistics functions may initially appear to be classified properly to the GS-346 series. Careful analysis, however, often leads to the determination that the paramount qualification requirement is possession of the knowledge, skills, and abilities identified with a specialized functional series.

Additional discussion in the GS-346 PCS distinguishes the supply and logistics management occupations. To do the work needed to provide supplies, equipment, and material, supply specialists typically have varying degrees of coordination and involvement with other logistical functions such as maintenance, procurement, transportation, fiscal management, and automated data processing. This interaction, however, is primarily to identify and satisfy needs for providing supplies and equipment where necessary and as planned.

Logistics management work, in contrast, typically requires some degree of supply systems, procedures, and programs knowledge. Overriding the supply knowledge is a requirement for integrating or coordinating supply activities with those of other functional specialties such as maintenance, facilities management, and transportation. This primarily is done to assure that all support requirements are met. Supply activities, in this context, constitute one often major element of a total support effort. In assuring coordination, the logistics management specialist need not have the comprehensive knowledge of supply functions required of supply specialists. The logistics management specialist relies upon the supply specialist to provide input and take necessary action to solve problems requiring supply expertise.

The GS-346 PCS recognizes inventory management work (GS-2010) as "specifically and primarily oriented toward the control and positioning of materiel (supplies and equipment) to meet identified materiel needs." In contrast, logistics management entails activities that support the overall requirements of a weapons system. These involve not only the coordination of materiel or supply needs, but also concern for other functions such as maintenance planning, securing adequate facilities for maintenance, managing support agreements, and reviewing performance data to determine budgetary requirements. Such work requires a general knowledge of inventory management and other logistics support functions to integrate, coordinate, and analyze total support requirements.

Some inventory management work entails considerable contact with other functional specialists similar to a logistics management specialist’s contacts. These contacts, however, are necessary to coordinate materiel support needs. The GS-346 PCS states that the keys to series determination are: (1) the nature of the qualifications required to do the position; and, (2) the line of progression to other positions.

The organizational structure of the U.S. Department of the Navy and its delegation of program authority to its subordinate components preclude your position from being a logistics management specialist position as described in the position classification system. The primary and paramount purpose of your position is to provide the full gamut of materiel support to weapons systems programmatically controlled by other Navy organizations; i.e., the Hardware Systems Commands (HSC's). The knowledge descriptions stated in your PD of record are:

> Must possess knowledge of ICP operations.
>
> Must have intense, comprehensive knowledge of all facets of inventory management, e.g., requirements determination, requisition processing, budgeting, redistribution, retention/disposal, etc., to manage assigned repairable components of aircraft, engines, or equipments.
>
> Must have knowledge of DoD procurement regulations applicable to procurements with an extended dollar value equal to or less than $25,000 [corrected to $100,000 under Major Duties].
>
> Should have general knowledge of most facets of integrated logistics; i.e., provisioning, supply support, facilities, maintenance, training, support and test equipment, transportation and handling, technical data, funding, and management information to participate in the effective and economical support of components of assigned aircraft, engines, or equipments at all levels during their programmed life cycle.
>
> Requires knowledge of Command Goals including readiness, SMA, competition, back orders, obligations, UPO's, etc.

The aforementioned knowledge, skills, and abilities, certified accurate by competent authority, reflect the depth and breadth of supply system program knowledge typical of a supply functional specialist rather than a logistics management specialist.

Similar knowledge is reflected in your supervisor's PD of record (PD #L52699, Supervisory Logistics Management Specialist, GM-346-13). The stated knowledge required by the position includes, in part:

> The unique characteristics of items for aircraft support, and the critical interrelationships with other logistical elements, requires a broad technical base and high degree of experience with supply management concepts and a specialized knowledge of Integrated Logistics Support [ILS] programs and procedures.

While the PD frames the work assigned within an ILS context, the functions performed are targeted toward traditional supply systems support functions. As stated in the Introduction, the:

> incumbent is responsible for effective and efficient utilization of appropriate inventory management and Integrated Logistics Support techniques to assure material availability and maximize various readiness indicators. Weapons systems are categorized for selective inventory management based on mission essentialness, complexity of logistics support, scope of requirement, and cost considerations. Support responsibilities include coordination with other services and agencies for material availability of weapons systems which are supported under Joint Service Agreements. This function includes negotiating with other services for rework of repairable assets. . . .
>
> The incumbent has overall responsibility for provisioning, configuration control, life cycle support planning, technical data management, acquisition strategy, responsiveness to customer queries regarding support matters, technical procurement management, and technical analysis relative to systems managed in this branch.

The provisioning, configuration control, and "technical" management functions relate preponderantly to material support functions typical of Inventory Management Specialist, GS-2010 positions as discussed in the GS-346 PCS.

The functions performed at NAVICP are part of its materiel support mission. The mission and function statement for the activity, supplemented by Naval Air Systems (NAVAIR) Command Notice 4400 (July 28, 1993) reflect NAVICP's primary and paramount roles and functions as supply and material management support to weapons and related systems supporting Naval air. The breadth of system support has expanded to both pre-and post-material support date work. The NAVAIR Program Manager no longer "hands off" work as a system enters the supply system. From the date procurement action commences for inducting the weapons and related systems into the supply system, the NAVICP mission does not entail full weapons and related system integrated logistics responsibility as required for allocation to the GS-346 series. For example, the NAVICP contracting divisions are engaged in purchasing spare parts. In contrast, primary system contracts concerning the procurement of major weapons systems remain under the management and control of NAVAIR, the hardware command. The mission and function statements for the components of the Operations Directorate, in which your position is located, confirm the primary, and paramount NAVICP supply support mission and function.

NAVICP's weapons system support work, ranging from provisioning through procurement, is an integral part of its materiel support mission. NAVICP is the materiel support agent for the HSC. Based on the record, we find the HSC defines primary and controlling weapons system engineering, training, installation, maintenance, and repair needs for the weapons systems. As NAVAIR personnel expressed to us during our fact-finding, NAVICP supply support work is considered 1 of 10 logistics management elements. Authority for the other 9 elements does not reside at NAVICP. For example, the NAVAIR Program Management Office (PMA) 205 has training responsibility. The Naval Air Technical Services Facility (NATSF) controls publications. NAVAIR Headquarters and the Engineering CFA in Jacksonville, FL control engineering design. Despite the presence of a limited number of engineering and other non-supply personnel, NAVICP's responsibility for LECP's, including engineering design and equipment support issues, is too limited in breadth, scope, and effect to change its primary mission and function from material support agent to logistics program manager for assigned weapons systems. As NAVICP's "program manager" (i.e., supply support) for your assigned systems, you are the primary HSC contact for materiel support needs.

The Inventory Management Series, GS-2010 covers positions involving analytical work in managing, regulating, coordinating, and otherwise exercising control over supplies, equipment, or other materials. The work includes one or more phases of material management including initial planning, provisioning, and requirements determination, acquisition and distribution, accountability, and ultimate issue for consumption, retention, or disposal. The work requires knowledge of acquisition processes, automated records and control systems, material substitution criteria, and storage, issue, and disposal processes.

Inventory management is characterized by three primary functions: (1) management; (2) coordination; and, (3) control of inventory and systems of inventory management. As discussed in the GS-2010 PCS, inventory management includes the integrated management and control of assigned items of material. The work involves a number of processes such as: (1) Requirements Determination - Planning for and determining current and future supply requirements to meet customer needs; (2) Material Distribution - Planning and determining the distribution and positioning of supplies among major supply stations, stock points, or using activities; (3) Procurement Authorization - Preparing recommendations and directives for the procurement of material, showing the types of items, quantities, and always, the sources; and, (4) Funds Management - Analyzing planned or scheduled material requirements and forecasts to determine categories and quantities of items, and funds required.

Your position is concerned with all these inventory management program aspects. The GS-2010 PCS specifically recognizes that the one common element in inventory management in agencies is planning and coordinating material actions to assure properly

phased support to major items of equipment and/or weapon systems in test phases, in production, in service, and during phaseout periods. As the program manager for your assigned systems, this is a crucial function of your position.

Material coordination focuses on material support for particular projects, work operations, or programs. It includes work such as: (1) Monitoring the status and effectiveness of material support by identifying, analyzing, and resolving problems; (2) Reviewing and analyzing operational reports and plans, work schedules, planned requirements, and other data to determine and advise on compatibility of planned support programs; (3) Determining, initiating, and coordinating required actions by establishing and maintaining liaison with inventory managers, contractors or vendors, and planning organizations to schedule or advise as to timing of procurement, delivery, or emergency transportation; (4) Participating in or serving as chairperson at meetings or conferences concerning levels of material support, timing, locations, and related inventory requirements; and (5) Conducting special supply and demand studies and advising on procedures to be followed and reviewing financial data to determine reprogramming requirements.

Material support coordination requires knowledge of material, work sequences, and schedules in shops or other industrial operations, and the specialized needs of the programs or operational areas supported. Judgment and independence of action are required in applying supply management concepts, organizing inventory management assignments, and taking actions based on delegations of responsibility. Material coordination assignments also require considerable judgment in analyzing and determining the impact on material needs caused by changes in production or operational schedules, work sequences, and plans. Major results typically achieved through liaison and coordination processes include: (1) Computing material require-ments or estimates for budget, procurement, disposal, provisioning, or other special programs; and, (2) Initiating or requiring action leading to identification, cataloging, procurement, maintenance, or disposal of items of material. Depending upon particular agency policies and patterns of delegated authority, employees recommend, request, authorize, or require that the indicated actions are taken by the organizational entities responsible for them.

Inventory control includes performing one or more of a wide variety of staff or administrative functions, e.g., (1) Initiating developing, installing, or administering a control program; (2) Providing guidance on or conducting surveys of supply and inventory management functions; (3) Analyzing, evaluating, revising, or developing new inventory management systems; (4) Developing long-range material support plans; (5) Directing, guiding, or reviewing material support programs, functions, and actions implemented by others; and/or, (6) Performing quality assurance and review functions. These functions are accomplished by: (1) Controlling and authorizing funding for material so that the proper kind, quality, and quantity are available at the correct time and place; (2) Maintaining records and controls over material in stock, due in, or planned for the

distribution system on a quantitative and monetary basis; and, (3) Controlling the distribution or redistribution of stock within the supply system.

A position is placed properly within the GS-2010 series when the duties and responsibilities demonstrate that the preponderance of the work requires performing most of the preceding functions and, at least three of the following: (1) Managing items with difficult supply and demand patterns related to seasonal factors, program changes, changes in end-use applications, and similar elements; (2) Making supply system decisions which consider more than the status of an individual item or the problem presented by a particular supply transaction, e.g., interchangeability of items among different equipment or systems; (3) Exercising substantially independent authority to establish and revise reorder frequencies; establish stock levels for individual items on a selective basis; and, manage assigned items in such a manner as to achieve effective supply support while remaining within authorized or available funds; (4) Programming requirements for assigned items, including phasing procurements and deliveries and determining best use of funds saved through judicious management; (5) Reviewing planned work programs, schedules, and other planning data; advising others regarding major categories of material which will be needed; and, pointing out material areas most likely to cause difficulties; (6) Planning and coordinating material support for assigned program or project areas including extensive provisioning conferences and personal contacts to negotiate stock levels, phased production, changes in work schedules, or other means of alleviating material problems; (7) Serving as a central point of contact and exchange of information for personnel of supply, production, maintenance, and other organizations relative to material support problems affecting an assigned program or project area; (8) Recommending changes in automated data bases and systems of data storage, formats, and reports; and/or, (9) Participating in planning for new data processing systems in terms of defining the nature of information required, organizational responsibilities, computer network requirements, and the nature of output desired from inventory management systems.

Based on the major duties and responsibilities assigned to your position, we find that your work entails the full range of functions typical of the GS-2010 occupation. This work includes dealing with provisioning, item management, inventory control and related functions supporting your assigned systems, parts, and components. Working preponderantly with repairable rather than consumable items does not change the fundamental purpose of your work or the work of your organization which is supply support, not logistics management. We find the primary and paramount purpose of your position is to perform most of the functions described in the preceding paragraphs. Therefore, your position is allocated properly as Inventory Management Specialist, GS-2010 based on the titling practices contained in the GS-2010 PCS.

Grade Level Determination

The grade level of GS-2010 positions is determined by applying the criteria in the Grade Evaluation Guide for Supply Positions. The Guide is in Factor Evaluation System (FES) format. Under the FES, positions are placed in grades based on their duties, responsibilities, and required qualifications as evaluated in terms of nine factors. Each factor is assigned a point value based on a comparison of the position's duties and responsibilities with the factor level descriptions and/or benchmarks in the PCS. The factor level descriptions assign point values marking the lower end of the ranges for the indicated factor levels. For a position to warrant a given point value, it must be fully equivalent to the overall intent of the factor level description. If the position fails in any significant aspect to meet a particular factor level description in the PCS, the point value for the next lower level must be assigned unless the deficiency is balanced by an equally important aspect that meets a higher level. The total points assigned are converted to a grade level by use of the Grade Conversion Table in the PCS.

Your appeal is based on your disagreement with your activity's evaluation of Factors 1, 2, 3, 4, 5 and 7. We carefully evaluated the levels assigned to the remaining factors of your position and find them appropriate. Our evaluation of your position, therefore, focuses on Factors 1, 2, 3, 4, 5 and 7.

PCS's must be applied according to the position classification theories, principles, and practices established by OPM. The PCS Introduction states:

> Some positions involve performing different kinds and levels of work which, when separately evaluated in terms of duties, responsibilities, and qualifications required, are at different grade levels. . . .
>
> In most instances, the highest level of work assigned to and performed by the employee for the *majority of time* [emphasis added] is grade-determining. When the highest level of work is a smaller portion of the job, it may be grade controlling only if:
>
> - The work is officially assigned to the position on a regular and recurring basis;
>
> - It is a significant and substantial part of the overall position (i.e., occupying at least 25 percent of the employee's time); and

- The higher level of knowledge and skills needed to perform the work would be required in recruiting for the position if it became vacant.

FACTOR 1, KNOWLEDGE REQUIRED BY THE POSITION

Factor 1 measures the nature and extent of information or facts (e.g., steps, procedures, practices, rules, policies, theories, principles, and concepts) that the employee must understand to do acceptable work and the nature and extent of the skills needed to apply those knowledges. To be used as a basis for selecting a level under this factor, a knowledge must be required and applied.

At Level 1-6 (950 Points), employees use practical knowledge of a wide range of well-established and commonly applied supply principles, concepts, and methodologies in one or more of the technical supply specializations (inventory, packaging, storing/distributing, or cataloging) or of supply program operations, when such work requires the application of some judgment and analysis to provide services or resolve problems. They perform recurring kinds of assignments, operations, and/or procedures in providing services and resolving issues and problems of a procedural nature in supply operations, planning, or program management. The work requires using knowledge of established supply systems in weighing the impact of variables such as cost, existing policies and procedures, data processing requirements, and other issues that influence the course of action taken. They search for and analyze information; trace sequences of transactions to resolve questions; prepare entries for supply record systems; provide supply information, reports, and services; and recommend actions to eliminate problems involved in delivering services to supply customers or in implementing policies.

Some employees in staff level or quality control positions use knowledge at this level to perform analytical assignments involving specific issues associated with supply management or operations, or to study and recommend solutions for a segment of a broad study involving several issues or problems. Typical areas of concern are existing policy, work procedures, work methods, data integrity, or developing requirements for assigned items of supply, and may involve elements of work in other organizations, such as contracting and procurement, data processing, accounting, or those receiving supply support.

Illustrative of work at this level is an employee maintaining inventory control records in an automated system for parts needed in depot support and maintenance programs. The employee monitors usage transactions, tracks the timing of reorder actions, verifies cost changes for parts and subassemblies, and generally observes activity in the account to ensure that parts and supplies are available when required. The employee evaluates fluctuations in rates of usage and adjusts procurement lead times for approved

acquisitions. The employee takes note of changes in rate of usage, cost, availability for established suppliers, alternative sources of supply, and other activities in the account requiring intervention, such as changes in pricing, accelerated or decelerated acquisition, notifications to seek additional vendors, or other actions designed to support maintenance operations without interruption in the flow of materials.

In contrast, work at Level 1-7 (1250 Points) requires knowledge of a broad range of supply program relationships or significant expertise and depth in one of the specialized fields of supply operations. Assignments require knowledge of specialized methods and techniques to analyze and evaluate the effectiveness and efficiency of supply programs and/or operations. The employee at this level applies a depth of knowledge developed from extensive experience in one or more areas of supply operations or management programs. The work requires the employee to analyze independently and resolve difficult issues and problems in the assigned area of responsibility involving, for example, supply processes, work methods, supply data management, or day-to-day operational procedures.

At this level, employees often use knowledge of interrelated supply processes to: (1) coordinate the objectives end plans of two or more specialized supply programs, and/or two or more independent organizations receiving local supply support (e.g., regional office, outpatient clinic, or medical center); (2) provide options in study recom-mendations to allow for differing or conflicting program requirements; (3) develop and/or implement procedures and practices to cover multiple supply objectives including inventory management of the supply stock fund for expendable and nonexpendable items; or, (4) serve on interagency or interorganization committees and groups to identify and resolve, or to assign responsibility for resolving supply issues.

This level of knowledge is also used in supply program planning at a major organizational level. Employees interpret policy direction for specific operating requirements. They develop guidance for applying supply policy, procedures, techniques, equipment, and methods to a variety of work situations involving various degrees or levels of supply controls. This level is used further in responding to problems or questions involving implementation of supply guidelines at lower levels. Employees at this level are commonly considered the major authoritative source of knowledge for organizations supported by the local supply office, about the overall supply program or one of the technical supply specializations, and for interpreting policy originating from higher organizational levels. They: (1) develop and/or recommend new or revised local directives, policies, and implementing instructions; (2) provide authoritative interpretations and guidance to management officials and other supply specialists at the same and lower levels in the organization; (3) resolve issues involving conflicting program requirements; and/or, (4) review operating supply programs for adequacy, efficiency, and need for improvement.

Employees using this level of knowledge commonly consider and recommend several alternatives. They must evaluate variables such as availability of materials, relationships with other programs, and cost-benefit considerations. They also consider administrative processes such as: (1) the status of funds for purchases; (2) the schedule and rate of progress for assembly and delivery; (3) conflicting requirements between ongoing and new programs; and, (4) similar considerations where the employee must make decisions about priorities and allocation of resources.

Employees use this level of knowledge in a variety of technical supply operations and general supply support programs to perform independently work such as resolving issues and controlling actions in an inventory management function for a complete category of materials such as electronic parts, a major commodity such as computers, or a complete system such as a major military vehicle, a naval fire control system, or equipment for physical science laboratories. They approve recommendations made by users and/or lower level inventory management employees to increase stock levels for components or subassemblies, authorize significant changes in expenditure and stocking levels based on order and usage records, and meet with groups of users and suppliers to arrange for or modify stock levels, storage points, acquisition lead times, and units of issue. They participate in original provisioning conferences and establish inventory controls for complete systems, subassemblies, and parts.

In your initial grade level rationale, you provided information on your educational credentials and technical capabilities, describing your role in the material acquisition process and life cycle support functions inherent in your position, concluding that "My duties and responsibilities as described above qualifies me at level 1-8 of factor 1 and therefore should rate 1550 points." Your application of the Guide to subsequent factors resulted in your conclusion that:

> Using the Classification Standards Grade Evaluation Guide for Supply Positions I am overly Qualified for the GS-9 Position with 3560 points and most certainly deserve to be Upgraded to the GS-11 Position, but according to the standards I qualify for the GS-13 grade level. I have brought My concerns to my directorate head and I am now asking for a ruling from OPM.

Your comments indicate a misunderstanding of the position classification grade level determination process. PCS's are used to determine the difficulty, complexity, and qualifications required to perform the work of a position, and the responsibility vested in the position to accomplish that work. They are not meant to assess personal qualifications for career advancement. Level 1-8 entails mastery of a major area of supply operations or of general supply program management, using a comprehensive knowledge of supply policy requirements to function as a technical authority. As illustrated in the Guide, this level of work would be applied in assignments typified by evaluating and making

recommendations concerning overall plans and proposals for major agency and inter-agency supply projects, or developing and implementing national level guidance in agency standards, guidelines, or policies for major supply programs.

Illustrative of Level 1-8 work at a depot with national or worldwide support requirements would be overseeing and coordinating segments of work that make up a total project or assignment for a team of employees, acting as the project leader for an entire large-scale new weapons platform of substantial difficulty and complexity, and working through a team of supply and/or other technical specialists having project areas of significant complexity within this large and complex project.

The position classification process requires that the full intent of PCS's be discerned and applied to evaluate a position properly. Due to the holding pattern for the [weapon name], you work preponderantly on the [weapon name]. You stressed your responsibility for two "complex weapons systems," which is a work assignment discussed at Level 1-7 in the Guide. The AN/ASN-54 is an approach power compensating (APC) set consisting of a computer and two amplifiers with a number of components and different repairable. It is part of the flight control system and monitors the angle of the flaps. You claimed the environmental control system you support also is a complex system. Your supervisor, however, described it as a collection of items, and not a full system. Our fact-finding revealed you are responsible for components of the environmental system, and not the entire system.

During the audit, you described the [weapon name] heat exchanger replacement issue as illustrative of the complex technical system issues with which you must deal. An unsolicited vendor proposal was submitted to upgrade the exchanger, changing it from a consumable to a repairable item. This entailed working with procurement on a $3 million justification, the need to consider a long term contract and establishing a minimum quantity for delivery each year to make the program feasible. Our fact-finding revealed the issue is under engineering review to determine if the proposal is economically feasible. The engineering analysis will assess whether, given the long life span of the current nickel base consumable item, the fusion welding technology needed to support repairing the proposed stainless steel heat exchanger is cost effective. Your role in the project was described as obtaining historical information on the current system and locating the inventory. Our fact-finding revealed that, based on the current failure rate, a decision was made to purchase approximately 221 current configuration heat exchangers for which you performed standardized calculations.

You claimed you spent approximately 80 percent of your time on your more complex systems, including the ASN-54 and the environmental system. You also claimed that you spent considerable time on Logistics Engineering Change Proposals (LECP's). NAVICP proposes LECP's to improve the cost of component design so that it pays for itself in 5 to

10 years of spare part support. NAVICP proposes LECP's but NAVAIR reviews and approves them. LECP's may cover some flight critical components. In contrast, operational enhancement, reliability, and maintainability issues drive Engineering Change Proposals (ECP's). These generally deal will flight critical equipment. NAVAIR fully controls them. Our fact-finding failed to disclose any LECP's or ECP's for the past several years for the more complex equipment you support. Reflecting 1950's and 1960's technology, the ASN-54 is considered fairly reliable and can be fixed readily. As you stated during the audit, the ASN-54 is "obsolete." Any changes are restricted to updating components. You acknowledged that you are not currently dealing with any component changes. As discussed previously, the heat exchanger is not a complex system within the meaning of the Guide. Based on our contacts with other Navy personnel who work with the ASN-54 and the heat exchanger, we conclude this equipment does not occupy 80 percent of your work time.

Our fact-finding revealed you manage a variety of other equipment, including valve assemblies, access doors, aircraft ladders, microcircuits, speed brakes, and door hinges. These items, and knowledge required to manage them, match Level 1-6 as discussed above. The ASN-54, fails to meet the full definition of a complex system within the meaning of the Guide and is in a maintenance or less active mode. Such items are not subject to frequent ECP's and LECP's. Thus, this assignment does not require the depth and breadth of knowledge envisioned at Level 1-7 for major weapons system support; e.g., "They participate in l original provisioning conferences and establish inventory controls for complete systems, subassemblies, and parts." The knowledge required to perform your work minimally exceeds that typical of Level 1-6, but does not meet Level 1-7 fully. Level 1-8, therefore, is precluded and requires no further discussion. We find your position properly evaluated at Level 1-6 (950 Points).

FACTOR 2, SUPERVISORY CONTROLS

"Supervisory Controls" covers the nature and extent of direct or indirect controls exercised by the supervisor, the employee's responsibility, and the review of completed work. The supervisor exercises control in making assignments, giving instructions to the employee, setting priorities and deadlines, and defining objectives and boundaries. Employee responsibility depends upon the extent to which the employee is expected to develop the sequence and timing of various aspects of the work, to modify or recommend modification of instructions, and to participate in establishing priorities and defining objectives. The degree of review of completed work depends upon its nature and extent, e.g., close and detailed review of each phase of the assignment; detailed review of the finished assignment; spot-check of finished work for accuracy; or review only for adherence to policy. This factor also accounts for the extent of employee responsibility for independent action and decision making.

In the position classification process, supervision of work is not limited to the direct intervention of supervisors in the work performed by subordinate employees. The Classifier's Handbook (pages 24-25) states that:

> The nature and extent of review positions ranges from close and detailed, to spot check, to general review. Note that it is not just the degree of independence that is evaluated, but also the degree to which the nature of the work allows the employee to make decisions and commitments and to exercise judgment. For example, many clerical employees perform their work with considerable independence and receive very general review. This work is evaluated, however, at the lower level of this factor because there is limited opportunity to exercise judgment and initiative.

At Level 2-3 (275 Points), the supervisor defines the employee's scope of respon-sibility and the objectives, priorities, and deadlines. The employee receives more detailed assistance in unusual situations having no clear precedents. Having developed competence in the assignment, the employee plans and carries out the steps involved, handles deviations from established procedures, and resolves problems according to agency or local standards, previous training and experience, established practices, or other controls appropriate to each assignment. The work typically includes conflicting information or relationships requiring the employee's investigation and solution to determine the methods and procedures to use in the assignment. Completed work is usually evaluated for technical soundness and appropriateness in relation to the nature and level of supply support required. Techniques used by the employee during the course of the assignment are not usually reviewed in detail.

In contrast, at Level 2-4 (450 Points) the supervisor sets the overall objectives and decides on the resources available. The employee consults with the supervisor in determining which projects to initiate, develops deadlines, and identifies staff and other resources required to carry out an assignment. The employee has expertise in the particular supply specialty or program area, and is responsible for planning and carrying out the work, resolving most of the conflicts that arise, integrating and coordinating the work of others as necessary, and interpreting policy in terms of established objectives. The employee keeps the supervisor informed about progress, potentially controversial matters, issues with far-reaching implications, and intractable problems. Finished work is reviewed from an overall standpoint in terms of feasibility, compatibility with other supply program requirements, or effectiveness in meeting objectives and achieving expected results.

During the audit, you indicated you do not usually confer with your supervisor on work issues. You also stated you confer with him only when experiencing a problem, and limit those contacts to obtaining information, e.g., who else to contact at an organic repair depot if you are having problems resolving an issue. As item manager, you are responsible for

your own systems and answer to the Directorate. Your work primarily is reviewed by means of any complaints received on your program accomplishments. In your appeal submissions, you claimed your supervisor is "only tasked with making sure managers meet the deadlines established on the projects," and to assist any manager, "regardless of grade," on "complex issues." You stressed his limited involvement in your work, which is limited primarily by your authorized procurement ceiling. You cite as evidence of developing your own projects your survey of depots to assure "BRAC" impacted component support capability was in place, and your independently initiated commercial repair contracts to fill the gaps until the receiving depots were able to provide required support. You also claim making "unreviewed technical judgments concerning the interpretation and implementation of existing policies" which "qualifies me at level 2-5."

Implicit in Level 2-5 is a degree of program management authority not delegated to your position. You do not, for example, operate only within the parameters of broadly defined missions in independently planning, designing, and carrying out major program activities. The intent of this level is that the employee would normally be responsible both for initial conception of work to be undertaken within a broad program area and for the funds and resources expended in accomplishing the work. Additionally, at this level work review is primarily administrative, focusing on such matters as budgetary considerations and general program direction rather than technical aspects of the work.

In contrast, we find that you fill a traditional staff role where you are assigned specific work to carry out, and that your work receives a definable degree of technical review. For example, the recent large purchase decision on the heat exchangers discussed previously included your supervisor's direct involvement in the process. As you noted during the audit and in your written submissions, your supervisor must review procurement requests above your delegated dollar value. His PD clearly describes technical authority over your position and the other positions in the unit. In short, Level 2-5 represents not merely a high degree of technical independence, but also a corresponding management role that is well beyond the authority vested in your position. It derives not only from the technical latitude afforded, but also from the position's organizational role and the authority delegated to define the basic content and operation of the program beyond the technical aspects of discreet assignments. Neither the absence of immediate supervision for day-to-day operations, nor the fact that technical recommendations are normally accepted, supports crediting Level 2-5.

Your position reflects limited aspects of Level 2-4 in that you work within a defined overall objective; i.e., providing item manager support to the one assigned complex system, equipment, and components. Level 2-4, however, covers work assignments routinely involving project planning, including staff and other resources needed to accomplish the project. Your example of BRAC transition planning is an assignment approaching the project planning responsibility found at Level 2-4. For a position to warrant evaluation at

that level, projects of major scope and complexity, e.g., planning, justifying, and negotiating material support for major ECP's and LECP's, must occupy a minimum of 25 percent of the employee's work time to potentially be grade controlling. As discussed previously in this decision, you do not deal with ECP's and LECP's as a major, ongoing responsibility. In contrast, higher graded employees in your section who are assigned multiple complex and highly complex systems routinely deal with LECP's, ECP's, and equivalent supply system issues. You are responsible for planning and carrying out your work independently, coordinating the work of others, e.g., at repair and supply points, and informing your supervisor about potentially controversial situations. Your work, however, is more limited in the judgment demands of major project and equivalent work envisioned at Level 2-4. Therefore, despite the independent action you exercise in completing your recurring work, and the limited technical control and review exercised over it, the more limited range of your work assignment precludes your position from meeting the full intent of Level 2-4. Accordingly, this factor is evaluated properly at Level 2-3 (275 Points).

FACT0R 3, GUIDELINES

This factor covers the nature of guidelines for the work and the judgment needed to apply them. Guides used in this occupation include agency policies, directives, manuals, and handbooks. Individual jobs vary in the specificity, applicability, and availability of the guidelines for performance of assignments. Consequently, the constraints and judgmental demands placed upon employees also vary. For example, the existence of specific instructions, procedures, and policies may limit the employee's opportunity to make or recommend decisions or actions. However, lacking procedures or under broadly stated objectives, employees may use considerable judgment in researching literature and developing new methods.

At Level 3-3 (275 Points), guidelines available and regularly used in the work are in the form of agency policies and implementing directives, manuals, handbooks, supply regulations, and locally developed supplements to such guides, such as detailed work procedures and directives that supplement agency directions. The guidelines are not always applicable to specific conditions or there are gaps in specificity when applying them to specific supply requirements. This level also includes work situations in which the employee must interpret and apply a number of subject-matter policies and regulations such as those that apply to end use repair, replacement, and support requirements. The employee uses judgment in interpreting, adapting, and applying guidelines where the levels of support required have some overlap or conflict, or other conditions require the employee to analyze and develop procedures within the intent of available guidelines. The employee independently resolves gaps in specificity or guideline conflicts consistent with stated supply program objectives. The employee analyzes guideline applicability to specific circumstances and proposes regulatory or procedural changes to improve supply controls' effectiveness or efficiency.

In contrast, at Level 3-4 (450 Points) guidelines generally outline the concepts, methods, and goals of supply programs. Guidelines regularly applied at this level consist of broad supply guidance such as directives issued by a national headquarters, general agency policy statements and objectives, interagency supply program policy proposals requiring refinement and coordination, or other guides not specific on how they are to be defined, implemented, and monitored at the employee's level. Typically, departmental guidelines available to the employee at this level are purposely left open to some local interpretation. They allow accommodation for local variations and remote environmental conditions that affect the nature of supply operations within overall policy direction. The guidelines, due to their lack of specificity, are often insufficient to accomplish specific objectives. The employee exercises a great deal of personal judgment and discretion with broad latitude for interpreting and applying guidelines across the organization. Also included at this level are the interpretation and application of guidelines originating from more than one Federal agency or department which apply to supply programs and organizations involving joint operations. The employee: (1) uses initiative and resourcefulness in researching and implementing new and improved supply methods and procedures within the employing organization; and/or, (2) establishes criteria to identify and analyze trends in supply programs and requirements. Where guidelines for performing the work are scarce or of limited use, the employee develops guides to be followed by supply specialists at the same and lower levels in the organization.

Your rationale for crediting of Level 3-4 is that as an item manager you are responsible for solving "highly individualized and complex issues" for the components you manage. You claim all members of your team work with the same "DOD, Navy headquarters Command, local Instructions and procedural guidance," no matter the employee's grade level. You cited your work on the heat exchanger issue, establishing that the stainless steel exchanger had never been approved for use in the [name], as typical of Level 3-4 interpretive demands. Searching through extensive existing literature to establish equipment status is an established and supported methodology, and does not reflect the individual independent exercise of initiative and resourcefulness envisioned at Level 3-4 where guidelines are often insufficient to accomplish specific directives. Your supervisor's involvement in the resolution of the heat exchanger issue, discussed previously in this decision, also does not reflect the freedom of action and independent discretion required to credit Level 3-4. As noted previously, most of your equipment, components, and systems are mature. There is little, if any, major LECP and ECP activity, and the methods of program approach and interpretation are well developed. We find your work entails the resolution of gaps in specificity or conflicts geared to improve the effectiveness and efficiency of materiel support controls to your assigned programs typical of Level 3-3. We credit your position at Level 3-3 (275 Points).

FACTOR 4, COMPLEXITY

This factor covers the nature, number, variety, and intricacy of tasks, steps, processes, or methods in the work performed; the difficulty in identifying what needs to be done; and the difficulty and originality involved in performing the work.

You claim your chairing or attending provisioning conferences, attending readiness improvement conferences and logistics reviews as a technical expert on the items you manage, and participating in integrated logistics support teams (ILMST's) and foreign military sales conferences makes your work more complex. In addition, you believe ordering and staging material, tracking and adjusting inventory levels to support required availability for a variety of customers involve "studying an evaluating relationships between customers and requirements, acquisition lead time, storage, inventory and delivery by the most efficient and economical means" directly support a weapons system; i.e., "directly related to the readiness of the [two names] aircraft." You also claim using a full range of occupational skills to fashion "best value logistics" for your customers, and considering a wide range of data "in an integrated manner to determine support methodologies which provide for best value system readiness." In performing these functions, you "regularly coordinate actions within the organization and across external government and commercial agencies." Based on this rationale, you conclude your position meets Level 4-5 (325 Points).

As discussed previously, the full meaning of a PCS must be discerned to assure it is applied properly. Your rationale paraphrases the second example in the Guide under Level 4-5, but does so without addressing the basic definition of that factor level. At Level 4-5, work assignments involve projects, studies, or evaluations sufficiently broad and demanding to routinely required significant departures from established practices, requiring the employee to make decisions, or develop and implement new methods and techniques, that satisfy broad policy and technical requirements. Employees at this level recommend changes in basic policy issuances and implementing instructions covering established supply techniques, practices and methods based on personal analysis of very general policy directives and objectives. The Level 4-5 example you cited does not pertain to managing a group of components and equipment. It pertains to evaluating supply program operations themselves, including the methods and techniques used by item managers, to develop improved supply program procedures. Based on your description of the development of internal NAVICP procedures, this function is vested in none of the nonsupervisory positions in your unit.

At Level 4-3 (150 Points), employees perform various duties requiring the application of different and unrelated methods, practices, techniques, or criteria. Employees compile, analyze, and summarize information relating to the designated supply requirements; develop plans for approaches that may be taken in resolving questions; define stock levels

and frequency of reordering. They consider normal acquisition channels, lead time, availability, storage or staging space, frequency of use, and documentation requirements to provide installation support in buying, storing, and transferring supplies. They develop the costs for implementing each of several options; and/or recommend a course of action to meet assignment objectives. The work entails consideration of program plans, applicable policies, regulations and procedures, and alternative methods of implementing and monitoring supply requirements. Employees identify and analyze relationships among organizational needs and objectives, costs, and requirements in supply guides and related information sources. The employee resolves conflicts in customer descriptions of required items, recommends substitutions, and suggests alternative acquisition approaches. Recommendations involve implementation of specific supply actions, and the application of standard methods, techniques, and programs. They are based on information such as funding availability, minimum regulatory requirements, and delegated authorities.

The functions performed at Level 4-3, and application of the different and unrelated methods, practices, techniques and criteria used to perform them, compare closely to the item manager functions you perform as described by you and discussed previously in this decision. Developing recommendations for new funds, stressed in your appeal rationale, is covered fully in the costing out of options typical of Level 4-3. Delegation of higher dollar value funds approval authority has no intrinsic grade level worth as you also appear to opine. The analytical demands leading to proposed expenditures are considered in grade level assessment. As at Level 4-3, you work within established policies, regulations, and procedures, and deal with the range of issues typical at that level, e.g., resolving conflict over whether an item is repairable or consumable.

In contrast, at Level 4-4 (225 Points) assignments consist of a variety of supply duties involving many different and unrelated processes and methods in well-established areas of supply planning and administration. Typically, the work requires analysis and testing of a variety of established techniques and methods to evaluate alternatives and arrive at decisions, conclusions, or recommendations. Programs and projects may be funded by, or under the cognizance of, different organizations with differing supply requirements or variations in ability to fund acquisitions or system implementation. Requirements to follow established supply policies, practices, procedures, and techniques may have to be varied for a number of locations or situations to assure compatibility with existing systems and demands on available resources. Illustrative of work at this level is performing or leading inventory control work when such work involves attending meetings and speaking for the organization during provisioning conferences, establishing lead times for ordering and staging material, and tracking and adjusting inventory levels for major systems such as an aircraft, a military vehicle, a major electronic system such as a specific radar unit, a class of office equipment such as desk top computers, or others that require support as to availability, spare parts, and/or service for a variety of customers.

In deciding what to do, the employee typically assesses situations complicated by conflicting or insufficient data. Information must be analyzed to determine the applicability of established methods, the need to digress from normal methods and techniques, the need to waive prescribed standards, and/or whether specific kinds of waivers can be justified. The employee plans the work, develops recommendations, and refines the methods and techniques to be used. The employee takes actions involving: (1) interpreting considerable data; (2) applying established supply methods, equipment, techniques, and objectives to a variety of situations; and, (3) variations in the level of supply support required.

The appeal record shows your work has characteristics of Level 4-4 in that you must deal with funding under the control of more than one organization (e.g., NADEPS, NAVAIR, and the active fleet) and deal with differing local policies, practices and procedures. Although your PD describes provisioning conferences and similar representational functions, these functions are limited in number and frequency. Our fact-finding revealed you have not attended a full scale provisioning conference in the four years working in the [weapon names] program, and that your supervisor or the NAVAIR program manager chair significant meetings within the meaning of Level 4-4. The scope of your work assignment and, thus, the analytical demands in performing the work fall short of Level 4-4 in that you are not responsible for "major systems, such as an aircraft, a military vehicle, a major electronic system such as a specific radar unit" as discussed in the Guide. The ASN-54 system's complexity is relatively limited as discussed previously in this decision. Therefore, the record does not reflect that you regularly deal with deviations from methods previously established for system support or waivers of established standards typical of the difficulty and originality of work evaluable at Level 4-4. Thus, while you are assigned work approaching Level 4-4, and attend the types of meetings on issues typical of that level, your work does not reflect the full scope of difficulty and originality required to support the crediting of Level 4-4. Accordingly, your position is evaluated properly at Level 4-3 (150 Points).

FACTOR 5, SCOPE AND EFFECT

This factor covers the relationship between the nature of the work; i.e., the purpose, depth and breadth of the assignment, and the effect of work products or services both within and outside the organization. Only the effect of properly performed work may be considered.

In your appeal, you stress the impact of your work is not limited to NAVICP. You have "direct impact on fleet operations. The mission of the inventory control point is to insure fleet readiness to the aviation community within the Navy and Marine Corps, as well as friendly foreign governments and other services and agencies." You state "NAVICP has no local mission requirement but a world wide requirement. . . . Not all issues encountered on a day to day basis can be solved through conventional methods . . ." You claim the

decisions you make “directly determine funds provided to, and expended by, the Naval Inventory Control Point and directly impact the weapons systems costs and readiness” of all your cited customers. Because of these position demands, you claim Level 5-4 (225 Points) should be assigned and credited.

At Level 5-3 (150 Points), work involves resolving a variety of conventional supply problems, questions, or situations. The employee monitors established supply systems and programs, or an assigned block of activities in one of the technical supply areas, performs independent reviews, and/or recommends actions involving well-established criteria, methods, techniques, and procedures. The employee’s work products, advice, and assistance affect the efficiency of established supply operations or specialized programs, and contribute to the effectiveness of newly introduced programs requiring supply support. The effect of the work is primarily local in nature, although some programs may be part of multi-facility or nationwide program operations with interlocking supply requirements.

In contrast, at Level 5-4 (225 Points) work involves investigating and analyzing a variety of unusual supply problems, questions, or conditions associated with general questions about supply programs or operations, formulating projects or studies to substantially alter existing supply systems, or establishing criteria in an assigned area of specialization. The results of the work provide solutions to supply problems and questions. Employees develop alternatives and options designed to meet requirements in a variety of physical and environmental circumstances. The employee’s work affects supply system design, installation, and maintenance in a wide range of activities within the organization and/or in non-government organizations.

Both Levels 5-3 and 5-4 recognize and include work having nationwide or system wide impact. The primary distinction between these two levels is the nature of the work, i.e., the purpose, depth, and breadth of the assignment. As discussed previously in this decision, the depth and breadth of your work assignments preponderantly are for a variety of components and equipment for which well-established criteria, methods, techniques and procedures are applicable. For example, you do not routinely, on a regular and recurring basis within the meaning of the position classification process, deal with the more demanding systems support issues generated by major ECP’s, LECP’s, and/or the introduction of new major systems. Therefore, notwithstanding the broad impact of your work, typical of most inventory management work in centralized supply organization, your position fails to meet the full intent of Level 5-4. Accordingly, your position is evaluated properly at Level 5-3 (150 Points).

FACTOR 7, PURPOSE OF CONTACTS

Purpose of Contacts

You claim Level c is appropriate because the purpose of your contacts is "to exchange information, communicate strategy, Influence others and to gain cooperation." Responding to your activity's position evaluation report, you stated the "purpose of these contacts is to obtain crucial engineering information that is needed when determining procurement sources, justify procurement actions, negotiate delivery and repair schedules or authorize shipment of materials." You also stated "my Position Description clearly states that I plan for and implement corrective measures, receive [and] provide logistics information, and attend and chair conferences."

At Level b, the purpose of contacts is to plan, coordinate work, or advise on efforts and resolve operating problems by influencing or motivating individuals or groups who are working toward mutual goals and who have basically cooperative attitudes.

In contrast, the purpose of Level c contacts is to influence, motivate, interrogate, or control persons or groups. At this level, persons contacted may be fearful, skeptical, or uncooperative. Therefore, the employee must be skillful in approaching the individual or group to obtain the desired effect, such as gaining compliance with established policies and regulations by persuasion or negotiation.

As noted previously in this decision, we do not classify PD's; we classify the work assigned by management and performed by the appellant. Our fact-finding revealed you do not routinely chair conferences as stated in your PD. The record does not reflect that a significant portion of your contacts involve the contentiousness found at Level c. Although you must negotiate with organic depots over repair schedules and material support issues, the record does not support the conclusion that you routinely deal with uncooperative individuals on the grade controlling functions of your position. For example, your calling the president of a company on a supply issue cannot be construed as typical of your external contacts nor can this contact automatically be credited as highly contentious. Your external contacts with engineers and personnel at other DoD installations, who are engaged in supporting the same components and equipment assigned you, are those typical of Level b in which the individuals or groups contacted are working toward mutual goals and who have basically cooperative attitudes. For example, Level c could be considered in situations where there are serious outstanding issues regarding the basic usefulness and propriety of a major ECP, and the impact that ECP is expected to have on related weapons and supply support programs. Based on the Table on page 22 of the Guide, the crediting of Level 3b results in the assigning of 110 points to your position.

Summary

In summary, we have evaluated your position as follows:

Factor 1	- Level 1-6	=	950 points
Factor 2	- Level 2-3	=	275 points
Factor 3	- Level 3-3	=	275 points
Factor 4	- Level 4-3	=	150 points
Factor 5	- Level 5-3	=	150 points
Factor 6/7	- Level 3b	=	110 points
Factor 8	- Level 8-1	=	5 points
Factor 9	- Level 9-1	=	5 points
		Total	1920 points

A total of 1920 points falls within the GS-9 grade level point range of 1855-2100 points on the Grade Conversion Table in the Grade-Evaluation Guide for Supply Positions.

Therefore, based on the preceding analysis, we find that your position is evaluated properly as Inventory Management Specialist, GS-2010-9.

Agencies are responsible for classifying positions according to published classification standards and in conformance with OPM appeal decisions. NAVICP may not change our decision, nor classify positions by comparing one with another.

If you believe your position is so similar to others that they should have the same title, series and grade (TSG) as that assigned yours by this decision, you should list the precise organizational location; TSG; duties and responsibilities of such positions and provide that information to the personnel office servicing your organization. That office is responsible for explaining any differences between your position and the others, or for classifying those positions consistent with our decision in your case.

Please be assured this decision is not intended to reflect on your ability, qualifications, or the quality of your performance. Rather, it reflects our evaluation of your position based on a comparison of the duties and responsibilities with the PCS's.

Sincerely,

Robert D. Hendler
/s/ 5-15-98
Classification Appeals Officer

cc:

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