EMPLOYMENT AND PLACEMENT PROCESSING DURING DCIPS TRANSITION FACT SHEET

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New GG pay schedule and grades have been added to the new vacancy announcement builder, USA Staffing. When selecting a DCIPS pay schedule, the following statement will automatically populate on the announcement “Note: The Department of the Army Intelligence community will transition to Defense Civilian Intelligence Personnel System (DCIPS) Grades on 25 March 2012. For Information go to [www.dami.army.pentagon.mil/site/dcips/](http://www.dami.army.pentagon.mil/site/dcips/).”

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| Recruitment – Pipeline Actions |

Effective **1 February 2012**, all advertised DCIPS positions will be announced under DCIPS Grades. The CPAC will continue to accept RPAs for recruit/fill actions throughout the entire transition process.

Vacancies that were announced under IA pay plan prior to **1 February 2012** and the referral has **not** been sent to the selecting official, will be amended or re-announced by the servicing CPAC using the GG pay plan. (However, if the manager and CPAC agree that it appears a selectee can be brought on board before 25 March 2012, CPAC will proceed with the IA announcement.)

Selections that are made under IA pay plan **prior** to **25 March 2012 (**tentative offer letter has either not been extended by CPAC or response not received by the selectee and EOD is after transition) will be processed under IA pay plan with notification to the selectee that their position will transition to DCIPS Grades after EOD.

Selections that are made under IA pay plan **after** **25 March 2012** will be processed under IA pay plan with notification to the selectee that their position will transition to DCIPS Grades after EOD.

All offer letters made under the IA pay plan will include notification that the position will transition to GG.  **These selectees will be on-boarded as IA and transitioned to GG on 25 March 2012 OR the pay period following their enter-on-duty date but no later than 30 September 2012.**