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# ***7th Bomb Wing***

## ***Implementing Air Force Civilian Personnel Restructure***



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# ***Stage Setter***

- **We continue to rely on our talented, experienced civilian workforce**
- **Facing significant budgetary constraints**
- **Spring 2010: DoD began comprehensive effort to increase efficiencies, reduce overhead, and eliminate redundant functions**
- **SecDef's Aug 2010 Efficiency Memo directed DoD to target civilian manpower billets at FY10 levels**



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# ***Civilian Efficiency Process Strategic Themes***

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- **AF conducted review to execute required reductions**
  - **Stressed strategic solutions**
  - **Enterprise-wide approach taking into account AF priorities**
  - **Determine what to stop doing or do differently**
  - **Everything on the table for consideration**
- **Found solutions for many reductions; additional civilian billet reductions required to meet SecDef's target**
  - **Air Force identifying and vetting proposed solutions**



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# *Timelines*

- **2 Nov – Congressional Engagement / National Labor Roundtable**
- **3 Nov – Notify supervisors/managers; begin notifying employees**
- **4 Nov – Complete notifying employees receiving and not receiving VERA and/or VSIP**
- **8 Nov – VERA / VSIP Request for Personnel Actions (RPAs) due**
- **10 Nov – Retirement applications due**
- **31 Dec – VERA / VSIP separations**
- **Jan '12 – Reopen VERA / VSIP window**



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# *Impacts to Workforce*

- These / future reductions cause turbulence
  - Making every effort to use voluntary means to achieve reductions
  - Finalizing first round of voluntary measures; separate by 31 December
  - Will identify remaining reductions, then initiate another round of VERA/VSIP
- Reduction of positions doesn't directly equate to involuntary loss of people
  - Many designated positions are currently vacant
  - Additional vacancies from normal civilian attrition and hiring controls
  - Final results of on-going VERA/VSIP initiatives are not yet known

*Every voluntary reduction opportunity will be exhausted before we initiate involuntary actions*

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# ***The Future Air Force***

- **These are just the initial steps to shape the Air Force—we'll look and operate differently in the future**
- **We are ...**
  - **Reducing overhead at every level**
  - **Centralizing work regionally to reduce duplication of effort**
  - **Consolidating base support activities where feasible**
  - **Tailoring base support to use local community services**
- **Installation commanders play a crucial role in shaping their installations**



- **Continue to rely on integrated, civilian-military workforce**
- **Continue to review / define remaining reductions**
  - **Shaping civilian workforce is critical, but very challenging**
  - **Will share impact of review in early 2012**
- **Second round of VERA/VSIP**
- **All Air Force members should expect continued workforce shaping**

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# ***Civilian VERA / VSIP Update***





- **AF is committed to minimizing impact to our permanent civilian workforce**
  - **Implemented hiring controls, then hiring freeze to increase the number of vacant positions**
  - **Surveyed employees for VERA/VSIP**
  - **Currently matching volunteers to preclude involuntary separation**
    - **Voluntary separation actions effective 31 December**
  - **Follow-on VERA / VSIP survey in early CY12**
  - **Will continue use of targeted hiring controls to increase vacancies**
- **Goal is to have enough volunteers to meet fiscal constraints, and reshape the AF for the future**



- **Civilian Workforce Shaping Videos (AFPERS website)**
  - Regarding VERA, VSIP, RIF, etc.
  - [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/14061/](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/14061/)
- **VERA/VSIP/Retirement (AFPERS website)**
  - [https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/18351](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/18351)
- **RIF Resources Portal (OPM website)**
  - [http://www.opm.gov/reduction\\_in\\_force/](http://www.opm.gov/reduction_in_force/)
- **Local FSS POC**
  - [Karen.Thomas@dyess.af.mil](mailto:Karen.Thomas@dyess.af.mil)
  - [Neva.Gambrell@dyess.af.mil](mailto:Neva.Gambrell@dyess.af.mil)



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**News**

- CFC hosts Dyess burger burn
- Putting the bang in the B-1
- Youth Center hosts annual Fall Festival
- 41 Dyess airmen graduate ALS
- J-model #10 arrives at Dyess
- Dyess bombers succeed during Combat Hammer
- Hazmat Tech Specialist course at Dyess
- The avionics shop at work
- Hundreds of toys and thousands of dollars in prizes in exchange's toybook

**Features**

- 'Best of the best': Meet Capt. Ryan Simpson
- Little known site proves crucial to Air Force mission
- 'Best of the best': Meet Capt. Charles Armstrong

**Commentary**



**Dyess Air Force Base Photos**

CFC Committee hosts Dyess burger burn

1st Lt. Jonathon Wood, 7th Logistics Readiness Squadron, helps himself to a burger during the burger burn Oct. 28, 2011, at Dyess Air Force Base, Texas. The burger burn was hosted by the Combined Federal Campaign committee. (U.S. Air Force photo by Airman 1st Class Cierra Bullock/Released)

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### Local FSS POC

**Karen Thomas**  
[Click here to contact by email](#)

**Neva Gambrell**  
[Click here to contact by email](#)

### Family Support

#### Chaplain Contact Information

Com: (325) 696-4224  
 DSN: 461-4224

#### Airman & Family Readiness Center

Com: (325) 696-5999  
 DSN: 461-5999

### Civilian Workforce Shaping Videos

- [Introduction](#)
- [Voluntary Early Retirement Authority/Act \(VERA\)](#)
- [Voluntary Separation Incentive Pay \(VSIP\)](#)
- [VSIP II](#)
- [Reduction-in-Force \(RIF\) and Voluntary RIF](#)
- [Transfer of Function \(TOF\) and Transfer of Work \(TOW\)](#)

### Career Management

Tools to assist you in managing your Air Force civilian career.

[Centralization of Large Civilian Centers Appraisals and Awards Program](#)

[Resources for Managers](#)

[Self-Service](#)

### Civilian Voluntary Early Retirement

#### Voluntary Early Retirement Authority (VERA)

VERA is a management tool used for downsizing or to restructure the workforce to meet mission objectives. Reasons for approving VERA include substantial delayering, reduction in force, reorganization, or transfer of function. VERA may be based on occupational series or grade; skills, knowledge, or other factors related to a position; organizational, geographical, nonpersonal and objective factors; or a combination of these factors.

#### Voluntary Separation Incentive Pay

VSIP, which is commonly referred to as a buyout, is a payment of up to \$25,000 to encourage eligible employees to separate from service voluntarily (either by retirement or resignation) to avoid or minimize the need for involuntary separations due to RIF, base closure, reorganization, transfer of function, or workforce restructuring. The buyout payment is equivalent to an employees severance pay entitlement up to a maximum of \$25,000 (before taxes). Buyouts are used at management's discretion and are not an employee entitlement.

For more information [click here](#).

### Reduction in Force Resources Portal

When an agency must abolish positions, the RIF regulations determine whether an employee keeps his or her present position, or whether the employee has a right to a different position. The regulatory requirements governing reduction in force are contained in **Title 5, Code of Federal Regulations, Part 351**. Federal agencies must follow the procedures contained in the Code of Federal Regulations when conducting a RIF. The law provides that OPM's RIF regulations must give effect to four factors in releasing employees:

1. tenure of employment (e.g., type of appointment);
2. veteran's preference
3. length of service; and
4. performance ratings

An agency is required to use the RIF procedures when an employee is faced with separation or downgrading for a reason such as reorganization, lack of work, shortage of funds, insufficient personnel ceiling, or the exercise of certain reemployment or restoration rights. A furlough of more than 30 calendar days, or of more than 22 discontinuous work days, is also a RIF action. (A furlough of 30 or fewer calendar days, or of 22 or fewer discontinuous work days, is an adverse action.)



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## *Questions?*



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