

2012 Defense Manufacturing Management Guide

The Production, Quality and Manufacturing (PQM) Directorate is pleased to announce the release of the 2012 Defense Manufacturing Management Guide. Manufacturing is concerned about the capability to design, produce, deliver, and support material solutions in support of our warfighters. To that end, manufacturing management's roles are to influence the design, to plan for production, and to execute that plan. The goal of manufacturing management is to deliver affordable products that perform consistently and have the requisite quality characteristics. DAU is launching the 2012 Defense Manufacturing Management Guide as a tool for program and technical managers to use as they go about their business as acquisition warriors. Download the guide at <https://acc.dau.mil/CommunityBrowser.aspx?id=520540>.

Let myPers Help You Manage Your Civilian Career

AIR FORCE PERSONNEL CENTER PUBLIC AFFAIRS (SEPT. 5, 2012)

Debbie Gildea

JOINT BASE SAN ANTONIO-RANDOLPH, Texas—Whether you are a civilian employee, hoping to become one, or planning to hire one, the myPers website has information to help you find opportunities and manage your career, said Pat Stokes, Air Force Personnel Center marketing specialist.

"The Air Force is a great place to work," said Stokes. "Civilian careers with the Air Force offer employees quality of life, competitive compensation, excellent benefits, and personal satisfaction—and we want to make sure current employees have the information they need to manage their careers and develop."

To provide information about the various opportunities, online brochures are now available at myPers, Stokes added. Included in the various reference materials for civilians is the Air Force Civilian Careers document—a quick review of career opportunities, base locations, benefits and answers to frequently asked questions.

"The brochure is beneficial, even if you're already an Air Force civilian. You may be ready for a location change or even a career field change, so the information could be just what you're looking for," Stokes said. "If you have family or friends who are interested in Air Force civilian service, but don't have access to myPers, you can print it and take it to them. It's the perfect starting point."

In addition, myPers has a printable "card," called Manage your Air Force Civilian Service Career, that includes links to helpful information and websites such as the USAJobs website, resume writing guidance, and standard forms required when applying for jobs.

"If you're new to the civil service hiring process, or if you've been in your current position for a while, this is the perfect resource. Links go directly to job sites, resume tips, and phone numbers you can call for help," explained Stokes.

To access the documents, login to myPers, <https://mypers.af.mil>, with a common access card or login ID and password, and go to the civilian employee page. Select employment opportunities from the menu on the left. The documents are listed under brochures.

For more information about civilian career opportunities go to myPers or the civilian careers website at www.afcivilian-careers.com.

OPM Report Ranks DLA Among Top Agencies for Telework

DEFENSE LOGISTICS AGENCY NEWS RELEASE (SEPT. 7, 2012)

Beth Reece

The Defense Logistics Agency has one of the highest percentages of teleworkers in the federal government, according to an Office of Personnel Management report to Congress that details the status of telework among federal agencies.

The report outlines data collected in OPM's annual call for telework data and the 2011 Federal Employee Viewpoint Survey. It is the first comprehensive report since President Barack Obama signed the Telework Enhancement Act in December 2010.

Of DLA's almost 27,000 employees, 56 percent were eligible to telework, and 40 percent of those eligible were using the option in September 2011.

"Our high number of employees deemed eligible may be less significant due to variables in agencies' missions and demographics. However, we have truly excellent marks for employees with agreements and those teleworking in September 2011," said Teri Eriksen, of DLA Human Resources.

The majority of DLA employees who teleworked did so two or more days each pay period, while about 20 percent teleworked on a situational basis only.

"In DLA, we are fortunate to have historically considered all types of telework. In fact, we seem to have successfully turned a corner toward emergency preparedness by emphasizing the importance of practicing telework," Eriksen added.

Telework has become a critical component of DLA's continuity of operations plans because it helps the agency remain operational during a pandemic, hazardous weather, or

physical attacks that would otherwise result in the closure of government buildings, she continued.

The report also revealed that only 17 percent of the Defense Department's employees were eligible to telework, and just 27 percent of those employees teleworked at the time of the survey.

According to OPM's telework.gov website, the Telework Enactment Act was created to give leaders greater flexibility in managing their workforce while helping employees balance their work and home lives. The act requires employees to complete interactive training before signing a telework agreement. Data collected in the 2011 survey revealed that most agencies used Web-based training available on OPM's telework website, while a few provided their own customized, in-person, or Web-based training.

DLA previously relied on OPM's Web-based training, which allows employees to print certificates as evidence of training. However, new training available in DLA's Learning Management System now gives managers a better account of employees' training, Eriksen said.

OPM Director John Barry said federal agencies' use of telework is improving.

"Telework can make employees more efficient, more accountable, and more resilient in emergency conditions, and this report shows signs that we are achieving those results," he said in a director's message at the beginning of the report.

OPM expects to launch a new automated data-collection system in September that makes tracking telework participation throughout the federal government easier and more accurate, Eriksen added.

"Through a combination of human resources and payroll system feeds, telework eligibility and participation data will be provided directly to OPM. The hope is that this will ensure more valid and reliable data," she said.

DLA officials also rely on data collected during reoccurring culture and climate surveys to assess the agency's telework program, which was launched in 2002.

"We use the results to analyze attitudes and barriers, looking for ways to improve our program," Eriksen added.

More information on DLA's telework program is available at www.hr.dla.mil/resources/employment/current/telework.asp.

USD(AT&L) September 2012 Memorandum

On Sept. 11, Under Secretary of Defense for Acquisition, Technology and Logistics Frank Kendall published a memorandum entitled "Guidance for the Continuation of Defense Acquisition Workforce Improvement Initiative." Kendall emphasized the importance of protecting the recent rebuilding investments in the Defense Acquisition Workforce, particularly through continuation of the Defense Acquisition Workforce Development Fund. Any additional DAWDF hiring, Kendall stated, must be targeted to remaining gaps in critical skills. Read the complete memorandum at [https://dap.dau.mil/workforce/Documents/09-11-12%20ATL%20Guidance%20DAW%20Improvement%20Initiatives%20\(USA005048-12_Signed\).pdf](https://dap.dau.mil/workforce/Documents/09-11-12%20ATL%20Guidance%20DAW%20Improvement%20Initiatives%20(USA005048-12_Signed).pdf).

ACSC Launches New Distance Learning Program

AIR COMMAND AND STAFF COLLEGE (SEPT. 11, 2012)

MAXWELL AIR FORCE BASE, Ala.—The Air Command and Staff College is launching a new version of the non-master's "correspondence" program during the last week of September.

This comprehensive distance learning transformation is designed to enhance critical thinking skills and improve the educational value of professional military education for mid-grade officers and civilians, officials said.

While the content remains similar, the learning experience will be completely different. Along with lesson narratives, reading materials, and lesson progress checks, students will encounter videos, computer-based interactive learning activities, and "game-like" exercises, all available in an online environment. Self-paced study will be enhanced through collaborative online seminars that enable students to engage more deeply in course concepts via faculty-guided, peer-to-peer interactions.

"Senior leadership has charged us to develop adaptive, critical-thinking leaders capable of meeting the dynamic challenges presented by our complex security environment," said Dr. Bart Kessler, dean of distance learning programs at ACSC. "We are working to meet that challenge with the next-generation ACSC distance learning program."

Building on lessons learned from the online master's program launched in 2007, ACSC distance learning developers leveraged technology and collaborative learning to create an interactive learning experience that eliminates the traditional "box of books," comprehensive multiple-choice exams and trips to base test centers. While several hundred officers and a number of civilians are able to attend ACSC in-residence for 10 months each year, the distance learning programs

enable thousands more to complete Professional Military Education at their own pace from locations around the globe.

Current distance learning students have received notification about program completion deadlines as a means to help prevent any interruptions in student PME progression.

More information about the new ACSC DL program will be posted at www.au.af.mil/au/acsc/distance-learning.asp.

VA Fills First Phase of Veteran Retraining Program

DEPARTMENT OF VETERANS AFFAIRS NEWS RELEASE
(SEPT. 20, 2012)

WASHINGTON—The Veterans Affairs Department has approved applications for all 45,000 slots available in fiscal 2012 under the Veterans Retraining Assistance Program and is in the process of approving applications for 54,000 slots available in fiscal 2013, VA officials announced today.

“The surge of veterans applying for VRAP demonstrates this program’s importance to provide unemployed veterans the opportunity to find employment in high-demand fields,” VA Secretary Eric K. Shinseki said.

VRAP is a new training and education program for unemployed veterans who want to upgrade their skills for high-demand jobs. The goal, officials said, is to train 99,000 veterans over the next two years in more than 200 job skills that the Labor Department has determined are the most sought-after by employers.

The program allows qualifying veterans to receive up to 12 months of education assistance equal to the current full-time Montgomery GI Bill active duty rate of \$1,473 per month. Starting Oct. 1, the monthly rate will increase to \$1,546.

To be eligible for VRAP, a veteran must:

- Be 35 to 60 years old, unemployed on the day of application, and not dishonorably discharged;
- Not be eligible for any other VA education benefit program such as the Post-9/11 GI Bill, Montgomery GI Bill, or Vocational Rehabilitation and Employment;
- Not be enrolled in a federal or state job-training program within the last 180 days; and
- Not receive VA compensation at the 100 percent rate due to individual unemployment.

“We’re gratified that 45,000 unemployed veterans can begin the retraining they need to compete for in-demand jobs,” said Allison A. Hickey, VA’s undersecretary for benefits. “We’re going to maintain the momentum of our outreach to make sure we get the maximum of 54,000 veterans retrained in fiscal year 2013.”

Officials said veterans approved for VRAP are encouraged to enroll as soon as possible and begin training full-time in a VA-approved program of study at their local community college or technical school. The program of study must lead to an associate degree, a noncollege degree, or a certificate for a high-demand occupation as defined by the Labor Department.

High-demand job training programs veterans pursued in fiscal 2012 include computer support specialist; general and operations manager; business operations specialist; and heating, air conditioning, and refrigeration mechanic and installer, officials said.

Hickey noted that continued outreach on VRAP is particularly important, because the program applies to a segment of the veteran population that may not have regular interaction with VA or stay informed about the benefits and opportunities for which they may qualify.

Army Announces Optimization of Intermediate Level Education

U.S. ARMY OFFICE OF THE CHIEF OF PUBLIC AFFAIRS (SEPT. 24, 2012)

WASHINGTON—The Department of the Army announced today changes to improve Officer Intermediate Level Professional Military Education.

Due to the past 10 years of conflict, mid-grade officer attendance at Intermediate Level Education, known as ILE, has been affected by frequent deployments. This has led to deferments of officers attending ILE and has created a backlog of officers who require this important education.

The Army’s goal is to eliminate that backlog and ensure 100 percent attendance of all officers in ILE prior to assuming key developmental positions. The changes will require active component Army Competitive Category officers to complete ILE through one of three venues:

- 10-month Resident (Command and General Staff College at Fort Leavenworth, Kan.; Sister Service Schools and Foreign Schools)
- 14-week Satellite campuses (Forts Belvoir, Va.; Lee, Va., Gordon, Ga., and Redstone Arsenal, Ala.)
- Distributed learning

Officers will be provided a common curriculum and similar foundational knowledge regardless of ILE venue attended.

“It is our soldiers that make us the most flexible, adaptable, and decisive force in the world,” said Gen. Ray Odierno,

Army chief of staff. "Through our training and leader development programs, we are building the future. There is nothing more important."

Optimizing Officer Intermediate Level Education is an important component of Army efforts to strengthen Leader Development and the Army Profession as it moves towards the Army of 2020. It will provide a tailored, high-quality education for all officers and maximize Army investment to achieve the highest quality, most professional officer corps. Through this optimized process, the Army will select and educate the right officers, in the right venue, and at the right time to better prepare them to assume key developmental positions.

The Army will execute optimization of ILE for active component Army Competitive Category officers through a one-look, merit-based selection board process. An ILE Selection Board will be conducted in conjunction with the Major Promotion Selection Board convening in October 2012 to consider Year Group 2004 officers for attendance at the ILE 10-month resident and 14-week satellite campus beginning in January 2014.

Officers not selected for either a 10-month resident or 14-week satellite campus will complete ILE by distributed learning.

Optimizing Officer Intermediate Level Education will emphasize the importance of professional education as a component of officer development, while better meeting the needs of the Army and our Nation.

For more information contact the Office of the Chief of Public Affairs at 703- 697-7550 or 703-693-7589.

AF Officials to Migrate Civilian Personnel Records to OPM

*AIR FORCE PERSONNEL CENTER PUBLIC AFFAIRS (SEPT. 25, 2012)
Air Force Tech. Sgt. Steve Grever*

JOINT BASE SAN ANTONIO-RANDOLPH, Texas—Officials at the Air Force Personnel Center project the migration of the Air Force version of each employee's electronic Official Personnel Folder to the Office of Personnel Management's government-wide eOPF version will take place in November.

The eOPF is a digitized version of a hardcopy personnel folder that contains official human resource records for each federal employee.

Officials said the system enhances portability of civilian human relations records and increases employee awareness and accountability through email notifications of personnel actions.

"The OPM eOPF provides ease of access to individual personnel records of Air Force civilian employees while protecting and securing the information contained in those records," said Sal Lara, AFPC's Civilian Future Operations Branch personnel systems project officer. "The OPM eOPF is a Web application that is very similar to what civilian employees use today, and we anticipate a seamless migration to OPM."

The migration includes more than 152,000 electronic personnel records with about 14 million documents. AFPC will continue to manage civilian personnel information, but OPM will control the eOPF database.

More information about the eOPF migration will be available on the myPers website at <http://mypers.af.mil>.