

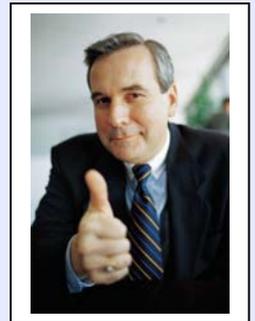


INSIDE THIS ISSUE

- 1 We've Changed Our Name!
- 1&2 Army Spending Restrictions – Training
- 2 New Compensatory Time Regulations Issued By OPM
- 2&3 Understanding a Contracting Officer Representative's Training Requirements
- 3&4 OPM to Track Agency Training Efforts
- 4&5 HRDD Corner

WE'VE CHANGED OUR NAME!

Effective 29 January 2007, Civilian Human Resources Agency (CHRA) is now identified as AG-1 Civilian Personnel, Program Management Division with the Human Resources Development Division falling under the East Region, Northeast Area.



ARMY SPENDING RESTRICTIONS - TRAINING

As we arrive at the second half of FY07, Operation and Maintenance, Army (OMA) has implemented spending restrictions and have asked that we conserve all available OMA resources while continuing those missions essential to meet current and future challenges and to protect our Soldiers.

All non-essential travel, training, and conferences have been asked to be postponed or canceled. Commanders may exempt training necessary to obtain or maintain professional certifications required in the performance of the position. In addition, the use of government purchase cards is restricted to only essential requirements. As of this publication, NSPS training has not been affected.

Organizations that determine training will be postponed or canceled have other low cost/no cost options available for their employees. See below for some idea and contact your local CPAC for more suggestions.

- [Army e-Learning](#) – Over 2,600 courses available and access to Rosetta Stone (A web-based foreign-language program with over 30 language products) as well as Army's Library Program which gives admission to Journals, Academic Resources, E-Books, Encyclopedias & Dictionaries, Homework Help, Legal Resources, Library Catalogs, Magazines & Newspapers, Military Professional Reading and Resources, Test Preparation, Career & College Resources, and much more.

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Did You Know?

Over 26,000 non-bargaining unit civilian Army employees have been trained for Spiral 1.3 (Spring 2007) of the National Security Personnel System (NSPS). The next spiral of NSPS (Spiral 2.1) is set to launch in the Fall of 2007 and will include over 36,000 non-bargaining unit civilian Army employees. That's a lot of NSPS training!

Click [here](#) for more information.

- [GoLearn.gov](#) – Products and Services include: Learning Management Systems (LMS), Training Content (including off the shelf courseware and content, such as IT, computer desktop, business, HR and professional training, live "e-structors" or subject matter experts, live telephone mentoring), Collaboration Tools and Human Capital Performance Applications, Implementation, Customization and Integration Support Services, Consulting, Transformational Change Management, Academic Licensing, Credentials, and Online Degrees.
- [USDA Grad School](#) – Another option for Distance Education. Self-paced learning including: paper-based, CD-ROM, and Web-based courses.
- [ACTEDS](#) – The Army Civilian Training Education Development System (ACTEDS) is a requirements-based system that ensures planned development of civilian members of the force through a blending of progressive and sequential work assignments, formal training, and self-development for individuals as they progress from entry level to key positions. Check your ACTEDS plan to identify specific Formal Classroom, On-the-Job Training, Developmental Assignments, and Self-development training available for your Career Program.

NEW COMPENSATORY TIME REGULATIONS ISSUED BY OPM

In an attempt for agencies to remain consistent when giving compensatory time, Office of Personnel Management (OPM) has ruled that federal employees traveling on federal holidays as part of their non-overtime workday hours are not entitled to compensatory time off because the employee is entitled to his or her rate of basic pay for those hours.

In addition to the above, OPM has ruled that travel time accrued as a result of a change of job or location is not eligible. They also decided that it was not efficient or cost-effective to try and track employees' bona fide meal periods during travel time or waiting time solely for the purpose of crediting compensatory time off for travel, and so have removed Sec. 550.1404(b)(2) accordingly.

These amended regulations only apply to those employees defined by Title 5 regulations. Senior Executive Service, Senior Foreign Service, Foreign Service officers, and prevailing rate (wage grade) employees are excluded.

Organizations will be responsible for managing these updates which became effective 17 May 2007 and can be read in the Volume 72, Number 73 edition of the [Federal Register](#).

UNDERSTANDING A CONTRACTING OFFICER REPRESENTATIVE'S TRAINING REQUIREMENTS

In his article *Paradox or Paradigm? Operational Contractor Support*, Col. Michael R. Rampy, USA (Ret.), Ph.D., explained that, "over the past decade, the number of contract civilians performing work the military used to do has increased tenfold."¹ Subsequently the need for trained Contracting Officer



Army Civilian Corps Creed

- I am an Army Civilian – a member of the Army Team
- I am dedicated to our Army, our Soldiers and Civilians
- I will always support the mission
- I provide stability and continuity during war and peace
- I support and defend the Constitution of the United States and consider it an honor to serve our Nation and our Army
- I live the Army Values of Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage
- I am an Army Civilian

Representatives (CORs) has also dramatically increased. According to FM 3-100.21, “a COR is the contracting officer’s designated representative who assists in the technical monitoring and administration of a contract.”

In seeing this trend, the Northeast Area Human Resource Development personnel have taken proactive steps to bring more Army Logistics Management College (ALMC) COR Courses to the region, increasing from 8 to 15 per year. They are also using a variety of methods to circulate information regarding the Army Contracting Agency’s (ACA) requirements for initial and refresher training. Their efforts have helped meet the needs of their customers and had a direct impact on mission accomplishment.

The ACA’s *Contracting Officer’s Representative (COR) Guide* requires CORs to take the U.S. Army Logistics Management College (ALMC)

Course or equivalent every 5 years, mandates annual review of course material, and identifies the need for refresher training. Any equivalent training must meet the ACA’s *Minimum Curriculum Requirements for Contracting Officer’s Representative (COR) Training* and be approved by the local contracting office. Training managers and coordinators can access these guides at <http://aca.saalt.army.mil/ACA/Community/procedures.htm>.

The ALMC COR Courses are offered at various places throughout the year; for specific training dates and locations, check Courses & Schedules (under Academic Info) at <http://www.almc.army.mil/>.

Finally, some installations have issued additional training guidance. For example, the Directorate of Contracting at Aberdeen Proving Ground published a *COR Handbook*. Their training requirements mirror the ACA guide, with the exception of specifying a time required for refresher training, every two years. Therefore, to ensure you understand any additional training requirements, visit your supporting contracting office’s website or contact them directly.

Questions about this article can be addressed to Matt Schwartz and can be reached at (410) 306-1247 or email matthew.schwartz@us.army.mil

¹ Military Review, May-June 2005

OPM TO TRACK AGENCY TRAINING EFFORTS

This Administration’s emphasis on management of human capital has OPM taking a new look at how federal employees are being trained. On 17 May 06 a final ruling on 5 CFR Part 410, Training – Reporting Requirements, was posted to the Federal Register. OPM is issuing final regulations requiring agencies to report training data. Specifically, agencies will be required to report: the names of employees receiving training; the title of the classes; start and end dates; the facility where course was offered; the number of hours; total direct cost; and training category, such as leadership and development.

OPM’s team of employees in the human capital leadership and management accountability project will monitor the data and work with agencies to ensure they are using training dollars for succession planning and to fill critical skills



Stay Tuned

The Standard Form (SF) 182 is planned to replace the DD 1556 sometime in the future. Keep your eye out in upcoming newsletters as more information becomes available.

gaps as well as improve performance management.

The new regulations require all Federal agencies to collect information that supports agency determinations of its workforce training needs and to document the results of training and development programs implemented to address those needs by requiring input into the OPM Government wide Electronic Data Collection System, beginning on 31 Dec 06. This system will allow agencies to maintain accurate records to facilitate reporting on a regular basis as prescribed by the Guide to Personnel Recordkeeping (<http://www.opm.gov/feddata/persdoc.asp>) and the Guide to Human Resources Reporting (<http://www.opm.gov/feddata/guidance.asp>).

To support this data collection, OPM is clarifying established policy to ensure that agencies maintain records of their training plans (Part 410, Subpart C – Establishing and Implementing Training Programs). In addition, there is a change in the period of time required for retaining records (Part 410 Subpart D – Paying for Training Expenses). OPM is creating the Guide for Collection and Management of Training Information to help explain the new method of reporting process (Part 410, Subpart G - Reporting).

Until Army issues guidance, we must get prepared to support this new reporting requirement. We are relying on training coordinators to promptly forward completed training records for entry into DCPDS. Also be sure to review office training records and files to insure they are in compliance with the Army's Record Information Management System.

HRDD Corner

NOW AVAILABLE: The FY08 Northeast Area Training Survey has been sent out to CPAC and Training Coordinator POCs. Your participation in this survey will help us support your organization's workforce development efforts and bring some of the needed courses to your area to significantly reduce organization training costs. Survey responses are requested by 13 Jul 2007 and can be submitted to yolonda.parrott@us.army.mil



Frank Trout

Human Resources Development Division would like to welcome Frank Trout as the new HRDD Chief for the Northeast (NE) Area. Frank began working for the Department of the Army in July 1997 as a GS-11 Specialist for the Northeast HRD office. Other than an assignment at HQDA ODCS, G-1 from April 2004 to February 2005, Frank has worked for the NE HRD Division.

Does your organization have training news to share? If so, we'd love to have contributions. Please send articles for July's Northeast Area Training Express to: hrdinfo@cpocner.apg.army.mil

Direct questions or comments regarding the HRDD website to jef.cramer@us.army.mil
Comm: (410) 306-0180
DSN: 458-0180

A career goal Frank had set for himself when first arriving at Aberdeen Proving Ground in 1997 was to reach the GS-13 level before he retired from the federal service. "I've reached my intended career goal of GS-13 and now consider succession planning/training for the NE HRD Division and Army as my new goal until I retire January 2012", said Frank. "Being the Chief of HRD provides the opportunity to lead the NE Area HRD program into the future in support of Army's mission objectives."

We look forward to working with you, Frank!

Bruce Spruell

Bruce Spruell came to work for the NECPOC in November of 1996, but was called to Active Army Duty in July of 2005. He was deployed with his unit 2nd Bn 312th Regiment, Oakdale Pennsylvania to a mobilization site at Fort Dix, New Jersey. During this deployment he was assigned several months to different military installations such as Fort McCoy Wisconsin, 444 AG Pittsburgh Pennsylvania and Fort McClellan Alabama. Bruce trained over 10,000 Army National Guardsmen, Air Force, Army, Marines, and Navy Reserve soldiers on learning convey and route security tactics. These soldiers were preparing for their deployment to places such as Iraq, Afghanistan, and other Mideastern countries.

Bruce retired from the Army Reserves in April 2007 as a Sergeant First Class with 25 years of military service and is presently working with NSPS, Logistic Management, Science & Engineering, and Trades & Crafts courses along with servicing AMC, Pentagon, and Fort Drum. He is excited to be back working with HRD and the NSPS project.

Matt Schwartz

Matt Schwartz comes to HRDD as a retired Major from the Army after 22 years and seven months in the military. His primary specialty was in Logistics Management, and had last served in South Korea as the Logistics Officer for the 8th Military Police Brigade. He had also served several assignments in Human Resources Management to include Master Instructor at the Ordnance Center and Schools (APG), Instructor at the Quartermaster Center and School (Fort Lee, VA), Commander of the Houston West Recruiting Company (Houston, TX), and Commander 54th Quartermaster Company (Mortuary Affairs). Matt has a wife of 17 years, a 16 year old son, and a 10 year old daughter.

Welcome to the Civilian Human Resources community, Matt!

Kelly Smith

Kelly Smith is a DA Intern who has recently completed all of her HR rotations at the NECPOC, HQDA CPAC, PMD, and has decided to make HRDD her permanent placement. During her first two years as an Army employee, Kelly became familiar with the ins and outs of Civilian Human Resources and is looking forward to learning more as she progresses in her career.

We hope that your career here will be a gratifying one!