



# *Personnel Demonstration Project*

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**Naval Sea Systems Command:  
Naval Surface Warfare Center (NSWC)  
Naval Undersea Warfare Center (NUWC)**



**27 August 2002**

**Shirley B. Scott  
Project Manager**

# *National Defense Authorization Act For Fiscal Year 1995*

## ***SEC. 342. EXTENSION AND EXPANSION OF AUTHORITY TO CONDUCT PERSONNEL DEMONSTRATION PROJECTS***

### ***(b) Defense Laboratories Personnel Demonstration Projects***

- (1) The Secretary of Defense May, with the Approval of Director of the Office of Personnel Management, Carry Out Personnel Demonstration Projects at Department of Defense Laboratories Designated by the Secretary as Department of Defense Science and Technology Reinvention Laboratories.***
  
- (2)(A) Each Personnel Demonstration Project Carried Out Under the Authority of Paragraph (1) Shall be Generally Similar in Nature to the China Lake Demonstration project.***

*Note: Highlighted*



# *NAVSEA Warfare Centers' Personnel Demonstration Project*

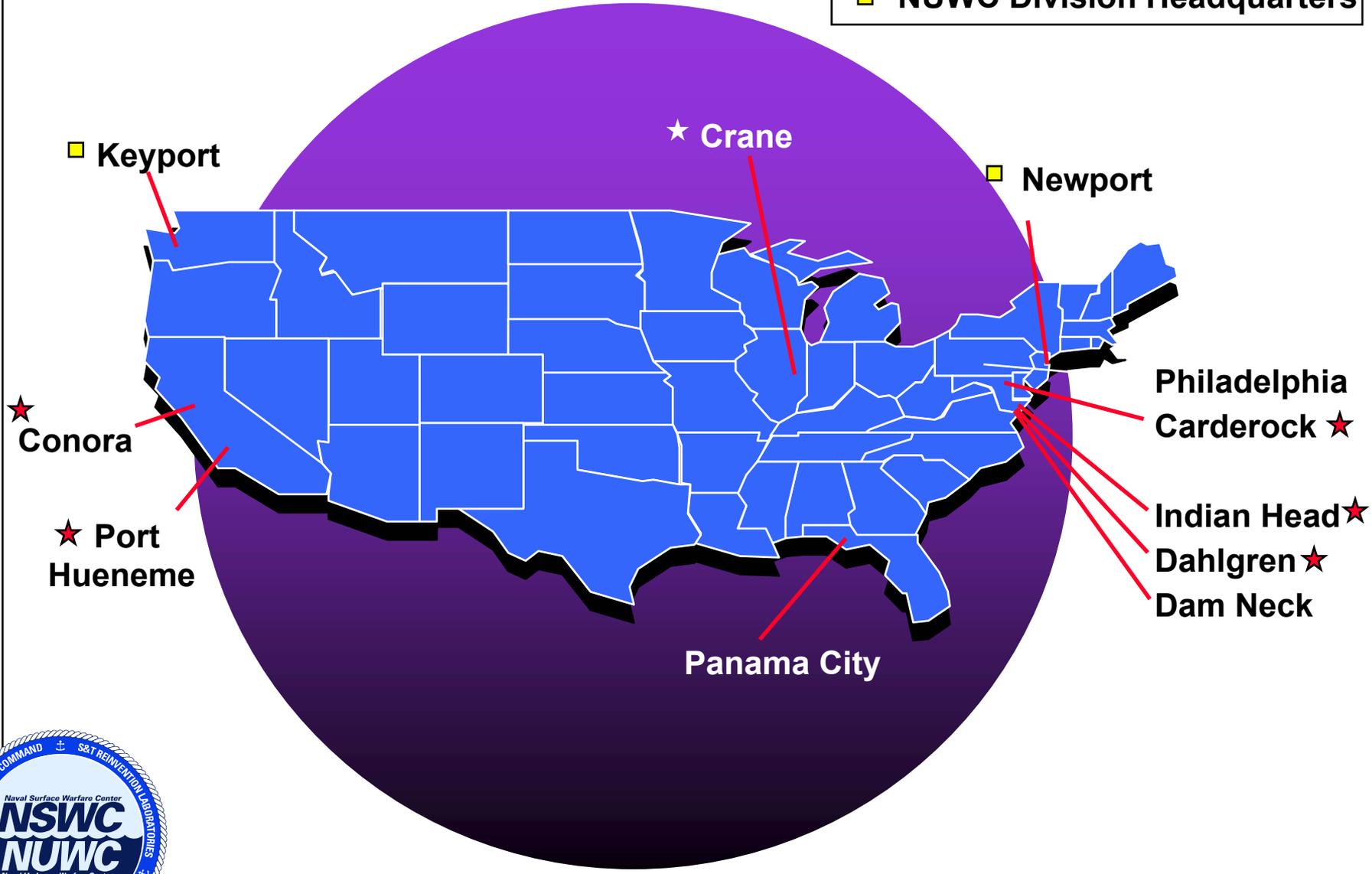
## *Project Components:*

1. Broad Banding  
(Simplified Job Evaluation System)
2. Performance Development
3. Incentive Pay
4. Reduction-in-Force
5. Competitive Examining and Appointment



# Major Sites

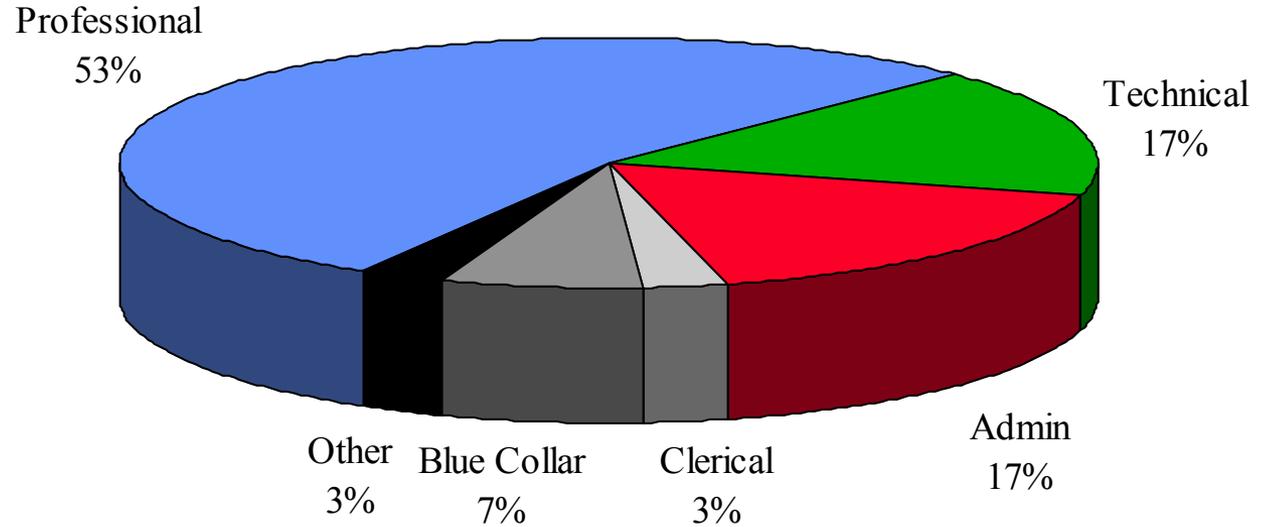
- ★ NSWC Division Headquarters
- NUWC Division Headquarters



# Civilian Employees

## NSWC & NUWC January 2002

**Total = 20,417**



### Naval Surface Warfare Center (NSWC)

Carderock Division	3,631
Crane Division	3,232
Corona Division	839
Dahlgren Division	4,758
Indian Head Division	1,775
Pt. Hueneme Division	2,034

**Total 16,269**

### Naval Undersea Warfare Center (NUWC)

Keyport Division	1,417
Newport Division	2,731

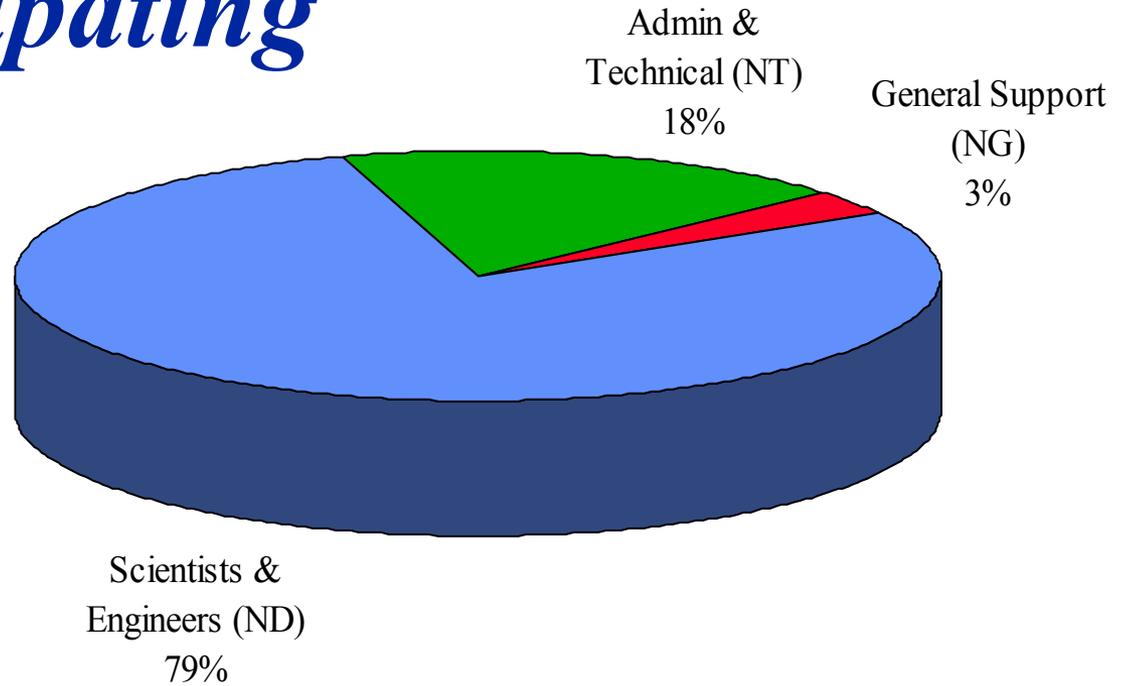
**Total 4,148**



# Demo Participating Employees

**NSWC & NUWC  
January 2002**

**Total = 11,529**



## *Naval Surface Warfare Center (NSWC)*

Carderock Division	2,073
Crane Division	1,417
Corona Division	832
Dahlgren Division	3,527
Indian Head Division	752
Pt. Hueneme Division	614
<b>Total</b>	<b>9,179</b>

## *Naval Undersea Warfare Center (NUWC)*

Keyport Division	312
Newport Division	2,038
<b>Total</b>	<b>2,350</b>



# *I. Broad Banding: Objectives*

- Streamlined Classification Process
- Greater Flexibility in Assignments
- Increased Authority to Set Pay
- Reduced Administrative Burden  
and Associated Costs



# *I. Broad Banding: Key Elements*

- **Career Paths:**
  - *Science and Engineering (ND)*
  - *Administrative and Technical (NT)*
  - *General Support ( NG)*
- **Pay Bands:**
  - *5 to 6 bands*
  - *Continuum of salaries, No steps*
  - *Generic band descriptors*
- **Pay Increases:**
  - *Incentive Pay within a band*
  - *Promotions between bands*
  - *Locality & “General increases*



# *Career Path Development*

- Reviewed Occupational Series & Staffing Patterns
- Grouped Occupations into 3 major categories aligned with
  - mission needs & organizational culture;
  - knowledge, skill and qualification requirements;
  - and,
  - “lessons learned”



# Career Path Definitions

## *Scientific/ Engineering (ND)*

- Two-grade Interval Positions in **Professional Engineering and Physical, Biological, Mathematical, and Computer Sciences**, e.g., Mechanical Engineer, Physicist, Mathematician.

## *Admin./ Technical (NT)*

- Two-grade Interval Positions in **Administrative, Managerial, and Technical (non-science & engineering) Fields**, e.g., Administrative Officer, Accountant, Computer Specialist;  
and,
- One-grade Interval **Engineering and Scientific Technician** Positions, e.g., Electronics Technician, Physical Science Technician.

## *General Support (NG)*

- One-grade Interval Positions in **Administrative support and Clerical Fields**, e.g., Secretary, Personnel Assistant, Computer Operator and Assistant;  
and,
- Specialized **Positions Supporting the Facility**, e.g., Firefighter, Police Officer, Guard.



# *Broad Band Development*

- Consolidated GS grade levels based on:
  - typical career progression (i.e., student, entry, developmental, full performance, and expert levels);
  - broad classification principles; and,
  - staffing & recruitment goals & objectives.



# Career Paths & Broad Bands

## Scientific/ Engineering (ND)

<i>GS</i>	<i>1-4</i>	<i>5-8</i>	<i>9-11</i>	<i>12-13</i>	<i>14-15</i>	<i>SSTM</i>
<i>ND</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>

## Admin./ Technical (NT)

<i>GS</i>	<i>1-4</i>	<i>5-8</i>	<i>9-10</i>	<i>11-12</i>	<i>13-14</i>	<i>14-15</i>
<i>NT</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>

## General Support (NG)

<i>GS</i>	<i>1-4</i>	<i>5-6</i>	<i>7-8</i>	<i>9-10</i>	<i>11-12</i>
<i>NG</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>



# CAREER PATH AUTHORIZED TITLES

**Scientific/  
Engineering  
(ND)**

*Student Trainee  
Engineer/Scientist  
Program Manager*

*Supervisory Engineer/Scientist  
Manager*

**Admin./  
Technical  
(NT)**

*Student Trainee  
Administrative/Technical Specialist  
Technician  
Supervisory Administrative/Technical Specialist  
Supervisory Technician  
Manager*

**General  
Support  
(NG)**

*Student Trainee  
Assistant  
Supervisory Assistant  
Guard  
Police Officer  
Fire Protection Specialist*

*Supervisory Guard  
Supervisory Police Officer  
Police Chief  
Fire Protection Chief*



# *Level Descriptors*

- Pre-classified” Generic 1- page descriptors
- Limited Number (~ 26 total) - Standardized
- Replaces OPM classification standards
- Retains OPM occupational series & definitions
- Blends criteria for 1-2 GS grades into single descriptor
  - Scope of Assignment
  - Level of Responsibility/Authority
  - Supervisory Controls
  - Personal Contacts



**ND CAREER PATH  
LEVEL III**

**AUTHORIZED TITLES: ENGINEER OR SCIENTIST**

This level is the intermediate level for engineer or scientists who, in addition to fundamental knowledge and skills, possess the ability to work as a productive team member and to develop an assignment through background investigation, research, and discussion. At this level, the employee has demonstrated the ability to select among precedents, make choices involving several alternatives, and develop a total package that is acceptable within given time frames and technical constraints.

The incumbent performs engineering or scientific work that is associated with specific tasks which may be a significant part of a major project or program having few, if any, new requirements calling for advanced engineering or scientific concepts. Assignments typically involve the adaptation of equipment, test procedures, models, and simulations. The engineer/scientist is a source of information and participates in developing reports of progress and findings for higher level review.

Incumbent may be a member of a team responsible for developing a project/system using information available in guides; catalogs; or technical information. Some adaptation is required to ensure the project meets specifications.

At this level, the employee has a good working knowledge of engineering or scientific concepts. The supervisor is usually available to answer questions; however, the incumbent is expected to search out and recommend solutions to unusual problems. Work is normally accepted as accurate.

New employees with knowledges and skills obtained through completion of an advanced degree in an appropriate discipline meet the requirements for assignment to this level.

*Sample Level Descriptor*



**ND CAREER PATH  
LEVEL IV****AUTHORIZED TITLES: ENGINEER OR SCIENTIST**

Engineers or scientists at this level work on varied, complex state-of-the-art equipment systems, combat subsystems, and/or unique equipment systems and subsystems requiring the application of advanced scientific and engineering theories, concepts, and principles. As a specialist for an assigned function, type of equipment or subject area, the employee provides expertise in research or development of new or improved systems or equipment, advancement of technology, or resolution of controversial or novel problems.

The employee develops or tests new equipment/materials/concepts that significantly add to the operability and usefulness of what exists or develops new equipment/systems having new features, or significantly adds to the understanding and usefulness of previously unexplained and untested phenomena. The employee develops plans and procedures to extend existing knowledge and tests to account for newly emerging ideas and concepts. Assignments involve providing expert advice and guidance to managers, supervisors, peers, and sponsors on specific technical aspects of systems or concept development. In many instances, experimental data is nonexistent and concepts are controversial and the employee is often called upon to technically defend and support his/her ideas.

Level IV engineers or scientists may also provide technical leadership to a group of engineers, scientists and technical support staff, responsible for a small to medium project/program requiring the services of Level III and IV employees or contractors. Plans, guides, and coordinates the work of the group; assigns tasks; and, reviews work and resolves conflicts. Development of written plans and presentations to interested parties on program/project status, problems, milestones, etc. is expected. Keeps supervisor informed of progress and provides input to supervisor on team member accomplishments, contributions, and performance.

Supervision is usually limited to providing administrative direction and support. Level IV engineers or scientists are expected to carry out work that may have little or no precedent and provide leadership in resolving major technical and administrative problems. Recommendations and decisions are typically not reviewed except when controversial issues, policy matters, or unproven concepts are involved.

*Sample Level Descriptor*



# *Level Descriptor Addendum*

- 1 page
- Tailors individual positions
  - Specific project/program assignments
  - Knowledge, skill, abilities
  - Required qualifications
  - General & technical competencies
  - HR Specific Info (e.g., security clearance, drug testing, FLSA, etc.)
- Facilitates recruitment and staffing decisions



**STANDARD LEVEL DESCRIPTOR ADDENDUM**

CAREER PATH \_\_\_\_\_ BAND LEVEL \_\_\_\_\_ LEVEL DESCRIPTOR NUMBER

TITLE \_\_\_\_\_

SERIES: \_\_\_\_\_ POSITION SENSITIVITY: \_\_\_\_\_

ORG CODE: \_\_\_\_\_ DUTY STAT: \_\_\_\_\_

Drug Test Required? (Testing Designated Position (TDP)): Y or N

Financial Disclosure Statement (SF 450) Required?: Y or N

Full Performance Level (FPL): \_\_\_\_\_

ENGINEERING/SCIENTIFIC/PROFESSIONAL DISCIPLINES: \_\_\_\_\_

SPECIALITY CODE/AREA (e.g., Fiber Optics) \_\_\_\_\_

ASSIGNED PROGRAM/PROJECT AREA: \_\_\_\_\_

**QUALIFICATIONS REQUIRED (KNOWLEDGE, SKILLS AND ABILITIES):**

General: \_\_\_\_\_

Technical: \_\_\_\_\_

Physical: \_\_\_\_\_

**HAZARDOUS DUTY:** Incumbent is regularly exposed to the hazard of \_\_\_\_\_

However, the hazard is reduced through the use of standard operating procedures and/or safety equipment.

I CERTIFY THAT THIS IS AN ACCURATE STATEMENT OF THE MAJOR DUTIES AND RESPONSIBILITIES OF THIS POSITION AND ITS ORGANIZATIONAL RELATIONSHIPS, AND THAT THE POSITION IS NECESSARY TO CARRY OUT GOVERNMENT FUNCTIONS FOR WHICH I AM RESPONSIBLE. THIS CERTIFICATION IS MADE WITH THE KNOWLEDGE THAT THIS INFORMATION IS TO BE USED FOR STATUTORY PURPOSES RELATING TO APPOINTMENT AND PAYMENT OF PUBLIC FUNDS, AND THAT FALSE OR MISLEADING STATEMENTS MAY CONSTITUTE VIOLATIONS OF SUCH STATUTES OR THEIR IMPLEMENTING REGULATIONS.

\_\_\_\_\_  
Supervisor's Signature Date

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**TO BE COMPLETED BY THE HUMAN RESOURCES DEPARTMENT**

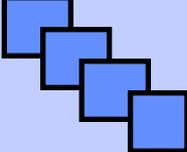
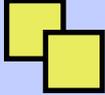
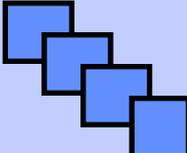
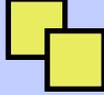
PD NO. \_\_\_\_\_ DATE EST.: \_\_\_\_\_ SUPV/MGL CODE: \_\_\_\_\_ FUNC CODE: \_\_\_\_\_

FLSA: \_\_\_\_\_

*Level Descriptor Addendum*



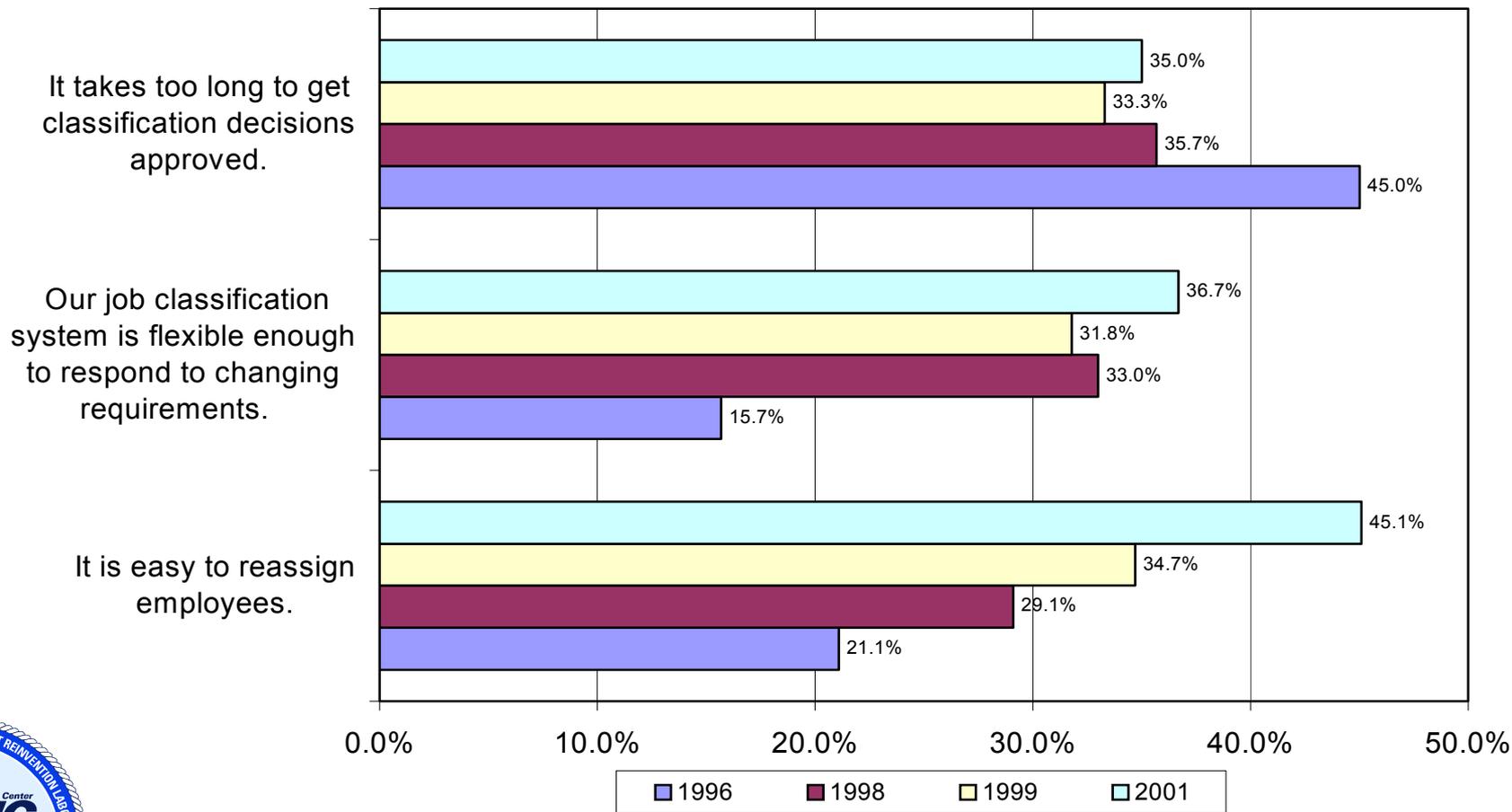
# ***SIMPLIFIED JOB EVALUATION***

	<i><b>GS</b></i>	<i><b>DEMO</b></i>
<i><b>STANDARDS</b></i>	 <p>Numerous Standards 450 Job Classifications</p>	 <p>Limited - Mission Focused</p>
<i><b>DESCRIPTIONS</b></i>	 <p>Hundreds Individually Focused 3-5 Pages Labor Intensive</p>	 <p>Limited - Mission Focused “Pre-Classified”</p>
<i><b>GRADING CRITERIA</b></i>	Discrete Differences in Difficulty, Responsibility, & Skill Requirements	Broad Criteria Focused on Typical Career Progression (Trainee, Entry, Developmental, FPL, Expert Levels)
<i><b>PAY PROGRESSION</b></i>	Longevity Focused (e.g, WGI)	Performance and Contribution Focused Rewards Desired Behaviors, Values & Outcome Focused on Strategic Objectives Responsive to Market
<i><b>FOCUS</b></i>	Internal Equity	Balances Issues of Internal Equity, External Market, and Performance/Contribution



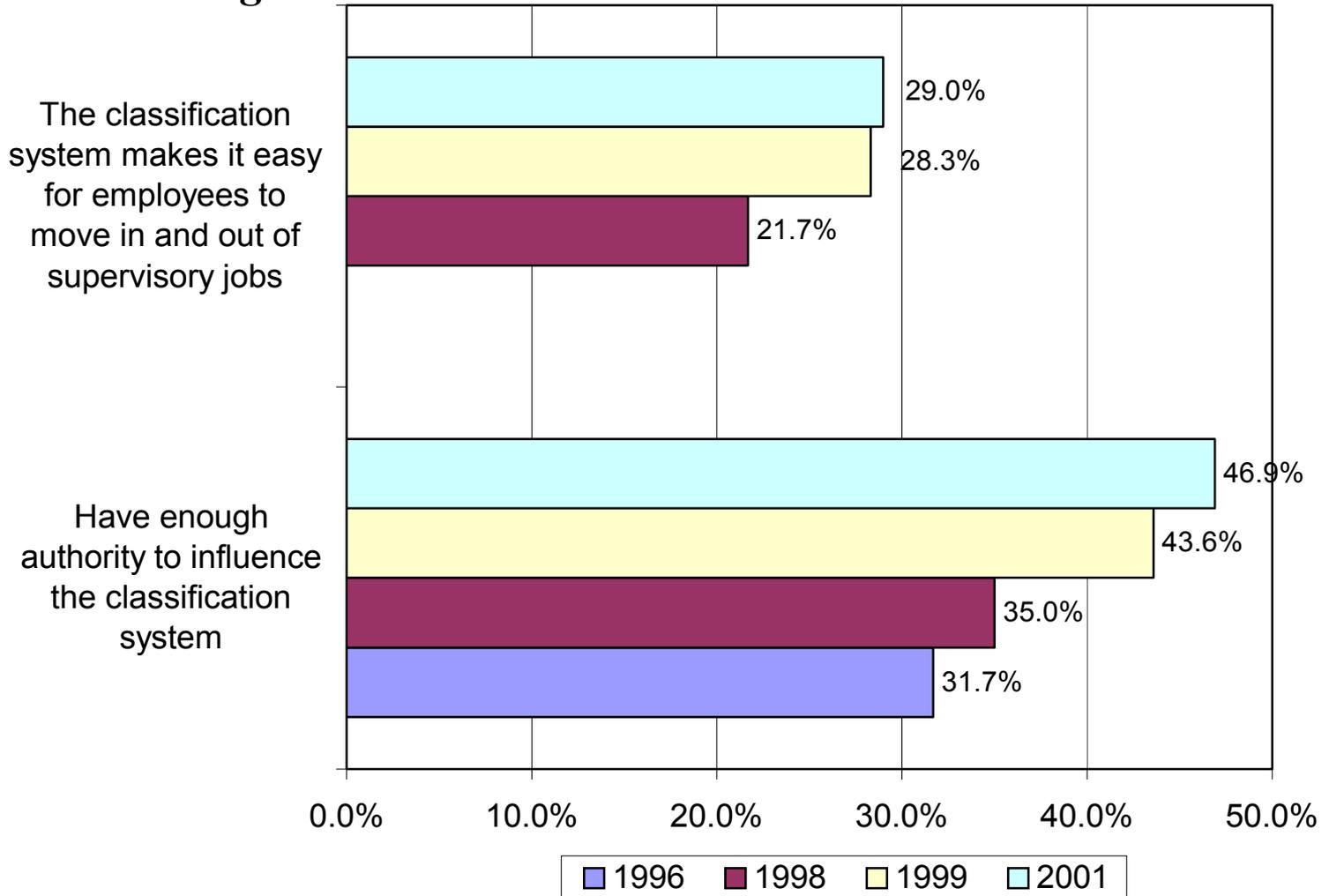
# NAVSEA Warfare Centers' Personnel Demonstration Project

## Classification System (employee perspective) Percent Agree



# NAVSEA Centers' Personnel Demonstration Project Classification System (Supervisory Authorities)

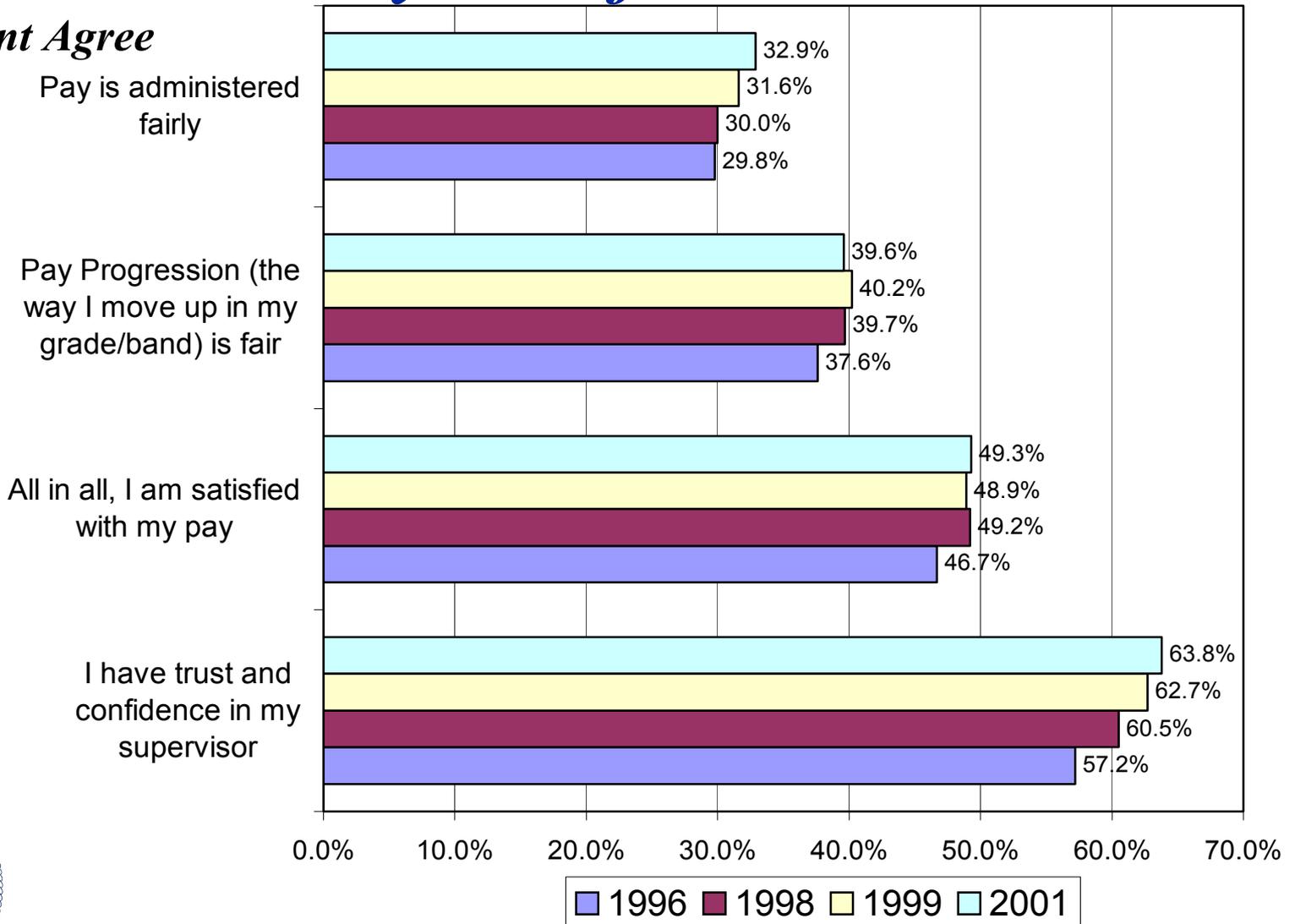
*Percent Agree*



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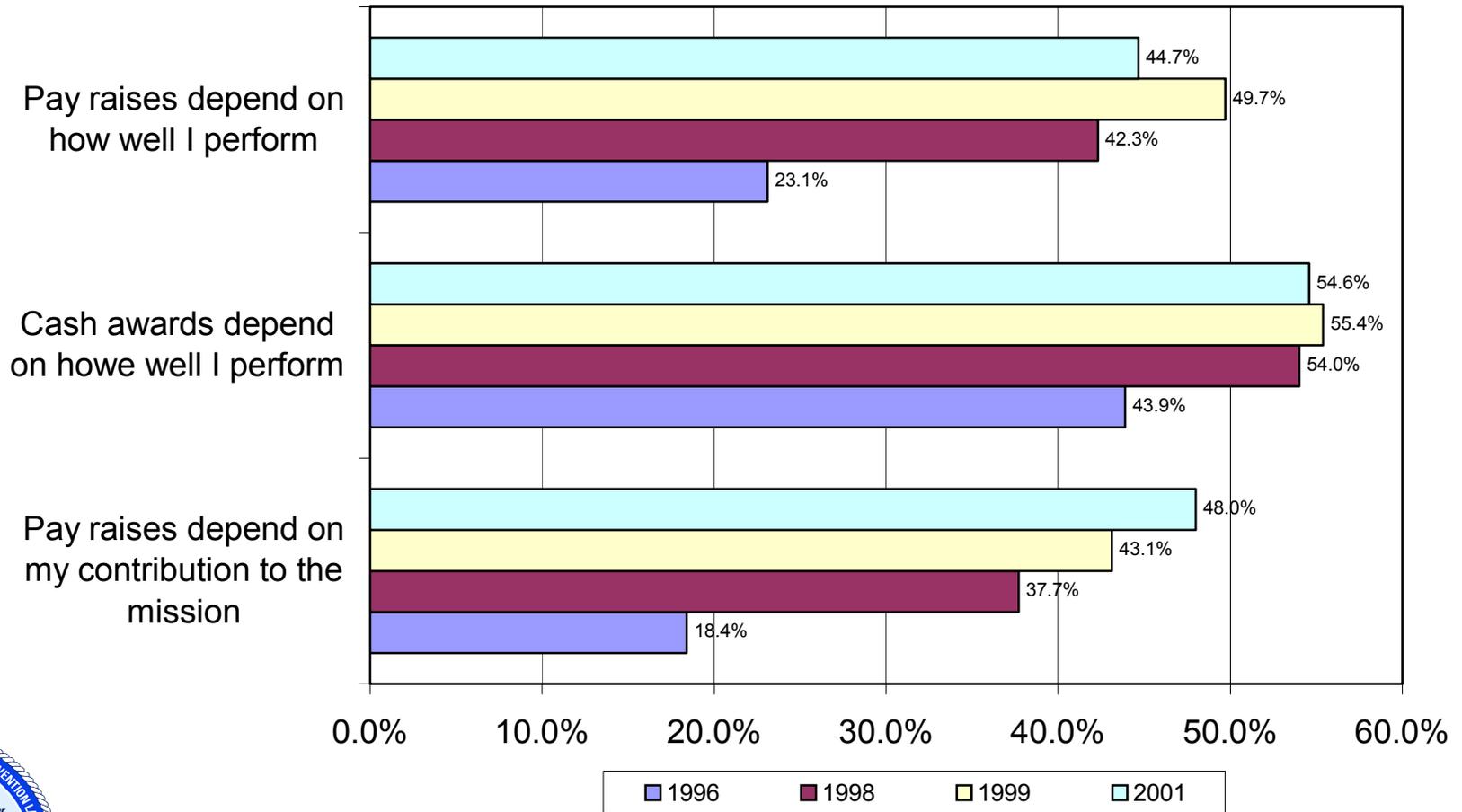
## Pay Satisfaction

### Percent Agree



# NAVSEA Warfare Centers' Personnel Demonstration Project

## Percent Agree *Pay for Performance Link*





# *Personnel Demonstration Project*

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Naval Undersea Warfare Center (NUWC)**



**For further Information:**

**<http://www.nswc.navy.mil/demo>**