

FACT SHEET

US Civilian Personnel Services Ramstein Air Base, Germany

FUNCTION	PHONE	ROOM
<u>Civilian Personnel Officer (DPC)</u>	480-2052	226A
<u>Classification (DPCC)</u>	480-5296/2137	220, 221, 222, 223, 224,
Emergency – Essential Program Employment Condition Changes Position Classification Appeals Position Classification Principals Position Description/Structuring Position Management Request for Personnel Action – SF 52/ModSys RPA		225
<u>Affirmative Employment (DPCS)</u>	480-7055/5448/2677/2138	113, 115, 117,
Central Skills Bank/Career Program Registration Civilian Mobility Competitive Areas for Reduction in Force (RIF) Details Filling Positions Handicapped Employment Merit Promotion Out-bound LWOP Counseling Overseas Tour Extensions Pay Problems Priority Placement Program (PPP) Qualification Standards Reassignments Reduction in Force (RIF) Special Emphasis Program (SEP)		119, 120
TEMPO Program Inbound LWOP Counseling Finger Printing Security Clearance Summer Hire Program	480-5850	126
<u>Customer Service Counter</u>	480-7092	125
DPCS Fact Sheets ID Card Processing In-Processing Job Opportunities Listing (Appropriated Fund)		

Training & Requirements (DPCT)

480-2167/2741

324, 325,
127A, 127B
127

Installation Training Plan
Management/Supervisory Training
Manpower Role/Planning/Control
On-the-Job-Training
Self-Development
Training Survey and Revalidation

Employee/Management Relations (DPCE)

480-2008
319,

213, 219,

321, 323

Casualty or Survivor Assistance (Death Benefits)
Conduct and Discipline of Employees
EEO Liaison
Grievances and Appeals
Work Hours, Overtime, Holidays
Incentive Awards (Honorary/Monetary)
Injury Reporting
Leave and Other Absence
Leave Without Pay (LWOP)
Noncombatant Evacuation Operations (NEO)
Performance Appraisal/Management
Performance Awards
Political Activities
Resignations
Retirement
Substance Abuse Prevention and Control
Supervisory Records

Overseas Entitlements

480-5774

215, 217

Emergency Travel
Living Quarters Allowance
Nontemporary Storage
PCS Travel
Post Allowance
Renewal Agreement
Separate Maintenance Allowance
Student Travel
Temporary Quarters Subsistence Allowance
Transportation Agreement

Benefits (See http://www.afpc.randolph.af.mil/palacecompass/BEST_GRB/EBIS.htm)
The Benefits and Entitlements Service Team (**BEST**) located at the Air Force Personnel Center (AFPC) in

San Antonio, TX helps employees with questions on:

Health Insurance (FEHB)
Life Insurance (FELGI)
Thrift Savings Plan (TSP)