



DEPARTMENT OF DEFENSE
CIVILIAN PERSONNEL ADVISORY SERVICE
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FEB 29 2012

MEMORANDUM FOR MS.DANA CROWE, AIR FORCE COMPONENT COORDINATOR
SUBJECT: Flexibility to use Voluntary Separation Incentive Pay (VSIP) across Activity Lines

This is in reference to our recent discussions concerning a request from the Air Force Materiel Command (AFMC) to waive certain provisions of VSIP Phase II as administered through the Priority Placement Program (PPP). The purpose of the request, which may also have been sought by other commands, was to more fully exploit VSIP by creating vacancies that could then be used to minimize involuntary separations elsewhere within the command. The AFMC request prompted a counter-proposal from this office, and as a result of our subsequent conversation on February 28, 2012, we are formalizing that proposal in the form of a temporary PPP exception.

Downsizing VSIP is a reduction-in-force (RIF) mitigation tool, and is justifiable only when each buyout averts an involuntary separation. As a temporary exception to the PPP, Air Force employees may be assigned to VSIP-created Air Force vacancies across activity lines under the following conditions:

- The exception applies only to reassignment and change-to-lower-grade (CLG) actions.
- Reassignments and CLGs must be directly to the VSIP-created vacancy. Chains of actions will not be allowed.
- Each reassignment and CLG must save an employee who otherwise would have been involuntarily separated.
- Funding responsibility for VSIP costs and, if applicable, relocation expenses shall be determined by the gaining and losing activities in accordance with controlling regulations.
- This exception expires on September 30, 2012.

If you have questions, please contact Steve Wooley at DSN 468-3706 or via email at steven.wooley@cpms.osd.mil.

A handwritten signature in black ink, appearing to read "Jeff Nelson".

JEFF NELSON

Chief, Staffing and Civilian Transition Programs Division