



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Overview

On May 10, 2023, the Under Secretary for Defense for Personnel and Readiness (USD(P&R)) approved the new STEM/Cyber Targeted Local Market Supplement (TLMS) for selected Defense Civilian Intelligence Personnel (DCIPS) STEM and Cyber work roles. The rate structure and covered work roles can be found in Tab A. Conversion procedures have been approved by the Under Secretary for Defense for Intelligence and Security (USD(I&S)) to ensure equity in the implementation of the new schedule. The FAQs are intended to assist with developing component-specific implementation plans, if necessary, workforce communications, and to assist with addressing workforce inquiries.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Contents

Q. Why Did DCIPS create the new schedule? .....	3
Q. How was the DCIPS STEM/Cyber TLMS designed? .....	3
Q. What are the TLMS rates and is locality accounted for in the new schedule? .....	4
Q. What work roles are Included in the DCIPS STEM/Cyber TLMS? .....	4
Q. Is employee eligibility contingent on a STEM degree? .....	5
Q. Is there a list of STEM degrees or criteria that further define “highly technical or scientific” degrees to support eligibility determinations for the 0132 series? .....	5
Q. My degree is considered STEM by my college/university and/or Component. Why is it not covered by the DCIPS STEM/Cyber TLMS? .....	6
Q. Are technician work roles covered by the DCIPS/STEM TLMS? .....	6
Q. What if my Component uses more than one work role (e.g., primary and secondary work role)? .....	6
Q. Will my Component receive additional funding to offset the cost of implementing the DCIPS STEM/Cyber TLMS? .....	7
Q. How will my Component convert current employees to the new schedule? .....	7
Q. How will the schedule apply to new employees being hired out of college programs? .....	7
Q. How will the new TLMS impact student interns converting to permanent employment at the completion of their internship? .....	8
Q. How will Components handle transfers from other agencies or alternative pay systems? .....	8
Q. How will the new TLMS impact employees currently on the NSA Special Rate Structure? .....	8
Q. How will current employees currently on the DCIPS GG Schedule and hired under standard GG-pay setting criteria with incentives be transitioned to the new TLMS? .....	9
Q. How will Components convert employees hired at advanced grades and steps? .....	9
Q. What if the employee does not agree to be reduced in grade or step? .....	10
Q. How are effective dates determined for implementing the DCIPS STEM/Cyber TLMS? .....	10
Q. How will conversion to the new TLMS affect employee promotion potential? .....	11
Q. Will an employee retain the TLMS supplement if he/she goes on a rotational assignment? .....	11



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

Q. Will an employee who accepted a position not covered by the TLMS schedule but still in a GS, or other related GS schedule, entitled to the highest-previous-rate determination? ..... 11

Q. What is the process for employees transferring to non-GS or locality-based systems? ..... 12

Q. Are supervisors covered in the new TLMS? ..... 12

Q. Will the TLMS rates be assessed to determine impact on hiring/retention, and will the rates be adjusted to stay aligned with the labor market? ..... 12

Q. Who is the POC to answer questions not included in the FAQs? ..... 13

Appendix A ..... 14

### Q. Why Did DCIPS create the new schedule?

A. Competition for STEM and Cyber talent has continued to increase in recent years, with private sector compensation for this talent far outpacing the current rates associated with STEM talent. Following a request from NSA to update the current special NSA STEM rates, the Human Capital Management Office (HCMO) commenced a study of STEM/Cyber compensation across the Enterprise to account for STEM/Cyber talent that resides in components outside NSA. As a result, we determined that an Enterprise approach, rather than component-by-component approach, was required to address the STEM/Cyber hiring and retention issues.

### Q. How was the DCIPS STEM/Cyber TLMS designed?

Q. HCMO partnered extensively with each component to understand Components' STEM mission needs and challenges with attracting and retaining STEM talent. These interviews provided key insights into determining the Enterprise's benchmark/and or mission critical positions. The benchmark positions were used to compare our Defense Intelligence & Security Enterprise STEM rates and policies to the external market rates and best practices. The DCIPS TLMS compensation strategy included our desired position in the market (match) and affordability to determine competitiveness. The supplements are highest at the lowest grade and incrementally decrease as the grades increase. The schedule aligns to market rates, reflects the DCIPS work



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

levels aligned to most external hires, and considers salary caps. The analysis and proposed schedule were shared with Components and ultimately approved by the USD(I&S) in conjunction with the USD(P&R).

### Q. What are the TLMS rates and is locality accounted for in the new schedule?

A. The DCIPS STEM/Cyber TLMS is designed to increase the Enterprise's ability to compete with the external market for qualified talent. The rates were based on the labor market midpoint for benchmarked jobs. The market rates were smoothed to ensure consistency with the General Schedule 30% spread within each grade and ensure balanced progression between midpoints. The DCIPS STEM/Cyber TLMS is a world-wide schedule, meaning the rates take into consideration the various local markets. Locality pay may not be added to the TLMS supplements. The world-wide approach reflects the current distribution of talent and supports mobility to ensure we are postured to meet critical mission needs. The rates below reflect the FY23 General Schedule rates and will be updated yearly, or as necessary, to reflect congressional increases to the GS or changes in the STEM labor market conditions.

### Q. What work roles are Included in the DCIPS STEM/Cyber TLMS?

A. Work roles covered by the DCIPS STEM/Cyber TLMS (TAB A) were selected based on criteria including position qualifications, labor market trends, and impact to mission. Components may request additional work roles be included in the STEM/Cyber TLMS by submitting their request and business case to D/HCMO. New work roles will be approved by the USD(I&S) in conjunction with the USD(P&R). Approved work roles will be extended to all components covered by the STEM/Cyber TLMS schedule.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Q. Is employee eligibility contingent on a STEM degree?

A. The DCIPS STEM/Cyber TLMS eligibility is driven by the work role requirements (work performed). Employees performing the work, serving on a position aligned to the covered work roles, and who meet qualification standards defined by the work role are eligible to receive the DCIPS STEM/Cyber TLMS. The education requirements are defined by the qualification standards of the applicable work role and not by the employee's educational standing. For example, there are a few work roles within the 2210 series that do not have a positive degree requirement and as a result, employees may qualify for the work roles based on a combination of course work, experience, and certifications. Work roles aligned to 0132 that are covered by the TLMS require highly technical and/or scientific skills and as a result do have a positive education requirement (in most cases). Any eligibility situations that fall outside the guidance above should be provided to OUSD(I&S) HCMO for review and eligibility determination.

### Q. Is there a list of STEM degrees or criteria that further define “highly technical or scientific” degrees to support eligibility determinations for the 0132 series?

A. Areas of work covered by the STEM/Cyber TLMS within the 0132 series are work areas that require highly technical or scientific skills to develop/produce intelligence products. Components should refer to the Covered Work roles/Occupations list (appendix) as a guide for determining if a degree is considered highly technical or scientific. For example, employees performing technical or scientific work within the 0132 series who have degrees in engineering, physical sciences, math etc. are eligible for the STEM/Cyber TLMS. Degrees comparable with the listed occupational series may also be deemed eligible if the employee is performing work that aligns to the listed occupational series. The DCIPS STEM/Cyber TLMS is a focused subset of broader STEM occupations. The work roles covered represent work areas from across the DCIPS Enterprise that are both critical to mission advancement and are significantly lagging the labor market in compensation. Components **may not** use any external STEM degree list to define DCIPS STEM/TLMS eligibility and/or coverage.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

Q. My degree is considered STEM by my college/university and/or Component. Why is it not covered by the DCIPS STEM/Cyber TLMS?

A. The STEM work roles and associated degrees covered by the DCIPS STEM/Cyber TLMS were selected based on a comprehensive compensation study. The study included comparing the **General Schedule rates**, in applicable work areas, to the **labor market** and considered other criteria such as **offer acceptance rates**, and **attrition**. **The work roles** covered by the TLMS represent DCIPS areas of work ***that significantly lag the labor market***. Many work areas that are broadly defined as STEM by some agencies or educational institutions, such as social sciences, are not compensated higher in the labor market. There are budget impacts and affordability considerations that must be balanced with compensating critical skill areas. The labor market defines the cost of labor and decisions related to labor market data reflect the monetary value of work performed.

Q. Are technician work roles covered by the DCIPS/STEM TLMS?

A. **Technician work roles are not covered** by the DCIPS STEM TLMS. The TLMS only applies to work roles aligned to DCIPS Professional Work Category.

Q. What if my Component uses more than one work role (e.g., primary and secondary work role)?

A. The **primary work** role is the only work role that should be used to determine eligibility for coverage.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Q. Will my Component receive additional funding to offset the cost of implementing the DCIPS STEM/Cyber TLMS?

A. No additional funding will be provided to Components to offset implementation costs. As part of the overall analysis conducted, affordability was considered and was used to determine the supplements. Additionally, a projected cost analysis was completed and socialized with each Component during an earlier phase of the STEM study. Components were encouraged to socialize the projected costs with their budgeting office and should continue to consider the TLMS costs when preparing future program builds.

### Q. How will my Component convert current employees to the new schedule?

A. Conversion procedures have been provided to Components and must be applied when converting employees to the DCIPS STEM/Cyber TLMS. Common conversion standards will ensure we do not create unintended inequities in the implementation of the new TLMS rates. Conversion procedures differ based on the employee type (e.g., new hire, converting student intern, current GG employee).

### Q. How will the schedule apply to new employees being hired out of college programs?

A. New employees being hired out of college programs will generally be hired at the range minimum in the appropriate grade based on degree program, i.e., BS, GG-07 Step 1; MS, GG-09 Step 1; PhD, GG-11 Step 1. Approving officials may, in unusual circumstances, offer advanced steps for high-demand work roles, or exceptional qualifications such as PhD dissertation work directly related to the work role for which the employee is being hired.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Q. How will the new TLMS impact student interns converting to permanent employment at the completion of their internship?

A. Students completing intern programs with a Defense Intelligence and Security Enterprise component will be appointed to the appropriate level based on their degree program and qualifications. In no case will an intern be appointed at a level lower than that at which a newly graduated student would be appointed. Student interns may, if appropriate, be granted an advanced step based on relevant work experience as a student.

### Q. How will Components handle transfers from other agencies or alternative pay systems?

A. Applicants being considered for transfer from another federal agency or department, or the private sector, will be offered a salary based on a whole-person assessment of the quality of work experience in the context of a STEM/Cyber intelligence and security career under the new DCIPS STEM/Cyber TLMS schedule. At the point of offer, the applicant's experience should be reviewed to determine where he/she would have been initially appointed on the DCIPS schedule, and how he/she would have advanced based on work experience within the new DCIPS schedule. Based on that analysis, an appropriate grade/step offer should be proposed. If the applicant's current salary is still higher than that proposed based on the analysis of experience, then an approving official may authorize a salary offer of up to 10% over the initial proposed offer (up to the maximum of the pay schedule), or a recruitment incentive, or both, if the applicant is the most highly qualified available and is critical to mission.

### Q. How will the new TLMS impact employees currently on the NSA Special Rate Structure?

A. Employees currently on the existing NSA special rate structure will be converted to the new STEM/Cyber TLMS at their current grade and step.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

**Q. How will current employees currently on the DCIPS GG Schedule and hired under standard GG-pay setting criteria with incentives be transitioned to the new TLMS?**

A. Those components that have been hiring current applicants under the provisions of **paragraph (c)(5)** in the Conversion and Appointment Procedures, but using incentives to address labor market challenges, may **convert employees** to the new schedule **at their current grade and step**. Conversions to the new schedule under **paragraph (c)(5)** of the Conversion and Appointment Procedures will be **effective** at the beginning of the **first pay period following acceptance of the conversion offer**. In such cases, the **recruitment incentives** generally should be **terminated at the end of the current service agreement period**. The TLMS will better align STEM talent to market rates, eliminating the need for broad incentives and offering employees both would result in employees being compensated over market. Prior to effecting conversion, each employee should be provided a notice of proposed conversion level, and the plan to terminate incentive payments. The employee must sign the letter acknowledging agreement to the conversion. In no case should an employee's total compensation be reduced as a result of conversion to the new schedule. There may be unique circumstances associated with mission critical skills that would result in an employee being covered by the TLMS and receiving an incentive.

**Q. How will Components convert employees hired at advanced grades and steps?**

A. All employees whose initial hiring rates were set at **advanced grades and steps** based on labor market conditions rather than generally accepted DCIPS qualification standards will be assessed based on individual employee qualifications and career advancement in the context of the new DCIPS STEM/Cyber TLMS schedule career plan. For example, if an employee graduating from college with a BS Engineering degree was hired initially at GG-09 Step 5 (\$70,207 for CY 2022), his/her salary under the new schedule would have been GG-07, Step 1 (\$73,156 on currently approved schedule). If the employee has been on board for one year, and not yet promoted, he/she would have received a step on the new schedule, bringing the appropriate salary



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

to \$75,593). Thus, the employee would be offered a placement of GG-07, Step 2 on the new DCIPS STEM/Cyber TLMS. Similar analysis will be required for each employee hired, effectively reconstructing the career progression as if hired under the new TLMS. On completion of the analysis, the component will be required to provide a letter to the employee advising of the proposed placement, and the basis for that placement. The employee will be offered the opportunity to sign the agreement that he/she understands the proposed placement, and what it means to his/her career and salary potential. In no case will an employee be placed at a salary lower than his/her current salary. The starting date for future within-grade salary/step increases will be reset to the date of conversion. Conversions to the new schedule under paragraph paragraphs (c)(6) of the Conversion will be effective at the beginning of the first pay period following acceptance of the conversion offer.

### Q. What if the employee does not agree to be reduced in grade or step?

A. If the employee does not agree to be reduced in grade or step, the employee will remain at his/her current schedule, grade and step. The employee electing to remain in his/her current career path will remain on that path until promotion would allow placement on the new TLMS schedule without resort to these procedures.

### Q. How are effective dates determined for implementing the DCIPS STEM/Cyber TLMS?

A. Effective dates for the new schedule are dependent on Component specific implementation plans and generally will not be effective at the beginning of the first pay period following approval of the TLMS (21 May 2023). Effective dates generally will follow the component decision on individual eligibility under the conversion procedures and will be treated in the same manner as setting the effective date following a position classification decision based on review of the work being performed. Such decisions are prospective and cannot be retrospective.



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Q. How will conversion to the new TLMS affect employee promotion potential?

A. Converting to the new TLMS will not directly impact promotion potential. For those whose rates will be reconstructed based on aligning to the new qualification standards, the employee's qualifications will be more appropriately aligned to the proper grade and step that reflect the work being performed.

### Q. Will an employee retain the TLMS supplement if he/she goes on a rotational assignment?

A. Employees on rotation who serve in a work role covered by the TLMS or who continue to apply and/or develop their STEM expertise daily should retain the TLMS supplement while on rotation. Components need to balance applying expertise while continuing to encourage professional growth and collaboration. In cases in which an employee is detailed to a non-STEM work role as part of a management-initiated planned career development experience and will return to a STEM work role on the completion of the detail (generally a period of one year or less, but up to 2 years with component head approval), the employee may remain on the STEM TLMS schedule for the duration of the assignment. The expectation is the rotational assignment is contributing to the employee's professional growth and will deepen the employee's overall capability and future contribution in critical STEM work areas.

### Q. Will an employee who accepted a position not covered by the TLMS schedule but still in a GS, or other related GS schedule, entitled to the highest-previous-rate determination?

A. Employees who accept positions not covered by this TLMS schedule, but still in a GS or GS-related structure are not entitled to highest-previous-rate determination. Rather, they will be



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

converted to the new Local Market Supplement (Locality Rate), or TLMS, at their current grade and step on the DCIPS STEM/Cyber TLMS.

### Q. What is the process for employees transferring to non-GS or locality-based systems?

A. Employees transferring to non-GS or locality-based systems will be placed based on their qualifications applicable to the new pay system based on their GS base rate and any applicable GS locality rate applicable to the locality in which they are being appointed.

### Q. Are supervisors covered in the new TLMS?

A. Components will need to review the work performed by supervisors to determine eligibility. Supervisors who are applying STEM expertise daily should retain their TLMS. Such duties may include providing daily technical oversight or substantive feedback on highly technical or scientific methodologies.

### Q. Will the TLMS rates be assessed to determine impact on hiring/retention, and will the rates be adjusted to stay aligned with the labor market?

A. TLMS rates will be reviewed biennially by the HCMO. Rates will be reviewed for alignment to labor market rates, using appropriate commercial compensation surveys as determined by the Director, HCMO, in consultation with other DoD professional compensation staffs and component reports of recruiting and retention experience with regard to covered work roles. Components using the DCIPS STEM/Cyber TLMS rate structure will maintain records and report annually to HCMO detailing 1) offers made, rejected, and accepted under the new rates, by work role; reasons for offer refusals, by work role and offers tendered (including incentives); separations by work role, grade, salary, incentives offered, and reason for separation. Component



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

reports are due to **HCMO annually not later than October 31**. HCMO will submit coordinated recommendations for adjustment of TLMS rates to the USD(I&S) and USD(P&R) by October 30 of each biennial review year.

### Q. Who is the POC to answer questions not included in the FAQs?

A. The OUSD (I&S) HCMO point of contact for this action will be Ms. Christine Juda, at 703-692-3765, or email: [christine.m.juda.civ@mail.mil](mailto:christine.m.juda.civ@mail.mil).



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Appendix A

FY2023 TARGETED LOCAL MARKET SUPPLEMENT FOR DCIPS STEM/CYBER WORK ROLES													
Effective DD MMM YYYY													
Covers STEM & Cyber Work Roles (see page 2 for position coverage)													
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	Supplement
GG-07	\$ 76,156	\$ 78,694	\$ 81,233	\$ 83,771	\$ 86,309	\$ 88,848	\$ 91,386	\$ 93,925	\$ 96,463	\$ 99,001	\$ 101,540	\$ 104,078	90%
GG-08	\$ 82,120	\$ 84,858	\$ 87,596	\$ 90,334	\$ 93,072	\$ 95,810	\$ 98,548	\$ 101,286	\$ 104,024	\$ 106,762	\$ 109,500	\$ 112,238	85%
GG-09	\$ 88,250	\$ 91,192	\$ 94,133	\$ 97,074	\$ 100,015	\$ 102,956	\$ 105,898	\$ 108,839	\$ 111,780	\$ 114,721	\$ 117,662	\$ 120,604	80%
GG-10	\$ 92,863	\$ 95,959	\$ 99,055	\$ 102,151	\$ 105,247	\$ 108,343	\$ 111,439	\$ 114,535	\$ 117,631	\$ 120,727	\$ 123,823	\$ 126,919	72%
GG-11	\$ 97,876	\$ 101,138	\$ 104,400	\$ 107,663	\$ 110,925	\$ 114,187	\$ 117,449	\$ 120,711	\$ 123,973	\$ 127,235	\$ 130,497	\$ 133,759	65%
GG-12	\$ 109,492	\$ 113,142	\$ 116,792	\$ 120,442	\$ 124,092	\$ 127,741	\$ 131,391	\$ 135,041	\$ 138,691	\$ 142,341	\$ 145,990	\$ 149,640	54%
GG-13	\$ 123,437	\$ 127,551	\$ 131,666	\$ 135,780	\$ 139,894	\$ 144,009	\$ 148,123	\$ 152,237	\$ 156,351	\$ 160,466	\$ 164,580	\$ 168,694	46%
GG-14	\$ 137,873	\$ 142,468	\$ 147,064	\$ 151,659	\$ 156,255	\$ 160,850	\$ 165,445	\$ 170,041	\$ 174,636	\$ 179,232	\$ 183,500	\$ 183,500	38%
GG-15	\$ 155,700	\$ 160,889	\$ 166,079	\$ 171,268	\$ 176,458	\$ 181,648	\$ 183,500	\$ 183,500	\$ 183,500	\$ 183,500	\$ 183,500	\$ 183,500	32.49%



# Defense Civilian Intelligence Personnel System STEM/Cyber Target Local Market Supplement

## Overview and Frequently Asked Questions

10 May 2023

### Defense Intelligence Civilian Intelligence Personnel System (DCIPS) Enterprise STEM/Cyber Targeted Local Market Supplement (Graded Components) Covered Work Roles/Occupations

Occupational Series	Occupational Series Description	Work Role
		Science and Technology Analysis * <small>*Requires scientific or engineering degree</small>
0132	Intelligence	
0801	General Engineering	All
0803	Safety Engineering	All
0804	Fire Protection Engineering	All
0808	Architecture	All
0810	Civil Engineering	All
0819	Environmental Engineering	All
0830	Mechanical Engineering	All
0850	Electrical Engineering	All
0854	Computer Engineering	All
0855	Electronics Engineering	All
0896	Industrial Engineering	All
NSA Only	Computational Linguist	
NSA Only	Scientific Linguist	
1301	Physical Scientists - General	All
1310	Physicist	All
1320	Chemist	All
1501	Mathematics/Statistics - General	All
1515	Operations Research	All
1520	Mathematics	All
1550	Computer Science	All
1560	Data Science	All
		DCWF 511 Cyber Defense Analyst DCSF 531 Cyber Defense Incident Responder DCWF 541 Vulnerability Assessment Analyst DCWF 621 Software Developer DCWF 622 Secure Software Assessor DCWF 671 Systems Test and Evaluation Specialist DCWF 441 Network Operations Specialist/Network Manager DCWF 631 Information Systems Security Developer/Technology Security Designer DCWF 632 Systems Developer DCWF 461 Systems Security Analyst/Computer Systems Security Manager DCWF 651 Enterprise Architect DCWF 652 Information System Security Developer/Security Architect DCWF 661 Research Development Specialist/Cryptographic Security Designer DCWF 802 Software/Hardware Project Manager
2210*		
<small>*Included by DCWF Cyber Work Role</small>		
Only	Information/Cyber Technology	

Unclassified