



OFFICE OF THE UNDER SECRETARY OF DEFENSE

4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

NOV 13 2024

PERSONNEL AND  
READINESS

MEMORANDUM FOR ACTING UNDER SECRETARY OF DEFENSE FOR  
INTELLIGENCE AND SECURITY

SUBJECT: Request for Certain Exceptions to the Defense Civilian Intelligence Personnel System Regulations to Pilot Elements of the New Integrated Performance Development System

I approve your request for certain exceptions to the specified Defense Civilian Intelligence Personnel System policies as indicated in the attachment, "Exceptions to Specified Defense Intelligence Security Personnel System Policies, for the Talent, Evaluation, and Advancement Pilot." I understand these exceptions are necessary to expand the existing National Security Agency Talent, Evaluation, and Advancement (TEA) pilot approved by the then-Under Secretary of Defense for Personnel and Readiness in 2016 to additional Defense Intelligence and Security Enterprise (DISE) Components specified in the attachment. I understand these exceptions will allow the selected DISE Components to continue to pilot best practices from TEA pending publication of revised regulations during the coming year.

Please provide me with periodic updates on your progress with the implementation of your new performance management and recognition system, including continuing assessments of its effectiveness in improving and recognizing employee performance and development.

A handwritten signature in black ink, appearing to read "Ashish S. Vazirani".

Ashish S. Vazirani  
Performing the Duties of the Under Secretary of  
Defense for Personnel and Readiness

Attachment:  
As stated

## **Exceptions to Specified Defense Intelligence Security Personnel System Policies for the Talent, Evaluation, and Advancement Pilot**

1. Provisions of Department of Defense Instruction (DoDI) 1400.25, Volume 2011, "DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Performance Management," require a numerical evaluation using a five-point rating scale and require narratives addressing each performance objective and element. Instead, the integrated Performance Development System (iPDS) pilot will evaluate employees as "Met" or "Did Not Meet" expectations. This exception will be implemented in Defense Intelligence Agency (DIA), National Reconnaissance Office (NRO), Defense Counterintelligence and Security Agency (DCSA) and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.
2. Enclosure 7, Paragraph 2.a. of DoDI 1400.25, Volume 2011, requires that employees prepare a self-report of accomplishments as input to their midpoint and annual performance evaluations. This exception will be implemented in DIA, NRO, DCSA, and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.
3. Provisions of DoDI 1400.25, Volume 2011, address the functions of the Performance Management Performance Review Authority (PM PRA). The PM PRA process was included in the DCIPS performance management process to ensure greater consistency among raters in an organization. The iPDS pilot will not use a PM PRA. Instead, it will rely on transparency throughout the performance management process to provide the oversight that was intended by the PM PRA process. This exception will be implemented in DIA, NRO, DCSA, and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.
4. Enclosure 10 of DoDI 1400.25, Volume 2011, requires that employees be able to request administrative reconsideration of their performance rating of record. Employees will continue to be able to appeal adverse actions taken as a result of poor performance, or to use the administrative grievance process for any challenges to process. This exception will be piloted in DIA, NRO, DCSA, and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.
5. Provisions of DoDI 1400.25, Volume 2012, "DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Performance-Based Compensation," requires the use of pay panels to determine employees eligible for a performance pay increase. Instead, the iPDS pilot will provide flexibility to Components for determining a review process used for recognizing employees who have demonstrated transformative impact via a DCIPS salary increase (one step equivalent increase) or equitable lump sum payment. This exception to policy will be piloted in DIA, NRO, DCSA, and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.
6. Enclosure 3, Paragraph 4 of DoDI 1400.25, Volume 2008, "Defense Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Awards and

Recognition,” authorizes base-pay monetary awards. This will allow Components to pilot a new process that will authorize base-pay increases for sustained superior performance for up to 10 percent of their employees using new standards for assessing transformative impact that has lasting effects on organizational processes and performance. The transformative impact DCIPS salary increase will result in a one-step increase for the employee that does not affect the employee’s last equivalent increase date. Employees will be assessed annually for this recognition using competitive evaluation processes that will be incorporated into a revised DoDI 1400.25, Volume 2012, “Performance-based Compensation.” This exception will be implemented in DIA, NRO, DCSA, and the intelligence and counterintelligence elements of the Army, Navy, Air Force, and Marine Corps.

7. Enclosure 3, Paragraph 2.c. of DoDI 1400.25, Volume 2008, limits cash awards to \$2,000 except with head of Component approval. This exception is necessary for more flexible and timely recognition of high-performing employees, a critical component of the iPDS. All cash awards provided would remain subject to aggregate spending limitations, including those established by the Department or the Under Secretary of Defense for Intelligence and Security. This provision will be piloted in all DISE Components.