

OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE
DIRECTOR OF THE INTELLIGENCE STAFF
WASHINGTON, DC 20511

E/S 01408

MEMORANDUM FOR: Distribution

SUBJECT: Calendar Year 2010 Rates of Pay and Performance Evaluation
Standards for Certain Intelligence Community Employees

In accordance with Intelligence Community Directive (ICD) 653, this memorandum makes recommendations to the heads of the relevant executive departments and independent agencies concerning the calendar year (CY) 2010 basic annual rates of pay and locality pay adjustments applicable to certain IC employees. It also provides additional instructions regarding the implementation and administration of ICDs 651 and 656, which establish performance management requirements for IC employees at or below General Schedule (GS) grade 15 and equivalent, and for senior officers above GS-15, respectively. These instructions and recommendations have been coordinated with all IC agencies and elements, as well as their parent executive departments, as applicable.

The following recommended Pay Band salary rates apply to those IC agencies and elements that are covered by or will convert to the National Intelligence Civilian Compensation Program (NICCP) in CY 2010. These rates are derived from the CY 2010 adjustments made to the Federal government's GS salary schedule, but include a two step upward adjustment at the end of each pay band as applied to the standard NICCP occupational structure established by ICD 652. In addition to these basic rates of pay, this memorandum also recommends, to the extent permitted by law, that covered IC agencies and elements continue to apply the standard locality area percentage pay adjustments established by the Office of Personnel Management (OPM). Note that per ICD 653, the heads of the relevant departments and independent agencies have the discretion to establish additional administrative controls within the Pay Band ranges below:

- For NICCP Band 1 employees, covering entry-level technician and administrative support personnel in GS grades 1 through 8 and equivalent, recommended base salaries should range from \$17,803 to \$51,425.
- For NICCP Band 2 employees, including technician and administrative support personnel at the full performance level and professional employees at the entry/developmental level in GS grades 7 through 11 and equivalent, recommended base salaries should range from \$33,979 to \$68,723.
- For NICCP Band 3 employees, including senior technician and administrative support personnel, full performance professionals, and designated supervisors and managers in GS grades 11 through 13 and equivalent, recommended base salaries should range from \$50,287 to \$97,953.

- For NICCP Band 4 employees, including senior-level professionals and designated supervisors and managers in GS grades 13 and 14 and equivalent, recommended base salaries should range from \$71,674 to \$115,750.
- For NICCP Band 5 employees, including expert-level professionals and designated supervisors and managers in GS grade 15 and equivalent, recommended base salaries should range from \$99,628 to \$136,159.

In addition to the above recommendations, the following implementing instructions apply to employees covered by ICDs 651 and 656. Numerical performance scores will continue to be calculated in tenths (of example, 3.6, 4.7, etc.), using standard rounding rules; thereafter, those scores will be translated into adjective ratings as follows: a score of 4.6 – 5.0 will result in an Outstanding rating; 3.6 – 4.5, Excellent; 2.6 – 3.5, Successful; 2.0 – 2.5, Marginal or Minimally Successful; and 1.0 – 1.9, Unacceptable. For those agencies and elements that do not use the optional Marginal rating, a score of 1.0 – 2.5 will result in a rating of Unacceptable. As a reminder, effective 1 October 2009, an employee’s numerical score on the “Results” component of his or her evaluation shall count for no less than 60% towards the calculation of that employee’s final Summary Performance Rating; however, this is a general rule, and the heads of IC agencies and elements may adjust that weight on a case-by-case basis.

Recommended salary rates are not binding on addressees, but may be accepted or rejected, in part or in full. In that regard, an addressee that declines to accept these recommendations in whole or in part should provide advance written notification to the undersigned, with such rationale as may be appropriate for that determination and any alternative salary rate(s) that are to be established in their stead. Questions regarding this memorandum may be directed to Mr. Tom Coghlan, Director, IC Pay Modernization Project Office. Mr. Coghlan may be reached by unclassified line at (703) 275-3351, by classified line at 917-3351, by unclassified email at thomas.k.coghlan@ugov.gov or by IC email at coghl@dni.ic.gov.



John F. Kimmons
Lieutenant General, USA

2-24-10
Date

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