

PREPARING FOR BRAC  
BRAC OSD/Military Services/Community Conference



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# BRAC Lessons Learned

## Five Keys to Successful Downsizing

- ✓ Planning: Successful plans require establishing goals & milestones, identifying stakeholders, integrating downsizing tools, and analyzing costs and available resources.
- ✓ Attention to People: The most important! We must provide training, transition assistance, and utilize all available resources to minimize stress and turmoil of affected workforce.
- ✓ Attention to Detail: Ensuring accuracy of affected employees' records prior to implementing any reductions is critical. Information to the public must be screened for accuracy prior to release.
- ✓ Communication: Providing clear messages and directions to affected employees is vital. You can never over communicate.
- ✓ Evaluation: Reviewing downsizing plans to mark achievements and make necessary course corrections will ease the distress associated with downsizing.



# DoD Commitment to Employees & Families

## **Our Top Priority - Manage downsizing and workforce reshaping humanely and efficiently**

- Keep employees & families informed
- Maximize continued employment opportunities
- Treat employees in a humane and equitable manner
- Strive to mitigate adverse outcomes



# Management Challenges

- **Planning is critical – start now**
  - **Establish plan of action and milestones**
    - **Identify key skills to support mission**
    - **Determine when and how to utilize available tools and resources - DoD/DOL/ State/Local**
- **Balancing employee needs & mission requirements is challenging**
  - **Different variables for closure vs. realignment**
    - **RIF & transfer of function (TOF) decisions trigger voluntary attrition**
      - **Closure – When to allow Priority Placement Program (PPP) registration**
      - **Realignment – TOF survey letters**



# Management Challenges - Closure

## **Tools for maintaining operational continuity during closure:**

- **BRAC Annual leave restoration benefit**
- **Recruitment, relocation and retention bonuses (3Rs)**
  - **Establish appropriate minimum period of service for bonus**
- **Post closure follow-on assignment commitments**
  - **Option to retain employees in positions pre-identified as “key or critical to base operations”**
- **Retirees may be re-hired without a reduction in their annuities**
- **Commanders may waive restrictions on temporary appointments within 2 years of closure**
- **Elimination of 120-day detail limitation**
- **No permanent promotions or hiring within 2 years of closure**
  - **Exception: Assignment to key/critical vacancies (requires mobility agreement & follow-on placement guarantee)**
  - **Exception: Job exchanges (employee retires when installation closes)**



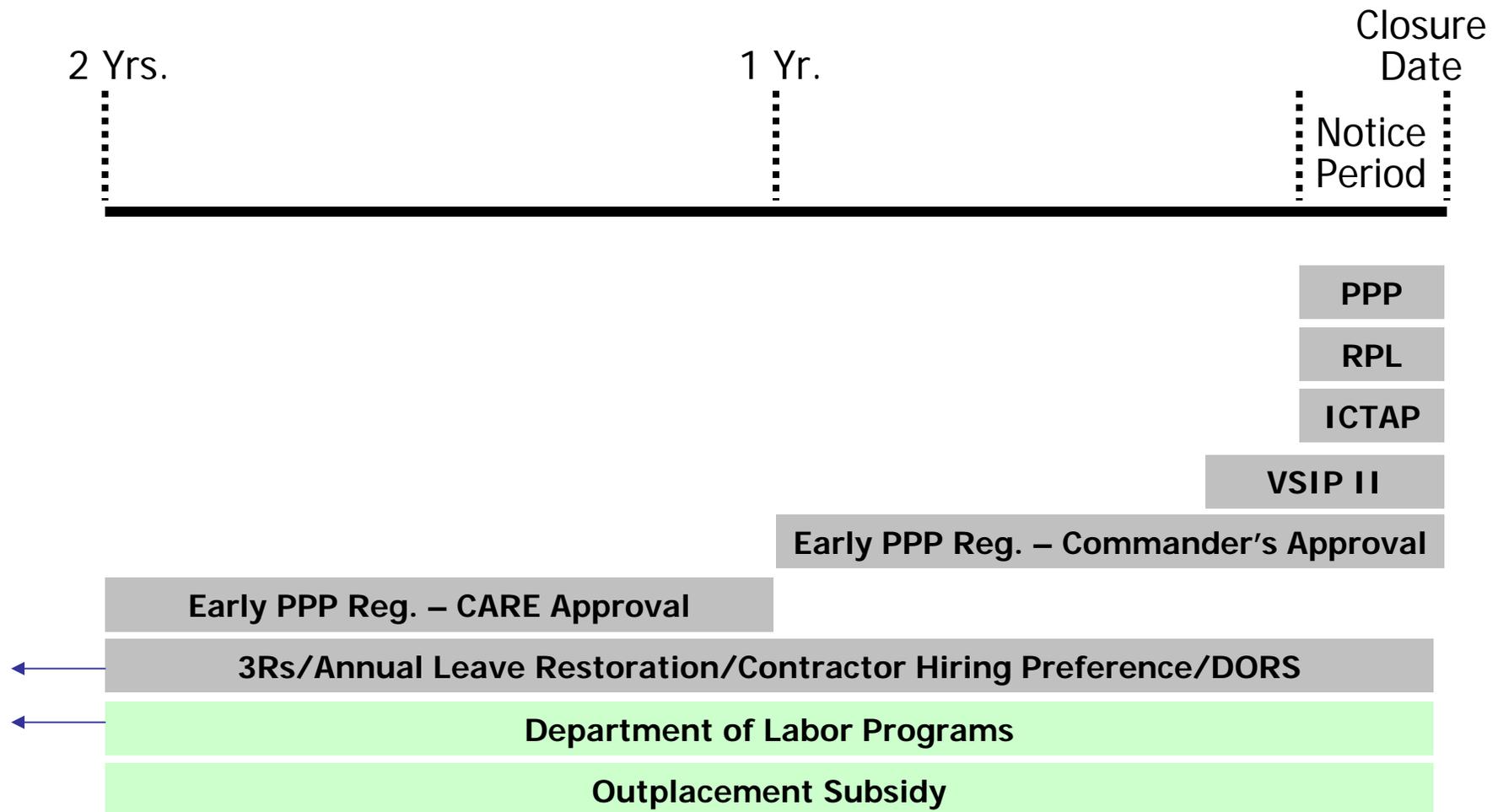
# Management Challenges - Realignment

## **Maintaining operational continuity during realignment:**

- Offsetting attrition is a primary concern**
  - **Historically high declination rates**
  - **Manpower gap at gaining site degrades mission capability**
- Management tools are available**
  - **Mobility requirement for new hires**
  - **Recruitment, Relocation and Retention Bonuses**
    - **Establish appropriate minimum period of service**
  - **Annual leave restoration benefit**
  - **Job exchanges**

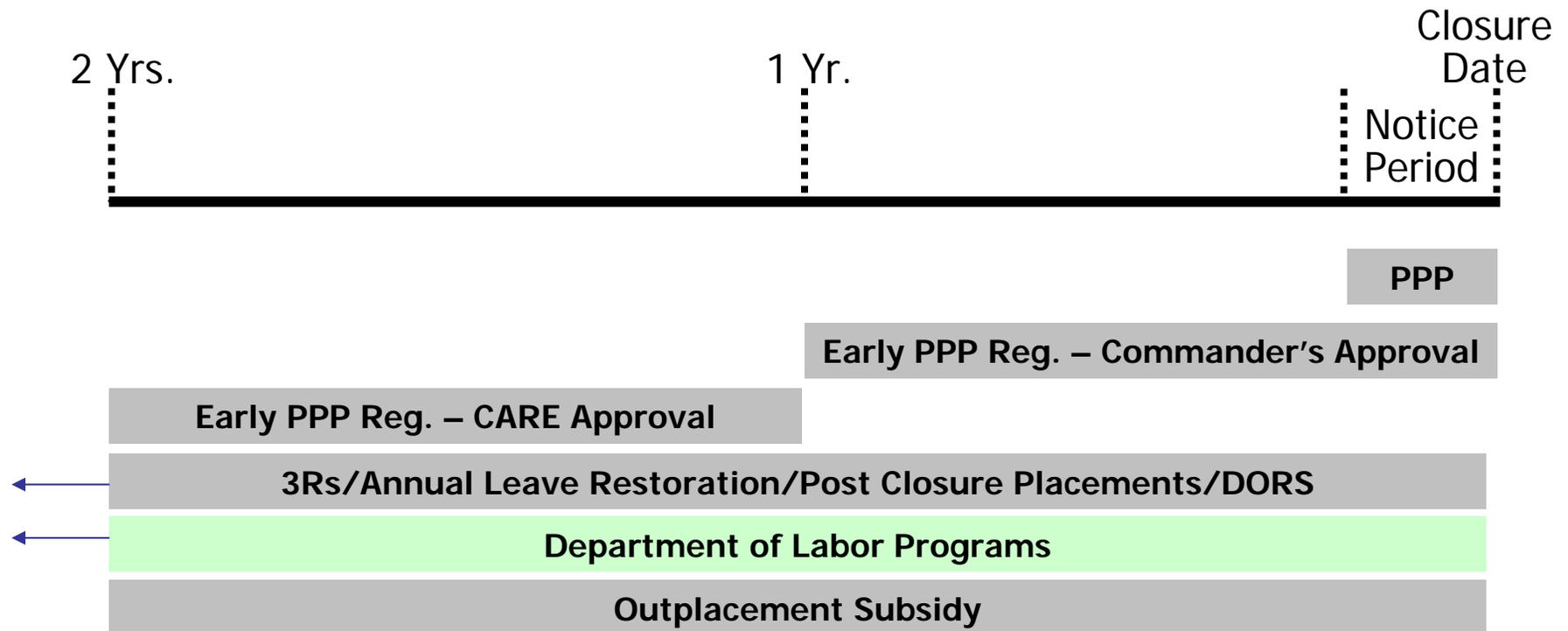


# Transition Assistance Timeline - Closure





# Transition Assistance Timeline - Realignment





# Drawdown Management Tools

- ✓ DoD Priority Placement Program (PPP)
- ✓ Reemployment Priority List (RPL)
- ✓ Interagency Career Transition Assistance Program (ICTAP)
- ✓ Voluntary Separation Incentive Pay (VSIP)
- ✓ Voluntary Early Retirement Authority (VERA)
- ✓ Voluntary Reduction in Force Authority (VRIF)
- ✓ Temporary Continuation of Coverage (TCC)
- ✓ BRAC Annual Leave Restoration
- ✓ Lump-Sum Severance Pay
- ✓ Outplacement Subsidy
- ✓ Outplacement Assistance (resume writing, retraining...etc.)
- ✓ Hiring Preference for Contractor Jobs
- ✓ Job Exchanges



For more information, visit the DoD BRAC Transition website at <http://www.cpms.osd.mil/bractransition>

UNITED STATES DEPARTMENT OF DEFENSE

**BRAC** Transition Assistance for DoD Civilian Employees

**Base Realignment and Closure (BRAC) Information**

The Department of Defense is committed to providing civilian employees affected by Base Realignment and Closure (BRAC) maximum assistance to continue Federal careers or pursue other endeavors. This website provides employees, managers, supervisors, and human resources specialists the latest information on BRAC, and the variety of transition assistance programs offered by the Department and other Federal agencies. In addition, it answers questions concerning BRAC and transition programs, and links to websites that will help you learn more about BRAC, transition assistance, and employment opportunities.

The tool bar on the left provides a series of Fact Sheets on Job Placement and Separation Programs, and Benefits and Entitlements offered to both appropriated and nonappropriated fund employees. Also available