

Career Transition Assistance for Displaced Federal Employees
Fifth Annual Report
Fiscal Year 2000

TABLE OF CONTENTS

Background on Career Transition Regulations (Summary)	2
Overview of Results	2
Governmentwide Career Transition Activity - FY 2000	4
Glossary of Terms	5
For More Information.....	6

BACKGROUND ON CAREER TRANSITION REGULATIONS

During the 1990's, transition and placement in the Federal Government underwent a dramatic transformation. On December 29, 1995, the Office of Personnel Management (OPM), working with the Interagency Advisory Group of Personnel Directors (now known as the Human Resources Management Council) and many other stakeholders, developed and issued interim career transition regulations. These regulations, which appear in 5 CFR Part 330, Subparts F and G, require Executive Branch agencies to provide career transition assistance to employees affected by downsizing or restructuring.

Executive Branch agencies must have Career Transition Assistance Plans for their surplus and displaced employees. They are also required to select well-qualified displaced employees ahead of most other candidates when filling positions in the Federal Government.

The career transition regulations were originally scheduled to expire on September 30, 1999. In July 1999, OPM extended the programs for another two years, and on June 4, 2001, OPM published regulations in the Federal Register at 66 FR 29895 making these programs permanent.

OVERVIEW OF RESULTS

Here is a summary of Federal agency efforts to assist employees displaced by downsizing or restructuring during Fiscal Year 2000 (October 1, 1999, to September 30, 2000) under these programs:

- In FY 2000, Executive Branch (non-postal) agencies separated 2,092 employees involuntarily by reductions in force (RIFs). During this same period, 2,768 employees were placed in Federal jobs through career transition assistance programs;
- In FY 2000, 418 non-Defense employees facing possible RIFs received career transition assistance and selection priority for other jobs in their agency. In addition, the Department of Defense (DoD) offered registration in the Defense Priority Placement Program to 4,085 of its displaced employees;
- 78 surplus and displaced non-Defense employees were placed in other positions within their agencies and 2,272 Defense employees were placed within Defense.

- 300 displaced employees were rehired through their agency's Reemployment Priority List;
- 118 employees affected by a RIF in one agency were selected for a position in another Federal agency;
- Overall, the OPM selection priority programs placed about 43% of the non-Defense surplus and displaced employees eligible for career transition assistance; and
- Defense and non-Defense programs together placed over 60% of the surplus and displaced employee eligible for career transition assistance.

From January 1993 through December 2000:

- The Executive Branch workforce shrank by 427,269 employees--a 19.5% reduction.

Results of Federal career transition assistance and placement programs from FY 1996 through FY 2000:

- 65,143 displaced Federal employees facing RIF separation received career transition assistance and selection priority for other jobs;
- Only 24,601 employees were separated through RIFs. Agencies placed 31,360 employees (an average of 48% of those eligible) through career transition assistance programs;
- 27,647 surplus and displaced Federal employees found other positions within their agency;
- 2,413 displaced Federal employees were rehired by their agency through the Reemployment Priority List; and
- 1,300 displaced Federal employees involuntarily separated by their agency were hired by another Federal agency.

GOVERNMENTWIDE CAREER TRANSITION ACTIVITY (FY 1996 - FY 2000)

Number of Employees Separated by Reduction in Force (Total: 24,601)					
	<i>FY 1996</i>	<i>FY 1997</i>	<i>FY 1998</i>	<i>FY 1999</i>	<i>FY 2000</i>
<i>Non-DoD</i>	3,773	1,158	973	417	484*
<i>DoD</i>	6,826	4,070	2,414	2,878	1,608*
Total	10,599	5,228	3,387	3,295	2,092*

Surplus or Displaced Employees Made Eligible for Career Transition Assistance in Their Agency (Total: 65,143)					
	<i>FY 1996</i>	<i>FY 1997</i>	<i>FY 1998</i>	<i>FY 1999</i>	<i>FY 2000</i>
<i>Non-DoD</i>	7,006	7,309	909	825	418
<i>DoD</i>	15,650	13,375	8,554	7,012	4,085
Total	22,656	20,684	9,463	7,837	4,503

Selections of Surplus/Displaced Employees Within Agencies Before RIF Separation (Total: 27,647)					
	<i>FY 1996</i>	<i>FY 1997</i>	<i>FY 1998</i>	<i>FY 1999</i>	<i>FY 2000</i>
<i>Non-DoD</i>	1,038	1,358	222	105	78
<i>DoD</i>	9,320	5,904	4,050	3,300	2,272
Total	10,358	7,262	4,272	3,405	2,350

RIFed Employees Rehired Through Reemployment Priority Lists (RPL) (Total: 2,413)					
	<i>FY 1996</i>	<i>FY 1997</i>	<i>FY 1998</i>	<i>FY 1999</i>	<i>FY 2000</i>
Total	828	910	183	192	300*

Movement of Displaced Employees from One Agency to Another Under the Interagency Career Agency Transition Assistance Plan (ICTAP) (Total: 1,300)					
	<i>FY 1996</i>	<i>FY 1997</i>	<i>FY 1998</i>	<i>FY 1999</i>	<i>FY 2000</i>
<i>Non-DoD</i>	352	386	264	109	103
<i>DoD</i>	33	22	9	7	15*
Total	385	408	273	116	118

* from the OPM Central Personnel Data File

GLOSSARY OF TERMS

Career Transition Assistance Plan (CTAP): A plan each Executive Branch agency must develop to provide pre-separation career transition services to employees affected by downsizing. These plans: (1) describe the career transition services available (such as resume preparation, job counseling, or other services); and (2) give selection priority to surplus and displaced workers for vacancies in other parts of the agency in the same commuting area.

Displaced employee: A current or former career or career conditional competitive service employee, at grade level GS-15 or below, facing reduction in force separation or involuntary separation for declining a directed reassignment or transfer of function outside the commuting area.

Interagency Career Transition Assistance Plan (ICTAP): The program offering displaced employees priority for jobs in Federal agencies other than the agency which separated them. When an Executive Branch agency recruits to fill a competitive service position from outside its workforce, it must post the vacancy in OPM's Federal Job Database and give displaced employees the opportunity to apply. Before selecting most outside candidates, the agency must give selection priority to eligible, well-qualified applicants displaced from other Federal agencies in the same local commuting area.

Priority Placement Program (PPP): A program administered by the Department of Defense (DoD) for DoD employees affected by downsizing. The PPP places displaced DoD employees in vacant positions within Defense agencies.

Reduction in Force (RIF): A system determining the retention rights of employees when an agency must separate, downgrade, displace, or furlough employees for more than 30 days due to a lack of funds, shortage of work, insufficient personnel ceiling, or reorganization. Retention rights are based on tenure, veterans= preference, length of service and performance.

Reemployment Priority List (RPL): A list developed and maintained by Federal agencies to give reemployment consideration to their former competitive service employees separated by RIF. Before filling vacancies from outside its workforce, the agency must give RPL candidates priority.

Surplus employee: A current career or career conditional competitive employee, at grade level GS-15 or below, in a surplus position or occupation and therefore potentially facing future reduction in force separation.

FOR MORE INFORMATION

Additional copies of this report are available through the Internet at www.opm.gov/ctap/FY00REPT.HTM.

You can download copies of Office of Personnel Management restructuring publications, including "The Employee's Guide To Career Transition," "The Employee's Guide To RIF," and "The Employee's Guide To Benefits for Employees Affected by RIF," from the our website by using our searchable publications database at apps.opm.gov/publications/index.htm. Or call (202) 606-0960 and we will mail you the Guides you want.

You can find a variety of other information and publications on downsizing and restructuring on our website at apps.opm.gov/publications/index.htm. Good keywords to search for include: career transition, downsizing, reduction in force, buyouts, or voluntary early retirement.

Additional career transition information is available at "Planning Your Future: A Federal Employee's Survival Guide," located at <http://safetynet.doleta.gov>.

For information on all aspects of downsizing and career transition policy, call (202) 606-0960 or FAX (202) 606-2329.

For downsizing and career transition reimbursable services, contact OPM's Nationwide Downsizing Reimbursable Services Office in San Francisco at (415) 281-7094.

For information on Federal job vacancies:

- Visit USAJOBS at www.usajobs.opm.gov to search and apply for vacancies via the Internet.
- Call USAJOBS by phone at (478) 757-3000, or TDD (478) 744-2299. This interactive voice response telephone system lists current job opportunities worldwide, and has employment information fact sheets, applications and forms. In some instances, you can apply for jobs by phone

- For skills assessment programs available on a reimbursable basis, call 606-0820.
- For information on help available to dislocated workers through the Department of Labor, check their web site at www.doleta.gov/layoff/workers01.asp or call (202) 219-0118.
- For information on career transition services available to displaced Federal employees and contractors visit www.opm.gov/rif/general/onestop.htm