

**ORDER OF PROCESSING PHYSICIANS AND DENTISTS
FROM NSPS TO GS AND FROM GS TO PDPP
WHEN USING THE SAME EFFECTIVE DATE**

1. Use the same effective date to: (1) transition National Security Personnel System (NSPS) Physicians and Dentists to the General Schedule (GS) system and (2) convert transitioned Physicians and Dentists from GS to the Physicians and Dentists Pay Plan (PDPP). The Defense Civilian Personnel Data System (DCPDS) will generate two Notifications of Personnel Action, SFs-50. Both must be filed in the employee's personnel folder to document compliance with the provision in the National Defense Authorization Act for Fiscal Year 2010 (NDAA 2010) that employees transition from NSPS to the statutory pay and personnel system that last applied, which was GS in this case.

2. Process the two actions with the same effective date in sequence and early enough in the pay period so that both actions and all Personnel Rejects and Payroll Invalids are accomplished within that pay period; i.e. NSPS to GS first and GS to PDPP next. For example, PROCESS the NSPS TO GS effective Sunday. Once that action is processed, ENSURE someone goes through and works the PERSONNEL REJECTS AND also works with payroll to assist in getting the PAYROLL INVALIDS WORKED (these are reports that need to be worked by knowledgeable HR processors).

When ALL THE REJECTS AND INVALIDS HAVE BEEN RESOLVED, THEN PROCESS THE GS TO PDPP with the same effective date. IMMEDIATELY WORK any REJECTS OR INVALIDS after this move. This can all be accomplished within the same pay period. This will create the two SFs-50. It will also create both actions on the Retirement Card at DFAS, and the employee should see no difference in their overall pay.

An example of timing would be:

21 July 2011: Process NSPS to GS actions effective 17-Jul-2011
22 July 2011: Work rejects and invalids
25 July 2011: Work rejects and invalids
26 July 2011: Process GS to PDPP actions effective 17-Jul-2011
27 July 2011: Work rejects and invalids
28 July 2011: Work rejects and invalids

Enterprise HR Automated Systems, San Antonio, recommends processing these actions on Thursday of the first week of the pay period because Component processors will not receive the Rejects/Invalids until Friday morning no matter when the actions are processed that week; i.e., if the action is processed Sunday-Thursday (17-21 July), then the processors will not see the pay status (Rejects/Invalids) until Friday morning, 22 July. This is just how the systems work on the first week of the pay period.

3. Processing questions should be directed to Donna Farris, Enterprise HR Automated Systems, HR-BITS, at 210-652-2631 (DSN 487-2631) or donna.farris@us.af.mil.