

COVID-19 Civilian Personnel Guidance

Current as of 14 May 2020

Installation Status: **Open To DoD ID Cardholders**

Continuity of Operations Plan (COOP): **Activated**

Civilian Stop Movement & Recruitment:

Effective 13 May 20, AFPC will begin releasing Permanent Change of Station (PCS) orders and firm job offers to applicants/employees, provided all requirements have been met. AF has established the following priorities for processing orders through the AFPC PCS Unit, and will continue to process ETPs:

Priority 0. Individuals Stopped & Impacted by Travel Restrictions – AFPC will set new entrance on duty dates for amendments to orders

Priority 1. Statutory Moves – Overseas Returnees/PPP/Retirements/Separations

Priority 2. Accessions – Onboarding/recruitments

Priority 2.1. Training and All Others

New Faculty hires are covered under the blanket exemption and do not require ETPs. For applicants without an ETP or covered under a blanket exemption, EODs will be set for after 30 June 2020. For those applicants initially impacted by travel restriction, most EODs will likely be for 5/6 July or 19/20 July.

Effective 18 May 2020, for new PCS requests, EODs will be based on the standard procedures of 45 days for CONUS and 60 days for OCONUS moves.

Source: https://mypers.af.mil/app/answers/detail/a_id/47423

Leave: *The below information will be posted to the chat in today's Supt Live Event*

Time Off Awards (TOA): A decision on TOA extensions (expiring by a certain date) is being finalized by DoD and we expect to be able to send that information out to Team USAFA sometime next week.

Travel Comp Time: HAF is currently working on an AFGM to DODI 1400.25V550_AFI 36-808, "Pay Administration (General)" which would allow for an emergency extension of the Travel Comp Time due to the COVID-19 crisis. We expect this guidance to come out in about 2 weeks.

Annual Leave Carryover: HAF continues their dialog with Office of Personnel Management (OPM) regarding the potential extension of use/lose leave for federal civilians. At this point, it's premature to speculate if OPM will support. A new bill (Federal Frontline Worker Leave Protection Act (H.R. 6733)) was introduced in the House last week that would allow certain federal workers who can't take leave this calendar year due to the coronavirus pandemic to roll over all of their unused leave to 2021. The bill stipulates this would apply to employees whose work is part of the COVID-19 response effort. It further states exceptions include employees whose work in a year has been primarily overseas or more broadly required extended travel or because "exigencies of the public business" forced workers to cancel previously scheduled leave. Due to the statutory change requirement for this, we do not expect an update from OPM on this until late June.

Policy questions can be sent to USAFA/A1C, Ms. Catherine Watola at catherine.watola@usafa.edu or Mr. Rich Bailey at richard.bailey@usafa.edu.