



**Defense Civilian Intelligence Personnel System (DCIPS)
Natures of Action and Legal Authority Codes**

Refer to this table to determine the NOA/NOAC and the legal authority code (LAC) to use when processing an action taken under DCIPS procedures. Continue to use *US Office of Personnel Management (OPM) Guide to Processing Personnel Actions (GPPA)* tables to process actions taken under OPM procedures.

If action is	And the person	NOAC	NOA	LAC	Notes
DCIPS Appointment without Time Limitation	Is not on your agency's rolls	170	Exc Appt	UAM	
	Is already on the rolls of your agency	570	Conv to Exc Appt	UAM	
DCIPS Appointment which is Temporary or Term Limited	Is not on your agency's rolls	171	Exc Appt NTE	UAM	
	Is already on the rolls of your agency	571	Conv to Exc Appt NTE	UAM	
Extension of an Exc Appt NTE	Is already on the rolls of your agency	760	Ext of Appt NTE	UAM	
Promotion from a DCIPS Band to next Higher Band (IA to IA)		702	Promotion	UAM	
Promotion from DCIPS grade to a Higher Grade (GG to GG)		702	Promotion	UAM	
Reassignment from a DCIPS Band to same Band (IA to IA) with no salary increase		721	Reassignment	UAM	
Reassignment from a DCIPS Band to same Band (IA to IA) with salary advancement		721	Reassignment	UAM	

If action is	And the person	NOAC	NOA	LAC	Notes
Reassignment from DCIPS grade to a Same Grade (GG to GG)		721	Reassignment	UAM	
Reduction to a Lower Band (IA to IA) which is voluntary or involuntary		713	Chg to Lower Grade, Level or Band	UAM	
Reduction to a Lower Grade (GG to GG) which is voluntary or involuntary		713	Chg to Lower Grade, Level or Band	UAM	
Cash Award – Rating Based		840	Individual Cash Award RB		“RB” means Rating Based. Use the applicable Award Type; such as, Award Type ‘8B’ (On the Spot-Award) for spot awards.
Cash Award - Not Rating Based		849	Individual Cash Award NRB		“NRB” means Not Rating Based. Use the applicable Award Type; such as, Award Type ‘8B’ (On the Spot-Award) for spot awards.
Cash Award – Suggestion/Invention		842	Individual Suggestion/Invention Award		Use the applicable Award Type; such as, Award Type ‘01’ (Suggestion Cash Award); ‘03’ (Invention Cash Award); ‘04’ (Scientific Achievement Cash Award).
Time Off Award		846	Individual Time Off Award		Use Award Type ‘80’ (Time Off Award).
Referral Bonus		848	Referral Bonus		Use Award Type ‘81’ (Referral Bonus).
Base Pay Increase Equivalent to Two Steps		871	DCIPS Sustained Quality Increase (SQI)	UAM	Not Applicable to IA Pay Bands. Use Award Type ‘8Z’ (DCIPS Sustained Quality Increase).

If action is	And the person	NOAC	NOA	LAC	Notes
Performance Bonus		885	Lump Sum Performance Payment RB-ILPA	UAM	“RB-ILPA” means Rating Based – in Lieu of Pay Adjustment. Used for Bonus Awards prior to 1 January 2012. Use Award Type ‘8V’ (DCIPS Performance Award).
Performance Bonus		886	Lump Sum Performance Payment RB-NILPA	UAM	“RB-NILPA” means Rating Based – Not in Lieu of Pay Adjustment. Use for Bonus Awards effective on or after 1 January 2012. Use Award Type ‘8V’ (DCIPS Performance Award).
Transition from IA to GG		890	Misc Pay Adj	UAM	
Performance Payout Increase		891	Reg Perf Pay	UAM	Use Award Type ‘8U’ (DCIPS Performance Increase).
Base Pay Increase Equivalent to One Step		892	Irreg Perf Pay	UAM	Use Award Type ‘07’ (Quality Step Increase) if effective date is prior to 1 Feb 2012. Use Award Type ‘8Y’ (DCIPS Quality Increase) if effective date is on or after 1 Feb 2012.
Career Enhancement Increase		892	Irreg Perf Pay	UAM	Not Applicable to GG Use Award Type ‘8R’ (Career Enhancement Increase) and Training Program ID ‘DC’ (DCIPS Career Enhancement).
Periodic Increase (IA) or Within-Grade Increase (GG)		893	Reg WRI	UAM	
Annual Pay Adjustment due to rate change or locality/TLMS change		894	Gen Adj	UAM/ZLM	