



DCIPS 101

Occupational Structure

This is a presentation slide titled "DCIPS Occupational Structure". It features the DCIPS logo in the top left corner. The main content area contains three photographs of people in professional settings: two men in yellow shirts reviewing documents, a man in a suit speaking at a meeting, and a woman in a black blazer writing in a notebook. A small icon of a hierarchical chart labeled "Occupational Structure" is in the top right. Below the photos, a text box states: "DCIPS provides a framework to enable employees performing similar tasks at similar levels to get recognized and compensated in a similar fashion. The DCIPS Occupational Structure is part of this framework". At the bottom, there is a navigation bar with icons for home, folder, CC, list, a status indicator "App 2: 1 of 16", a compass, and navigation arrows.

DCIPS is the common personnel system for the Defense Intelligence Enterprise. This means that job duties, assignments, and compensation are determined by a standard process across the Enterprise instead of individual judgments made at the Component-level. So, while job titles may vary depending upon the Component, DCIPS provides a framework to enable employees performing similar tasks at similar levels to get recognized and compensated in a similar fashion. The DCIPS Occupational Structure is part of this framework.

DCIPS 101 – Occupational Structure

The DCIPS logo is located in the top left corner of the application window, featuring a stylized star and the text "DCIPS" and "DEFENSE CIVILIAN INTELLIGENCE PERSONNEL SYSTEM".

DCIPS Occupational Structure

A small icon representing the Occupational Structure, showing a hierarchical diagram with three levels of boxes.

Occupational Structure

A photograph of a man and a woman in business attire sitting at a small round table. The woman is on the left, holding a clipboard, and the man is on the right, pointing at the clipboard. They appear to be in a meeting or discussion.

In this application we will identify what the DCIPS Occupational Structure is, the benefits to you and your Component, how it is applied, and where you fit within it.

A home icon inside a square button.

A folder icon inside a square button.

A "CC" (Creative Commons) icon inside a square button.


A list or document icon inside a square button.

App 2: 1 of 16

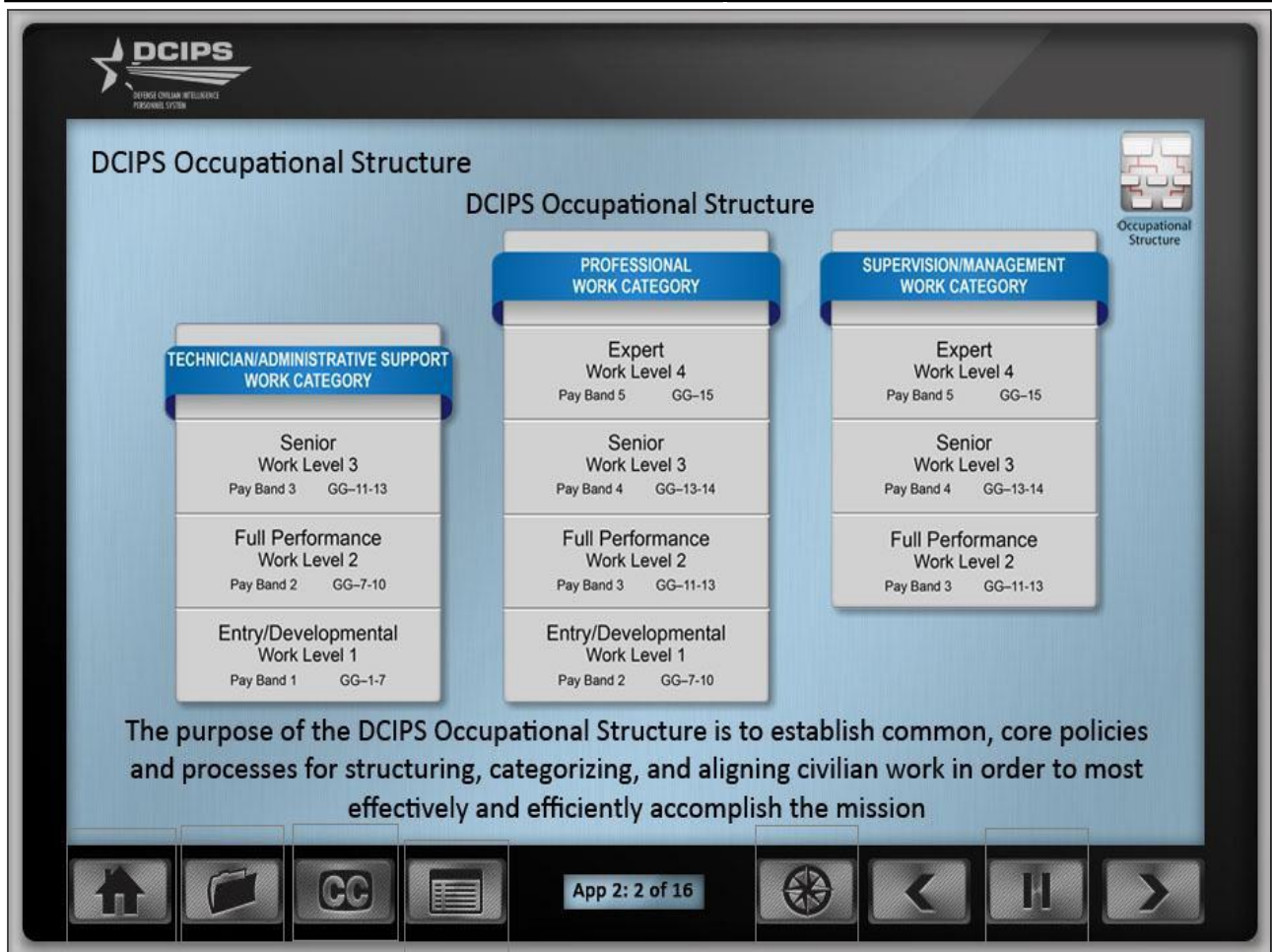
A compass or directional icon inside a square button.

A left-pointing arrow icon inside a square button.

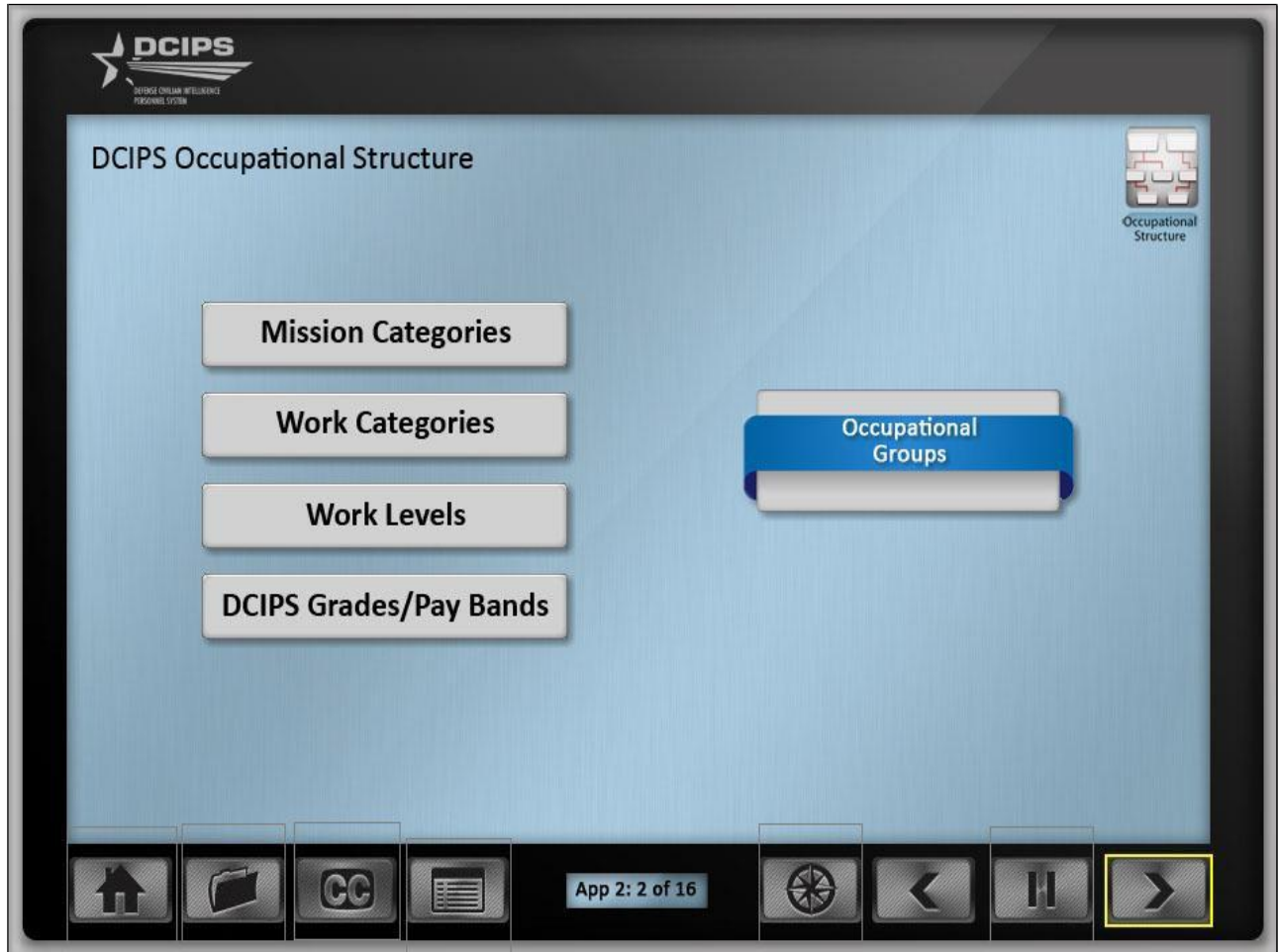
A pause icon inside a square button.

A right-pointing arrow icon inside a square button, highlighted with a yellow border.

DCIPS 101 – Occupational Structure



The DCIPS Occupational Structure is the means by which all positions within the Defense Intelligence Enterprise are organized. Its purpose is to establish common, core policies and processes for structuring, categorizing, and aligning civilian work in order to most effectively and efficiently accomplish the mission.



It is comprised of mission categories, work categories, work levels, DCIPS Grades and Bands, and works with occupational groups.

This is a presentation slide titled "DCIPS Occupational Structure". It features the DCIPS logo in the top left corner. The main content area is divided into two sections. On the left, there is a photograph of a woman in a business suit standing and pointing at a whiteboard labeled "Workforce Planning", while two men in suits sit at a table in front of her. On the right, under the heading "Benefits of the common DCIPS Occupational Structure:", there is a bulleted list of five benefits. In the top right corner of the slide, there is a small icon of a hierarchical organizational chart labeled "Occupational Structure". At the bottom of the slide, there is a navigation bar with icons for home, folder, CC, list, and a status indicator "App 2: 3 of 16", along with navigation arrows and a compass icon.

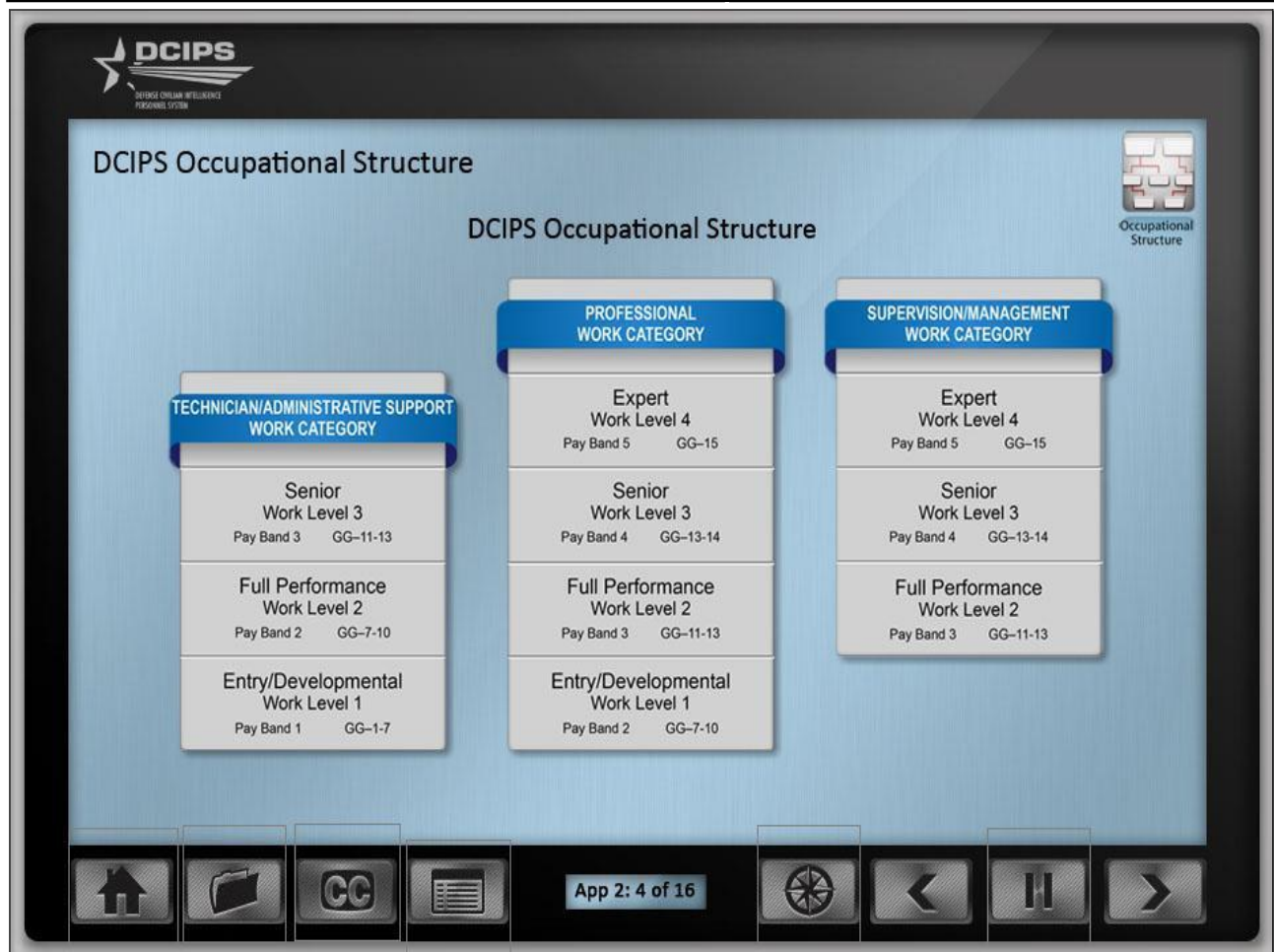
The common DCIPS Occupational Structure provides several benefits for both you and your Component. It promotes consistency across the Enterprise, helps the Enterprise recruit for DCIPS positions, helps the Enterprise conduct strategic workforce planning in order to ensure the right people are in the right places to meet evolving mission requirements, supports career progression, making it easier for you to transfer within the Enterprise, and helps facilitate Joint Duty Assignments between DCIPS Components and other members of the IC.

DCIPS 101 – Occupational Structure



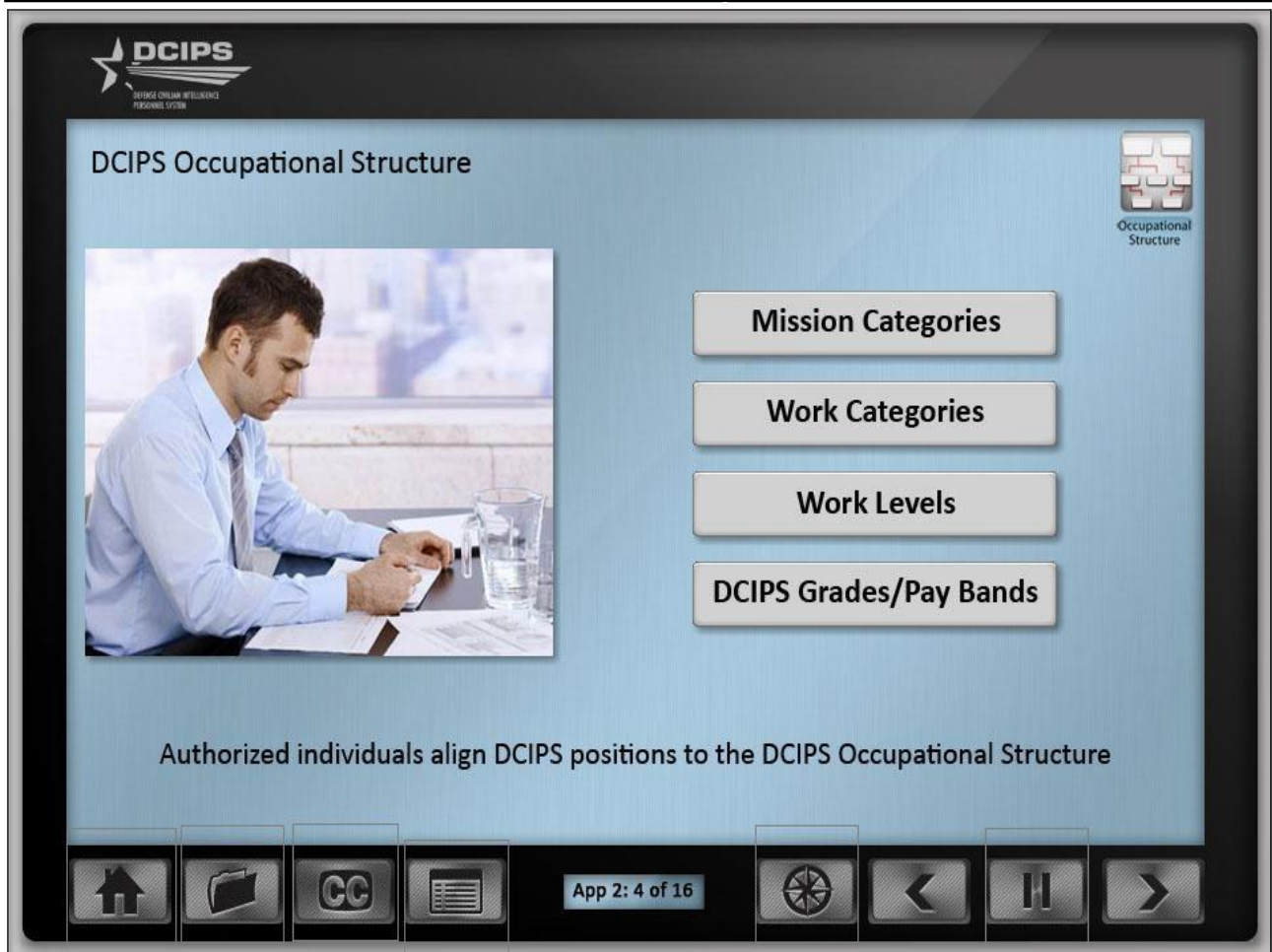
Bottom line, the DCIPS Occupational Structure has everyone within the Enterprise talking the same language and using the same criteria when it comes to aligning and describing DCIPS positions

DCIPS 101 – Occupational Structure



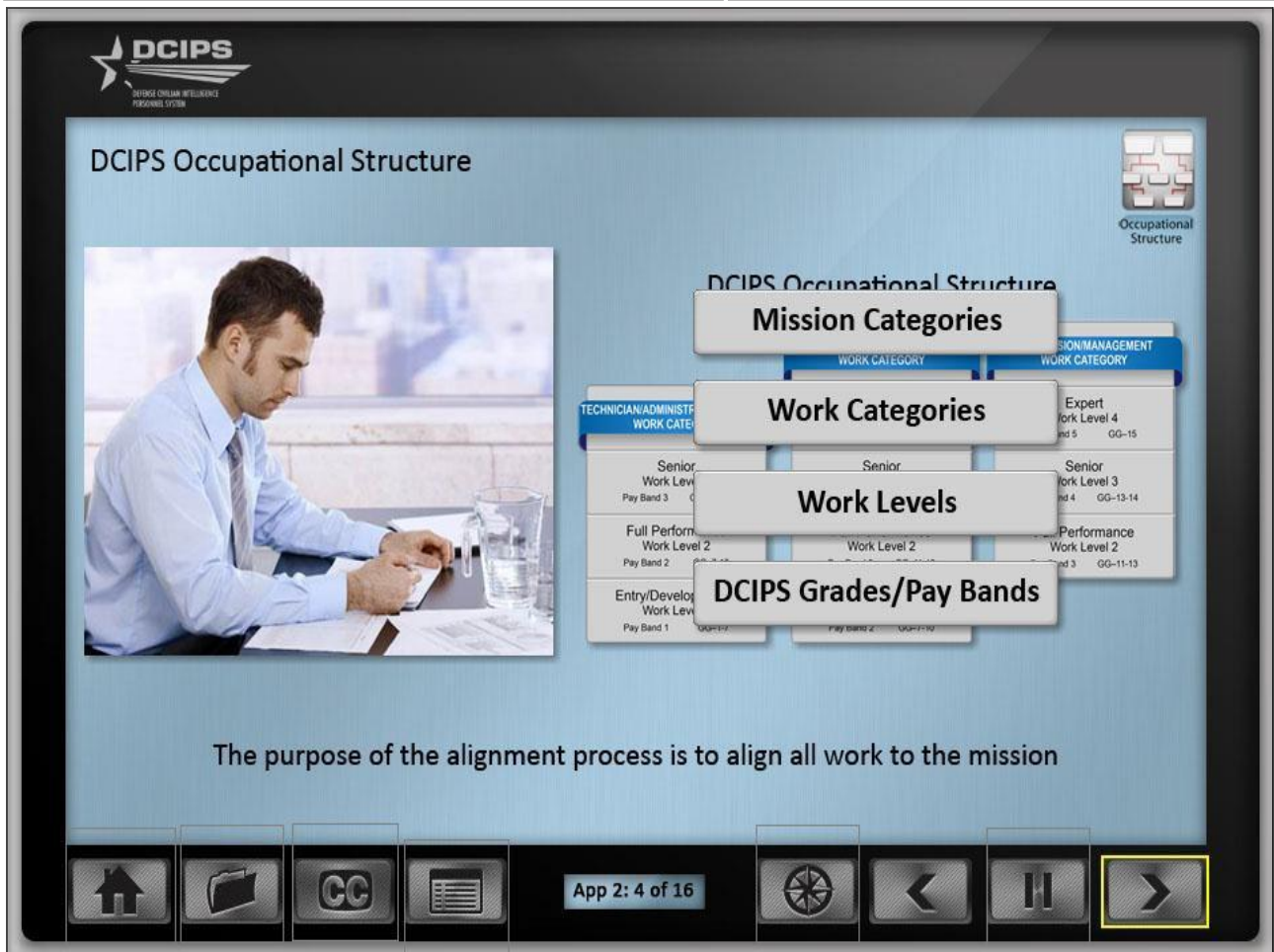
As a DCIPS employee, your position has been aligned to the DCIPS Occupational Structure.

DCIPS 101 – Occupational Structure



What this means is that an authorized individual within your Component followed the top-down alignment process to determine the appropriate mission category, work category, work level, and DCIPS Grade or Pay Band for your position.

DCIPS 101 – Occupational Structure



DCIPS Occupational Structure

DCIPS Occupational Structure

Mission Categories

Work Categories

Work Levels

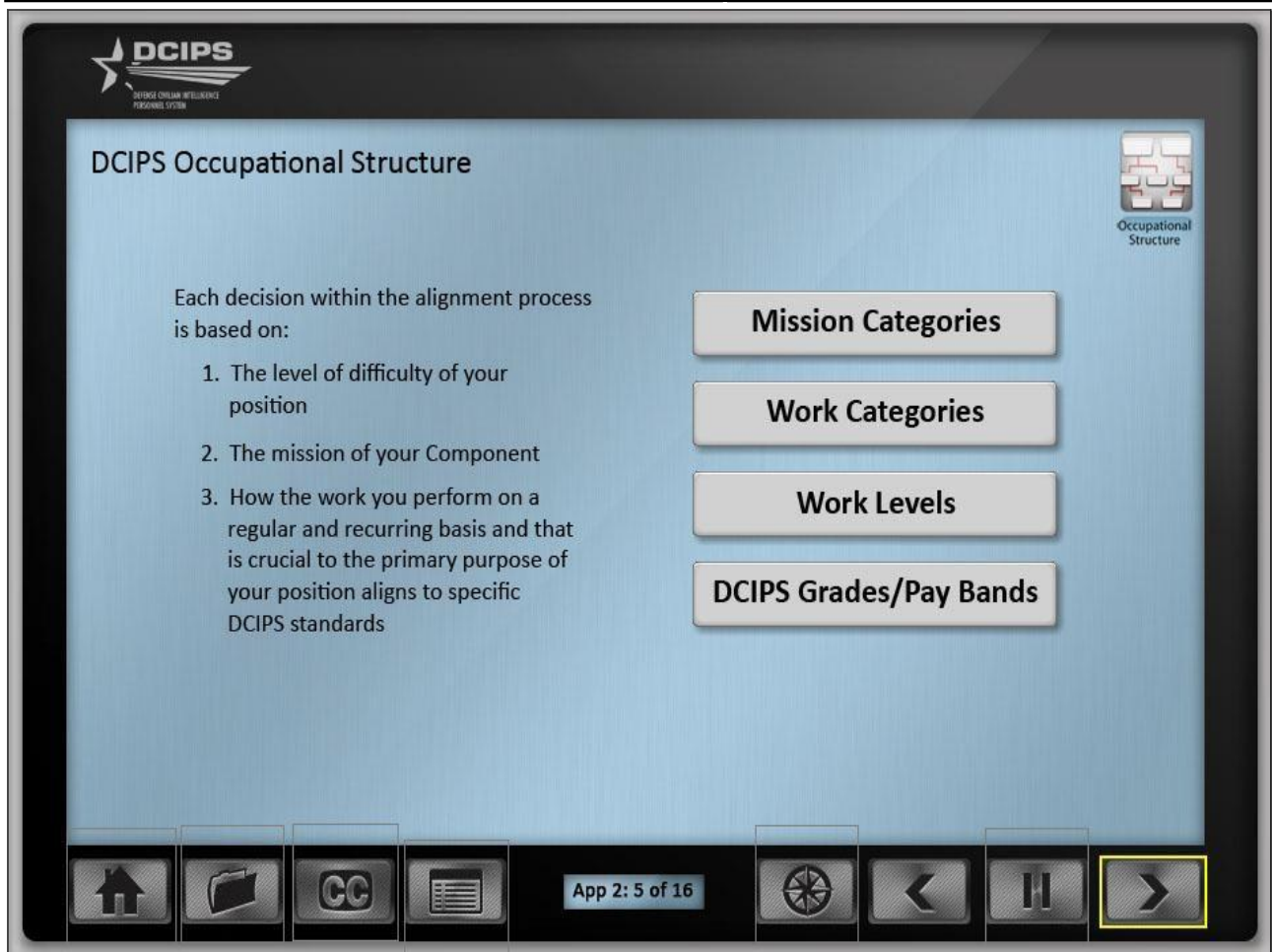
DCIPS Grades/Pay Bands

The purpose of the alignment process is to align all work to the mission

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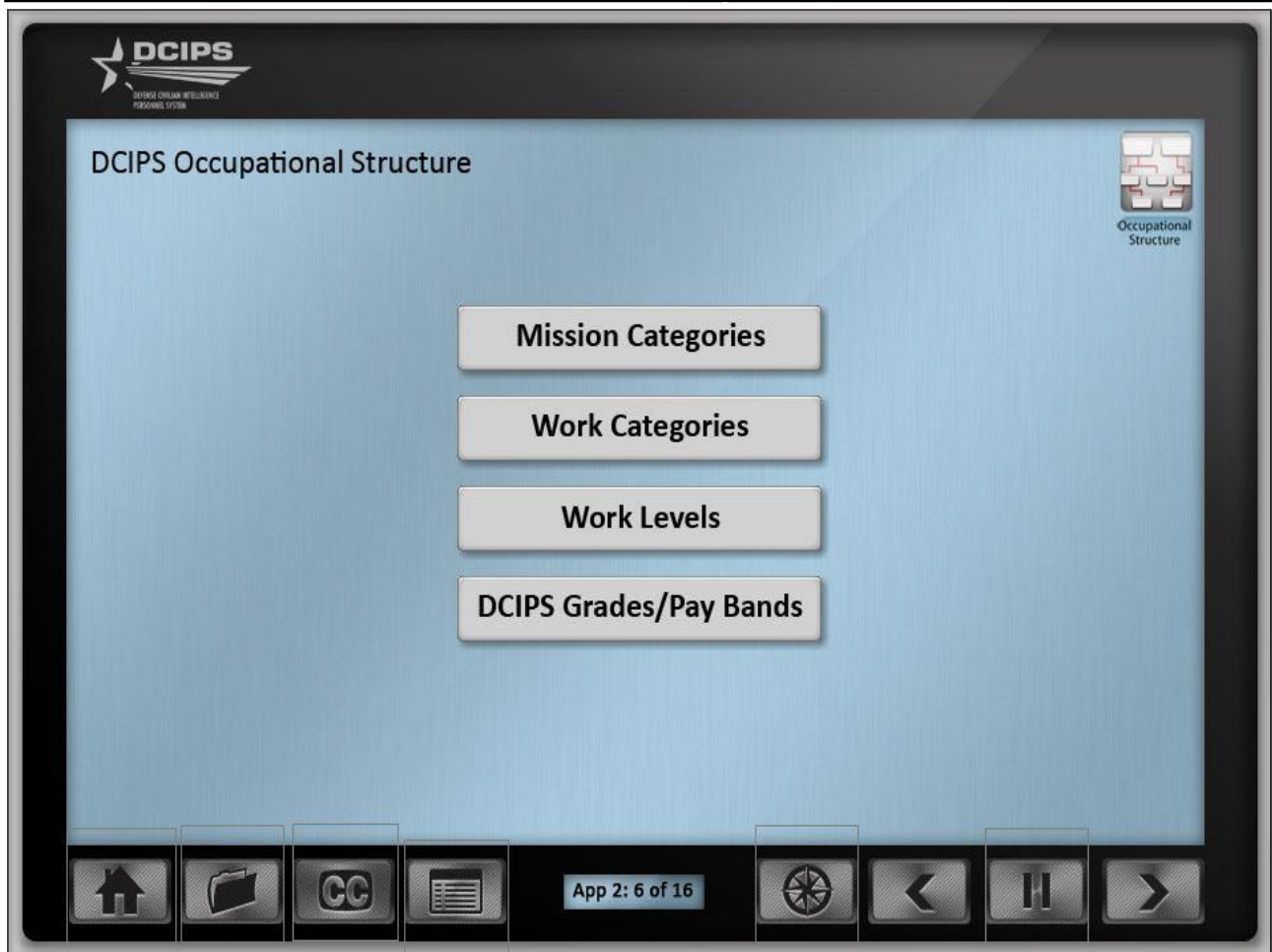
The purpose of the alignment process is to align all work to the mission. As such, the process is followed for all DCIPS positions. The details of the alignment process are beyond the scope of this course, but to help you see where you fit within the DCIPS Occupational Structure, let's walk through the general steps of the top- down alignment process.

DCIPS 101 – Occupational Structure



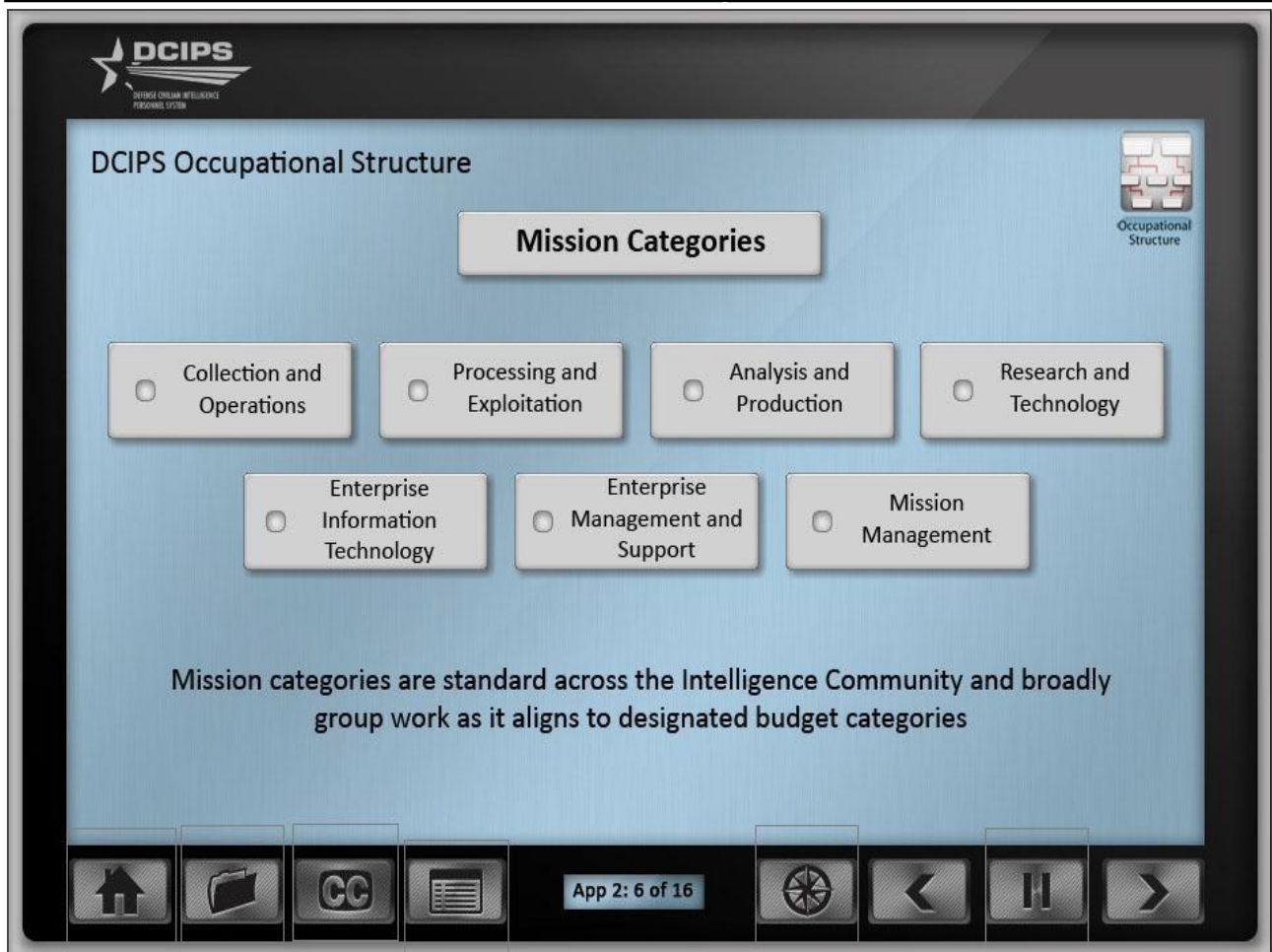
Each decision within the alignment process is based on three key factors: 1. the level of difficulty of your position; 2. the mission of your Component; and, 3. how the work you perform on a regular and recurring basis and that is crucial to the primary purpose of your position aligns to specific DCIPS standards.

DCIPS 101 – Occupational Structure



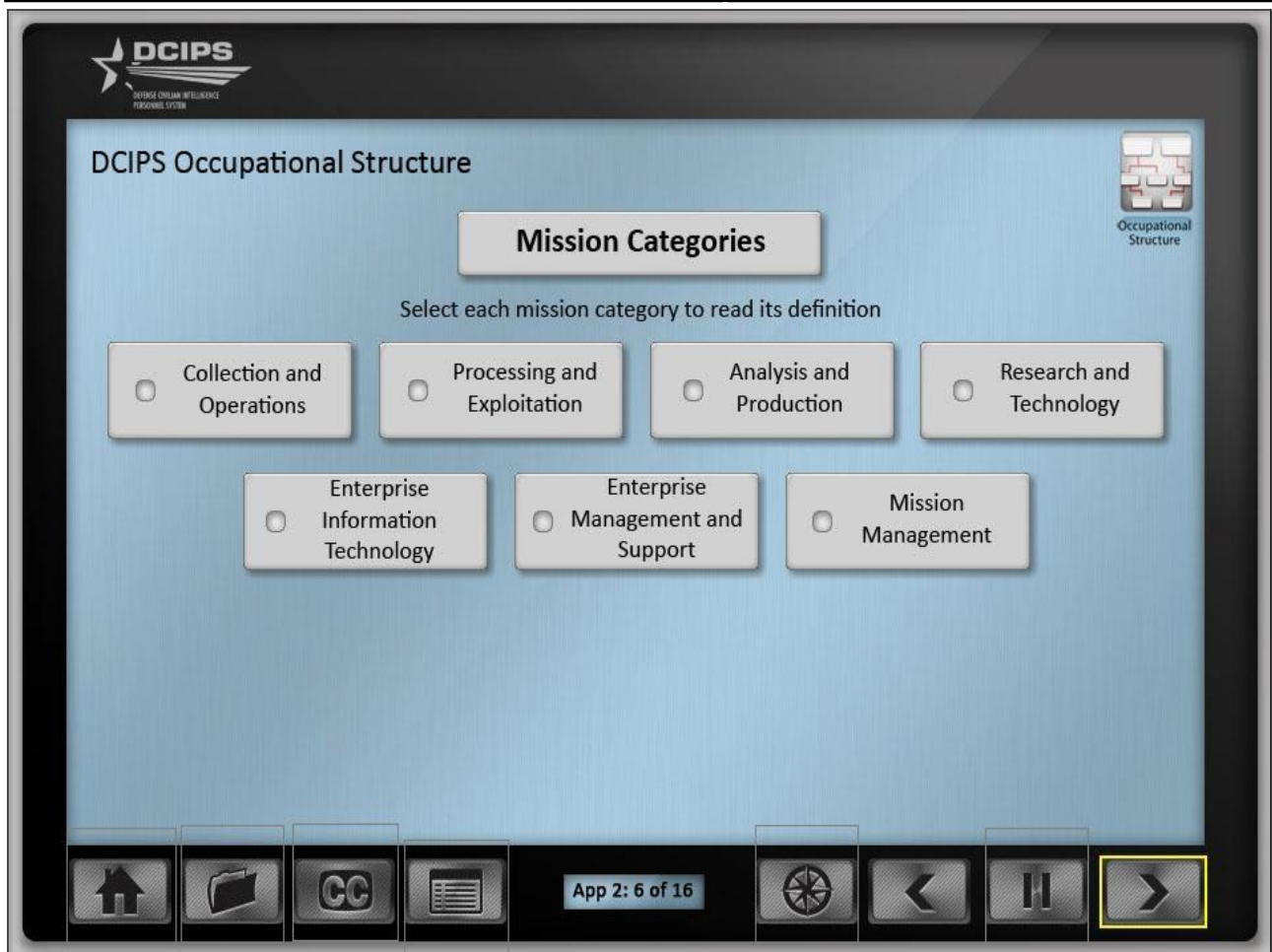
Taking the three factors we just discussed in mind, the first step in the top-down process is to determine the mission category to which your position aligns.

DCIPS 101 – Occupational Structure



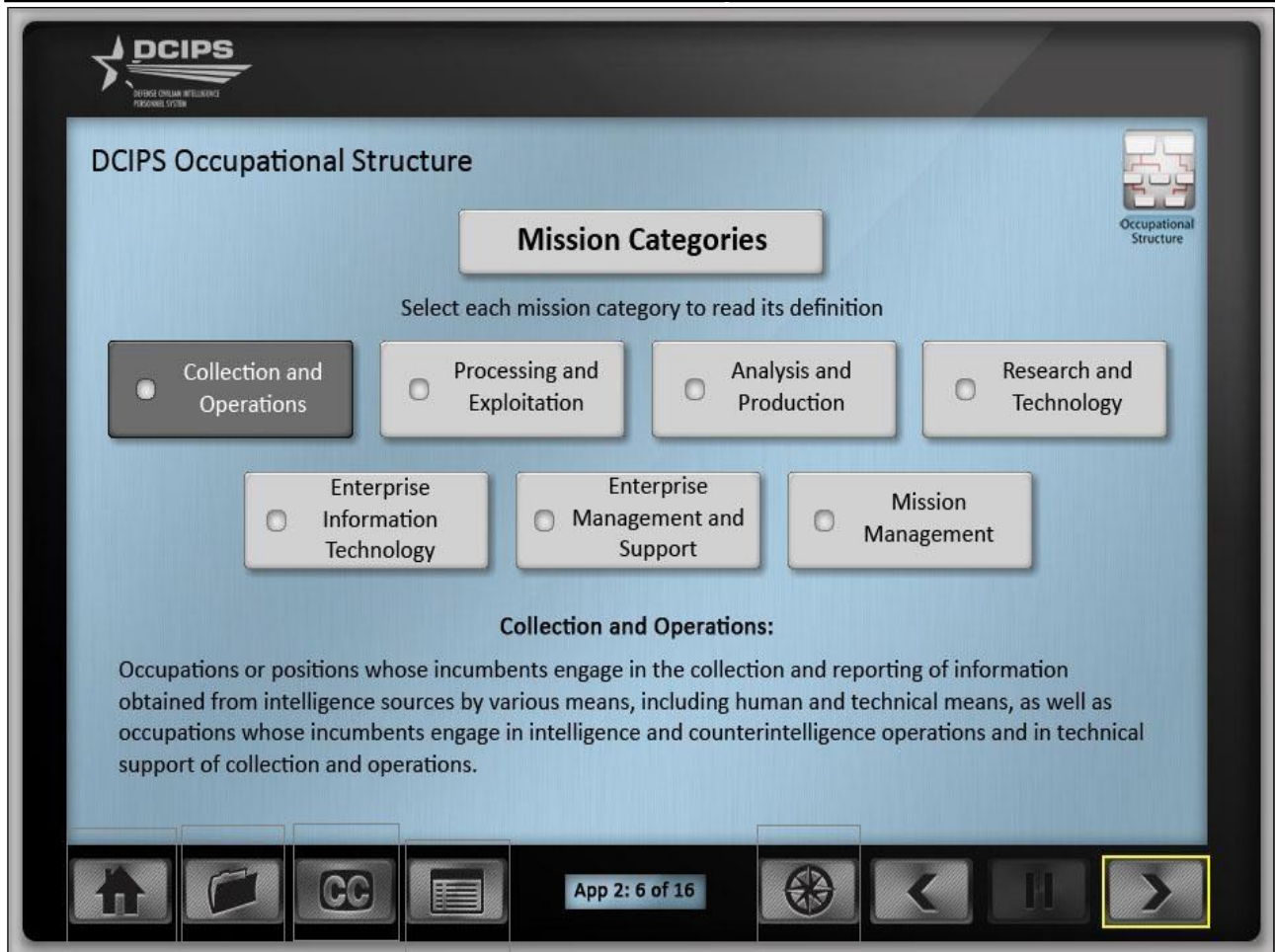
There are seven mission categories. They are standard across the Intelligence Community and were established by the Office of the Director of National Intelligence. They broadly group work as it aligns to designated budget categories.

DCIPS 101 – Occupational Structure



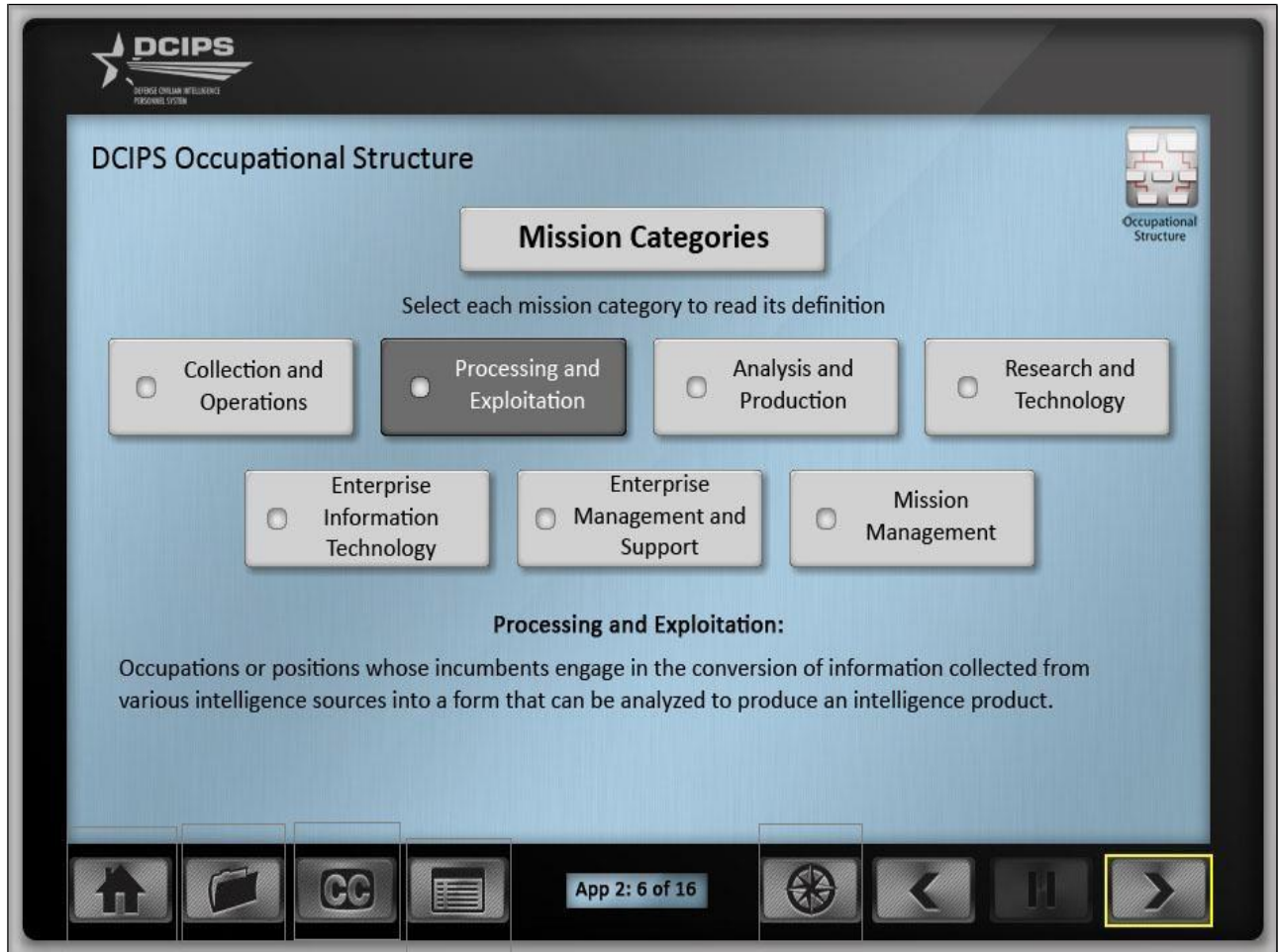
We will review the definition for each mission category.

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes seven buttons for selecting mission categories: "Collection and Operations", "Processing and Exploitation", "Analysis and Production", "Research and Technology", "Enterprise Information Technology", "Enterprise Management and Support", and "Mission Management". The "Collection and Operations" button is selected. Below the buttons, the text "Collection and Operations:" is followed by a description: "Occupations or positions whose incumbents engage in the collection and reporting of information obtained from intelligence sources by various means, including human and technical means, as well as occupations whose incumbents engage in intelligence and counterintelligence operations and in technical support of collection and operations." The interface also includes a DCIPS logo in the top left, a small "Occupational Structure" icon in the top right, and a navigation bar at the bottom with icons for home, folder, CC, list, a status indicator "App 2: 6 of 16", a compass, and navigation arrows. The rightmost arrow is highlighted with a yellow border.

(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes seven selectable buttons: "Collection and Operations", "Processing and Exploitation" (which is highlighted), "Analysis and Production", "Research and Technology", "Enterprise Information Technology", "Enterprise Management and Support", and "Mission Management". Below these, the "Processing and Exploitation" category is defined. The bottom of the screen has a navigation bar with icons for home, folder, CC, list, a compass, and navigation arrows. The text "App 2: 6 of 16" is displayed in the center of the navigation bar.

DCIPS
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PROCESSING SYSTEM

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

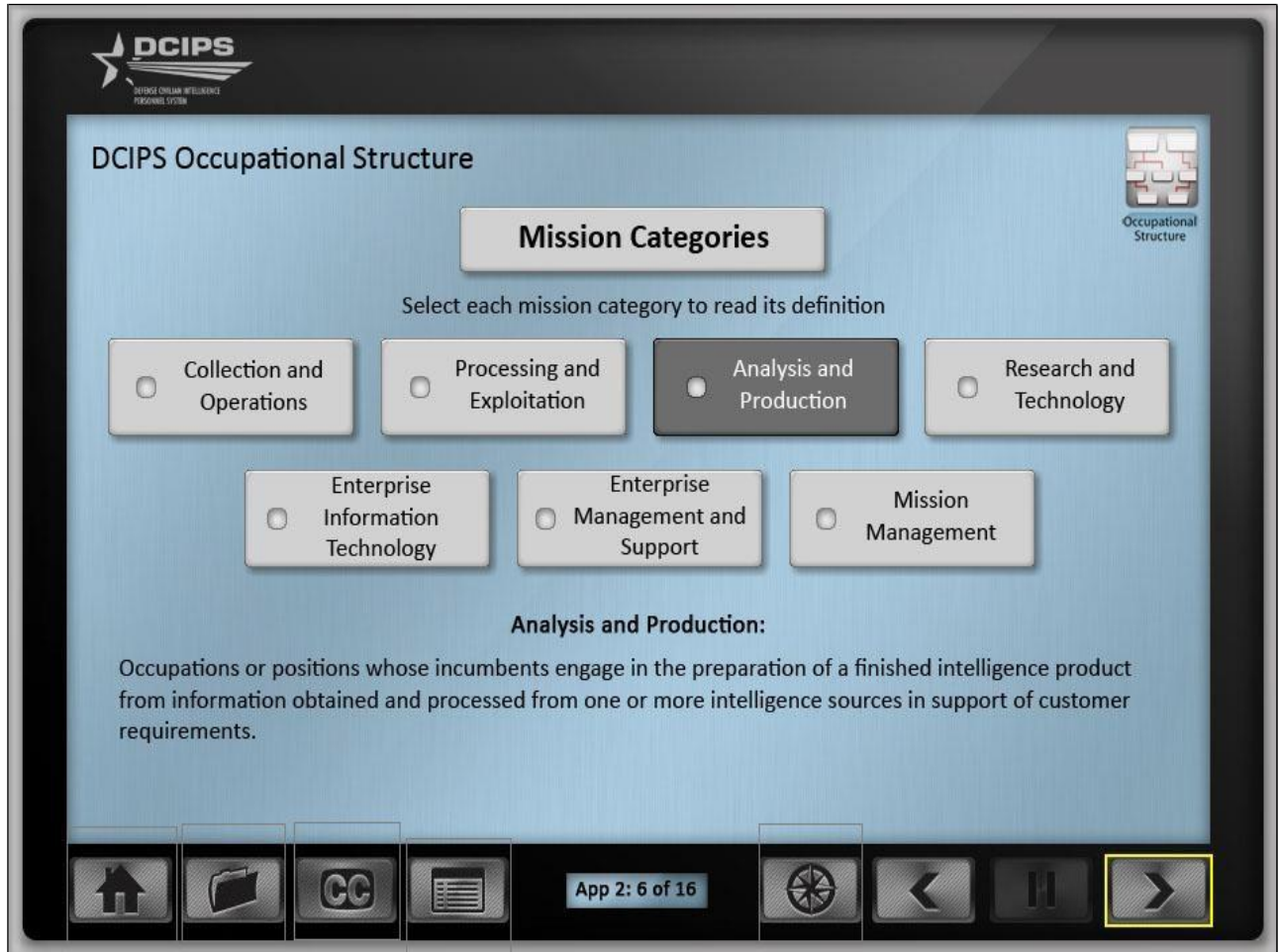
- ☐ Collection and Operations
- ☒ Processing and Exploitation
- ☐ Analysis and Production
- ☐ Research and Technology
- ☐ Enterprise Information Technology
- ☐ Enterprise Management and Support
- ☐ Mission Management

Processing and Exploitation:

Occupations or positions whose incumbents engage in the conversion of information collected from various intelligence sources into a form that can be analyzed to produce an intelligence product.

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(Read slide for information.)

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes seven buttons with radio buttons: "Collection and Operations", "Processing and Exploitation", "Analysis and Production" (which is highlighted with a dark background), "Research and Technology", "Enterprise Information Technology", "Enterprise Management and Support", and "Mission Management". Below these is a definition for "Analysis and Production". The bottom of the screen has a navigation bar with icons for home, folder, CC, list, a status indicator "App 2: 6 of 16", a compass, and navigation arrows. The rightmost arrow is highlighted with a yellow border.

DCIPS
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PLANNING SYSTEM

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

- ☐ Collection and Operations
- ☐ Processing and Exploitation
- ☒ Analysis and Production
- ☐ Research and Technology
- ☐ Enterprise Information Technology
- ☐ Enterprise Management and Support
- ☐ Mission Management

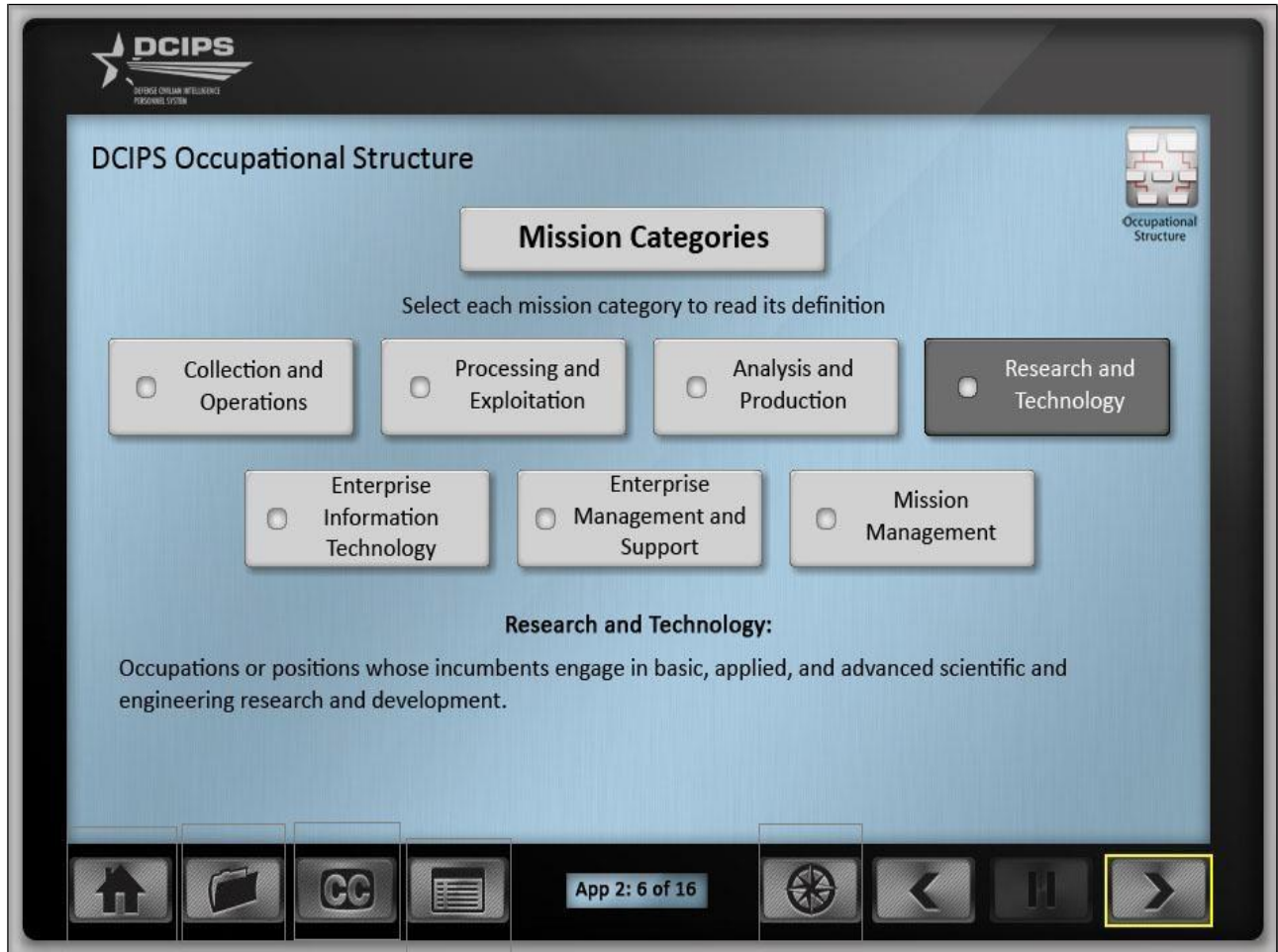
Analysis and Production:

Occupations or positions whose incumbents engage in the preparation of a finished intelligence product from information obtained and processed from one or more intelligence sources in support of customer requirements.

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(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes seven buttons with radio buttons: "Collection and Operations", "Processing and Exploitation", "Analysis and Production", "Research and Technology" (which is highlighted), "Enterprise Information Technology", "Enterprise Management and Support", and "Mission Management". Below these is a definition for "Research and Technology". The bottom of the screen has a navigation bar with icons for home, folder, CC, list, a status indicator "App 2: 6 of 16", a compass, and navigation arrows. The rightmost arrow is highlighted with a yellow border.

DCIPS
DEFENSE CYBER INTELLIGENCE
PLANNING SYSTEM

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

- ☐ Collection and Operations
- ☐ Processing and Exploitation
- ☐ Analysis and Production
- ☒ Research and Technology
- ☐ Enterprise Information Technology
- ☐ Enterprise Management and Support
- ☐ Mission Management

Research and Technology:

Occupations or positions whose incumbents engage in basic, applied, and advanced scientific and engineering research and development.

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(Read slide for information.)

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes a list of seven categories, each with a radio button: "Collection and Operations", "Processing and Exploitation", "Analysis and Production", "Research and Technology", "Enterprise Information Technology" (which is highlighted with a dark background), "Enterprise Management and Support", and "Mission Management". Below the categories, a detailed description for "Enterprise Information Technology" is provided. The interface also includes a navigation bar at the bottom with icons for home, folder, CC, list, and a progress indicator showing "App 2: 6 of 16".

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

- ☐ Collection and Operations
- ☐ Processing and Exploitation
- ☐ Analysis and Production
- ☐ Research and Technology
- ☒ Enterprise Information Technology
- ☐ Enterprise Management and Support
- ☐ Mission Management

Enterprise Information Technology:

Occupations or positions whose incumbents support an organization's information systems. This category includes telecommunications, network operations, operation and maintenance of common user systems, and computing infrastructure. Additionally, this category includes occupations or positions whose incumbents engage in assuring the security of DoD or national security systems and information by providing knowledge and technology to suppliers and clients (i.e., those engaged in information assurance).

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(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes seven buttons with radio buttons: "Collection and Operations", "Processing and Exploitation", "Analysis and Production", "Research and Technology", "Enterprise Information Technology", "Enterprise Management and Support" (which is highlighted with a dark background), and "Mission Management". Below these buttons, a description for "Enterprise Management and Support" is provided. The bottom of the interface has a navigation bar with icons for home, folder, CC, list, a status indicator "App 2: 6 of 16", a compass, and navigation arrows. The rightmost arrow is highlighted with a yellow border.

DCIPS
DEFENSE CYBER INTELLIGENCE
PLANNING SYSTEM

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

- ☐ Collection and Operations
- ☐ Processing and Exploitation
- ☐ Analysis and Production
- ☐ Research and Technology
- ☐ Enterprise Information Technology
- ☒ Enterprise Management and Support
- ☐ Mission Management

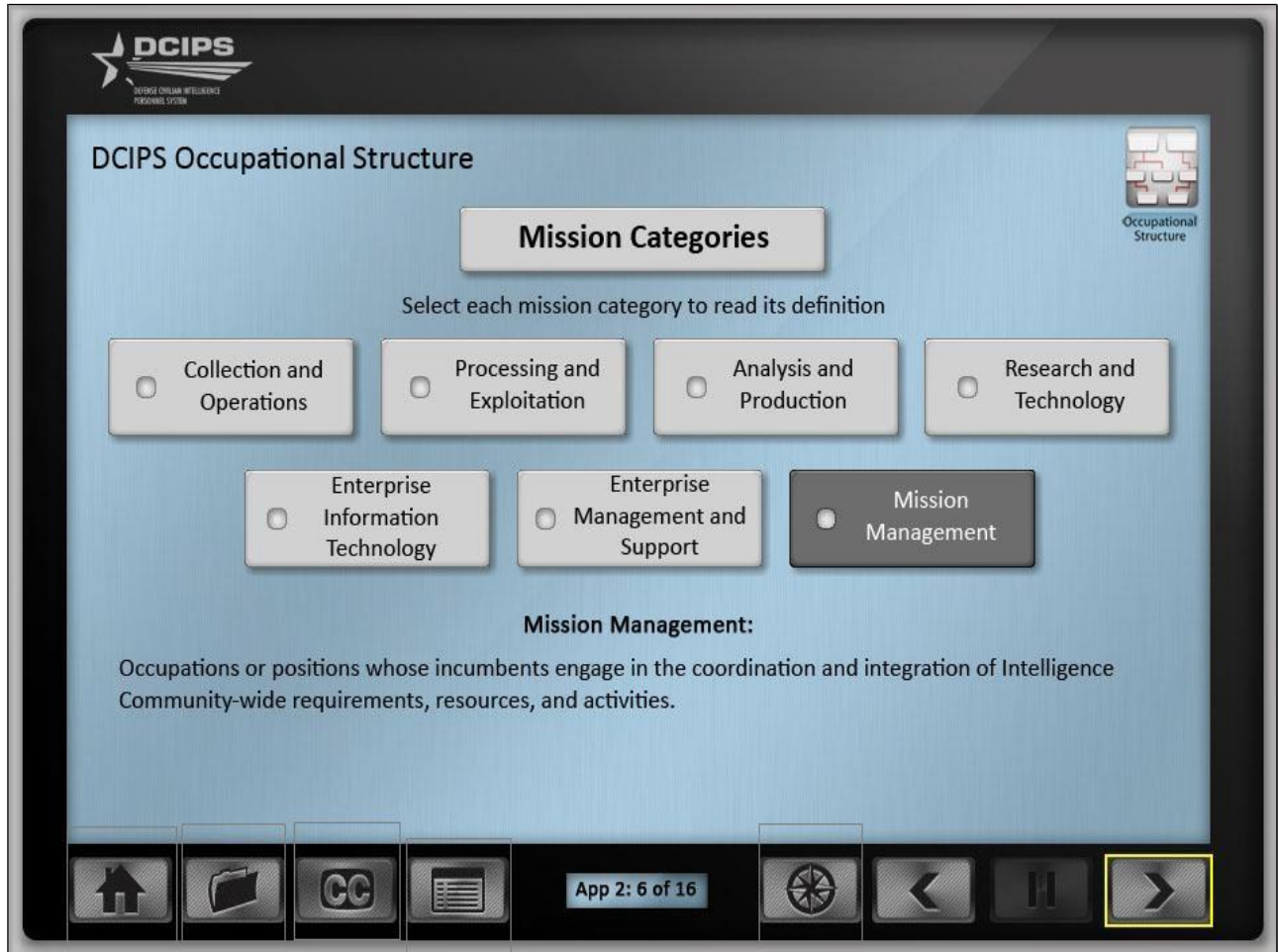
Enterprise Management and Support:

Occupations or positions whose incumbents engage in sustaining activities that support an organization, to include human resources, finance, logistics, security, legal, acquisition, and other program areas.

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(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Mission Categories" section. It includes a list of seven categories, each with a radio button: "Collection and Operations", "Processing and Exploitation", "Analysis and Production", "Research and Technology", "Enterprise Information Technology", "Enterprise Management and Support", and "Mission Management". The "Mission Management" category is selected and highlighted in dark grey. Below the categories, a definition for "Mission Management" is provided. The interface also includes a navigation bar at the bottom with icons for home, folder, CC, list, a status indicator "App 2: 6 of 16", a compass, and navigation arrows. A small "Occupational Structure" icon is visible in the top right corner of the main content area.

DCIPS
DEFENSE CYBER INTELLIGENCE
PLANNING SYSTEM

DCIPS Occupational Structure

Mission Categories

Select each mission category to read its definition

- ☐ Collection and Operations
- ☐ Processing and Exploitation
- ☐ Analysis and Production
- ☐ Research and Technology
- ☐ Enterprise Information Technology
- ☐ Enterprise Management and Support
- ☒ Mission Management

Mission Management:
Occupations or positions whose incumbents engage in the coordination and integration of Intelligence Community-wide requirements, resources, and activities.

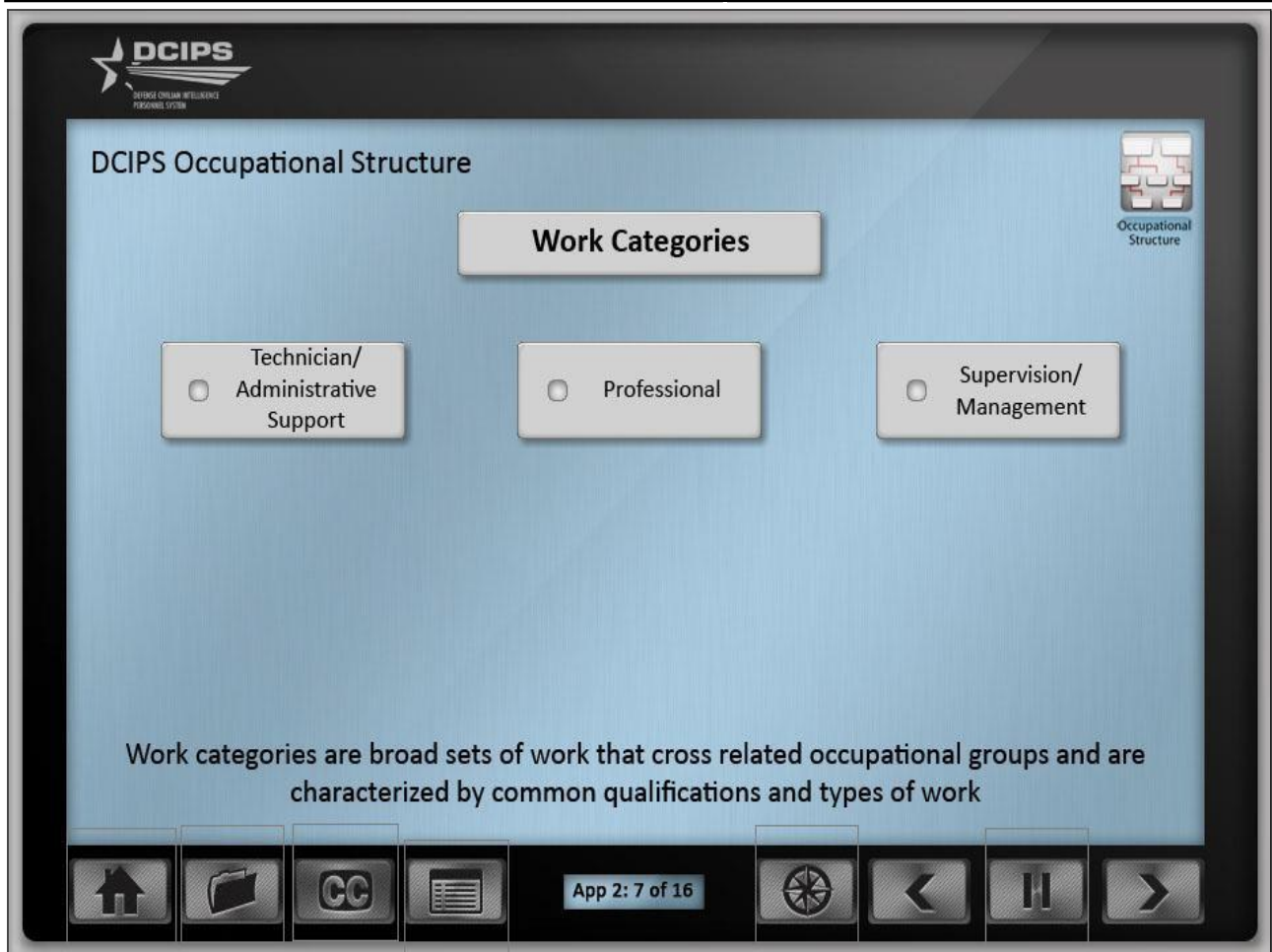
App 2: 6 of 16

(Read slide for information.)



The second step in the top-down process is to determine the work category to which your position aligns.

DCIPS 101 – Occupational Structure



There are three work categories in the DCIPS Occupational Structure. Work categories are broad sets of work that cross related occupational groups and are characterized by common qualifications and types of work.

DCIPS 101 – Occupational Structure



The Technician/Administrative Support work category includes positions that primarily fulfill a mission support role and include activities that are technical or administrative in nature.

DCIPS 101 – Occupational Structure



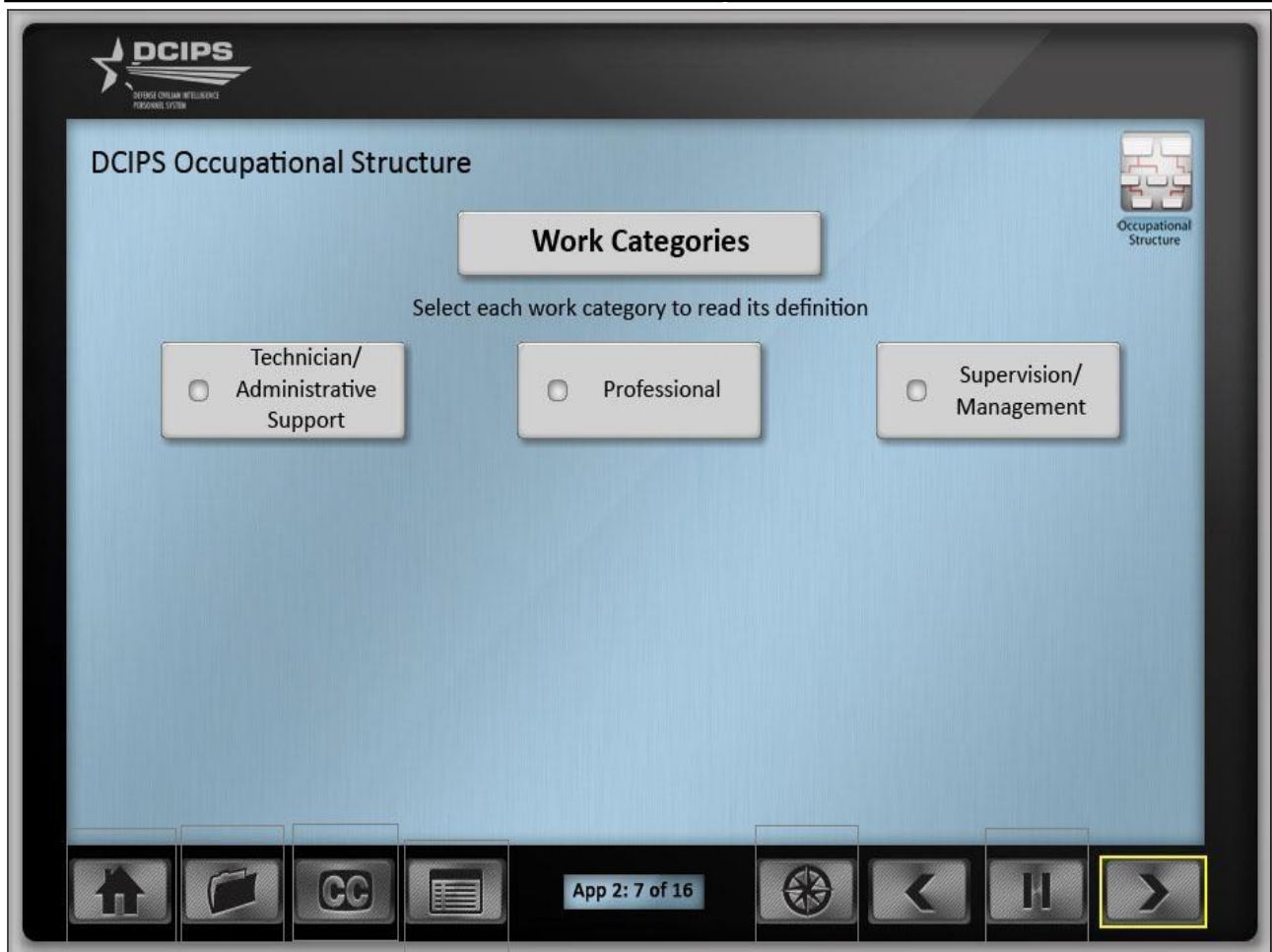
The Professional work category includes positions where professional or specialized work that requires the interpretation and application of concepts, theories, and judgment is needed. At a minimum, all groups in this category require either a bachelor's degree or equivalent experience.

DCIPS 101 – Occupational Structure



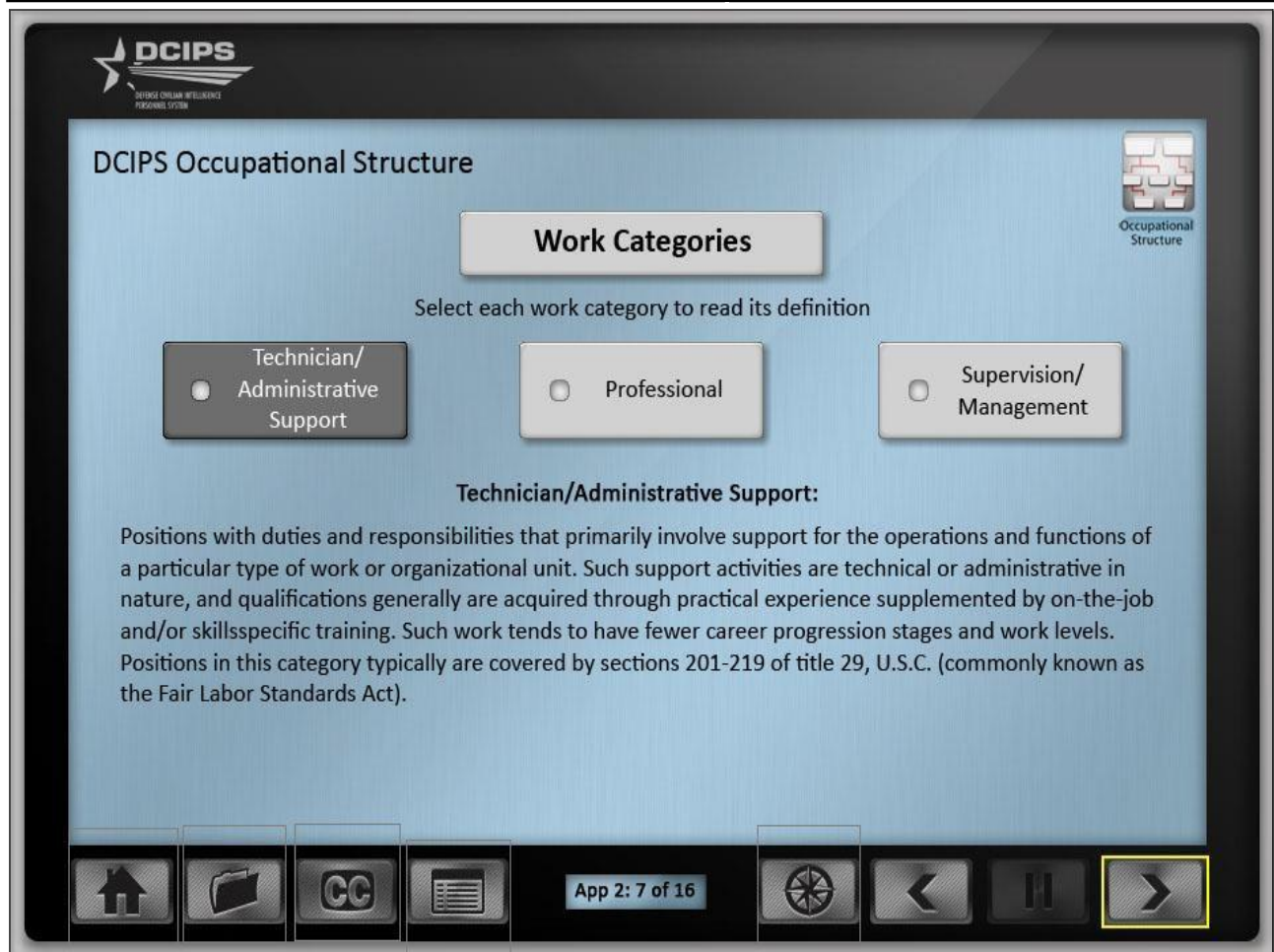
And finally, the Supervision/Management work category includes positions that primarily involve supervisory and management responsibilities such as planning, directing, executing strategy, overseeing daily operations, and so forth.

DCIPS 101 – Occupational Structure



We will review the formal definition for each work category.

DCIPS 101– Occupational Structure

The image shows a tablet screen displaying the "DCIPS Occupational Structure" application. At the top left is the DCIPS logo. The main title "DCIPS Occupational Structure" is at the top. Below it is a "Work Categories" section with the instruction "Select each work category to read its definition". There are three buttons: "Technician/Administrative Support" (selected), "Professional", and "Supervision/Management". Below the selected button is a detailed description of the Technician/Administrative Support category. At the bottom is a navigation bar with icons for home, folder, CC, list, a compass, back, pause, and a highlighted forward arrow. A status bar at the bottom of the screen shows "App 2: 7 of 16".

DCIPS Occupational Structure

Work Categories

Select each work category to read its definition

☒ Technician/
Administrative
Support

☐ Professional

☐ Supervision/
Management

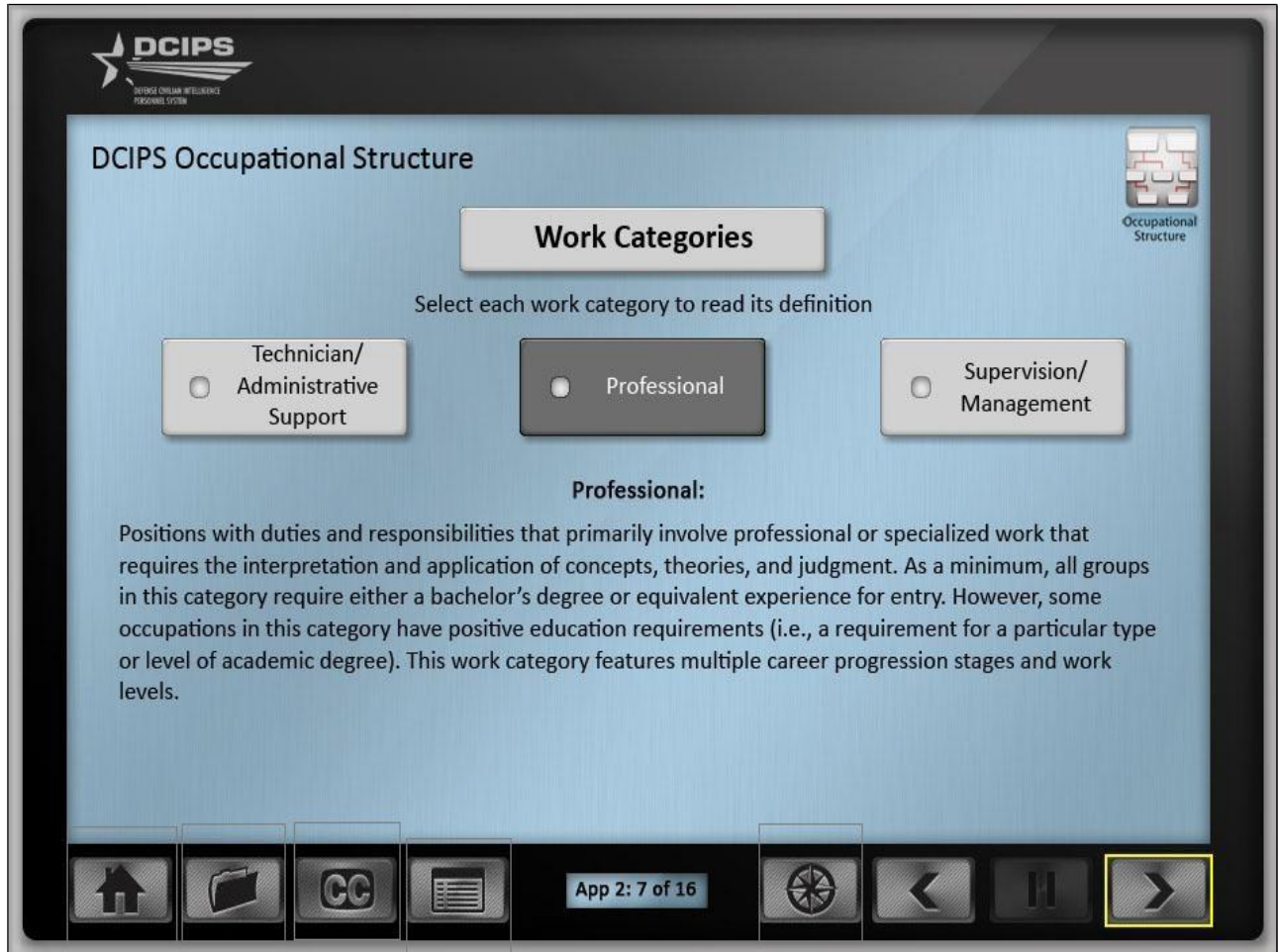
Technician/Administrative Support:

Positions with duties and responsibilities that primarily involve support for the operations and functions of a particular type of work or organizational unit. Such support activities are technical or administrative in nature, and qualifications generally are acquired through practical experience supplemented by on-the-job and/or skillsspecific training. Such work tends to have fewer career progression stages and work levels. Positions in this category typically are covered by sections 201-219 of title 29, U.S.C. (commonly known as the Fair Labor Standards Act).

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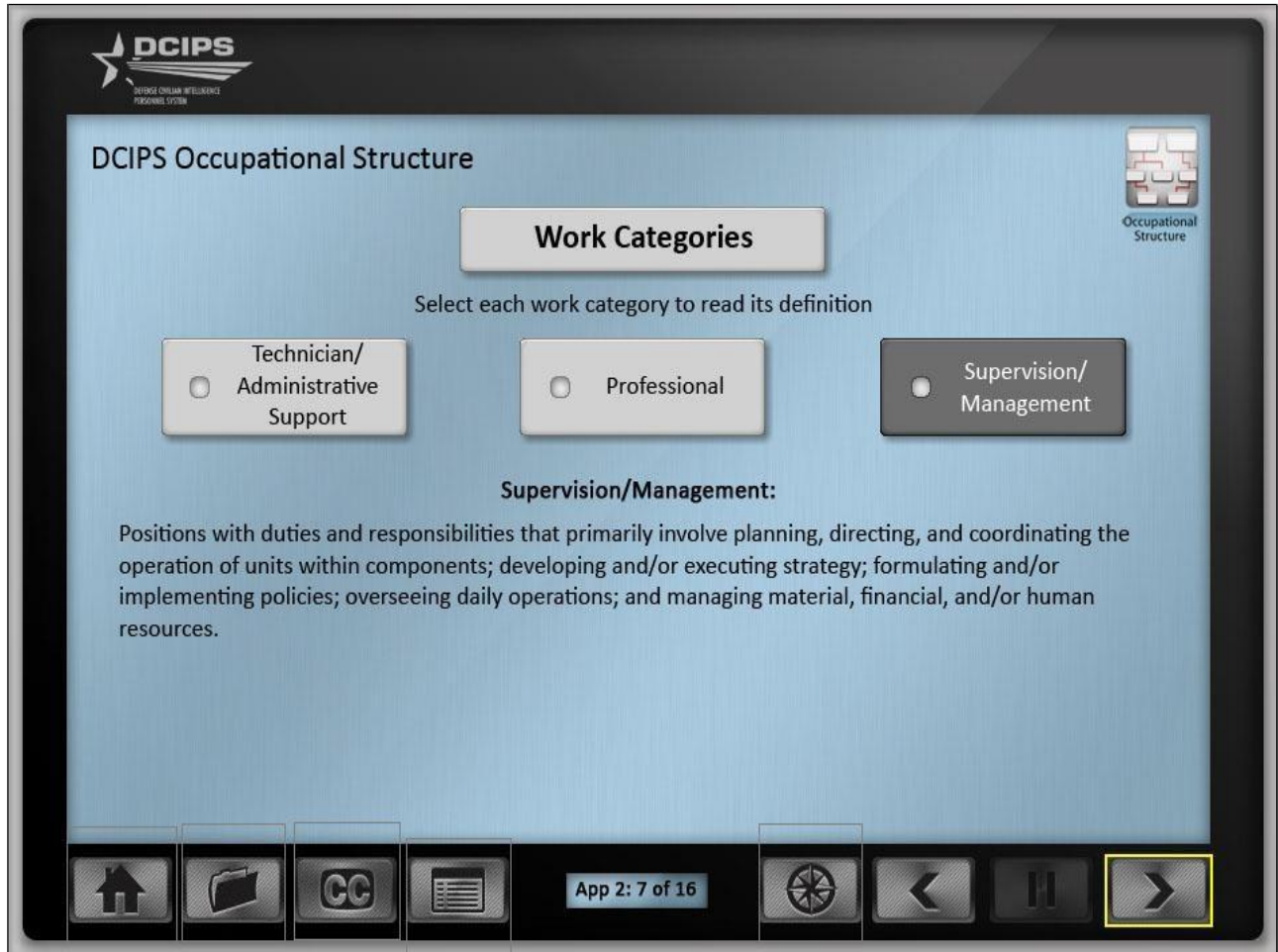
(Read slide for information.)

DCIPS 101 – Occupational Structure

The image shows a tablet screen displaying the "DCIPS Occupational Structure" application. At the top left is the DCIPS logo. The main title "DCIPS Occupational Structure" is centered. Below it is a "Work Categories" section with the instruction "Select each work category to read its definition". There are three buttons: "Technician/Administrative Support", "Professional" (which is highlighted with a dark grey background), and "Supervision/Management". Below the "Professional" button, the text "Professional:" is followed by a paragraph describing the category: "Positions with duties and responsibilities that primarily involve professional or specialized work that requires the interpretation and application of concepts, theories, and judgment. As a minimum, all groups in this category require either a bachelor's degree or equivalent experience for entry. However, some occupations in this category have positive education requirements (i.e., a requirement for a particular type or level of academic degree). This work category features multiple career progression stages and work levels." At the bottom of the screen is a navigation bar with icons for home, folder, CC, list, a compass, and navigation arrows. The text "App 2: 7 of 16" is displayed in the center of the navigation bar. The rightmost navigation arrow is highlighted with a yellow border.

(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Work Categories" section. It includes three radio buttons for "Technician/Administrative Support", "Professional", and "Supervision/Management". The "Supervision/Management" category is selected, and its definition is displayed below. The interface also includes a "DCIPS" logo in the top left, a "Occupational Structure" icon in the top right, and a navigation bar at the bottom with icons for home, folder, CC, list, and a "App 2: 7 of 16" indicator. The rightmost navigation button, a right arrow, is highlighted with a yellow border.

DCIPS Occupational Structure

Work Categories

Select each work category to read its definition

☐ Technician/
Administrative
Support

☐ Professional

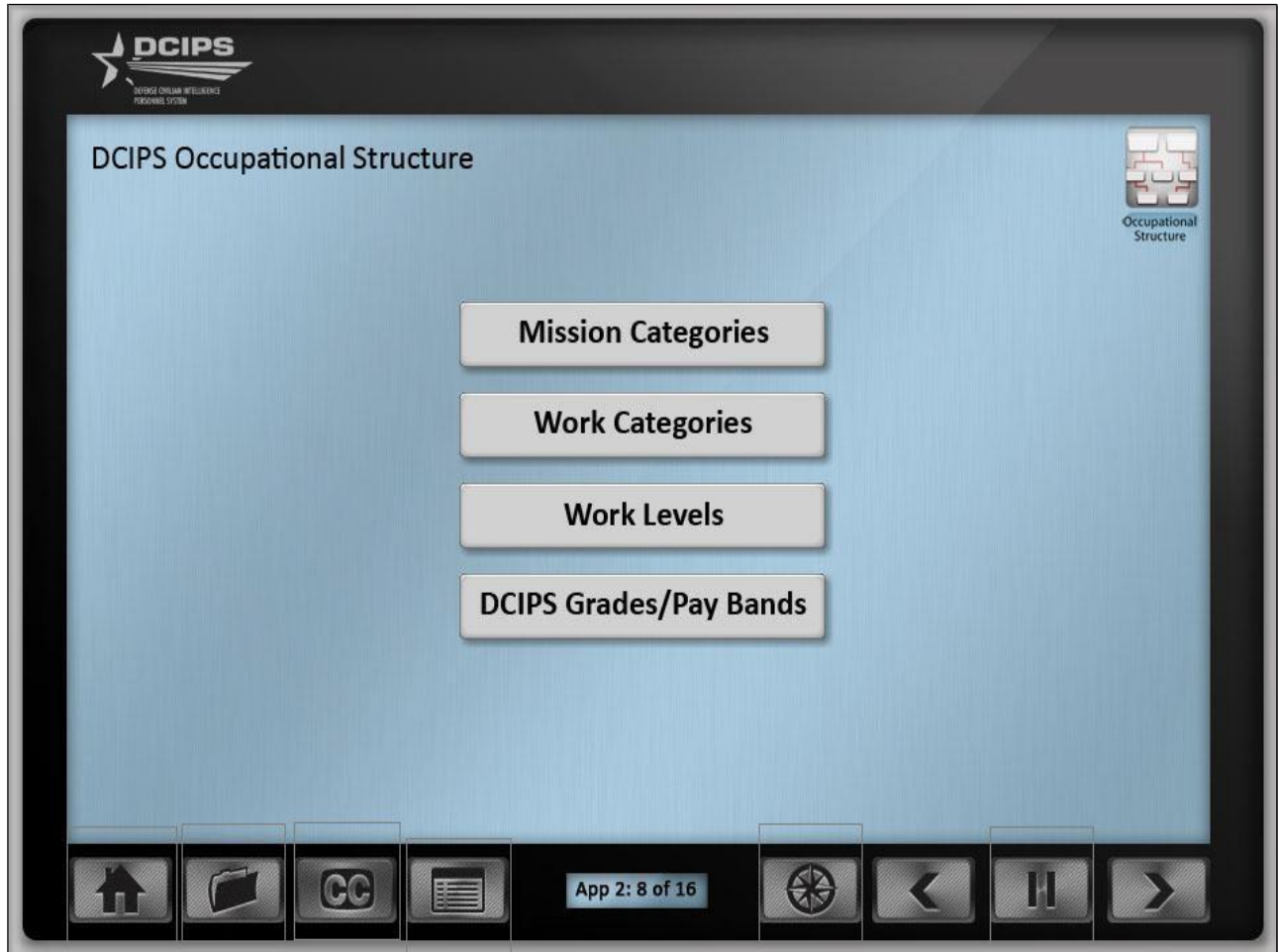
☒ Supervision/
Management

Supervision/Management:

Positions with duties and responsibilities that primarily involve planning, directing, and coordinating the operation of units within components; developing and/or executing strategy; formulating and/or implementing policies; overseeing daily operations; and managing material, financial, and/or human resources.

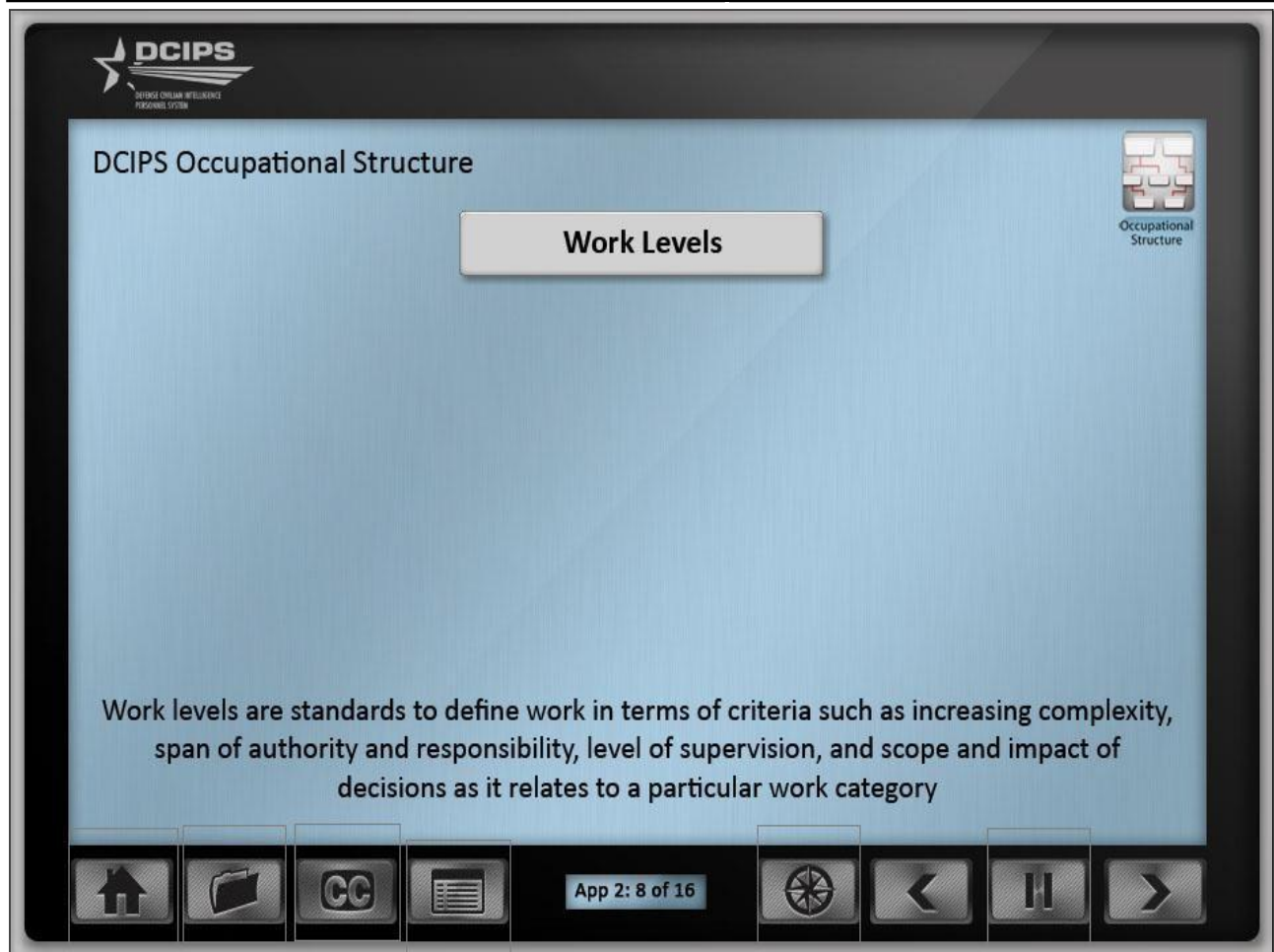
App 2: 7 of 16

(Read slide for information.)



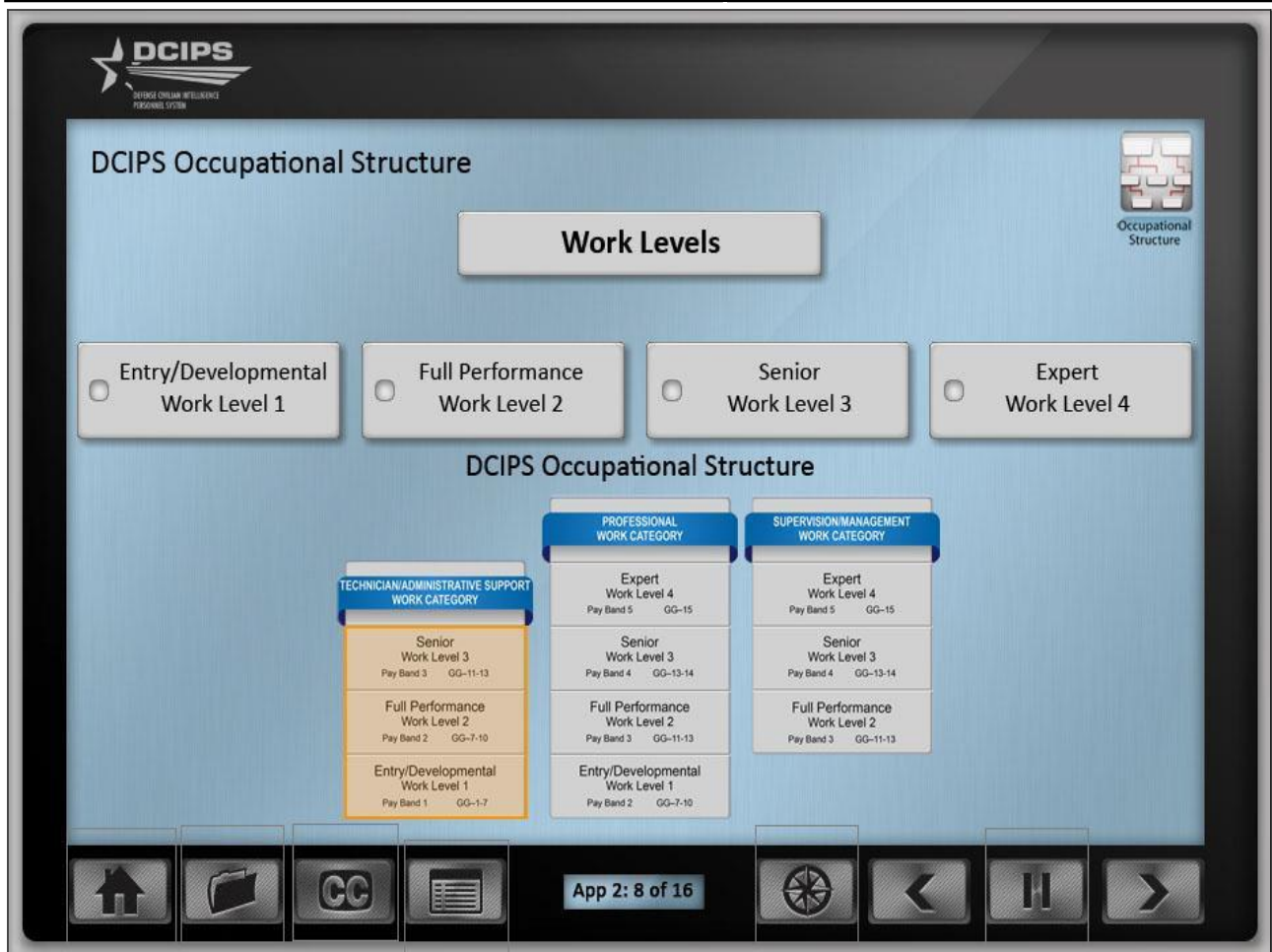
The third step in the top-down process is to determine the work level to which your position aligns.

DCIPS 101 – Occupational Structure



(Read slide for information.)

DCIPS 101 – Occupational Structure

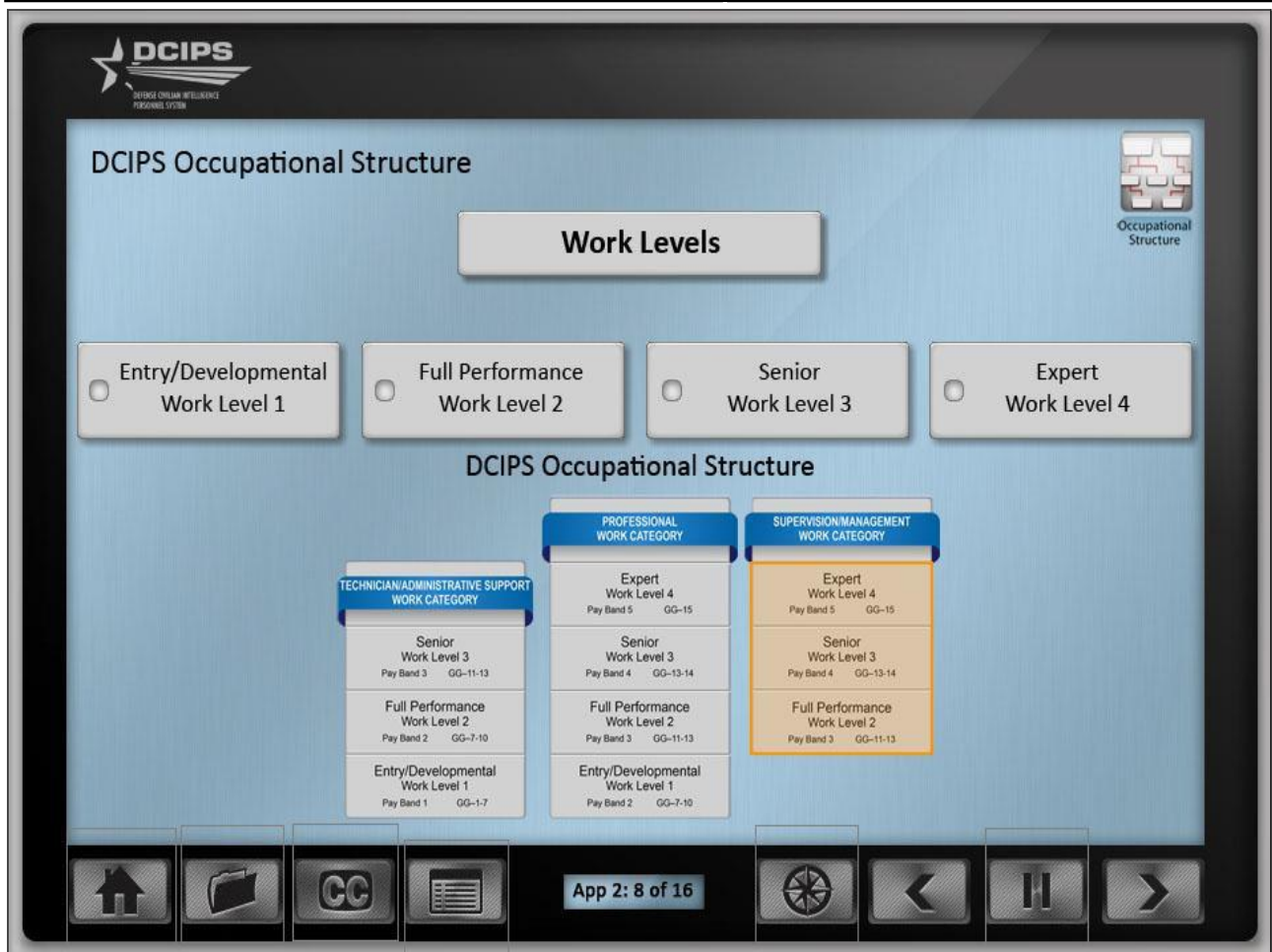


There are four work levels:

1. Entry/Developmental
2. Full Performance
3. Senior
4. Expert.

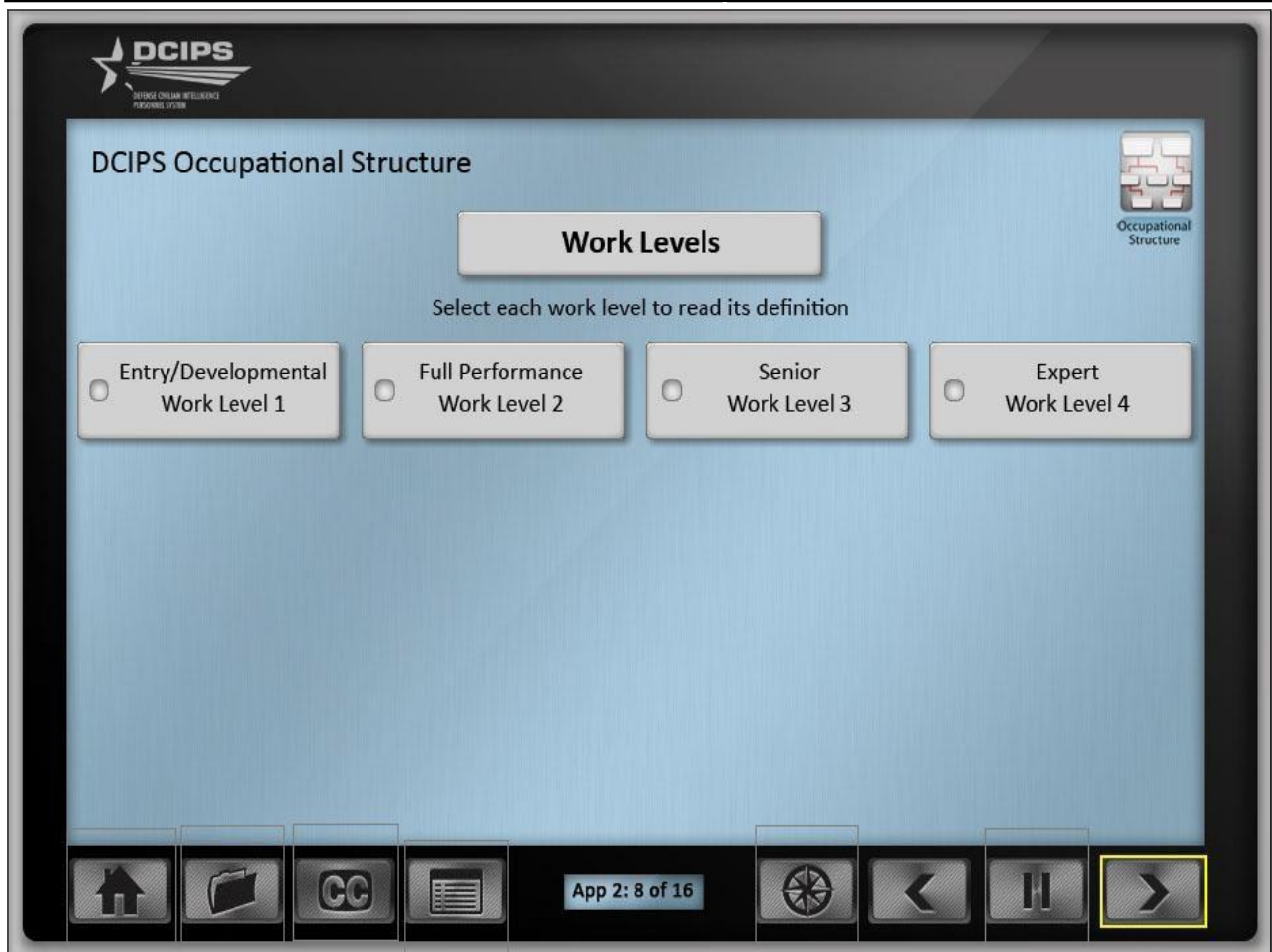
Not all work levels are found in all of the work categories. For example, the Technical Administrative Support work category does not have a Work Level 4.

DCIPS 101 – Occupational Structure



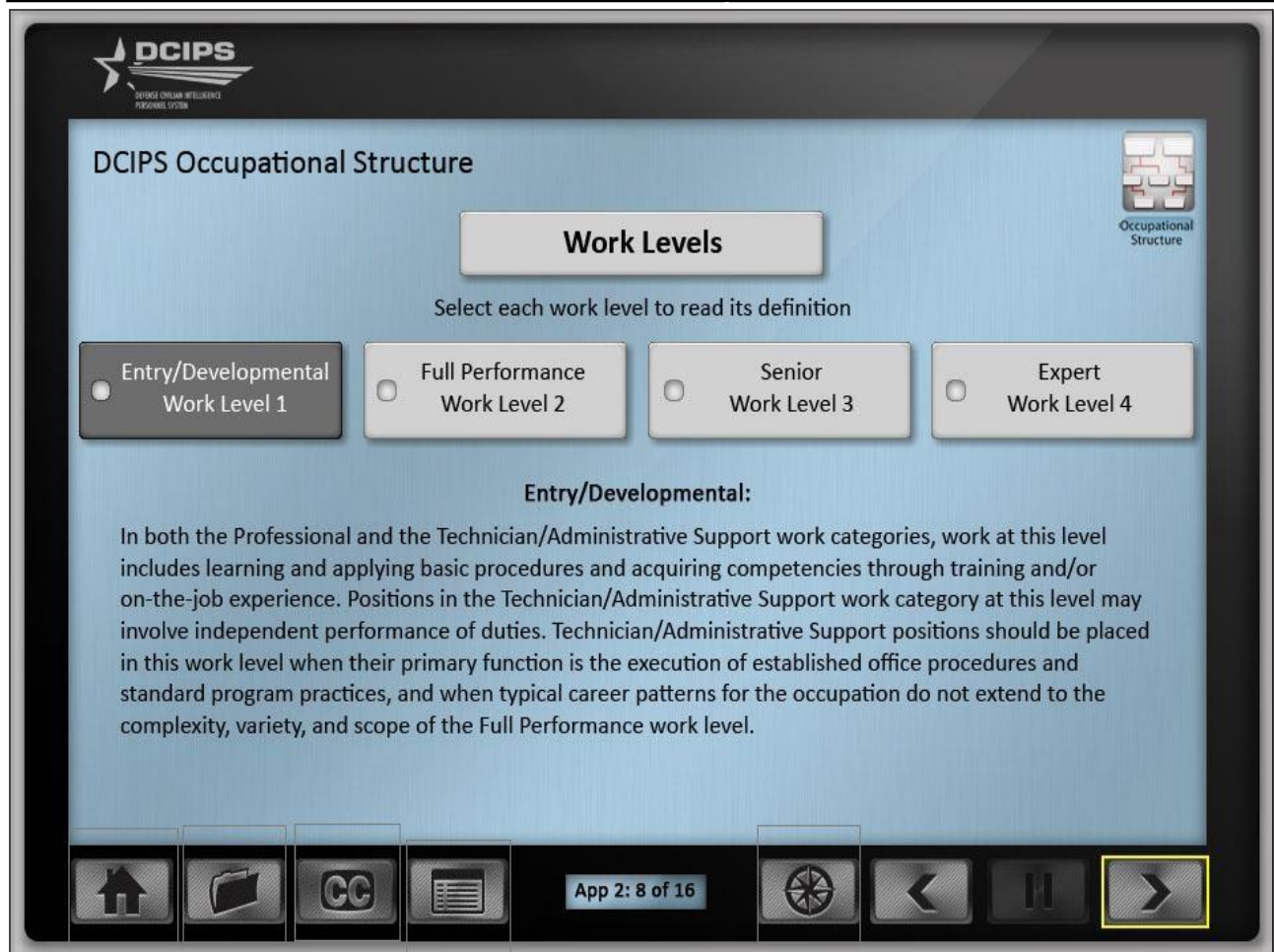
In addition, the Supervision/Management Work Category does not have a Work Level 1, since no Supervisory or management work is expected to be performed at that level.

DCIPS 101 – Occupational Structure



We will review the formal definition for each work level.

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Work Levels" section. It includes four buttons for "Entry/Developmental Work Level 1", "Full Performance Work Level 2", "Senior Work Level 3", and "Expert Work Level 4". The "Entry/Developmental" button is selected. Below the buttons, the text "Entry/Developmental:" is followed by a paragraph describing the work level. The interface also includes a "DCIPS" logo in the top left, a "Occupational Structure" icon in the top right, and a navigation bar at the bottom with icons for home, folder, CC, list, and a compass, along with a status bar showing "App 2: 8 of 16" and navigation arrows. The right arrow in the navigation bar is highlighted with a yellow border.

DCIPS
DEFENSE CIVILIAN INTELLIGENCE
PERSONNEL SYSTEM

DCIPS Occupational Structure

Work Levels

Select each work level to read its definition

☒ Entry/Developmental
Work Level 1

☐ Full Performance
Work Level 2

☐ Senior
Work Level 3

☐ Expert
Work Level 4

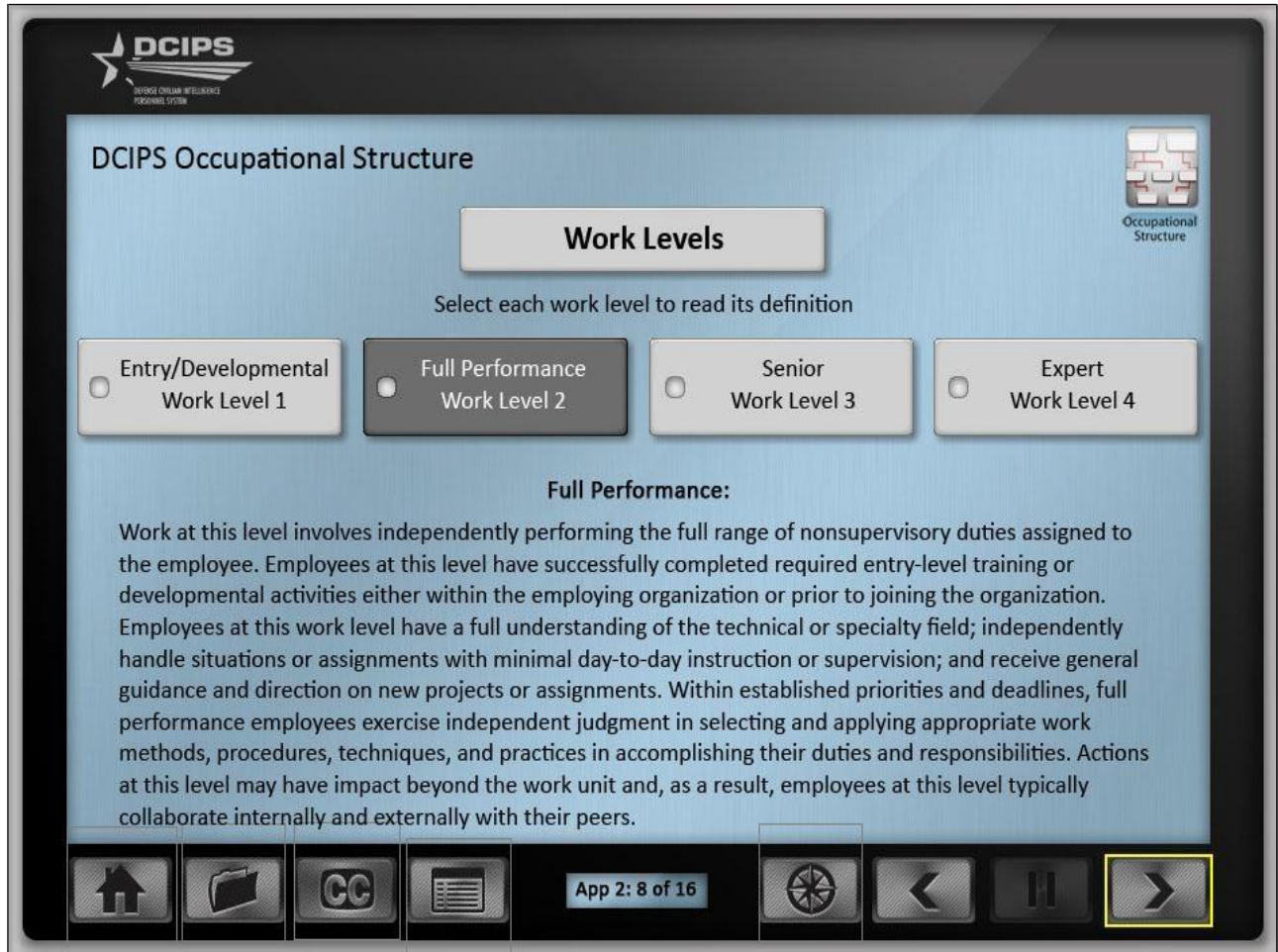
Entry/Developmental:

In both the Professional and the Technician/Administrative Support work categories, work at this level includes learning and applying basic procedures and acquiring competencies through training and/or on-the-job experience. Positions in the Technician/Administrative Support work category at this level may involve independent performance of duties. Technician/Administrative Support positions should be placed in this work level when their primary function is the execution of established office procedures and standard program practices, and when typical career patterns for the occupation do not extend to the complexity, variety, and scope of the Full Performance work level.

App 2: 8 of 16

(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Work Levels" section. It includes four buttons for selecting work levels: "Entry/Developmental Work Level 1", "Full Performance Work Level 2", "Senior Work Level 3", and "Expert Work Level 4". The "Full Performance" button is currently selected. Below the buttons, a detailed description of the "Full Performance" level is provided. The interface also includes a navigation bar at the bottom with icons for home, folder, CC, list, and a progress indicator showing "App 2: 8 of 16".

DCIPS Occupational Structure

Work Levels

Select each work level to read its definition

☐ Entry/Developmental Work Level 1

☒ Full Performance Work Level 2

☐ Senior Work Level 3

☐ Expert Work Level 4

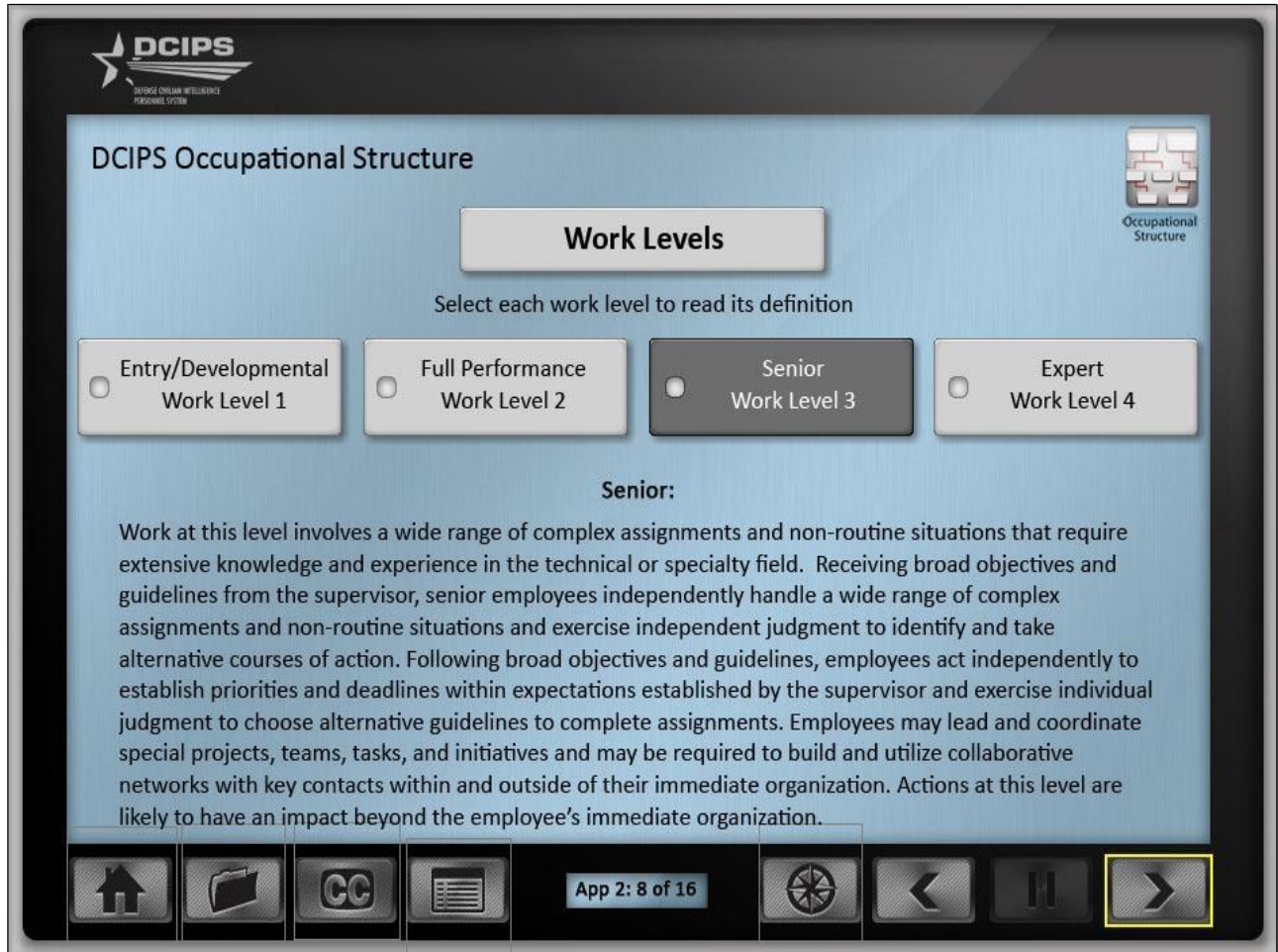
Full Performance:

Work at this level involves independently performing the full range of nonsupervisory duties assigned to the employee. Employees at this level have successfully completed required entry-level training or developmental activities either within the employing organization or prior to joining the organization. Employees at this work level have a full understanding of the technical or specialty field; independently handle situations or assignments with minimal day-to-day instruction or supervision; and receive general guidance and direction on new projects or assignments. Within established priorities and deadlines, full performance employees exercise independent judgment in selecting and applying appropriate work methods, procedures, techniques, and practices in accomplishing their duties and responsibilities. Actions at this level may have impact beyond the work unit and, as a result, employees at this level typically collaborate internally and externally with their peers.

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(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and includes a "Work Levels" section. It features four buttons for selecting work levels: "Entry/Developmental Work Level 1", "Full Performance Work Level 2", "Senior Work Level 3", and "Expert Work Level 4". The "Senior Work Level 3" button is currently selected. Below the buttons, the text for the Senior level is displayed. At the bottom, there is a navigation bar with icons for home, folder, CC, list, and a status indicator "App 2: 8 of 16", along with navigation arrows. A small "Occupational Structure" icon is in the top right corner.

DCIPS Occupational Structure

Work Levels

Select each work level to read its definition

☐ Entry/Developmental Work Level 1

☐ Full Performance Work Level 2

☒ Senior Work Level 3

☐ Expert Work Level 4

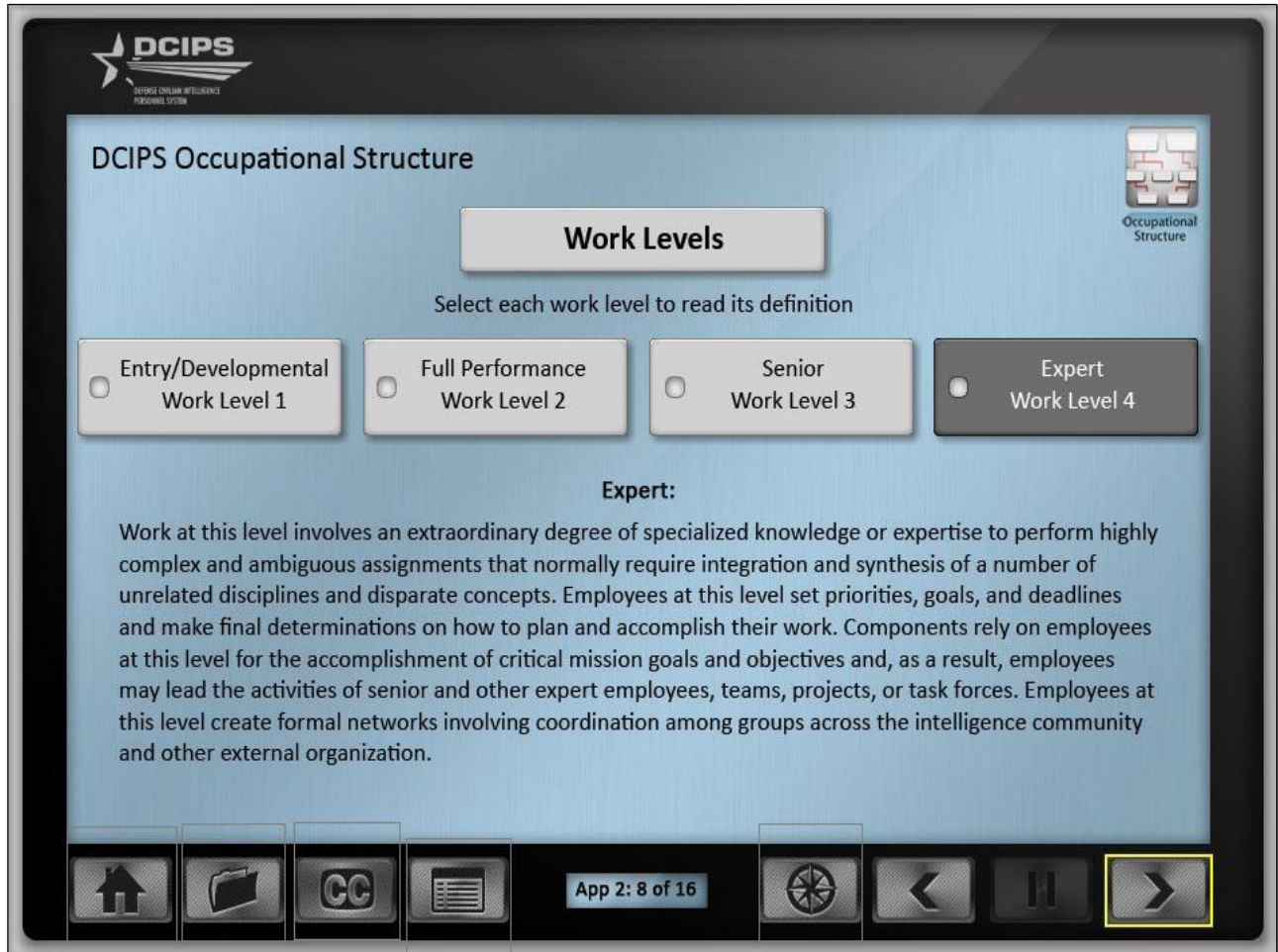
Senior:

Work at this level involves a wide range of complex assignments and non-routine situations that require extensive knowledge and experience in the technical or specialty field. Receiving broad objectives and guidelines from the supervisor, senior employees independently handle a wide range of complex assignments and non-routine situations and exercise independent judgment to identify and take alternative courses of action. Following broad objectives and guidelines, employees act independently to establish priorities and deadlines within expectations established by the supervisor and exercise individual judgment to choose alternative guidelines to complete assignments. Employees may lead and coordinate special projects, teams, tasks, and initiatives and may be required to build and utilize collaborative networks with key contacts within and outside of their immediate organization. Actions at this level are likely to have an impact beyond the employee's immediate organization.

App 2: 8 of 16

(Read slide for information.)

DCIPS 101 – Occupational Structure

The interface is titled "DCIPS Occupational Structure" and features a "Work Levels" section. It includes four buttons for selecting work levels: "Entry/Developmental Work Level 1", "Full Performance Work Level 2", "Senior Work Level 3", and "Expert Work Level 4". The "Expert" level is currently selected, and its definition is displayed in a text box. The interface also includes a navigation bar at the bottom with icons for home, folder, CC, list, and a compass, along with a status indicator "App 2: 8 of 16" and navigation arrows. A small "Occupational Structure" icon is visible in the top right corner of the main content area.

DCIPS Occupational Structure

Work Levels

Select each work level to read its definition

☐ Entry/Developmental Work Level 1

☐ Full Performance Work Level 2

☐ Senior Work Level 3

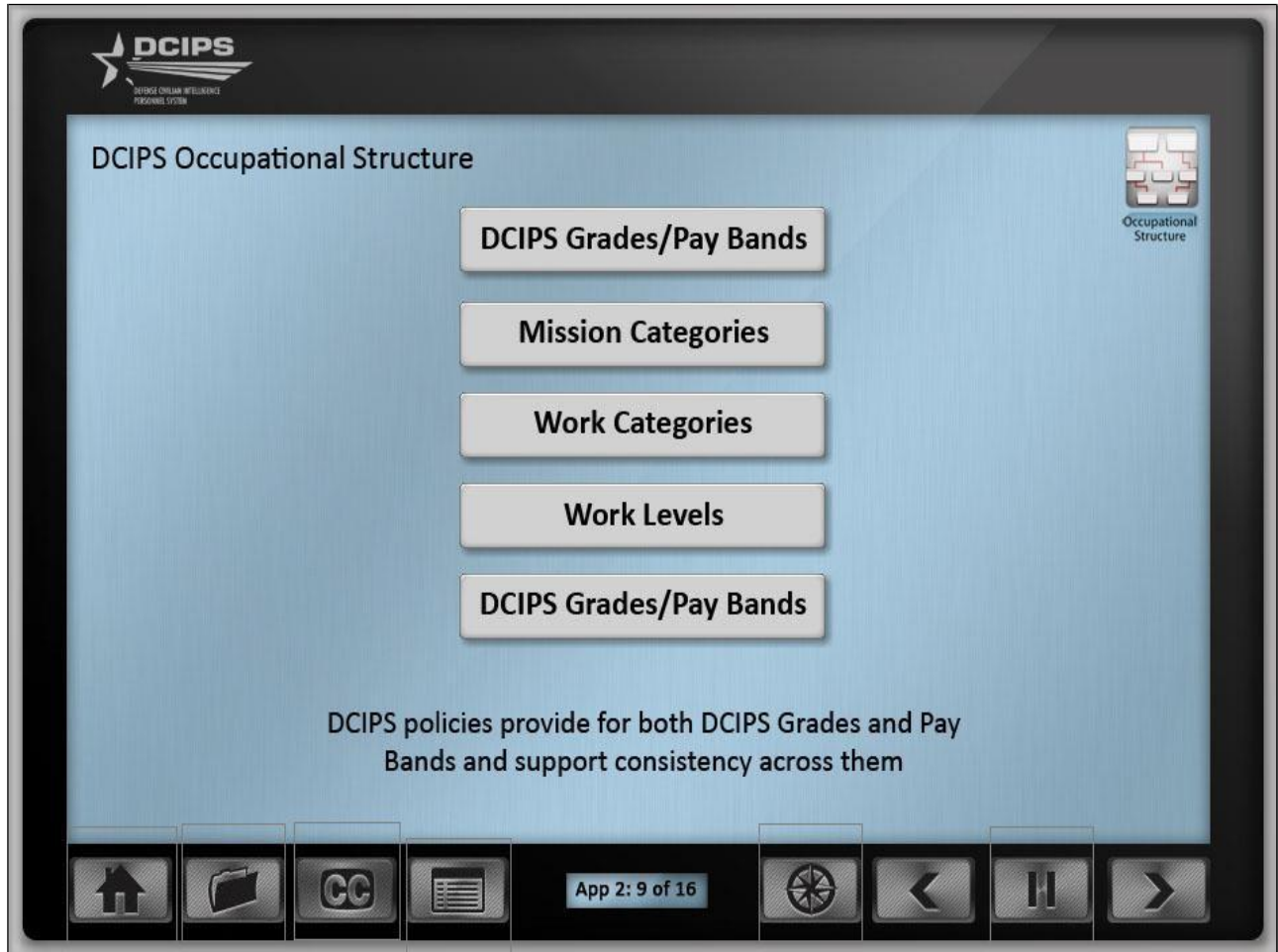
☒ Expert Work Level 4

Expert:

Work at this level involves an extraordinary degree of specialized knowledge or expertise to perform highly complex and ambiguous assignments that normally require integration and synthesis of a number of unrelated disciplines and disparate concepts. Employees at this level set priorities, goals, and deadlines and make final determinations on how to plan and accomplish their work. Components rely on employees at this level for the accomplishment of critical mission goals and objectives and, as a result, employees may lead the activities of senior and other expert employees, teams, projects, or task forces. Employees at this level create formal networks involving coordination among groups across the intelligence community and other external organization.

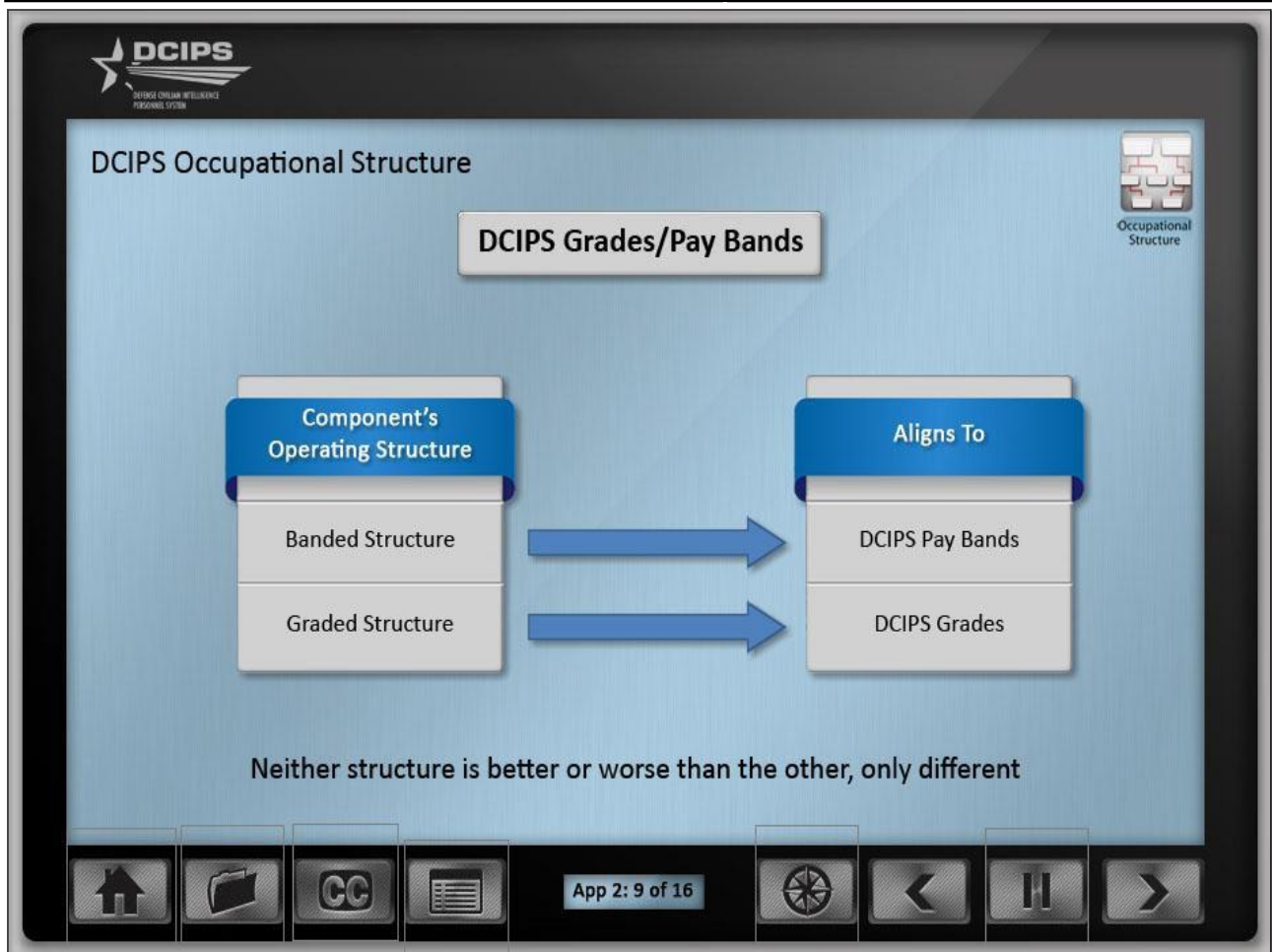
App 2: 8 of 16

(Read slide for information.)



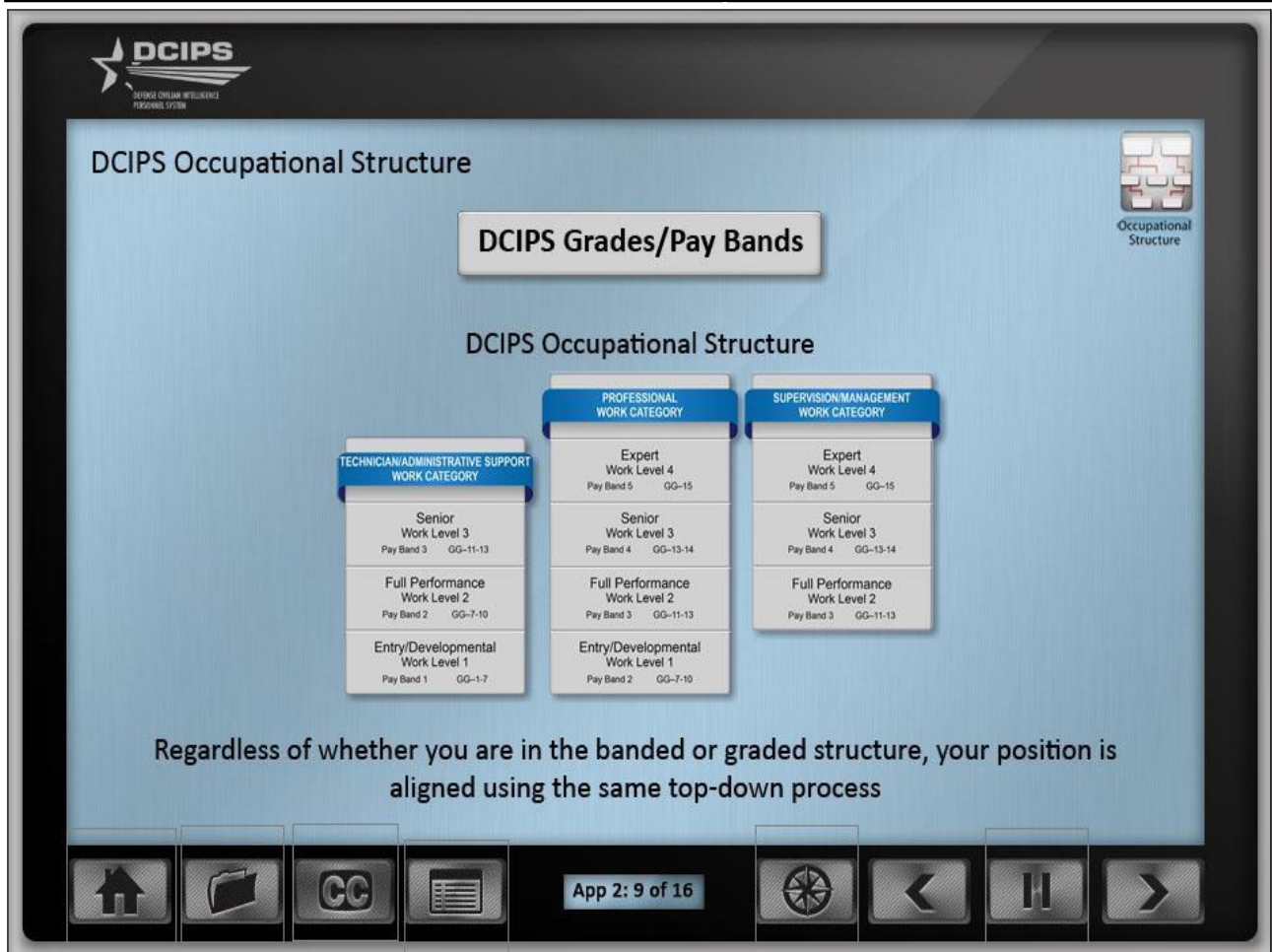
The next step in the top-down process is to determine the DCIPS Grade or Pay Band to which your position aligns. DCIPS policies provide for both DCIPS Grades and Pay Bands to support consistency across the Enterprise.

DCIPS 101 – Occupational Structure



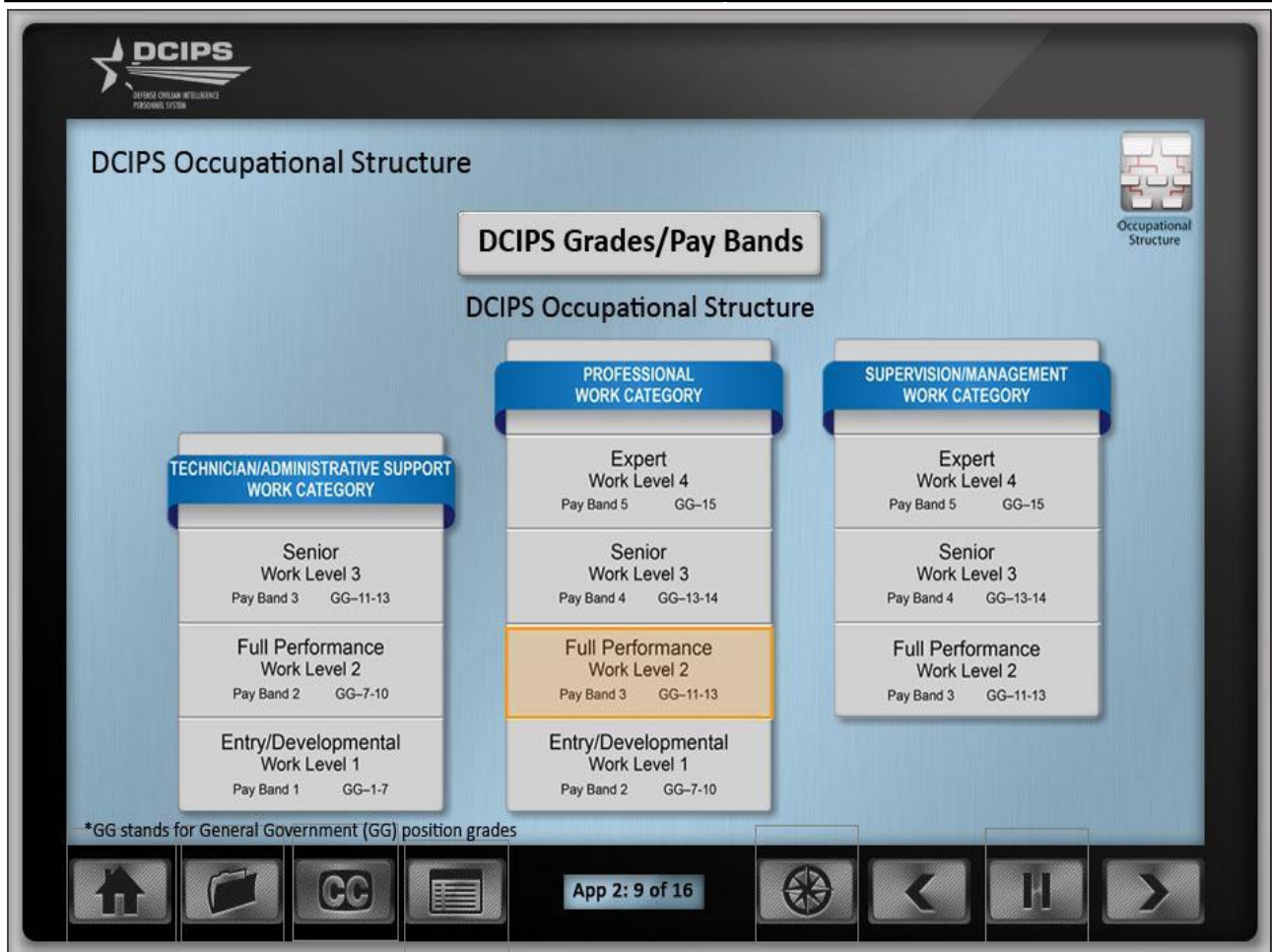
If you are in a Component operating under the banded structure, you will be aligned to the pay band appropriate for your position. If you are in a Component operating under the graded structure (GG), you will be aligned to the grade appropriate for your position. Neither structure is better nor worse than the other, they are just different pay structures.

DCIPS 101 – Occupational Structure



Regardless of whether you are in the banded or graded structure, your position is aligned using the same top-down process.

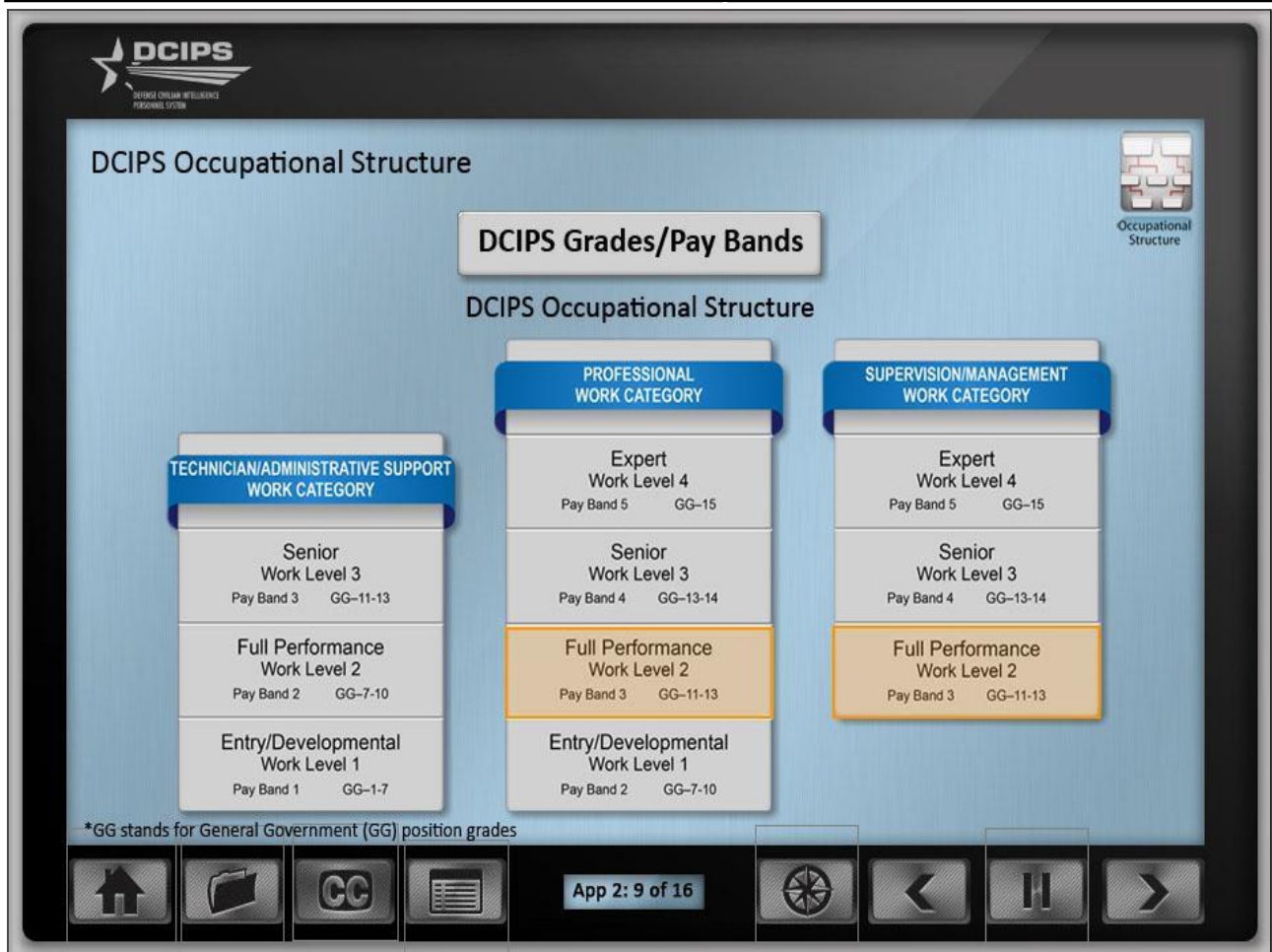
DCIPS 101 – Occupational Structure



There are 15 DCIPS Grades and five pay bands. Grades and pay bands share a common work level. For instance, employees aligned to the Full Performance Work Level 2 in the Professional Work Category would be Pay Band 3 employees under the banded structure, or either a Grade 11, 12, or 13 under the graded structure.

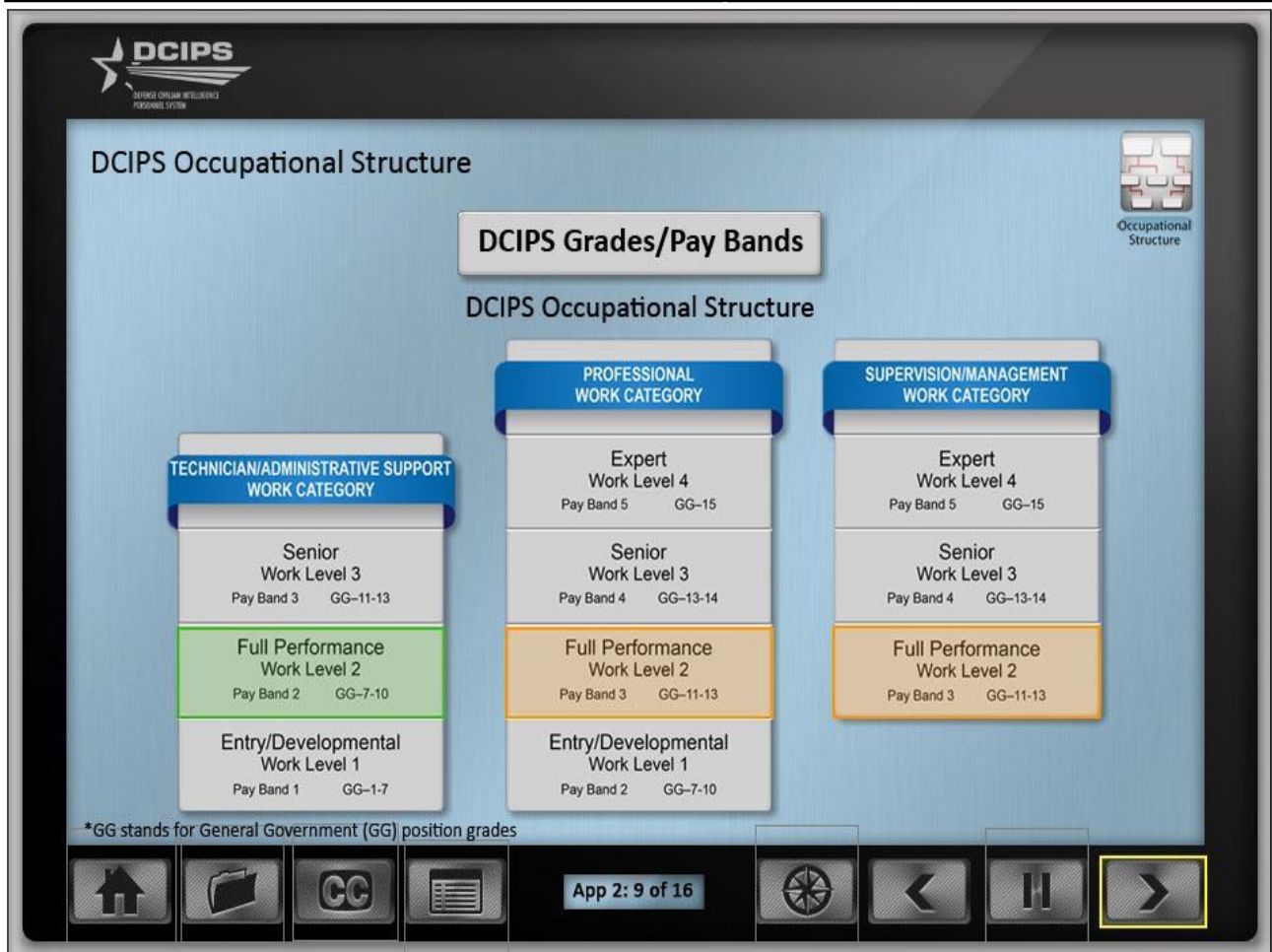
Grading standards would be used to determine which of the three available grades the position aligned.

DCIPS 101 – Occupational Structure



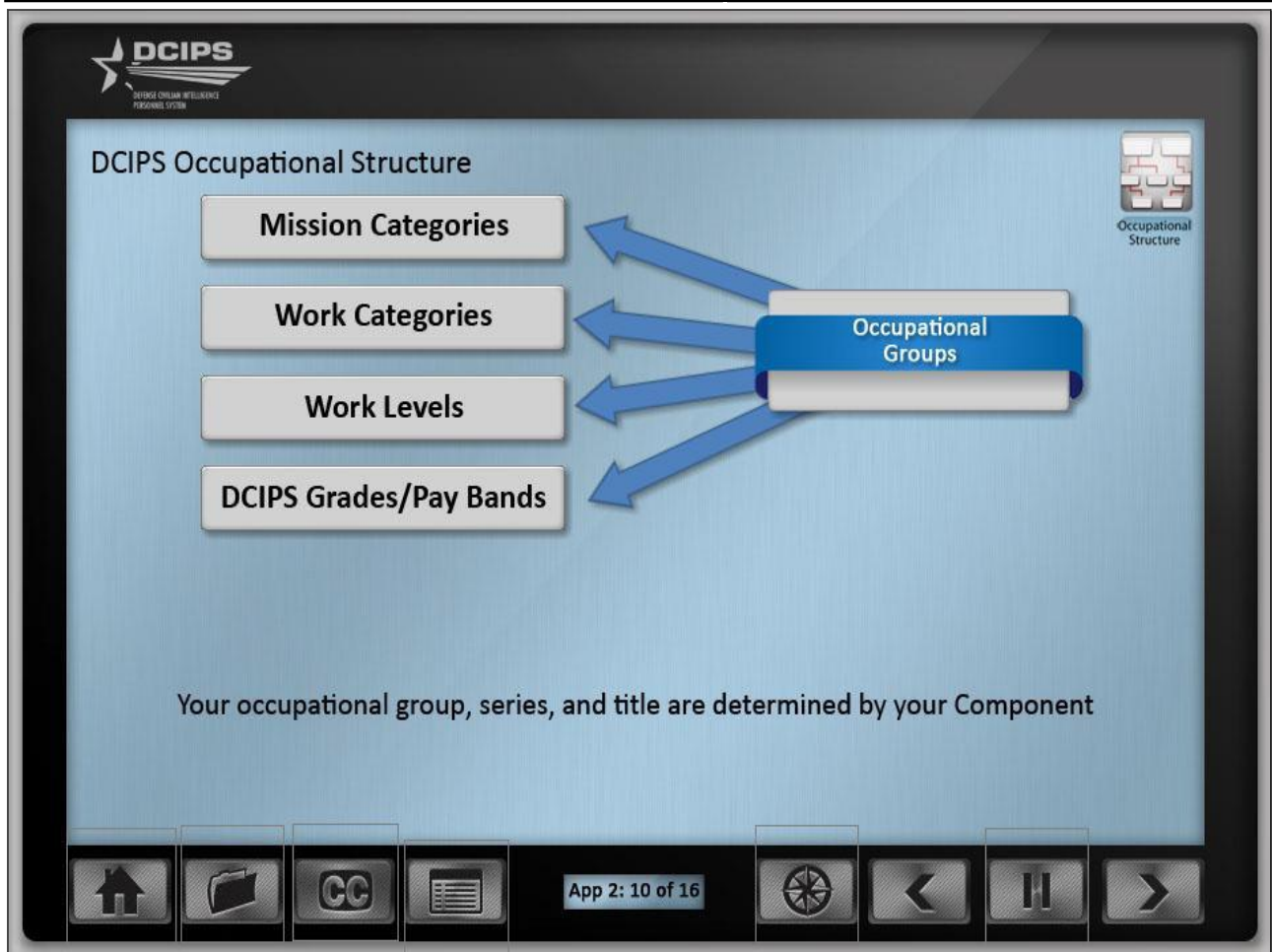
Another item to note is that not all of the work levels describe the same pay band or grade. For example, Full Performance Work Level employees in the Supervision / Management and Professional Work Categories, would receive pay within the range offered at Pay Band 3 under the banded structure, or within the ranges offered at Grades 11, 12, or 13 under the graded structure because these are equivalent work levels across these two work categories.

DCIPS 101 – Occupational Structure



However, an employee at the Full Performance Work Level in the Technician/Administrative Support Work Category, would receive pay within the range offered at Pay Band 2 under the banded structure, or within the range offered between Grades 7 through 10 under the graded structure. The reason for the difference stems from the nature of the work performed within each work category as we talked about earlier.

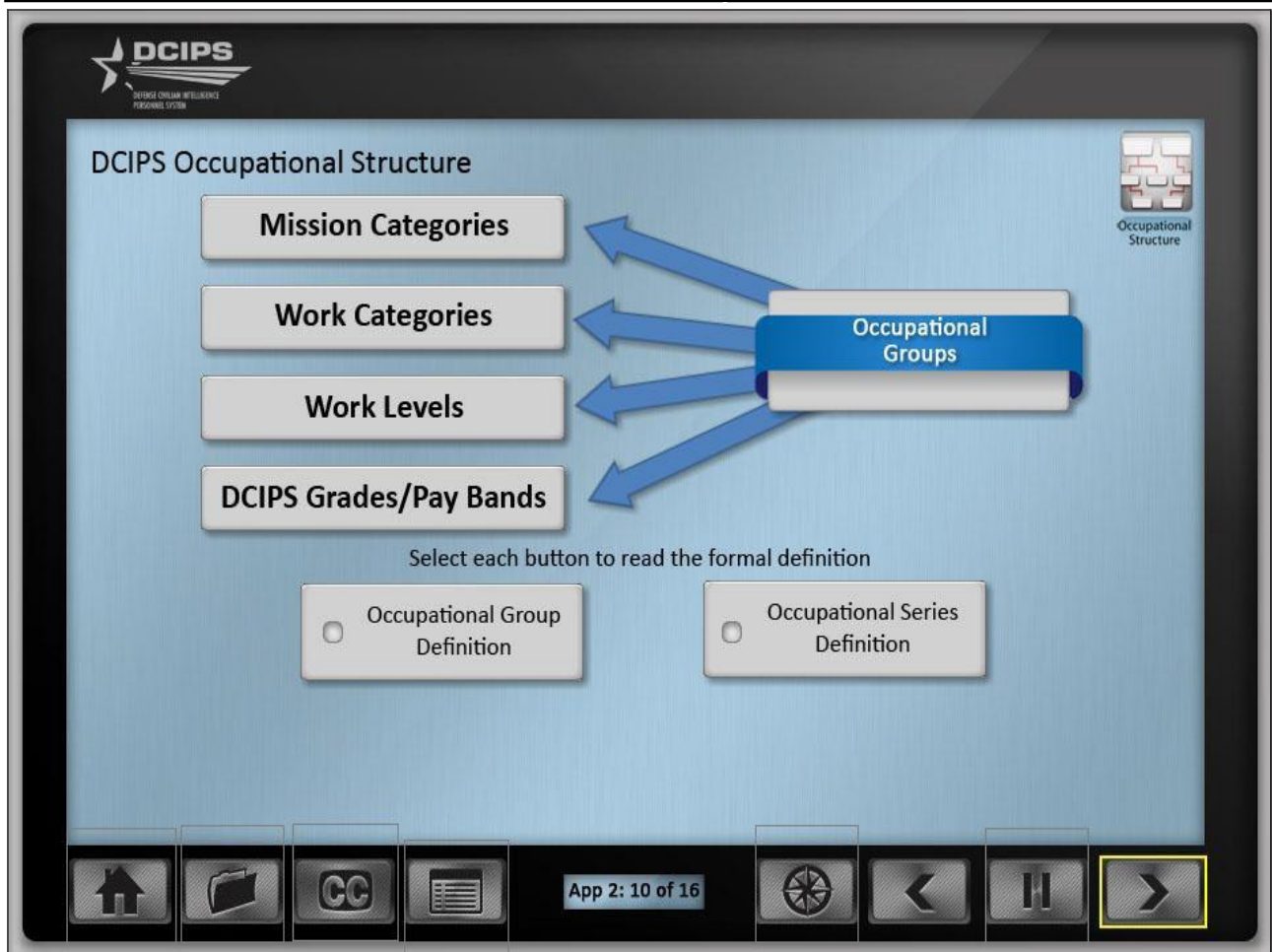
DCIPS 101 – Occupational Structure



Your position has been aligned following the top-down approach we have walked through. At some point in the top-down approach process, your component alignment specialist will consider the appropriate occupational group for your position.

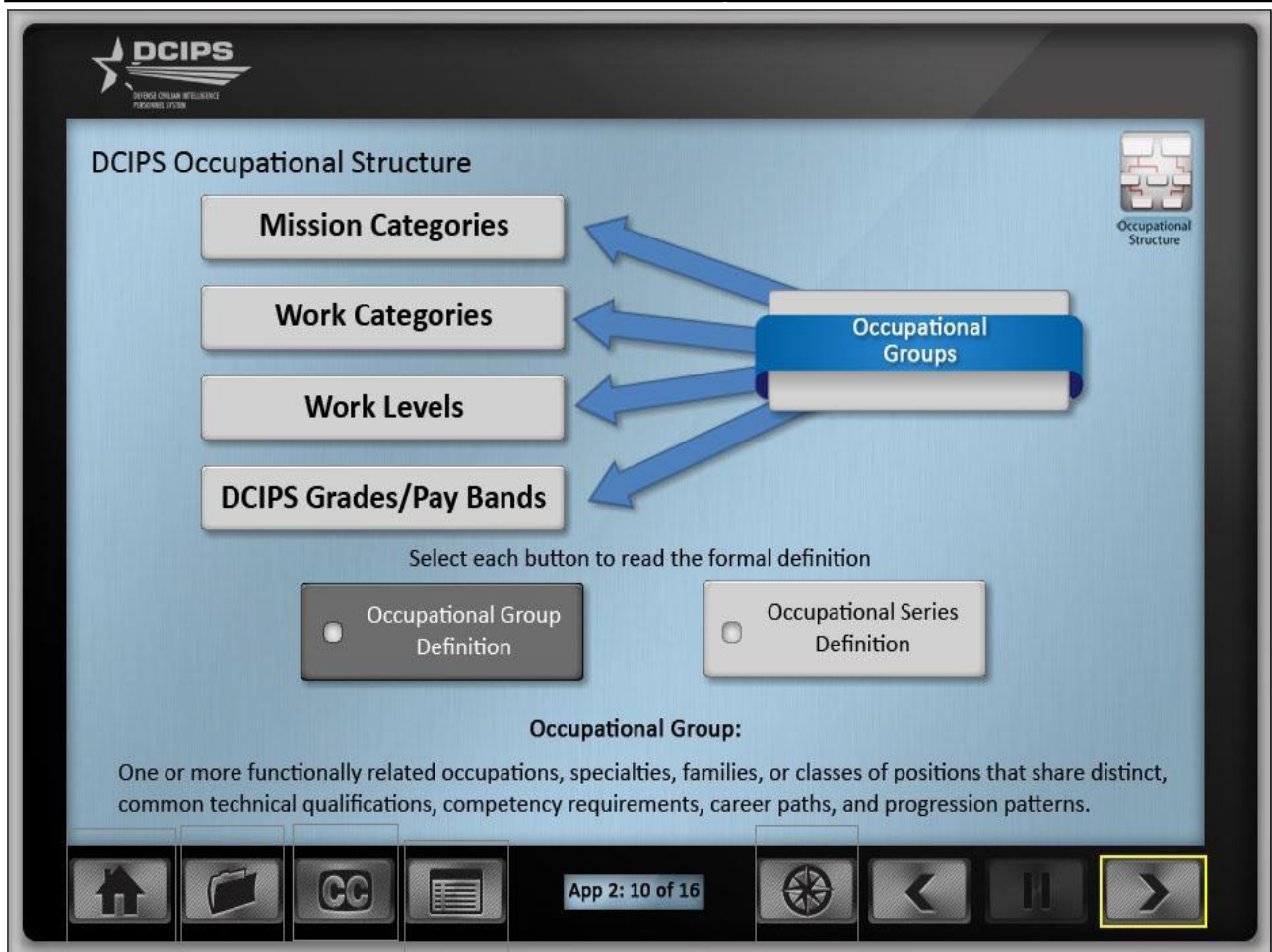
Your occupational group, series, and title are determined by your Component.

DCIPS 101 – Occupational Structure



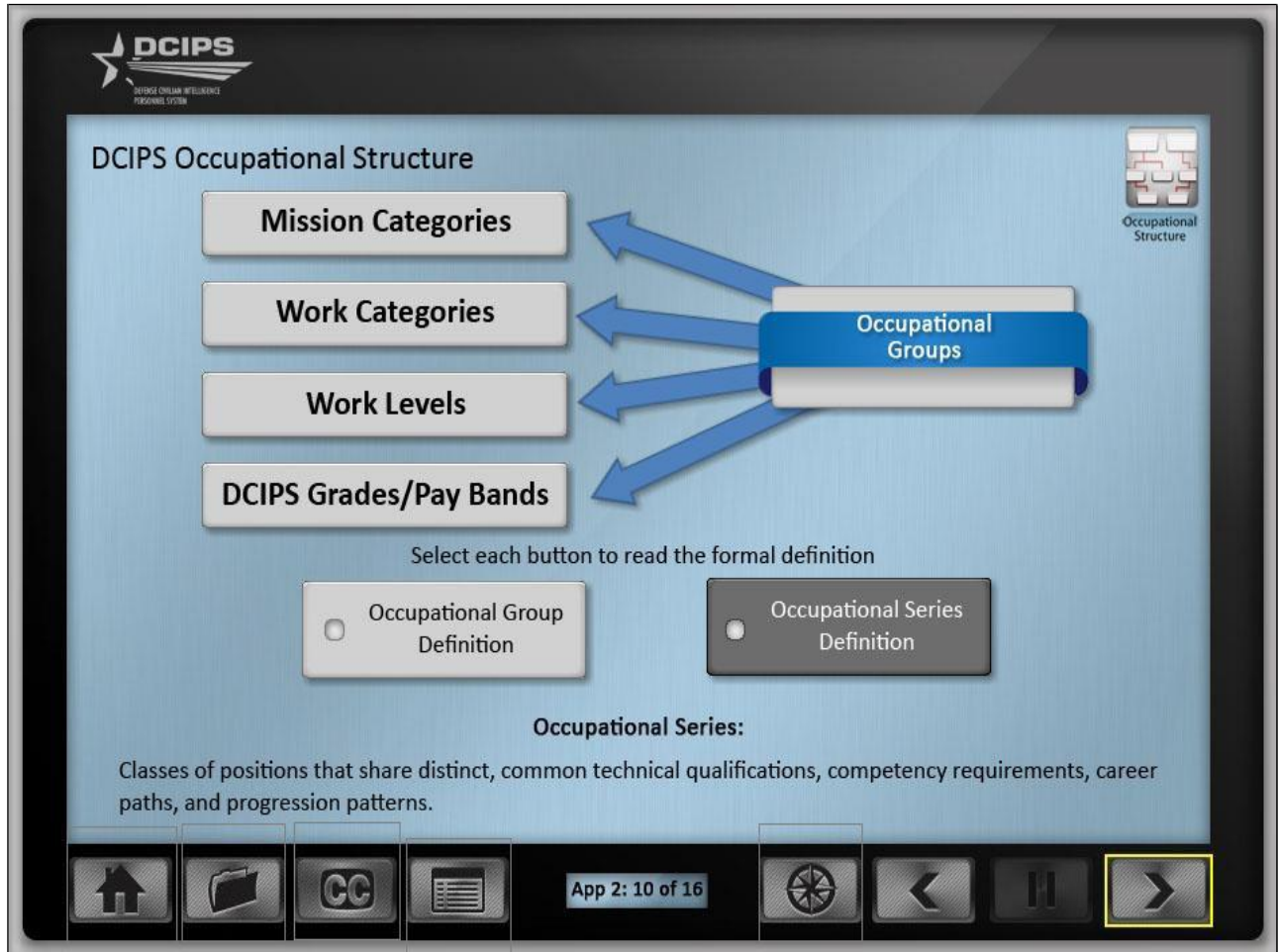
We will review the formal definition for occupational group and occupational series.

DCIPS 101 – Occupational Structure



(Read slide for information.)

DCIPS 101 – Occupational Structure



(Read slide for information.)



The hope is that by walking through a high-level view of each step of the process used to align DCIPS positions to the DCIPS Occupational Structure that you have a better sense of where you fit within the structure and how using a common occupational structure across the Enterprise promotes consistency, helps recruitment and strategic workforce planning, supports your career progression and movement within the IC.

If you are unclear on the mission category, work category, work level, or DCIPS Grade or Pay Band to which your position aligns, talk to your supervisor or Human Resource Practitioner.

DCIPS 101 – Occupational Structure



We recommend reviewing all the DCIPS 101 files to gain a better understanding of the different components.