

Compilation of ERR MOU/Release Policy Questions and Answers

General Process Questions

Q1. When will this new process become effective?

A1. Once the transition issues have been concluded, the new processes will commence. The current expectation is that this will occur by February 2016.

Q2. Will the new National Release Policy take into consideration existing release dates prior to issuing additional dates in accordance with the new policy?

A2. Existing release dates will be reviewed during the transitional period as part Transitional Provision of paragraph L of the MOU, and will be used in the calculation for projected CPC percentages. Depending on the numbers, this might have an effect on a subsequent release from that facility.

Q3. What will determine a release date after the implementation of this new process? Will it be based on a percentage of staffing from the facility you're leaving?

A3. The criteria for determining release dates are established under Section 1 13. A. of the MOU and are based on calculations for the losing facility.

Q4. Are controller requests for mutual reassignment (mutual swaps) subject to the new National Release Policy?

A4. Yes. Release dates will be subject to the qualifying category (MOU Section 1. 13. A.) for the facility of each employee. If an employee from a Category 1 or 2 facility is seeking a swap with an employee in a facility that does not meet either of the Category 1 or 2 criteria, approval will only be in accordance with the provisions of Section 1. 13. C (Office of the COO).

Q5. Is there a difference between an ATC selected for a permanent FLM position as opposed to temporary FLM position?

A5. Yes. Release dates for a permanent FLM position and temporary FLM positions outside a facility are subject to the provisions of the National Release Policy. Temporary FLM positions within a facility are addressed in the ERR SOP Section 4.0.

Q6. I understand that if an employee is selected to a facility, and that employee declines the offer, the ERR for that facility will be removed and employee must reapply if they wish to be considered again in the future. Do the other ERRs that employee may have had submitted for separate facilities remain in the system for the remainder of the 15 months?

A6. Yes. If an employee declines an offer for a specific facility, the ERR for that facility is deleted from the system. All other requests will remain active for the fifteen (15) months specified under the revised Article 42, Section 6, and will be addressed in subsequent placement sessions.

Q7. If an employee accepts a TOL, all other ERR's are deleted. But let's say circumstances require a 12-month release date; can that employee be considered for other positions during the 12-month waiting period?

A7. Once an employee accepts a TOL for a particular facility, all other ERRs from the original losing facility will be deleted and any future requests from that same facility will be invalidated. If an employee subsequently chooses to decline the TOL, they would need to resubmit any ERRs.

Q8. Will the NCEPT team be making selections?

A8. Selections will now be made using the national centralized process and will no longer be made at the local level. The management representative to the NCEPT from Air Traffic Services will be the selecting official.

Q9. Will a facility be able to prioritize the personnel that they would like to receive under this process?

A9. If applicable, the facility will be sent a list of applicants for prioritization. However, there are no guarantees that the facility will receive the employees they indicated as most desired.

Q10. The SOP references releases for selections from within the facility for temporary FLM positions. What about selections made from outside the facility for temporary FLM positions?

A10. Selections from outside the facility for temporary FLM positions will be subject to the National Release Policy.

Q11. Does a release for a selection made under an MPP announcement for an ATO position have priority over a release for an ERR selection?

A11. No, release dates will be determined at the time of selection using the National Release Policy using a first come, first served approach.

Q12. To make a request for an exception or deviation to the National Release Policy under the provisions of the revised Article 42, Section 13, paragraphs B and C, what would be the process?

A12. A standardized process to make those requests is currently under development. Once established, that process will supersede the process currently in effect for making waiver requests.

Q13. What is the difference between the priority placement reference in paragraph E of the revised A42S13 and the priority consideration referenced in Section 2 of the MOU?

A13. Priority Placement is contained in a separate MOU and is excluded from the National Release Policy. Priority Consideration as referenced throughout the CBA still exists, but utilizing priority consideration is now deferred until the facility achieve a Category 1 or 2 status.

Q14. Will Firm Offer Letters (FOL) be issued prior to the completion of medical and security clearances?

A14. HR will be a participant on the NCEPT and will be working alongside other offices to ensure the process is efficient. It is not expected that FOLs will be issued in advance of the appropriate clearances being secured.

Q15. Will the NEST and NCEPT process occur concurrently or separately?

A15. While these process will continue to operate separately, efforts are underway to align the various sources of employee movement to most effectively manage the resources in the field.

Q16. Will the release policy apply to a CPC transferring from an ATC position to a TMC position?

A16. Yes, the release policy applies to all movement within the ATO where an employee is leaving their position of record, either within or out of the bargaining unit. The only exception is for temporary details that do not exceed 120 days.

Q17. If employee has personal circumstances that preclude a move during the timeframes contained in the National Release Policy, can the release be delayed?

A17. To deviate from the time parameters in the National Release Policy, an

exception would have to be sought through the provisions of the revised A42S13(B) or (C). The employee would make that request through their ATM.

Q18. Under Section H, how is the order of selection determined?

A18. The order of selection would be based upon which facility was of the highest priority during the ERR placement process. The individual moving to the facility of highest priority would be released first.

Q19. Does the level of the losing facility factor into the selection process.

A19. While there is no guarantee of selection, there is no limitation on the number of levels involved in any placement

Q20. What are the procedures for someone who has accepted a TOL for one facility, can they subsequently apply through an advertised vacancy announcement?

A20. Nothing precludes anyone from competing for an advertised vacancy. However, employees will only be able to hold one offer at a time. If someone has a TOL, and subsequently gets an offer on an MPP announcement, the individual would have to decline one of the offers.

Q21. For facilities with multiple areas, if the facility as a whole falls into either Category 1 or 2, yet a particular sub-area is understaffed, will the release still occur?

A21. While this is a facility release policy, there may be locations that have unique circumstances. In those cases, an approval for deviation or exception to the policy would be required under the provisions of the revised A42S13(B) or (C).

Q22. Will there still be PCS vacancy announcements?

A22. With a robust ERR process, the need for PCS bids should be reduced. In the event a sufficient number of candidates for a facility are identified through the ERR process, AJT could still consider an MPP announcement with associated PCS benefits.

Q23. Are selections to organizations outside of the ATO, such as AOV, covered by the release policy?

A23. The National Release Policy only applies to those employees leaving their existing position of record and moving to another ATO position of record within or outside the bargaining unit.

Q24. Can a developmental who is facing a suspension or termination of training submit an ERR?

A24. There is no prohibition on developmentals who have had training suspended or terminated from submitting an ERR. The NCEPT will consider these requests on a case by case basis.

Q25. Will more consideration be given to a candidate for placement from an ATC-7 than from an ATC-6 or ATC-5?

A25. While a factor such as the level from which the employee is leaving may be considered, there is likely not much difference in this example.

Q26. Is it correct that if a facility is currently at 50% of target for CPC level, no ERR from that facility will be considered until the facility reaches the national average?

A26. Correct.

Q27. Does the National Release Policy apply to temporary or permanent support staff specialists selections?

A27. For a selection to a temporary support staff specialist assignment within facility for a duration of less than 120 days the release policy does not apply. For a selection to a permanent position, or for temporary position that cumulatively exceed 120 days, the release policy applies.

Q28. If an employee has been released on an ERR or MPP and currently holds a release date 21 months in the future, how would that be effected by an ERR selection made at a future date and is covered by the new release policy and may be a date closer in the future?

A28. The purpose of the transition period is to evaluate the existing release dates, and if an existing release date could be adjusted to come into conformance with the new time parameters, the employee will be offered the opportunity to adjust that release date. Also, if a facility's health improves from a Category 2 to a Category 1, in accordance with the revised A42, Section 13(J), employees with existing releases will be offered the opportunity to adjust their release prior to subsequent releases being issued.

Q29. Are release dates for employees with approved hardship covered by the National Release Policy?

A29. No. Hardships covered under A99 of the CBA are excluded from the National Release Policy in accordance with the revised A42, Section 13 (E).

Q30. How will any adjustments to the process made as a result of any review in accordance with Section 7 of the MOU be communicated.

A30. Should any modifications to the process be made, information will be shared jointly through traditional communications methods.

Q31. Will the Service Area ASG have specific tools and/or forms to complete their tasks under the SOP?

A31. All offices associated with this process will be included in collaborative efforts to make the implementation of execution of this new process run as effectively and efficiently as possible.

Q32. Will the actual process of submitting ERR's be updated?

A32. No. The method for submitting ERRs is covered under A42 and remain unchanged.

Q33. Will all openings being bid online be considered under same SOP and be covered by the National Release Policy?

A33. MPP vacancy announcement processes remain unchanged, however it is expected that there will be less generated as the ERR process becomes more robust. Release dates for employees selected on an MPP announcement for positions within the ATO will be generated in accordance with the MOU.

Q34. If a CPC is selected for a permanent FLM position, can they be released before CPCs who have been released to other facilities?

A34. The provisions of the National Release Policy apply to permanent FLM selections and release dates would be established accordingly.

Q35. Does a facility that is well below the national CPC AOB average have the ability to refuse to accept an employee transferring from a facility that meets a Category 1 or 2 criteria?

A35. No. Selections will be made during the NCEPT process. Varying factors may be considered during the process, but once the selection has been made, the employee will be offered the position.

Q36. If an employee is selected under the provisions of the C90/N90 Return Rights and Priority Release MOU, but the facility is not above the National AOB Average, will they be allowed to be released?

A36. Transfers under the C90/N90 Return Rights and Priority Release MOU are exempted from the National Release Policy (see revised A42, Section 13 (E))

Q37. If an employee has an existing release date for an ERR, and is later selected under an MPP announcement, will the employee be allowed to keep the previously determined release date?

A37. Release dates will be determined based on the data at the time of the selection. Only one offer will be pending for each employee at any given time. If the employee wants to accept the MPP offer, they must decline the previous offer, and their new release date will be set in accordance with the National Release Policy.

Q38. If a facility is over 100% current AOB CPC, yet only 20% of the employees are OJTI certified and it would adversely affect operations to release one of the OJT-Is, is that something the ATM would have to file to the VP-ATS for a deviation from the time frame?

A38. If an extension or deviation from the National Release Policy is desired, the ATM would need to make that request through the provisions of the revised A42, Section 13 (B) or (C).

Q39. Do ATMs have any influence on who is selected for the facility, or is solely determined by the NCEPT?

A39. While facilities can offer perspective through the prioritization of candidates, selections are ultimately made by the AJT management official serving on the NCEPT.

Q40. Will facilities still have to request an ERR list or MPP vacancy announcement to supplement staffing?

A40. No. All ERR placements and determinations to issue MPP vacancy announcement will be made through the periodic NCEPT process.

Q41. Are the timeframes identified in Section 13 (A) applicable when the staffing threshold is identified or when the staffing threshold is achieved?

A41. Both the current and projected percentages of CPC to target must be satisfied to enact the time parameters in Section 13 (A)

Q42. At facilities that do not meet category 1 and 2 staffing numbers are employees going to be restricted from bidding an MPP bid or classified as not meeting

qualifications?

A42. There is no prohibition on employees applying for MPP announcements based on the categorization of their facility. Release dates will be set in accordance with the National Release Policy, and if the facility does not meet the Category 1 or 2 criteria, the release date will be set under the provisions of Section 13 (I)

Q43. If an employee has an existing ERR to one facility, then subsequently decides they want to go to a different facility, can both requests be active at the same time.

A43. Yes, an employee may have multiple ERRs on file at any given time. However, once selected, they will have to make a decision. If they accept the offer for facility ABC, other ERRs on file will be deleted.

Q44. After the new MOU/SOP goes into effect, if an employee becomes a temp FLM not to exceed 2 years can that be made permanent?

A44. In accordance with the SOP, section 4.1.5, any temporary FLM position that may be converted to a permanent position will be handled in accordance with the provisions of the National Release Policy at the time of the initial selection.

Q45. How does the new process affect Article 60 ERR requests?

A45. Under Section 2 of the MOU, an employee can exercise their priority consideration under A60 once their facility has reached the criteria of Category 1 or 2 defined under the revised A42, Section 13 (A)

Q46. Would this new placement process allow for swap requests with developmentals on a case by case basis?

A46. The provisions of the CBA covering mutual swaps have not changed. To be eligible for a mutual swap the employees must meet the criteria established in A42, Section 9

Q47. Will employees with ERRs on file be automatically added to a list of candidates generated under an MPP vacancy announcement?

A47. The provisions of Article 42, Section 8, has not changed and ERR submissions will be treated equally with any applications submitted under a vacancy announcement for the same position.

Q48. Does the NCEPT control what ERR/MPP candidates are sent to the ATM for selection?

A48. The NCEPT is responsible for filling placement opportunities with candidates who have submitted ERRs. The Air Traffic Services management official on the NCEPT is the selecting official.

Q49. What will happen to an employee whose release date has passed due to delays in medical and security clearances?

A49. The NCEPT will be working closely with other offices to mitigate any issues that arise in this regard. Those circumstances will be addressed on a case-by-case basis.

Q50. The MOU and SOP refer to temporary FLMs selected from “within the facility”. Do we handle those selected from outside the facility differently?

A50. The National Release Policy will apply to selections for Temporary FLM positions made from outside the facility.

Q51. How does this affect the current waiver process?

A51. After the implementation of the new National Release Policy, there will no longer be a need to obtain a 90 day or 180 day waiver for release dates.

Q52. Do BUEs get to retain their release dates if they are selected for a subsequent second facility/position?

A52. No. Under the new process, if an employee accepts an offer for a facility, then all other ERRs on file will be deleted from the system, so no additional offers will be forthcoming.

Q53. Can a facility still publish an MPP Bid if there are ERR’s on file for that facility?

A53. It is expected that most facilities controller staffing needs will be met through new hire and ERR placement. In the event these processes do not generate sufficient candidates, MPP announcements may be necessary. Approval of the NCEPT AJT management official is required before advertising a controller position via the MPP process.

Q54. Will the ATM have the latitude to vet and rank/rate the ERR’s by qualifications or based on recommendations from the losing facility?

A54. If applicable, the facility will be sent a list of applicants for prioritization. However, there are no guarantees that the facility will receive the employees they indicated as most desired.

Q55. Would a temporary FLM be subject to the National Release Policy prior to being made permanent?

A55. Yes, individuals serving on in a temporary FLM position will be subject to the National Release Policy in accordance with revised A42, Section 13 (F)

Q56. What avenues will be used to help staffing numbers improve at lower level facilities where people aren't looking to ERR?

A56 If there are insufficient numbers of ERRs on file to fill vacancies, placement opportunities most likely will be filled using new hires or NEST placements. Additionally, Air Traffic Services may consider issuing an MPP vacancy announcement for those positions

Q57. If an employee is at a facility that doesn't meet the criteria of Categories 1 or 2, and an employee is therefore not selected for movement during the ERR process, will the employee need to re-file an ERR for continued consideration?

A57. If an employee is not selected during one placement session, their ERR remains on file for that facility, and would be considered in subsequent placement meetings. Employees must keep their requests updated in accordance with the timelines described in Article 42 of the CBA.

Q58. If the facility is a Category 1, is it at the ATM's discretion as to when a controller is released as long as it is within the three month time frame?

A58. The release date would be coordinated between the losing and gaining ATMs, and in consultation with the employee.

Q59. If a person wants to leave staff to a FLM position, are they subject to the new National Release Policy?

A59. The National Release Policy applies to individuals serving on temporary details within the facility, in accordance with revised Article 42, Section 13 (G). The National Release Policy does not apply to employees whose permanent position of record is a Staff Support Specialist

Transitional Questions

Q60. Do we have to submit a new ERR application under the new process if we have one currently on file?

A60. No. Existing ERRs remain valid as we transition to the new process.

Q61. I have a firm offer and my release date is April 17, 2016. Is my release date going to be affected by this new National Release Policy?

A61. In accordance with Transitional Provision, paragraph L of the MOU, existing release dates will not be negatively affected by the new National Release Policy. In addition, if the losing facility falls within the new criteria as established in paragraph Section 1. 13. A. (Category 1 or 2) the employee may be offered the opportunity to move their date forward to be in compliance with the new policy. If the losing facility does not meet the criteria for either Category 1 or 2, the previously set release date will be honored.

Q62. Have selections made through MPP vacancy announcements and ERR selections been suspended?

A62. Selections that have been made and received approval at the Service Area Director level as of December 9, 2015 will continue to be processed under the legacy procedures. If selections had not been approved at the Director level by that date, they cannot move forward and employees will have to wait until new process is implemented.

Q63. There are employees who have existing releases from facilities that are below the national average to facilities that are above the national average. What will happen to those releases?

A63. All existing release dates will be honored. During the transitional assessment, existing release dates will be evaluated to see if they can be moved up, with employee concurrence, to come into compliance with the timeframes delineated in the National Release Policy

Q64. How will those individuals who have been selected, either for an ERR or an FLM position, but who haven't received a release date be handled?

A64. Any selection made and approved by Service Area Director (ERR, FLM, etc.), but haven't gone any further in process, will continue through the legacy process. A TOL from HR will be offered to the employee, release dates will be coordinated between the ATMs, and then will be incorporated into the transitional review.

Q65. What happens if selections have been made, but have not received Director level approval.

A65. If Service Area Director level approval was not obtained prior to the suspension on December 9, no further action to process these employees will occur and their ERRs will be considered through the NCEPT.

Q66. Is all movement of personnel suspended until the new process is effective?

A66. Existing release dates will be honored, including those that fall during the transitional period.

Q67. What will be the process for those releases where a waiver request for a 90-180 day release is pending?

A67. During the transition period, current process for closing out selections that have received service area director level approval will continue.

Q68. Will the temporary suspension of ERR's also apply to mutual swaps?

A68. The suspension will apply to new mutual swap requests, but those swaps that have established release rates will continue to move forward.

Q69. If a facility has made selections from either an ERR or MPP list, but a TOL has not been issued, are those selections still valid.

A69. If the selections for either an ERR or an MPP bid have received Service Area Director level approval, those selection will continue through legacy processes.

Q70. If a facility has five releases scheduled for the next two years, will the implementation of the new policy reduce the levels of the facility to the point where we can no longer properly staff the operations?

A70. No. Existing releases will be evaluated during the transition period. Whether the release dates are adjusted would be dependent on the facility current and projected CPC numbers. Not every facility will see employees with existing release dates be offered the opportunity to move those dates forward, if the data does not support such an opportunity.

Q71. If an employee has been given a date of April 2017 for release behind 4 other employees being released throughout 2016, will the release dates have to be readjusted to meet the National Policy release?

A71. Existing releases will be evaluated during the transition period. Whether the release dates are adjusted would be dependent on the facility current and projected CPC numbers. Not every facility will see employees with existing

release dates be offered the opportunity to move those dates forward, if the data does not support such an opportunity.

Q72. For employees already with release dates not in compliance with the new category I and II standards, will the date the employee received the release date be taken into consideration when evaluating any possible adjustments during the transitional review?

A72. Each facility will be evaluated based upon current data, and any overlay into the new release parameters will be handled in a first come, first served manner.

Q73. If a CPC has two pending offers for two different facilities, with two release dates, how will this be addressed?

A73. During the transitional period, the employee will be contacted and required to choose one facility. An employee can only have one pending offer at a time.

Q74. During the transition period, if a CPC has an offer to a facility, and an existing release date, will any other ERRs in the system remain active?

A74. During the transition period, if an employee has other pending ERRs in the system, they will be contacted and required to make a choice. If they keep the existing offer, other ERR requests will be deleted from the system. If they decline the existing offer, the ERRs will remain on file and will be addressed through the NCEPT process

Q75. If an employee is currently serving as a temporary FLM for a two year period, can that be made permanent and not be subject to the National Release Policy?

A75. During the transitional period, these assignments will be evaluated and it is possible that the position may be made permanent.

Q76. Do we have to renegotiate release dates to be within 3 to 6 months for employees that have a tentative or firm offer that is more than 6 months out?

A76. During the transition period, if a facility is deemed to meet the criteria of Category 1 or 2, employees with existing release dates may be offered the opportunity to adjust their releases to come into compliance with the established timeframes.

Q77. If a facility has several employees who have been selected, but release dates have not been established, how does “order of selection” apply to setting those dates?

A77. During the transition period, the transition team will compile the relevant

data and will address selection on a first come, first served basis. The date that will drive that decision will be the date the Service Area Directors office approved the selection.

Q78. How will employees be notified of the option to readjust their release dates during the transition period.

A78. During the transition period, if it is determined that an employee should be afforded the opportunity to have a release date adjusted, a joint message will be sent to the ATM and the Facrep who are expected to work with the employee to find a new date that is acceptable.

Q79. Are MPP announcements for both CPC and FLM positions currently on hold?

A79. If selections for CPC or FLM MPP bids have been approved at the Service Area Director level, these positions will continue to move forward. The ATO has determined to temporarily suspend publishing new announcements until the new ERR process and SOP have been implemented.

Q80. Is an individual currently on a temporary NTE 2 YR FLM promotion (within the facility) subject to Section 13-f of the MOU?

A80. Individuals who are currently serving on temporary FLM assignments will be reviewed during the transition process, and may be made permanent at that time prior to the implementation of the National Release Policy

Data Questions

Q81. I am at XXX, our Collaborative Resource Workgroup (CRWG) staffing level is 34 with 20 CPC's on-board. FLM staffing level is 7 and we currently have 5 FLM's on-board. What would the release look like for anyone selected from the facility for a temporary FLM position within the facility?

A81. The process for determining the releases of temporary FLMs within the facility is contained in the ERR SOP, Section 4.0. The percentages are based upon actual on-board (AOB) staffing to authorized at the time the facility intends to make the selection of a Temporary FLM position within a facility. We would use the following calculation in this example:

CPC AOB = 20; CRWG CPC level = 34
 $20/34=58.8\%$

FLM AOB = 5; FLM Authorized=7
5/7=71.4%

Since the CPC percentage is lower than 90%, and the FLM percentage is greater than the CPC percentage, the facility must obtain approval from the Office of the Vice President for Air Traffic Services before filling that position.

Q82. Our CPC AOB to CRWG level is 40%. How does this affect facility releases?

A82. Under the provisions of the Release Policy MOU (Section 1, 13. A.), release dates can only be granted to individuals at facilities that meet the criteria identified as Category 1 and 2. This is reinforced in the ERR placement process SOP, under Section 3.5.3. There are specific exceptions to this general application that are delineated elsewhere in the MOU.

Q83. Has the "CPC AOB national average" been determined and how will this information be disseminated?

A83. The CPC AOB average is calculated approximately monthly, and fluctuates based on gains and losses in the intervening time between calculations. As of today the average is 85.54%. The intention is to be as transparent as possible with this information. ATMs and FacReps will have access to this data.

Q84. A facility at 90% CPC staffing levels, as specified in this new agreement, an employee will be afforded a release date within three months or up to six months at the election of the employee. Is facility management allowed to take mandatory retirements, previous release dates, etc., into account that would change this number (90% CPC staffing level)?

A84. The determination as to which category (1 or 2) a facility qualifies will be made using data as entered into Staffing Workbook. The National Centralized ERR Process Team (NCEPT) will review the information to make the determination as to the appropriate category. Release dates are predicated on both the current CPC to target ratio as well as the projected CPC to target ratio (Section 1, 13. A.) Known release dates and mandatory retirements are some of the data points that are used to calculate the projected percentage.

Q85. In Section 1. 13. A. the Categories are based on "CPC Current and Projected AOB". How is it applied if the facility is currently at or above current requirements, but below projected and vice versa?

A85. The Categories are based upon both criteria, current and projected, being satisfied.

Q86. Will staffing data be made available, so that controllers may strategically decide

where to submit ERRs?

A86. Staffing related data will be available through the existing KSN website. We also intend to distribute the information to those that do not have regular access to the KSN website.

Q87. Is there a timeline or projected completion date for the CRWG's comprehensive review of the staffing models?

A87. The Parties are continuing to work on the review of the underlying modeling used to determine air traffic controller staffing distribution in air traffic field facilities.

Q88. In the ERR SOP it says the Staffing Workbook will be updated continuously by facilities. Are they required to update them in a certain time frame?

A88. Facilities should be updating the information contained within the Staffing Workbook on a continuous basis as new data becomes known.

Q89. What is the FLM staffing level appended to the SOP, and why is it included.

A89. The FLM numbers contained in the SOP is the facility's authorized FLM number. This number is included because both the MOU and SOP, references FLM positions and procedures to be followed to release bargaining unit employees to fill temporary FLM positions within a facility.

Q90. Does the CRWG CPC target include CPCs, CPC-ITs and Developmentals.

A90. No, the CPC target only includes CPCs.

Q91. Will Facility Representatives be given read-only access to the Staffing Workbook?

A91. The intention is to be as transparent as possible with this information, however "read only" access for Staffing Workbook does not exist at this time. ATMs and FacReps will have access to the underlying data through other sources.

Q92. Are employees who are permanently medically disqualified counted in the CPC levels?

A92. Yes, medically disqualified employees (temporary or permanent) are counted in the CPC numbers.

Q93. What data is utilized to determine the projected CPC levels?

A93. Known gains and losses are derived from the information contained in the Staffing Workbook as well as other factors including training attrition (derived from AJI (Technical Training)) and other projected attrition that is derived from

ALA (Finance's Office of Labor Analysis) modeling.

Q94. How are training attrition numbers calculated?

A94. For ARTCCs, Technical Training can provide actual historical rates. For terminal facilities, averages based on type/level of facility are used. As we obtain more granular data, the training attrition rates will be refined on a facility by facility basis.

Q95. Are there established guidelines for the entry of data into Staffing Workbook?

A95. Management Services is developing a SOP for Staffing Workbook and will maintain contact with facilities to ensure that data is properly entered prior to NCEPT sessions.

Q96. Are developmental controllers factored into the projected CPC numbers?

A96. Developmentals are factored into the calculation to determine projected CPC levels based upon historical training success rates as provided by AJI.

Q97. Are pending releases that exceed next twelve months factored in to the calculations for projected CPC levels?

A97. The projected CPC levels are based upon a twelve month outlook, but this is an iterative process where gains and losses are factored in every month.

Q98. Do facilities have option to change their CPC target numbers at their own discretion?

A98. No. Target numbers have been established through an ongoing national collaborative effort, and subsequent adjustments would only occur if those collaborative effort drive such changes.

Q99. Where might we see what training success percentage is being applied to our facility?

A99. The information will be available through the KSN website that exists for the other staffing related data, including the Priority Placement tool. We also intend to distribute the information to those that do not have regular access to the KSN website.

Q100. Does the AOB CPC number reflect controllers on the books but are doing full time Article 48 duties?

A100. Controllers on long term A48 assignments are counted in the facility's

CPC AOB number.

Q101. Are CPCITs expected to arrive at the facility factored into the projected CPC AOB number?

A101. Yes. The projected CPC AOB number takes into account known incoming employees and utilizes historical training success rates to calculate projected CPC AOB numbers.

Q102. Does the attrition model take into account employees who have announced their retirement to the facility, but have not submitted official paperwork?

A102. Speculative retirements are not incorporated into the known losses portion of the Staffing Workbook data. However, projected CPC levels do factor in the ALA attrition projections which include, in part, expected retirements based upon facility demographics.

Q103. Will an employee on a two year temporary detail to another facility count against the AOB CPC number.

A103. Yes. Extended details to other assignments still count against the facilities CPC number.

Q104. Does a facility need to determine what the average training time for their type/level for inclusion in the calculations for projected AOB CPCs?

A104. No. The underlying data used to calculate projected CPC numbers is developed nationally.

Q105. Does the 'FLM Staffing Level' appended to the SOP include STMCS?

A105. Yes, the "FLM Staffing Level" includes all authorized MSS-2 at the facility.

Q106. Is the decision to categorize a facility as a Category 1 or Category 2 made at the local level or the national level?

A106. Facility categorization is determined nationally and is based upon calculations derived from data points obtained from several sources such as Staffing Workbook, historical training success rates, and ALA attrition projections.

Q107. Are numbers involved in staffing calculation rounded, and if so are they rounded up or down?

A107. In cases where rounding comes into play, standard rounding is used. For percentages, calculations are made to the hundredths of a percent.