

STATE OF WISCONSIN  
DEPARTMENT OF MILITARY AFFAIRS  
OFFICE OF THE ADJUTANT GENERAL  
POST OFFICE BOX 8111  
MADISON, WISCONSIN 53708-8111

Support Personnel Regulation  
No. 910-1

1 April 1991

MOBILIZATION READINESS

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1. REFERENCES: FPM Chapter 910, FPM Supplement 910-1 and FPM Supplement 990-3.

2. PURPOSE: The purpose of this regulation is to provide a common framework for the Support Personnel Management Office (SPMO), managers and supervisors to use in order to:

a. Meet staffing needs, ensure that essential work and emergency functions are done, meet mission requirements, and plan for replacement of technicians who are mobilized.

b. Use the flexibility in current regulations, policy, and personnel practices to recruit and maintain a qualified work force during partial mobilization.

c. Do advance planning to meet personnel needs, in anticipation of full mobilization, by eliminating obstacles and revising technician policy, regulations and practices as needed.

3. PERSONNEL ACTIVITIES DURING PARTIAL MOBILIZATION: The actions described below may be taken at any time before or during partial mobilization.

a. Recruitment and staffing:

(1) To facilitate the recruitment of temporary help, the Director of Support Personnel will request that NGB-PR waive the compatibility requirements contained in TPR 300 (316.4) for temporary limited employment, including temporary appointments, temporary promotions up to 120 days, understudy appointments, details and temporary reassignments. The requirements for appropriate military membership and competitive selection of temporary promotions over 120 days will remain in effect.

(2) During mobilization, Stop Loss provisions may require permanent technicians to remain in certain MOSs and AFSCs designated as critical. In these situations, the Adjutant General has the authority to waive compatibility requirements to allow technicians affected by Stop Loss provisions to be selected for other technician positions. These compatibility waivers will expire once the Stop Loss provisions are no longer in effect. Technicians must then be reassigned to compatible military assignments.

(3) Further actions to be taken by the SPMO staff may include:

(a) Review labor agreements, if necessary, to revise staffing procedures in preparation for emergency staffing needs.

(b) Suspend reduction in force actions except those needed to "phase down" nonessential activities.

(c) Publish open announcements for positions which must be filled to perform essential work.

(d) Establish an applicant supply file. Contact annuitants, spouses of technicians, former technicians (including those on OWCP), and other potential applicants as to their interest in employment.

(e) Prepare for full mobilization by selecting standby personnel in accordance with FPM Chapter 910 and FPM Supplement 910-1 to meet anticipated staffing needs. Use state and private employment services, if necessary, to recruit Federal employees.

(f) Arrange for part-time, intermittent, or volunteer employees.

(g) Fill excepted service positions (needed to support the mobilization ) with indefinite excepted or temporary competitive employees.

(h) Use the 30-day special needs and "outside the register" authority in FPM Chapter 316 to recruit temporary competitive employees.

(i) Contract work out to private employment services.

(j) Arrange for use of details and temporary reassignments to place the remaining permanent technicians who lack work because of mobilization of their unit. (Surplus technicians may perform essential work at other sites.)

(k) Furlough those technicians who lack work because of mobilization and can not be placed elsewhere.

b. Position Management and Position Classification. The SPMO staff will:

(1) Use existing authority and flexibility to select appropriate position descriptions (PDs) for use. Exception PDs which fit the work situation may be used from any state or Personnel Center.

(2) Request that NGB-PR waive the 60 day limit stated in TPR 300 (312.4) on the use of additional identical (overhire) positions.

(3) Classify only new or changed positions.

c. When requested by the Director of Support Personnel, supervisors and managers will identify essential functions that must continue in spite of depletion of the work force as a result of mobilization. They will prioritize their staffing needs.

4. PERSONNEL ACTIVITIES DURING FULL MOBILIZATION. In general, OPM and NGB-PRC will change regulations on staffing and position classification to meet emergency situations. The following is a summary of anticipated revisions and suspensions of regulatory requirements:

a. In the competitive service, replacement of the career-conditional appointment system with the emergency-indefinite appointment system.

b. OPM's suspension of:

(1) The competitive examination system.

- (2) The restriction on employment of relatives.
- (3) Numerical employment ceilings or ratios.
- (4) The displaced employee program.
- (5) Classification appeals.
- (6) Issuance of new classification standards.

c. NGB-PRC's suspension of:

- (1) The submission of reports.
- (2) The requirement to give priority consideration to employees on OPM, DoD, or NG priority or reemployment lists.
- (3) Restrictions against appointment of personnel during the 180 day period after retirement from military service.
- (4) Restrictions against rank or grade inversions.
- (5) Standards of adequacy for position descriptions.
- (6) Adjudication of classification appeals.

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The proponent of this SPR is the Director, Support  
Personnel. Users are invited to send comments to  
The Adjutant General, DMA Wisconsin,  
ATTN: WING-SP, PO Box 8111, Madison, Wisconsin  
53708-8111  
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VINCENT J. PINTARRO  
COL, GS, WIARNG  
Dir, Support Personnel

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