

2018 CIO BUSINESS SERVICES RESTRUCTURE
ORGANIZATIONAL CHANGE MANAGEMENT TIMELINE

EVENTS	DATES		
CIO begin to notify impacted employees in the competitive areas about the Business Services Organization implementation; including two years saved grade/pay policy for impacted employees accepting lower level assignment.	1/4/2018		
Mailing of Annuity Estimates and VER Packages HRSSC/Topeka and Eagan	1/4/2018		
VER Window Period for Eligible Employees	1/4/2018	-	3/23/2018
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout RIF timeline in eCareer.	1/4/2018	-	4/13/2018
CIO POC begins to coordinate the processing of Form 50's of impacted employees with HRSSC before RIF effective date as applicable.	1/4/2018	-	4/13/2018
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this structure.	1/20/2018		
Issue Specific RIF Notice	1/23/2018		
Specific RIF Notice Period	1/23/2018	-	4/13/2018
10-day Limited Area of Consideration (LAC) Posting I: Open to all career non-bargaining employees in the CIO Competitive areas.	1/30/2018	-	2/9/2018
Review applications from Posting I, conduct interviews and make final selections.	2/12/2018	-	3/2/2018
10-day Limited Area of Consideration (LAC) Posting II: Open to remaining impacted eligible career non-bargaining employees in the CIO competitive areas.	3/6/2018	-	3/16/2018
Review applications from Posting II, conduct interviews and make final selections.	3/19/2018	-	3/30/2018
Irrevocable Date for VER Decision to Retire	3/23/2018		
VER effective date	3/31/2018		
RIF effective date (effective date of RIF separations)	4/13/2018		
Effective date of RIF demotions and reassignments	4/14/2018		
Effective date of reinstatement application	4/14/2018		

*****This timeline is 99 days.***