CAS2Net and CCAS Open Forum

**Thursday
1 August 2024
1:00 PM Eastern Time**

**Topic: CCAS Spreadsheet Test Schedule
and Upcoming Releases in CAS2Net**
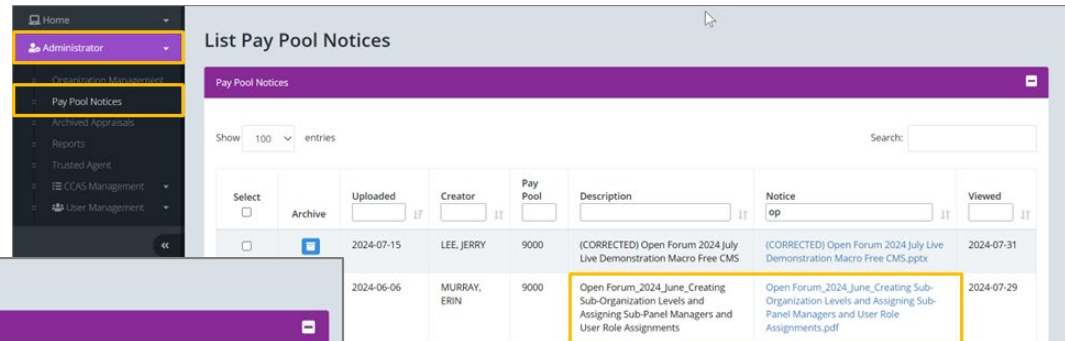
TEAMS Meeting Link
Meeting ID: 231 024 528 524
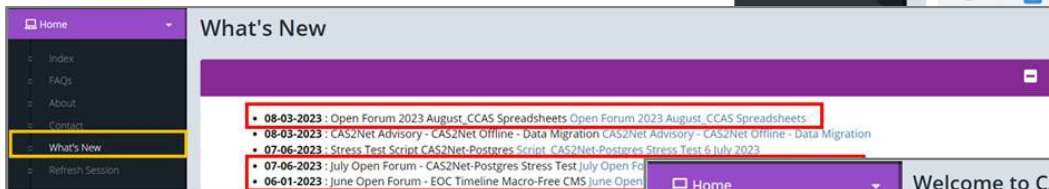Passcode: SMZdLr

Meeting Call in Information
+1 571-403-9146
Phone Conference ID: 989 870 18#

Housekeeping Items

1. Presentations are sent in advance through the CAS2Net Pay Pool Notices

2. Posted to What's New

3. Available in User Notifications

4. Enter your email address in chat if you did not receive it

5. Please remember to "Mute" your phone to prevent any background noise and additional feedback.

6. All Open Forum Sessions will be recorded

7. Each recorded session will be posted to the AcqDemo website (including presentation slides) at https://acqdemo.hci.mil/training.html#cas2netOpenForums

CAS2Net and CCAS Open Forum

Thursday
1 August 2024
1:00 PM Eastern Time

Topic:

Topic: CCAS Spreadsheet Test Schedule and Upcoming Releases in CAS2Net

The Open Forum Slide Presentation is posted to Pay Pool Notices and What's New.

FY24 End of Cycle Timeline

Tuesday 1 Oct 2024

- CAS2Net activates end-of-cycle modules: Appraisal Status, Offline Interface and Previous Cycle Data, Sub-Panel Meeting, CMS Online, Macro-Free Sub-Panel Meeting, Macro-Free CMS

- Pay Pool Notices with 2024 Macro-Enabled Sub-Panel Meeting Spreadsheet, 2024 Macro-Enabled CMS, and 2024 Macro-Enabled Pay Pool Analysis Tool

Thursday 21 Nov 2024 – Pay Pool Notices with Not Final Reports / Data Complete Reports

Friday 13 Dec 2024 – Initial Upload **(subject to component/command earlier initial upload date)**

Wednesday 8 Jan 2025– Final Upload **(subject to component/command earlier final upload date)**

2025 First Full Pay Period in January – 12 to 25 January 2025

NLT 17 Jan 2025 – PMO marks pay pools Completed

NLT 21 Jan 2025 – PMO posts pay transactions for regional pay offices

2024 CCAS Spreadsheets Test Schedule

- **Two test periods**
  - 15-21 Aug 2024 for Sub-Panel and CMS
  - 19-23 Sep 2024 for Pay Pool Analysis Tool

Start Date		End Date		Spreadsheet	POC	Activity
Monday	24-Jun-24				PMO	Component meetings brief spreadsheet test schedule
Monday	24-Jun-24				PMO	Request EC Members to provide names and email addresses of testers
Monday	22-Jul-25	Monday	29-Jul-24		Component/Command	EC Members provide names and email addresses of testers to PMO
Wednesday	31-Jul-24	Wednesday	31-Jul-24	CMS/SubPanel	Developer	Release version with updated interface with CAS2Net
Thursday	1-Aug-24	Thursday	1-Aug-24	CMS/SubPanel	Tester	Test interface with CAS2Net
Friday	2-Aug-24	Wednesday	7-Aug-24	CMS/SubPanel	Tester	Document findings and provide feedback to developers
Thursday	8-Aug-24	Wednesday	14-Aug-24	CMS/SubPanel	Developer	Update spreadsheets based on testers inputs
Wednesday	14-Aug-24	Wednesday	14-Aug-24	CMS/SubPanel	Developer	Release draft version with approved enhancements
Wednesday	14-Aug-24	Wednesday	14-Aug-24	CMS/SubPanel	PMO	Release draft spreadsheets with import files to testers with finding log
Thursday	15-Aug-24	Wednesday	21-Aug-24	CMS/SubPanel	Component/Command Testers	Document findings and provide feedback to PMO
Wednesday	21-Aug-24	Wednesday	21-Aug-24	CMS/SubPanel	PMO	Provide feedback to developers
Wednesday	21-Aug-24	Monday	16-Sep-24	CMS/SubPanel	Developer	Update spreadsheets based on testers inputs
Monday	16-Sep-24	Monday	16-Sep-24	CMS/SubPanel User Guides	Developer	Release draft versions of CMS and SubPanel User Guides to PMO
Monday	16-Sep-24	Monday	16-Sep-24	CMS/SubPanel	Developer	Release final versions to PMO
Monday	16-Sep-24	Thursday	19-Sep-24	CMS/SubPanel User Guides	PMO	Review drafts of CMS and SubPanel User Guides and provide feedback to developers
Tuesday	17-Sep-24	Thursday	19-Sep-24	PAT	Developer	Release draft version with approved enhancements
Thursday	19-Sep-24	Thursday	19-Sep-24	PAT	PMO	Release draft PAT with export files to testers
Thursday	19-Sep-23	Monday	23-Sep-24	PAT	Component/Command Testers	Provide feedback to PMO
Monday	23-Sep-24	Monday	23-Sep-24	CMS/SubPanel User Guides	Developer	Release final versions of CMS and SubPanel User Guides to PMO
Monday	23-Sep-24	Thursday	23-Sep-24	PAT	PMO	Provide feedback to developers
Monday	23-Sep-24	Monday	23-Sep-24	PAT User Guide	Developer	Release draft version of the PAT User Guide to PMO
Monday	23-Sep-24	Monday	25-Sep-24	PAT User Guide	PMO	Review draft of PAT User Guide and provide feedback to developers
Monday	23-Sep-24	Tuesday	27-Sep-24	PAT	Developer	Update spreadsheets based on testers inputs
Monday	30-Sep-24	Tuesday	30-Sep-24	PAT User Guide	Developer	Release final version of PAT User Guide to PMO
Monday	30-Sep-24	Monday	30-Sep-24	PAT	Developer	Release final versions to PMO
Monday	30-Sep-24	Monday	30-Sep-24	All Spreadsheets	Developer	Draft advisory with new enhancements
Tuesday	1-Oct-24	Tuesday	1-Oct-24	CAS2Net	PMO	Activate Appraisal Status, Offline Interface and Previous Cycle Data
Tuesday	1-Oct-24	Tuesday	1-Oct-24	All Spreadsheets	PMO	Post to Pay Pool Notices

2024 CCAS Spreadsheets Testers

- As of 31 Jul 2024, testers submitted by component and command reps

Test Prep

1. To test/use the Macro-Free CMS must have … Excel for Microsoft 365, Excel for Microsoft 365 for Mac, Excel for the web, Excel 2021, Excel 2021 for Mac or newer

2. Login to https://cas2net-training.army.mil

3. Week of 5 Aug, email to testers with test prep instructions

4. 15 Aug email to test SPMS and CMS

5. 19 Sep email to test PAT

Component/Command	Name	Email Address	Pay Pool Number	Test Macro-Enabled Spreadsheets	Test Macro-Free Spreadsheets
DoD PMO	Nicole Adams	nicole.adams@dau.edu	9000	Yes	Yes
DoD PMO	Erin Murray	erin.murray@dau.edu	9009	Yes	Yes
DoD PMO	Jerry Lee	jerry.lee@dau.edu	9000	Yes	Yes
DON-NAVSEA	Nick West	nicholas.j.west18.civ@us.navy.mil	2108	Yes	Yes
DON-NAVSEA	Rachel Katz	rachel.e.katz4.ctr@us.navy.mil	2108	Yes	Yes
DON-NAVSEA	Christian Davis	Christian.a.davis54.ctr@us.navy.mil	2108	Yes	Yes
DON-NAVSEA	Darryl Burgan	darryl.r.burgan2.ctr@us.navy.mil	2108	Yes	Yes
DA	James Henry	james.p.henry72,civ@army.mil	1010	Yes	Yes
DA	Charley Gulac	Charley.c.gulac.civ@army.mil	1246	Yes	Yes
DA	Shawn Kutzleb	shawn.s.kutzleb.civ@army.mil	1001	Yes	Yes
DA	Roger Chin	roger.d.chin.civ@army.mil	1316	Yes	Yes
DA	Dantes McSween	dantes.p.mcsween.civ@army.mil	1025	Yes	Yes
DA	Tiffiney Kellum	tiffiney.a.kellum.civ@army.mil	1024	Yes	Yes
DA	Christine Ross	christine.m.ross21.civ@army.mil	1024	Yes	Yes
DA	Felice Wheeler	felice.n.wheeler.civ@army.mil	1224	Yes	Yes
DON-NAVAIR	Jason Holma	jason.g.holma.ctr@us.navy.mil	2500	Yes	Yes
USD A&S	Darkesha "Kesh" Johnson	darkesha.p.johnson.civ@mail.mil	5001	Yes	Yes
DON-SSP	Charles Oldham	Charles.Oldham.ctr@ssp.navy.mil	2210	Yes	Yes
DON-SSP	Evette Velez	Evette.Velez.ctr@ssp.navy.mil	2270	Yes	Yes
DON-SSP	Corinthia Hamilton	Corinthia.Hamilton.ctr@swflant.navy.mil	2250	Yes	Yes
DON-SSP	Brandon Grey	Brandon.Grey.ctr@SWFPAC.navy.mil	2260	Yes	Yes
DON-SSP	Sean Quinn	Sean.Quinn.Ctr@SSP.NAVY.MIL	2290	Yes	Yes
Marine Corps	Melissa Hall	melissa.hall@usmc.mil	3000	No	Yes
Marine Corps	Michael Mallinger	michael.mallinger@usmc.mil	3002	No	Yes
DAF	Alison Stogsdill	alison.stogsdill@us.af.mil	4444	Yes	Yes
DAF	Eva Askins	eva.askins@us.af.mil	4444	Yes	Yes
DAF	Patricia Lindsey	patricia.lindsey.1@us.af.mil	4444	Yes	Yes
DAF	Denise Walker	denise.walker.10.ctr@us.af.mil	4444	Yes	Yes
DAF	Nate Kussman	nathan.kussman@us.af.mil	4100	Yes	Yes
DAF	Lori Noblitt	LORI.NOBLITT@SPACEFORCE.MIL	4347	No	Yes
DAF	April Smith	APRIL.SMITH.16@SPACEFORCE.MIL	4347	No	Yes
DAF	Brett Peters	Brett.peters.3@spaceforce.mil	4362	Yes	Yes
DAF	David Mitchell	David.mitchell.4@spaceforce.mil	4344	Yes	Yes
DAF	Susan Reinhart	Susan.reinhart.1@us.af.mil	4208	Yes	Yes
DAF	Jennifer Tischner	Jennifer.tischner.1@us.af.mil	4435	Yes	Yes
DAU	Kim Attaway-Kelley	kim.attaway-kelley@dau.edu	5010	Yes	Yes
MDA	Jennifer Hood	jennifer.hood@mda.mil	5100	Yes	Yes
MDA	Sabrina Hampton	sabrina.Hampton@mda.mil	5101	Yes	Yes
MDA	Amanda Haight	amanda.haight.ctr@mda.mil	5102	Yes	Yes
MDA	Latoya Robinson	latoya.robinson@mda.mil	5103	Yes	Yes
MDA	Olusola Fadairo	olusola.fadairo@mda.mil	5104	Yes	Yes
DMEA	Audrey-lyn Capps	audrey-lyn.capps.civ@mail.mil	5007	Yes	Yes
DMEA	Diana Aguirre	diana.z.aguirre.civ@mail.mil	5007	Yes	Yes
DMEA	Alivia Johnson	alivia.a.johnson3.civ@mail.mil	5007	Yes	Yes
DCMA	Pashion Gray-Curry	pashion.g.gray-curry.civ@mail.mil	5307	Yes	Yes
DCMA	Robin Arndt	robin.a.arndt.civ@mail.mil	5305	Yes	Yes
DCMA	Jodi Hogan	jodi.a.hogan.civ@mail.mil	5360	Yes	Yes
DCMA	Maria Marshall	maria.f.marshall4.civ@mail.mil	5390	Yes	Yes
DCMA	Les Thielbar	leslie.n.thielbar.civ@mail.mil	5303	Yes	Yes
DCMA	Jianna Atkinson	jianna.k.atkinson.civ@mail.mil	5350	Yes	Yes
DCMA	Lisa Surbrook	lisa.m.surbrook.civ@mail.mil	5320	Yes	Yes
DCMA	Nicole Dandridge	nicole.r.dandridge.civ@mail.mil	5340	Yes	Yes

CAS2Net Supervisor/Team Leader Cash Differential

CAS-4151 (5 points)	Allow cash differential to be entered as a dollar ($) value.	Within the CMS, the Cash Differential contains a toggle in which the amount can be entered by either percentage (%) or the dollar value ($).

- In **Organization Management > Organization Details**, IAW business rules set "**Can Set Cash Differential**" … **No** … **Yes**

CAS2Net Supervisor/Team Leader Cash Differential

- If **Organization Management > Organization Details > Can Set Cash Differential** is set at "**No**" then the NEW option, **Use Differential Percent** is not available to select the cash differential option ($ or %) in the **Previous Cycle Data record**

CAS2Net Supervisor/Team Leader Cash Differential

- If **Organization Management > Organization Details > Can Set Cash Differential** is set at "**Yes**" then the NEW option, **Use Differential Percent** is available to select the cash differential option either as a percent or amount in the **Previous Cycle Data record** and **User Profile**

CAS2Net Supervisor/Team Leader Cash Differential

- When Organization Details **Can Set Cash Differential** [No | **Yes**] is set at **Use Differential Percent** [**No** | Yes]   **No = Use $ Yes = Use %**

- Administrator can enter dollar amount (Supervisor Cash Differential 0-10% of basic pay and Team Leader 0-5% of basic pay) and CAS2Net will calculate the percent

Salary Information

PREVIOUS CYCLE DATA RECORD

Retained Pay Status	Allow Over 20%	CA Override	CRI Override	CRI Rollover	Exclude from Pay Transactions
No	Yes	No	Yes	No	Yes	No	Yes	1 - Rollover@Cap	Include in Transa...

Starting Basic Pay (2024)	Locality	Locality Rate	New Basic Pay (2025)	FY (2025) Control Point OCS	Allow Over Control Point
$ 159,950	RUS - Rest of US ✕	16.82 %	$		No	Yes

FY (2024) Control Point Salary	Discretionary G	Discretionary CRI		Discretionary CA
$	$	$		$

Is ACDP	ACDP Date	ACDP Percent Increase	Use Time Off Award	Time Off Award Percent	Time Off Award Hours
No	Yes		%	No	Yes	%	

Is Team Lead	Differential Situation (2024)	Effective Date (2024)	Percent (2024)	Amount (2024)
No	Yes	Organizational Level and Sco... ✕	01-15-2023	5.0016 %	$ 8,000

Is Supervisor	Differential Situation (2025)	Effective Date (2025)	Percent (2025)	Amount (2025)
No	Yes	Organizational Level and Sco... ✕	01-12-2025	%	$ 0

Is Part Time [No | Yes]

Cancel   Save   Delete

CAS2Net Supervisor/Team Leader Cash Differential

- In Previous Cycle Data record, when **Save** is selected … pop-up asking

  Are you sure you want to save changes (to the User Profile)?

☑ Differential Start Date

☑ Differential Percent

☑ Differential Amount

Save Cycle Data ✕

Are you sure you want to save changes?

Select the fields below to copy to this employee's current cycle settings (user profile):

☐ **Check All**
☐ Employee Name (Last, First, Middle, Suffix)
☐ AcqDemo Start Date
☐ Organization Start Date
☐ Position Start Date
☐ Sub Panel
☐ Office Symbol
☐ Career Path
☐ Broadband Level
☐ Occupational Series
☐ Supervisor 1
☐ Supervisor 2
☐ Functional Reviewer
☐ Basic Pay
☐ Locality
☐ Control Point
☐ Is Retained Pay
☐ Wildcards 1-8
☑ Differential Effective Date
☑ Differential Percent
☑ Differential Situation

Cancel Save

Organization Details set at

Use Differential Percent

No | Yes | No = Use $ / Yes = Use %

Salary Information — **User Profile** — ▬

Presumptive Status
Select Option ▾

Retained Pay Status
No | Yes

Basic Pay
$ | 159,950

Locality
RUS - Rest of US ✕ ▾

Future release to allow entry in User Profile

Control Point OCS

Calculated Basic Pay * Percent

Supervisor Differential Situation
Organizational Level and Sco... ✕ ▾

Differential Start Date
01-12-2025 📅

Differential Percent
%

Differential Amount
$ | 0

CAS2Net Supervisor/Team Leader Cash Differential

Can Set Cash Differential

| No | **Yes** |

Use Differential Percent

| No | **Yes** |

No = Use $
Yes = Use %

- When Organization Details [No | Yes] is set at

- Administrator can enter percent (Supervisor Cash Differential 0-10% and Team Leader 0-5%) and CAS2Net will calculate the amount

Salary Information — **PREVIOUS CYCLE DATA RECORD**

Retained Pay Status	Allow Over 20%	CA Override	CRI Override	CRI Rollover	Exclude from Pay Transactions
No / Yes	No / Yes	No / Yes	No / Yes	1 - Rollover@Cap	Include in Transa...

Starting Basic Pay (2024)	Locality	Locality Rate	New Basic Pay (2025)	FY (2025) Control Point Salary	Allow Over Control Point
$ 159,950	RUS - Rest of US	16.82 %	$ 162,354	$	No / Yes

FY (2024) Control Point Salary	Discretionary G	Discretionary CRI		Discretionary CA	
$	$	$		$	

Is ACDP	ACDP Date	ACDP Percent Increase	Use Time Off Award	Time Off Award Percent	Time Off Award Hours
No / Yes		%	No / Yes	%	0

Is Team Lead	Differential Situation (2024)	Effective Date (2024)	Percent (2024)	Amount (2024)
No / Yes	Organizational Level and Sco...	07-15-2024	5.0016 %	$ 8,000

Is Supervisor	Differential Situation (2025)	Effective Date (2025)	Percent (2025)	Amount (2025)
No / **Yes**	Organizational Level and Sco...	01-12-2025	4.9275 %	$ 8000

CAS2Net Supervisor/Team Leader Cash Differential

- In Previous Cycle Data record, when [Save] is selected … pop-up asking
  Are you sure you want to save changes (to the User Profile)?

☑ Differential Start Date
☑ Differential Percent
☑ Differential Amount

Save Cycle Data ✕

Are you sure you want to save changes?

Select the fields below to copy to this employee's current cycle settings (user profile):

☐ Check All
☐ Employee Name (Last, First, Middle, Suffix)
☐ AcqDemo Start Date
☐ Organization Start Date
☐ Position Start Date
☐ Sub Panel
☐ Office Symbol
☐ Career Path
☐ Broadband Level
☐ Occupational Series
☐ Supervisor 1
☐ Supervisor 2
☐ Functional Reviewer
☐ Basic Pay
☐ Locality
☐ Control Point
☐ Is Retained Pay
☐ Wildcards 1-8

☑ Differential Effective Date
☑ Differential Percent
☑ Differential Situation

Cancel Save

Organization Details set at
Use Differential Percent

No | **Yes**   No = Use $
           Yes = Use %

Salary Information — **User Profile**

Differential % is applied to New Basic Pay when User Profiles are updated in January

Presumptive Status
Select Option ▾

Retained Pay Status
No | Yes

Basic Pay
$ 159,950

Locality
RUS - Rest of US ✕▾

Locality
10. %

% saved from Previous Cycle Data

Control
$

Supervisor Differential Situation
Organizational Level and Sco... ✕▾

Differential Start Date
01-12-2025 📅

Differential Percent
4.9275 %

Calculated on Basic Pay
Differential Amount
$ 7,882

CAS2Net Supervisor/Team Leader Cash Differential

Can Set Cash Differential

- When **Organization Details** [No | Yes] is set at

Use Differential Percent [No | Yes]

No = Use $
Yes = Use %

User Profile

Salary Information

Presumptive Status: Select Option
Retained Pay Status: No | Yes

Basic Pay: $ 159,950
Locality: RUS - Rest of US
Locality Rate: 16.82 %
Control Point OCS:

Supervisor Differential Situation: Organizational Level and Sco...
Differential Start Date: 01-15-2023
Differential Percent: 5.0014 %
Differential Amount: $ 8,000

Use Differential Percent [No | Yes]

No = Use $
Yes = Use %

User Profile

Salary Information

Presumptive Status: Select Option
Retained Pay Status: No | Yes

Basic Pay: $ 159,950
Locality: RUS - Rest of US

User Profile, for now, only allows %

Supervisor Differential Situation: Organizational Level and Sco...
Differential Start Date: 01-14-2024
Differential Percent: %
Differential Amount: $ 0

- A future release for the User Profile will add option to enter either % or $

CMS Supervisor/Team Leader Cash Differential

- **2023 CMS Supervisor/Team Lead Cash Differential**

Approved CRI $	New Basic Pay 2024	Supv/Team Lead	Supervisor Differential Start Date	Supervisor Differential Rate	Supervisor Differential Amount	New Supervisor Differential Rate	New Supervisor Differential Amount
$0	$186,854	Supv			$0		$0
$0	$134,435						

- **NEW 2024 CMS Supervisor/Team Lead Cash Differential**

Approved CRI $	New Basic Pay 2024	Supv/Team Lead	Supv/Team Situation	Supervisor Differential Start Date	Supervisor Differential Rate	Supervisor Differential Amount	New Supervisor Differential Rate	New Supervisor Differential Amount
$0	$186,854	Supv	1			$0		$0
$0	$134,435							

Supv/Team Situation
Please enter a 1 for Organizational level and scope, 2 for difficult to fill, and 3 for salary inequities.

CAS2Net Supervisor/Team Leader Cash Differential

Supv/Team Situation
Please enter a 1 for Organizational level and scope, 2 for difficult to fill, and 3 for salary inequities.

OpGuide 5.21.1.1 Supervisory and team leader cash differentials may be used by Heads of Participating Organizations as an additional tool to incentivize and compensate supervisors and team leaders as defined by the OPM General Schedule Supervisory Guide or Leader Grade Evaluation Guide in situations where:

a) Organizational level and scope, difficulty, and value of position warrants additional compensation;

b) Supervisory and/or team leader positions are extremely difficult to fill; or

c) Salary inequities may exist between the supervisor/team leader and nonsupervisory/non-team leader subordinates' basic pay.

CMS Supervisor/Team Leader Cash Differential

- CMS - Enter a Differential Percent (set in Organization Details)

	Use Differential Percent	
	No / **Yes**	**No = Use $**
		Yes = Use %

Approved CRI $	New Basic Pay 2024	Supv/Team Lead	Supv/Team Situation	Supervisor Differential Start Date	Supervisor Differential Rate	Supervisor Differential Amount	New Supervisor Differential Rate	New Supervisor Differential Amount
$0	$186,854	Supv	1			$0		$0
$0	$134,435							

- **NEW CMS -** Enter a Differential Amount (set in Organization Details)

	Use Differential Percent	
	No / Yes	**No = Use $**
		Yes = Use %

Approved CRI $	New Basic Pay 2024	Supv/Team Lead	Supv/Team Situation	Supervisor Differential Start Date	Supervisor Differential Rate	Supervisor Differential Amount	New Supervisor Differential Rate	New Supervisor Differential Amount
$0	$186,854	Supv	1			$0	$0	
$0	$134,435							

Add CAS2Net ID to CCAS Results for Previous Years

CAS-3858 (3 points)	Add CAS2Net ID to CCAS Results for Previous Years	A field labeled CCAS Results for Previous Years has been added
		FY22 Lessons Learned Issue 65

Add CAS2Net ID to CCAS Results for Previous Years report

Previous

Enhanced

Add CAS2Net ID to CCAS Results for Previous Years

Select CCAS Results For Previous Years Options ✕

Select Fields to Include ☑ Check All

☑ Pay Pool	☑ Employee Name	☑ EDIPI
☑ Is Supervisor	☑ Is ACDP	☑ Career Path
☑ Broadband Level	☑ Occupational Series	☑ Retained Pay
☑ Rollover Cri To Ca	☑ Acq Demo Start Date	☑ Organization Start Date
☑ Sub Panel Name	☑ Office Symbol	☑ 2024 scores

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Pay Pool	Last Name	First Name	Middle Name	EDIPI	Is Supervisor	Is ACDP	Career Path	Broadband Level	Occupational Series	Retained Pay	Rollover Cri To Ca	Acq Demo Start Date

- **Enhanced**

Select CCAS Results For Previous Years Options ✕

Select Fields to Include ☑ Check All

☑ Pay Pool	☑ Employee Name	☑ EDIPI
☑ CAS2Net Id	☑ Is Supervisor	☑ Is ACDP
☑ Career Path	☑ Broadband Level	☑ Occupational Series
☑ Retained Pay	☑ Rollover Cri To Ca	☑ Acq Demo Start Date
☑ Organization Start Date	☑ Sub Panel Name	☑ Office Symbol

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Pay Pool	Last Name	First Name	Middle Name	EDIPI	CAS2Net Id	Is Supervisor	Is ACDP	Career Path	Broadband Level	Occupational Series	Retained Pay	Rollover Cri To Ca	Acq Demo Start Date

CAS2Net Salary Appraisal Form Remark (Hard Code)

CAS-4292 (1 point)	Salary Appraisal Form (Hard Code)	The following text has been hard coded within CAS2Net to produce the following remarks within the Salary Appraisal Form: "Basic pay on 30 September and does not include any promotion increase, temporary promotion increase, or ACDP basic that was approved o/a 1 October."

2023

2024 Interim

2024 Final

- There may be other situational remarks, e.g., Supervisor Cash Differential and Time Off Award

CAS2Net Grievance > Next Higher Official

CAS-4312 (3 points)	As a grievance Administrator/NHO, I need to be able to set the "Method(s) of communication" and "Date Communicated" before sending the grievance to the PPA/supervisor/employee.	Within the NHO process, the administrator now has the option to provide the "method of communication" as well as the "date communicated" before it is released. Lessons Learned 2023 - 107

Request for Reconsideration to Next Higher Official for: RADO COLO (ID #249968) (NHO Completed - Administrator)

General Information

References

Acknowledgment of Applicability and Statement of Understanding

Job Achievement and/or Innovation | Communication and/or Teamwork | Mission Support

Cancel Save Extend Return Submit to NHO Attachments

Upon **Sign and Finalize** by the **NHO** and submitted to Administrator, the **Administrator** has option to select method of communication, date of communication, and communicated by completing the **Supervisor 1 Approval** tab.

Request for Reconsideration to Next Higher Official for: RADO COLO (ID #249968) (NHO Completed - Administrator)

General Information

References

Acknowledgment of Applicability and Statement of Understanding

Job Achievement and/or Innovation | Communication and/or Teamwork | Mission Support | Supervisor 1 Approval

Method(s) of Communication
☐ Face To Face
☐ Tele-Conference
☐ Video Conference
☐ Email
☐ Other

Date Communicated

Communicated By ☐ Supervisor

Cancel Save Extend Return Submit to NHO Attachments

CAS2Net Bulk Add and Bulk Update

CAS-4404 (3 points)	Bulk Add and Bulk Update – Add UIC/PAS	The option to add UIC/PAS data element has been added to the Bulk Update templates

- Add UIC/PAS to Bulk Add and Bulk Update templates

User Import - Add

User Import File

User Bulk Add Template File — Select File to Upload — Choose File — No file chosen

NEW

	BE	BF	BG	BH	BI	BJ	BK	BL
1	Wildcard7	Wildcard8	EmployeeContributionTargetDate	SupervisorContributionTargetDate	EmployeeMidpointTargetDate	SupervisorMidpointTargetDate	UIC/PAS	
2	string(100)	string(255)	date mm/dd/yyyy	date mm/dd/yyyy	date mm/dd/yyyy	date mm/dd/yyyy	string(100)	

User Import - Update

User Import File

User Bulk Update Template File — Select File to Upload — Choose File — No file chosen

NEW

	BK	BL	BM	BN	BO	BP	BQ	BR
1	AcdpApproverEDIPI	EmployeeContributionTargetDate	SupervisorContributionTargetDate	EmployeeMidpointTargetDate	SupervisorMidpointTargetDate	UIC/PAS		
2	number{10}	date mm/dd/yyyy	date mm/dd/yyyy	date mm/dd/yyyy	date mm/dd/yyyy	string(100)		

CAS2Net Reports > Current Settings > User Role

To User Report	User Role Report – NHO	The following roles have been added to the User Role Report: - NHO - Grievance Reviewer - Reporter

- Added User Role report - NHO, Grievance Reviewer, and Reporter roles

CAS2Net Reports > Current Settings > Employee Data

CAS-4436 (3 points)	Employee Data Report – NHO	The following option has been added to the options for selecting fields within the Employee Data Report - NHO

- Administrator > Reports > Current Settings Reports > Employee Data >NHO

CAS2Net Reports > Current Settings > Employee Data

CAS-4436 (3 points)	Employee Data Report – NHO	The following option has been added to the options for selecting fields within the Employee Data Report - NHO

- One of the added Employee Data Options > Next Higher Official

CAS2Net Reports > Current Settings > Employee Data

CAS-4436 (3 points)	Employee Data Report – NHO	The following option has been added to the options for selecting fields within the Employee Data Report - NHO

- Selected Employee Data Options
  - ☑ Pay Pool Manager
  - ☑ Sub-Panel Manager
  - ☑ 1st Level Supervisor
  - ☑ 2nd Level Supervisor
  - ☑ Functional Reviewer
  - ☑ Guest Rater
  - ☑ Next Higher Official Next Higher Official

	A	B	C	D	E	F	G	H	I	J	K	L
1	Pay Pool	Last Name	First Name	Middle Name	Suffix	Pay Pool Manager	Sub-Panel Manager	1st Level Supervisor	2nd Level Supervisor	Functional Reviewer	Guest Rater	Next Higher Official

CAS2Net Reports > Current Settings > Employee Data

CAS-4437 (3 points)	Employee Data Report – Component	The following option has been added to the Employee Data Report filter: - **Component**

- Another added Employee Data Options > Compo (for Component)

CAS2Net Reports > Current Settings > Employee Data

CAS-4437 (3 points)	Employee Data Report – Component	The following option has been added to the Employee Data Report filter: - Component

- Selected Employee Data Options
  - ☑ Pay Pool Manager
  - ☑ Sub-Panel Manager
  - ☑ 1st Level Supervisor
  - ☑ 2nd Level Supervisor
  - ☑ Functional Reviewer
  - ☑ Guest Rater
  - ☑ Next Higher Official Next Higher Official
  - ☑ Compo

Program Office

	A	B	C	D	E	F	G	H	I	J	K	L
1	Pay Pool	Last Name	First Name	Middle Name	Suffix	Pay Pool Manager	Sub-Panel Manager	1st Level Supervisor	2nd Level Supervisor	Guest Rater	Next Higher Official	Compo
2												AR
3												DAF
4												NV
5												OSD
6												MC

Component
Command
Pay Pool

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Pay Pool	Last Name	First Name	Middle Name	Suffix	Pay Pool Manager	Sub-Panel Manager	1st Level Supervisor	2nd Level Supervisor	Functional Reviewer	Guest Rater	Next Higher Official	Compo
2													OSD
3													OSD
4													OSD
5													OSD
6													OSD

CAS2Net > Reports > Current Settings > CCAS Results Report for Previous Years

CAS-4451 (5 points)	Add additional fields to CCAS Results Report for Previous Years	The following fields have been added to the CCAS Results Report (Previous Years) - Approved CRI - Approved Final Award - Approved Total Reward

- **Old version**

2023 TOA Requested	2023 TOA Approved	2023 TOA Hours	2023 Expected OCS	2023 OCS	2023 Delta OCS	2023 ROR	2023 PAQL Factor 1 Score	2023 PAQL Factor 2 Score	2023 PAQL Factor 3 Score

- **Enhanced version**

2024 TOA Requested	2024 TOA Approved	2024 TOA Hours	2024 Expected OCS	2024 OCS	2024 Delta OCS	2024 ROR	2024 PAQL Factor 1 Score	2024 PAQL Factor 2 Score	2024 PAQL Factor 3 Score	2024 Approved CRI	2024 Approved Final Award	2024 Approved Total Award

CAS2Net > Reports > Current Settings > CCAS Results for Previous Years

CAS-4451 (5 points)	Add additional fields to CCAS Results Report for Previous Years	The following fields have been added to the CCAS Results Report (Previous Years)
		- Approved CRI
		- Approved Final Award
		- Approved Total Reward

- Administrator > Reports > Current Settings Reports > CCAS Results for Previous Years

CAS2Net > Reports > Current Settings > CCAS Results for Previous Years

CAS-4451 (5 points)	Add additional fields to CCAS Results Report for Previous Years	The following fields have been added to the CCAS Results Report (Previous Years) - Approved CRI - Approved Final Award - Approved Total Reward

- Administrator > Reports > Current Settings Reports > CCAS Results for Previous Years > Checked All > Continue

CAS2Net > Reports > Current Settings > CCAS Results Report for Previous Years

CAS-4451 (5 points)	Add additional fields to CCAS Results Report for Previous Years	The following fields have been added to the CCAS Results Report (Previous Years) - Approved CRI - Approved Final Award - Approved Total Reward

- Added (report has four years plus current year)

2024 TOA Requested	2024 TOA Approved	2024 TOA Hours	2024 Expected OCS	2024 OCS	2024 Delta OCS	2024 ROR	2024 PAQL Factor 1 Score	2024 PAQL Factor 2 Score	2024 PAQL Factor 3 Score	2024 Approved CRI	2024 Approved Final Award	2024 Approved Total Award

2023 TOA Requested	2023 TOA Approved	2023 TOA Hours	2023 Expected OCS	2023 OCS	2023 Delta OCS	2023 ROR	2023 PAQL Factor 1 Score	2023 PAQL Factor 2 Score	2023 PAQL Factor 3 Score	2023 Approved CRI	2023 Approved Final Award	2023 Approved Total Award
		0	83	83	0	5	5	5	3	1529	3136	4591

2022 TOA Requested	2022 TOA Approved	2022 TOA Hours	2022 Expected OCS	2022 OCS	2022 Delta OCS	2022 ROR	2022 PAQL Factor 1 Score	2022 PAQL Factor 2 Score	2022 PAQL Factor 3 Score	2022 Approved CRI	2022 Approved Final Award	2022 Approved Total Award
75												
50		0	76	84	8	5	5	5	5	12627	6608	8763

2021 TOA Requested	2021 TOA Approved	2021 TOA Hours	2021 Expected OCS	2021 OCS	2021 Delta OCS	2021 ROR	2021 PAQL Factor 1 Score	2021 PAQL Factor 2 Score	2021 PAQL Factor 3 Score	2021 Approved CRI	2021 Approved Final Award	2021 Approved Total Award
50	50	40	76	84	8	5	5	5	5	987	2753	4685

| 2020 TOA Requested	2020 TOA Approved	2020 TOA Hours	2020 Expected OCS	2020 OCS	2020 Delta OCS	2020 ROR	2020 PAQL Factor 1 Score	2020 PAQL Factor 2 Score	2020 PAQL Factor 3 Score	2020 Approved CRI	2020 Approved Final Award	2020 Approved Total Award
50												
	0	0	75	76	1	3	3	3	3	2220	1559	1559
	0	0	75	76	1	3	3	3	3	22706	1959	1959

CAS2Net > Reports > Current Settings > Employee Data > UIC/PAS

- In Organization Management, recently added **Show UIC/PAS** [Show UIC/PAS ⓘ]

- Auto-populated and updated from the bi-weekly DCPDS file as part of the CAS2Net Discrepancy Report process
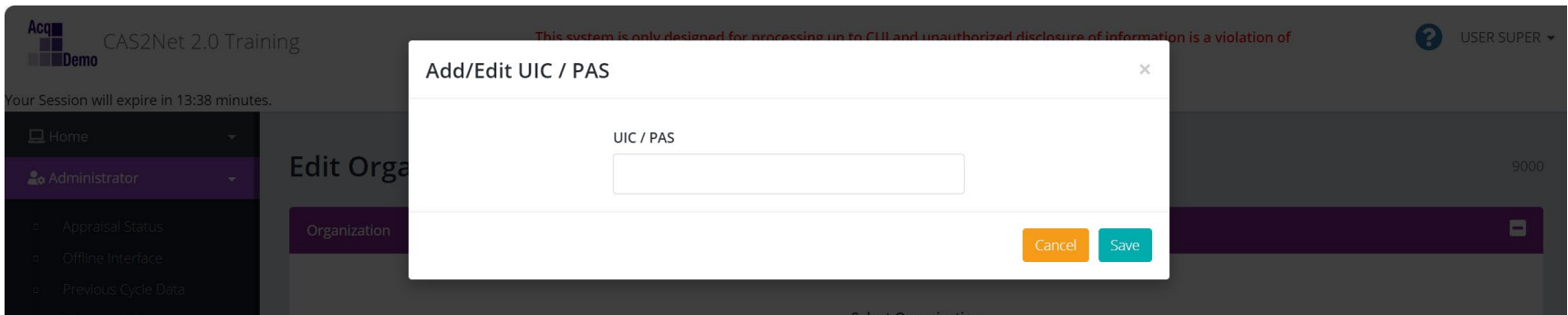

- Click on [Show UIC/PAS ⓘ] … pop-up

CAS2Net > Reports > Current Settings > Employee Data > UIC/PAS

- Option to **Add**

- Select **Add**
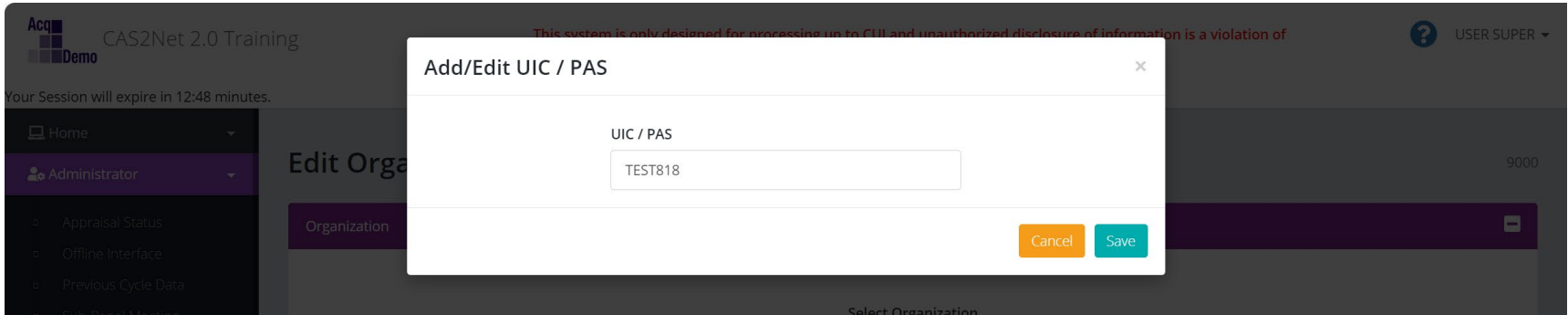
- *Best to allow CAS2Net to auto-update from the bi-weekly DCPDS file*

CAS2Net > Reports > Current Settings > Employee Data > UIC/PAS

- To review **UIC/PAS** for the pay pool

- Go to **CAS2Net Reports > Current Settings Reports > Employee Data > Select Employee Data Options > UIC/PAS**

- Working to add **Sub-Agency** data field to the **Previous Cycle Data** records and include in the **CMS download**

2024 Open Forum Schedule

- ✓ 04 January, 1pm – 2:30pm ET: CCAS Pay Transactions
- ✓ 01 February, 1pm – 2:30pm ET: CCAS Grievance, (T) Next Higher Official Process, and Archive/Transfer
- ✓ 07 March, 1pm – 2:30pm ET: Assigning Mandatory Objectives, Mid-Point Review, Additional Feedback, and Closeout Assessment
- ✓ 04 April, 1pm – 2:30pm ET: Communicating with AcqDemo Program Office on CAS2Net and CCAS Issues
- ✓ 02 May, 1pm – 2:30pm ET: Reports – FY-based Reports & Current Settings Reports
- ✓ 06 June, 1pm – 2:30pm ET: Creating Sub-Organization Levels and Assigning Sub-Panel Managers, and User Role Assignments
- ✓ 11 July, 1pm – 2:30pm ET: Macro Free Sub Panel Spreadsheet and Compensation Management Spreadsheet (CMS) Introduction
- ✓ 01 August, 1pm – 2:30pm ET: CCAS Spreadsheet Test Schedule (Offline Sub-Panel Meeting Spreadsheet, Offline CMS, Macro Free versions, and CAS2Net Online versions)
- ○ 05 September, 1pm – 2:30pm ET: Post Cycle Modules (Appraisal Status, Offline Interface, Previous Cycle Data, Sub-Panel Meeting, CMS Online, and Macro-Free CMS)
- ○ 12 September, 1pm – 2:30pm ET: Transfer, Archive and Post Cycle Activities
- ○ 19 September, 1pm-2:30pm ET End of Cycle Checklist
- ○ 26 September, 1pm-2:30pm ET: Sub Panel Spreadsheet and CMS (Offline, Online, and Macro-Free)
- ○ 03 October, 1pm-2:30pm ET: Discrepancy Reports
- ○ 10 October, 1pm-2:30pm ET: Lock/Unlock Supervisor 1, Sub-Pay Pool and Pay Pool
- ○ 17 October, 1pm-2:30pm ET: Pay Pool Analysis Tool (PPAT)
- ○ 07 November, 1pm-2:30pm ET: Initial and Final Upload
- ○ 21 November, 1pm-2:30pm ET: Not Final Reports and Data Complete Reports
- ○ 05 December, 1pm-2:30pm ET: Grievance/Grievance Window

Open Forum Questions?

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