



DEPARTMENT OF THE NAVY
CHIEF OF NAVAL AIR TRAINING
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Canc frp: Oct 12

CNATRANOTE 12430
N124
14 Oct 11

CNATRA NOTICE 12430

Subj: INTERIM PERFORMANCE MANAGEMENT SYSTEM

Ref: (a) INTERIM PERFORMANCE MANAGEMENT SYSTEM COVERING
POSITIONS TRANSITIONING TO THE GENERAL SCHEDULE (GS)
FROM THE NATIONAL SECURITY PERSONNEL SYSTEM (NSPS),
VERSION 2.0, SEPTEMBER 2010

1. Purpose. To establish Chief of Naval Air Training (CNATRA) policy for rating the performance of civilian employees of this command and its subordinate activities under the General Schedule (GS) system.

2. Cancellation. CNATRAINST 12430.2C

3. Guidance. Reference (a) is the Department of the Navy's (DON) interim guidance for the performance management of all non-bargaining unit positions in the DON that transitioned from NSPS to the GS. All Naval Air Training Command (NATRACOM) activities will comply with the performance management requirements of reference (a) until it is superseded.

4. Responsibilities. Supervisors are responsible for meeting the performance management responsibilities outlined in reference (a), specifically ensuring that employees are placed on an approved performance plan within 30 days after the beginning of the appraisal period (normally 1 October). A performance plan must be created within 30 days after an employee is hired or permanently assigned to a new position. Supervisors will provide their human resources liaison (N121 for CNATRA headquarters and Management Services Officers for Training Air Wings) completion dates for new performance plans and a copy of their approved annual appraisal.

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5. Cancellation Contingency. This notice is cancelled upon receipt of a CNATRA performance management instruction or one year from the effective date of this notice, whichever occurs first.

THOMAS E. BRODERICK
Chief of Staff

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