STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789

NGOH-HRO 20 March 2013

MEMORANDUM FOR All Technicians of the 178th Fighter Wing (FW), Ohio Air National Guard

SUBJECT: General Notice of Reorganization, Realignment and Reduction in Force (RIF), 178th Fighter Wing (FW)

1. **REFERENCES:**

a. TPR 300-351, dtd 22 November 1993, Reorganizations, Realignments, and Reduction in Force.

b. OH TPM 351, dtd 1 July 2009, Workforce Realignment, Reorganization and Reduction in Force.

2. **COMPETITIVE AREA:** This notice of RIF is intended to inform all technicians assigned to the 178th FW, Springfield, Ohio 45502, of a possible reduction in the number of positions at the 178th FW due to a reduction in technician personnel authorizations effective 1 October 2013. This notice is issued when there is not enough information available to determine specifically which technicians will be affected and what personnel actions must be taken.

3. **IMPACT:** The 178th FW has been impacted by an Air National Guard mandated unit manpower change and leveling of the full-time Military Intelligence Program (MIP) requirements. These impacts will result in a reduction to the overall full-time technician authorizations. The remainder of this memorandum explains in broad terms how these new requirements will be met.

4. **VOLUNTARY FORCE MANAGEMENT:** The purpose of Voluntary Force Management is to avoid an involuntary RIF to the maximum extent possible. The Ohio Air National Guard will use full-time force management options locally and statewide to provide employment opportunities for displaced employees. Options include, but are not limited to, reassignment, change to lower grade (with grade and pay retention), hiring controls, and release of temporary and indefinite employees occupying permanent vacancies.

5. **INCENTIVES:** Incentive authorities are used to achieve targeted reductions voluntarily by creating vacancies for position loss or placement. If approved, the Ohio Air National Guard may use technician Voluntary Early Retirement Authority (VERA) and possibly Voluntary Separation Incentive Program (VSIP) to avoid an involuntary RIF. These may be used at the 178th FW

initially, and on a statewide basis if needed. Technicians who are interested in VERA/VSIP should complete the attached survey and forward it to the Human Resource Office NLT 30 days from the issuance of this memorandum. Completion of a survey does not obligate the technician to accept an incentive, nor does it obligate the agency to offer one.

6. **SPECIFIC NOTICES:** If an involuntary RIF is required within the competitive area of the 178th FW, individuals affected will receive a specific notice no later than 60 days prior to the effective date of the personnel action. When issued, the specific notice will state the effects of the realignment, what assignment, if any, will be offered, and the effective date of any personnel action(s). The specific notice will include eligibility for retirement, severance pay, grade and/or pay retention, and appeal procedures. It is our objective to ensure affected technicians receive all entitlements and benefits in accordance with the law.

7. **BUMP AND RETREAT:** If an involuntary RIF becomes unavoidable, the Ohio National Guard will not reassign displaced permanent technicians into positions that are already occupied by other permanent technicians.

8. **EXPIRATION:** This general notice will expire one year from the date of this notice, unless it is renewed, replaced by, or supplemented with a specific letter.

9. **DELEGATION:** Implementation is delegated to the Director for Human Resources. The Human Resource Office will provide additional information as it becomes available. The POC is Lt Col Michell Herder, Deputy Director for Human Resources, at (614) 336-7057/DSN 346-7057 or email: michell.r.herder.mil@mail.mil.

Deborah A. Ashenhurst

DEBORAH A. ASHENHURST
Major General
The Adjutant General

Encl
As

CF:
ATAG-Air
Wing/GSU Commanders
AFGE Local 3970 President
Director for Human Resources

VOLUNTARY SEPARATION INCENTIVE PAY (VSIP) AND
VOLUNTARY EARLY RETIREMENT AUTHORITY (VERA) APPLICATION

Submit to:
Ohio National Guard
Attn: HRO, 2825 W. Dublin Granville Rd.
Columbus, Ohio 43235-2789

Printed Name		Last 4 of SSN:
Organization/Activity	Duty Location	
Work Telephone	Official Job Title	Pay Plan/Series/Grade/Step
Have you previously received Severance pay? Yes ☐ No ☐	# of weeks	Amount

Are you currently on a temporary promotion or detail? Yes ☐ No ☐

I would like to be considered for the following special incentive programs. (Note: Please indicate the date on which you would be willing to retire/resign, must be NLT 1 July 2010)

☐ VSIP Based on my Optional Retirement	Preferred Date (MM/DD/YY)	Earliest Date (MM/DD/YY)
☐ VSIP Based on my Voluntary Resignation	Preferred Date (MM/DD/YY)	Earliest Date (MM/DD/YY)
☐ *VSIP based on my Early Retirement (VERA)	Preferred Date (MM/DD/YY)	Earliest Date (MM/DD/YY)

*NOTE: Indicates willingness to accept VERA ONLY if not eligible for optional retirement

I would retire under the Early Retirement Authority (VERA) without VSIP Yes ☐ No ☐	Earliest Date of Retirement

I have ☐ have not ☐ been in contact with HRO regarding my retirement.

This application authorizes the Human Resources Office (HRO) to formally offer my position to excess employee. I understand that returning this form does not obligate me to retire or resign nor does it obligate DoD to pay me a separation incentive. If approved I will be committed to voluntary separation and will be entitled to receive a cash incentive equal to the lesser of: (1) $25,000; or (2) the amount that I would receive under the formula for computing severance pay. INTIALS _____

Name of Supervisor	Phone Number
Employee's Signature:	Date

Privacy Act Statement
Authority: Title 10 USC 3012
Purpose: For consideration for Retirement
Routine Uses: Administrative Purposes
Disclosure: Note: Information submitted is subject to the provisions and protections afforded under the Federal Privacy Act. Submission is voluntary, but failure to submit may result in denial of consideration for VERA/VSIP.

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