



FAQs on Upcoming Expansion

Q1. What is driving this transition?

The Air Force is accelerating change on many fronts, to include direct advancements in materiel capabilities and technology. AFMC leads this materiel acceleration by developing, delivering, and sustaining war-winning capabilities to ensure our Nation's competitive advantage. To meet our AFMC mission requires us to attract and retain exceptional top talent, and AcqDemo is our vehicle to get there, using 21st century hiring tools and techniques.

AcqDemo has been successfully used in a limited way for many years within AFMC and the Air Force. We feel this conversion will positively benefit our command and provide the workforce with major benefits, to include pay setting flexibilities, a more simplified classification system, contribution-based performance assessment and more. Additionally, it provides managers and organizations with increased flexibilities in recruitment, staffing, classification, performance management, compensation, and employee development.

Q2: Can you explain a bit more about AcqDemo and its overall purpose?

The DoD Civilian Acquisition Workforce Personnel Demonstration Project (AcqDemo) is a Congressionally-mandated project designed to show that the DoD workforce can be improved by providing employees with a flexible, responsive personnel system that rewards employee contribution and provides line managers with greater personnel flexibilities.

The Department of Defense (DoD) AcqDemo transforms civilian personnel management policies and procedures to better support DoD missions. Specifically, AcqDemo aims to provide a system that retains, recognizes, and rewards employees for their contributions, and supports their personal and professional development.

AcqDemo is designed to attract, motivate, and retain high-quality professionals.

AcqDemo allows greater managerial control over personnel processes and functions and, at the same time, expands the opportunities available to employees through a more responsive and flexible personnel system. It provides managers, at the lowest practical level, the authority, control, and flexibility they need to achieve quality acquisition processes and quality products. AcqDemo not only provides a system that retains, recognizes, and rewards employees for their contribution, but it also supports their personal and professional growth.

Q3: How many employees will convert, and how many total AFMC employees will be under AcqDemo after the June 2025 conversion?

This expansion will convert an estimated 26K employees into AcqDemo, bringing the total to 46K AFMC AcqDemo employees. In addition to AcqDemo and GS, AFMC will have Executive Service, Medical, Intel, Lab Demo, and FWS employees.

Q4: What are the benefits to AFMC employees?

AcqDemo provides several advantages for our AFMC employees:

- Offers potential for faster advancement than in the General Schedule
- Grants supervisors the flexibility to adequately compensate (salaries and awards) employees
- Links employee work assignments to the organization's mission
- Expands training and development opportunities across a variety of platforms

Q5: How many employees are currently in AcqDemo?

In AFMC, there are approximately 20K employees currently in AcqDemo.

Q6: Do employees have a choice?

This is a command-wide expansion, therefore all eligible employees will convert in an effort to meet mission needs.

Q7: Are ALL AFMC personnel included in the transition, or will there still be GS employees across the command? What is meant by “eligible employee”?

Eligible series for AcqDemo can be found in the Ops Guide located here [PDF Ops Guide PDF Final Ver 3.5 dated 01Jun2023 Updated 21Sep2023.pdf \(hci.mil\)](#). If a series is not listed, then the position is not eligible.

AFMC's conversion will primarily impact the Bargaining Unit Employees (BUS 2539, 2547, and 2081) that have remained GS since the original AFMC AcqDemo conversion in 2016. Bargaining Unit Employees assigned to other BUS codes may or may not be impacted pending Collective Bargaining Agreements.

In addition, employees assigned to Air Force Installation and Mission Support Center (AFIMSC) are now considered eligible for AcqDemo and will convert in June 2025. This includes non-Bargaining Unit Employees and Bargaining Unit Employees pending Collective Bargaining Agreements.

There will still be a small GS footprint (i.e. Fire Fighters) within the command for the positions that are not eligible for conversion. In addition, AFMC has excluded pilots from the conversion and may consider removing a series when it is more advantageous for the series to be covered by special salary rates. Developmental employees on eligible positions at the time of the conversion will not convert into AcqDemo until they reach their full performance level.

In addition to AcqDemo and GS, AFMC will have Executive Service, Medical, Intel, Lab Demo, and FWS employees.

Q8: What is the expected date transitions will begin, and when will this be complete?

AFMC moved to expand its AcqDemo footprint beginning 1 October 2023 by filling vacant eligible GS Bargaining Unit positions as AcqDemo. The AcqDemo workforce will continue to grow through attrition leading up to the mass conversion of the GS workforce converting in June 2025.

Q9: Why is this called a ‘demonstration’ project? What does this mean?

The 1996 NDAA allowed the DoD, with approval of the OPM, to conduct a personnel demonstration project with its civilian acquisition workforce. The DoD Civilian Acquisition Workforce Personnel Demonstration Project (AcqDemo) was implemented on February 7, 1999, IAW Federal Register notice (64 FR 1426), January 8, 1999, plus amendments (31 Mar 15 most recent).

Initially, the command implemented AcqDemo for approximately 13,000 primarily non-bargaining, supervisory and professional series employees in June 2016. The current conversion is an expansion of the existing AFMC AcqDemo workforce.

The expansion will convert the vast majority of AFMC business, technical professional, and administrative support employees, beyond those acquisition, technology, and logistics workforce members already in AcqDemo. The expansion will primarily include bargaining unit employees as well as eligible AFIMSC personnel.

Q10: How will this conversion affect pay?

Employees who convert into AcqDemo will have no loss of pay. GS employees who have accrued time toward their next Within Grade Increase (WGI) or Step Increase will receive a one-time "WGI buy-in" pay adjustment to compensate them for their time served under the GS pay system.

The buy-in is calculated based on the number of calendar weeks between the effective date of the employee's last equivalent increase, i.e. WGI or promotion, and the date of the conversion into AcqDemo. Employees whose performance ratings are "acceptable" are generally eligible for a WGI buy-in. Exceptions to WGI eligibility are under the following situations:

- Employees who are at the 10th step of their grade
- Employees on retained pay
- Employees on retained grade who would not have received a WGI prior to expiration of their retained grade

Q11: Is there a conversion calculator that can help employees understand how pay will change?

The General Schedule to AcqDemo conversion calculator link is available at <http://acqdemo.hci.mil/AcqDemoBIC.html>. This site also explains the AcqDemo buy-in process and provides a demo career path, broadband, and estimated WGI buy-in calculation. It is not intended to determine official conversion information. Official conversion information, including actual WGI buy-in amount, will be communicated to employees at the time of their conversion, through receipt of an SF-50, Notification of Personnel Action.

Q12: Will current developmental interns convert into AcqDemo in June 2025?

Current developmental interns will not convert until they reach their target full performance.

Q13: Will supervisors need to oversee more than one civilian personnel system?

In some situations, supervisors will have employees under the AcqDemo, GS and/or other personnel systems.

Q14: Are all AcqDemo positions eligible for DHA?

Direct Hiring Authorities allow for faster position fill times, to include on-the-spot job offers at hiring events. In AFMC, all NH positions are covered by an AcqDemo DHA. The remaining positions potentially have DHA eligibility if they meet additional AcqDemo, DoD, or OPM DHA eligibility. AcqDemo Direct Hire Authority applies to all Acquisition Work Force (AWF) positions; non-AWF positions in direct support (51%) of acquisition positions for the NH career path; positions filled with the veterans direct hire authority in the NH and NJ career paths; AWF positions filled by Acquisition Student Interns; and Scholastic Achievement Appointments.

Q15: Will AcqDemo jobs continue to be advertised on USAJobs?

Yes, AFMC will continue to advertise using USAJobs and leverage the same recruitment methods and tools currently in place across the Command.

Q16: How will pay pools be adjusted as part of this expansion?

Throughout this conversion and expansion, AFMC will more than double our AcqDemo footprint. Therefore, most pay pools will change. From now through our conversion date, AFMC Headquarters will work closely with the Center AcqDemo POCs to develop new pay pools and expand current pay pools. Employees will be notified prior to pay pool deliberation with specific information as to the construct of their pay pool.

Q17: Because the GS and AcqDemo appraisal systems are on different timelines (Apr-Mar for GS; and Oct-Sep for AcqDemo), will GS employees receive a six-month AcqDemo appraisal to cover the Apr-Sep 2025 timeframe? And will the GS positions converting receive appraisal awards for that six-month period or will there be an appraisal awards gap until the employees receive the full 2026 AcqDemo appraisal?

The conversion date of June 15, 2025 is the most advantageous to the employee. GS employees who have been assigned to their current GS position for 90 days prior to March 31, 2025 will receive an end of year close out for their annual appraisal. Any awards (monetary and/or time off award) will be paid out June 1, 2025. The scheduled June 15, 2025 conversion date allows employees to be eligible for an appraisal and associated compensation during the AcqDemo 2025 appraisal cycle, as they will have been assigned to an AcqDemo position for more than 90 days.

Q18: How will converting to AcqDemo affect my retirement?

The law prohibits AcqDemo from proposing any changes to the retirement system. Retirement calculations will continue to be determined as they are today, with any basic pay increases you receive under AcqDemo counting toward your High-Three.

As a result, AcqDemo could positively affect retirement pay. For example, employees at GS Step 4 or higher must wait two to three years prior to receiving a pay increase. Under AcqDemo, there is an opportunity to receive a Contribution Rating Increase annually based on your contribution to the mission of the organization and quality of performance. Individuals could potentially earn a higher salary faster than compared to waiting for the next GS within grade increase resulting in a greater retirement.