



**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 12-51

28 November 2012

**DEFENSE CONNECT ONLINE (DCO) ADDITIONAL COURSES –
FIVE-TIER TECHNICIAN PERFORMANCE MANAGEMENT SYSTEM TRAINING**

1. Five-Tier Technician Performance Management System training is **mandatory** for all permanent and indefinite California National Guard Federal technicians, including all supervisors who oversee them, regardless of their employment status. For example, a State Active Duty supervisor who oversees a permanent or indefinite Federal technician must receive training.

2. We will be hosting two DCO courses per month through April 2013. Classes will be conducted for a minimum of three and up to twenty students. If the minimum number of attendees is not met, class will be cancelled and you will be notified to reschedule for the next session. With classes offered twice a month, we should be able to accommodate everyone's schedule.

3. Training sessions will be from 0930-1100 each class. Dates are as follows:

Tuesday, December 04, 2012	Tuesday, February 19, 2013
Thursday, December 20, 2012	Friday, March 01, 2013
Friday, January 04, 2013	Thursday, March 21, 2013
Wednesday, January 23, 2013	Tuesday, April 02, 2013
Friday, February 01, 2013	Thursday, April 25, 2013

4. To attend this vital training, please complete the self registration on the CA website at: <http://www.calguard.ca.gov/cahr/Pages/training.aspx>.

5. For questions regarding the course, please contact the Human Resource Development Department (Ms. Lisa Nagata/SPC Shawn Brum) at (916) 854-3601/4250 or by email at NGCAJ1HRO-HRDS@ng.army.mil.


KIMBERELY DEROUEN SLAVEN
LTC, CA ARNG
Director of Human Resources

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