



## AUTHORIZATION ISSUANCE AND MAINTENANCE - STATUS



### How does PCOLS identify Retirement/Separation?

#### ***Cardholder's***

- When an individual accepts their cardholder assignment in PCOLS, the Personnel Category (e.g., Civilian, Active Duty, Reserve, etc.) and Service are captured from the cardholder's CAC and stored in the system. If a change is reported to DEERS that ends the personnel record for this category/service combination, the Automatic Cardholder Account Cancellation process is triggered.

#### ***PCOLS Users***

- When an individual accepts their user role in PCOLS, the Personnel Category (e.g., Civilian, Active Duty, Reserve, etc.) and Service are captured from the user's CAC and stored in the system. If a change is reported to DEERS that ends the personnel record for this category/service combination, the Automatic Removal of PCOLS User process is triggered.

#### ***Notes***

- A change in Service affiliation or Personnel Category (changing from Active Duty to Civilian) is NOT a transfer. The affiliation with one Service/Personnel category is terminated and a new affiliation is started which, for cardholders, requires reissuance of a purchase card if there is still a need for the card. Users that change Personnel Category or Service affiliation will need to be re-provisioned and the role will be associated with their new Personnel Category/Service when they redeem their role token.
- If a cardholder or user has a CAC re-issued for the same Personnel Category and Service without the original DEERS personnel record ending, no action will be taken by the system.



# AUTHORIZATION ISSUANCE AND MAINTENANCE - STATUS



## How does PCOLS identify a Transfer?

### ***Active Duty, Guard, Reservists -- UIC***

- PCOLS has an interface with DEERS to identify when a User or Cardholder (based on the EDIPI, Personnel Category Code and Service) was updated in DEERS. If the UIC on the cardholder's or User's record changes in DEERS it will trigger a review.

### ***Civilian Employees – Nature of Action Code***

- DEERS receives file feeds on Civilian employees (DoD APF Civ Personnel Files). One of the fields provided in the file is a Nature of Action code which can indicate a change for an individual. If a transfer (as identified below) is reported for a cardholder it will trigger a review.

Nature of Action Codes that will trigger a review:

- 130 Transfer
- 132 Mass Transfer
- 145 Transfer – Senior executive service career
- 147 Transfer – Senior executive service noncareer
- 452 Suspension - indefinite
- 611 Reassignment not to exceed (date)
- 613 Termination of reassignment not to exceed (date)
- 721 Reassignment
- 730 Detail not-to-exceed (date)
- 732 Termination of detail not-to-exceed (date)
- 740 Position Change
- 741 Position change not-to-exceed (date)
- 792 Change in Duty Station
- 921 Reassignment not to exceed (date)
- 922 Termination of reassignment not to exceed (date)