

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SCOTT, JANE A. FIRST ACTION		2. Social Security Number (b) (6)	3. Date of Birth (b) (6)	4. Effective Date 04/26/09
5-A. Code 170	5-B. Nature Of Action EXC APPT	6-A. Code	6-B. Nature of Action	
5-C. Code Y7M	5-D. Legal Authority SCH C, 213.3301	6-C Code	6-D. Legal Authority	
5-E. Code	5-F. Legal Authority	6-E. Code	6-F. Legal Authority	

7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT 10000000 IGS1157						
8. Pay Plan GS	9. Occ. Code 0301	10. Grade/Level 14	11. Step/Rate 01	12. Total Salary \$102721	13. Pay Basis PA	18. Pay Plan GS	17. Occ. Code 0301	18. Grade/Level 14	19. Step/Rate 01	20. Total Salary/Award \$102721	21. Pay Basis PA
12A. Basic Pay \$ 83445	12B. Locality Adj.	12C. Adj. Basic Pay \$ 19276	12D. Other Pay	20A. Basic Pay \$ 83445	20B. Locality Adj.	20C. Adj. Basic Pay \$102721	20D. Other Pay \$ 0				

14. Name and Location of Position's Organization	22. Name and Location of Position's Organization SECRETARY'S IMMEDIATE OFFICE WASHINGTON, DC
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EMPLOYEE DATA

23. Veterans Preference <input checked="" type="checkbox"/> 1 - None <input type="checkbox"/> 2 - 5-Point <input type="checkbox"/> 3 - 10-Point/Disability <input type="checkbox"/> 4 - 10-Point/Compensable <input type="checkbox"/> 5 - 10-Point Other <input type="checkbox"/> 6 - 10-Point/Compensable/30%	24. Tenure <input checked="" type="checkbox"/> 3 - None <input type="checkbox"/> 1 - Permanent <input type="checkbox"/> 2 - Conditional <input type="checkbox"/> 3 - Indefinite	25. Agency Use <input type="checkbox"/>	26. Veterans Preference for RIF <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
27. FEGLI (b) (6)	28. Appointment Indicator (b) (6)	29. Pay Rate Determinant (b) (6)		
30. Retirement Plan (b) (6)	31. Service Comp. Date (Leave) 04/26/09	32. Work Schedule <input checked="" type="checkbox"/> F FULL-TIME	33. Part-Time Hours Per Biweekly Pay Period	
34. Position Occupied <input checked="" type="checkbox"/> 2 - Excepted Service <input type="checkbox"/> 1 - Competitive Service <input type="checkbox"/> 3 - SES General <input type="checkbox"/> 4 - SES Career Reserved	35. FLSA Category <input checked="" type="checkbox"/> E - Exempt <input type="checkbox"/> N - Nonexempt	36. Appropriation Code	37. Bargaining Unit Status 8888	
38. Duty Station Code 11-0010-001	39. Duty Station (City - County - State or Overseas Location) WASHINGTON, DISTRICT OF COLUMBIA			
40. Agency Data CLN CLS 00	41. (b) (6)	42. EDUC LVL 17	43. SUPV STAT 8	44. POSITION SENSITIVITY HIGH RISK

45. Remarks
 APPOINTMENT AFFIDAVIT EXECUTED 04/27/09.
 FROZEN SERVICE **(b) (6)**
 CREDITABLE MILITARY SERVICE: **(b) (6)**
 PREVIOUS RETIREMENT COVERAGE: **(b) (6)**
 EMPLOYEE IS AUTOMATICALLY COVERED UNDER **(b) (6)**
 ELIGIBLE TO ELECT HEALTH BENEFITS COVERAGE WITHIN 60 DAYS OF THE EFFECTIVE DATE OF THIS PERSONNEL ACTION.

46. Employing Department or Agency IN - OFC OF THE SECRETARY			50. Signature/Authentication and Title of Approving Official AUTHORIZING OFFICIAL 090775255	
47. Agency Code IN01	48. Personnel Office ID 4342	49. Approval Date 04/24/09		