

NOTIFICATION OF PERSONNEL ACTION

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|---|--|-----------------------------------|--|
| 1. Name (Last, First, Middle) SMYERS, JENIFER SUSAN | 2. Social Security Number (b)(6) | 3. Date of Birth (b)(6) | 4. Effective Date 02/01/2021 |
|---|--|-----------------------------------|--|

| FIRST ACTION | | SECOND ACTION | |
|-------------------------|--|------------------|------------------------------|
| 5-A. Code 190 | 5-B. Nature of Action PROVISIONAL APPT NTE 06/01/2021 | 6-A. Code | 6-B. Nature of Action |
| 5-C. Code Y7M | 5-D. Legal Authority SCH C, 213.3301A AGENCY- UNIQUE SCHEDULE C AC | 6-C. Code | 6-D. Legal Authority |
| 5-E. Code | 5-F. Legal Authority | 6-E. Code | 6-F. Legal Authority |

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|---|---------------------|---------------------------|---------------------------|-------------------------|----------------------|---|----------------------|---------------------------|-------------------------|-------------------------------|----------------------|
| 7. FROM: Position Title and Number | | | | | | 15. TO: Position Title and Number SPECIAL ASSISTANT PD:21KR14 POSITION:00450974 | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| | | | | | | GS | 0301 | 14 | 01 | \$122,530.00 | PA |
| 12A. Basic Pay | | | 12B. Locality Adj. | | | 12C. Adj. Basic Pay | | | 12D. Other Pay | | |
| \$93,907.00 | | | \$28,623.00 | | | \$122,530.00 | | | \$0 | | |

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| 14. Name and Location of Position's Organization | 22. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA |
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EMPLOYEE DATA

| | | | | | | |
|--|--|---|--|---|---|--|
| 23. Veterans Preference (b)(6) 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | 24. Tenure 3 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | 25. Agency Use | 26. Veterans Preference for RIF (b)(6) |
| 27. FEGLI (b)(6) | | | 28. Annuitant Indicator (b)(6) | | 29. Pay Rate Determinant (b)(6) | |
| 30. Retirement Plan (b)(6) | | 31. Service Comp. Date (Leave) (b)(6) | | 32. Work Schedule F FULL TIME | | 33. Part-Time Hours Per Biweekly Pay Period |

POSITION DATA

| | | | | | | |
|--|--|--|---|---|--|---|
| 34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code 1G996413 | | 37. Bargaining Unit Status 8888 |
| 38. Duty Station Code 110010001 | | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST COLUMBIA DC USA | | | |

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|------------------------|------------|------------|------------|------------------------|
| 40. Agency Data | 41. | 42. | 43. | 44. PAR NUMBER: |
|------------------------|------------|------------|------------|------------------------|

45. Remarks
 APPOINTMENT IS ON A PROVISIONAL BASIS. (b)(6)
 (b)(6)
 APPOINTMENT AFFIDAVIT EXECUTED 02-01-2021
 CREDITABLE MILITARY SERVICE: (b)(6)
 PREVIOUS RETIREMENT COVERAGE: (b)(6)
 (b)(6)

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|--|--|--|---|--|--|
| 46. Employing Department or Agency DEPARTMENT OF HEALTH AND HUMAN SERVICES | | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: STEVEN D. CHURCH SUPERVISORY, HUMAN RESOURCES | | |
| 47. Agency Code HE90 | 48. Personnel Office ID 1704 | 49. Approval Date 02/04/2021 | | | |

NOTIFICATION OF PERSONNEL ACTION

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|---|---|---|---|--|
| 1. Name (Last, First, Middle) SMYERS, JENIFER SUSAN | | 2. Social Security Number (b)(6) | 3. Date of Birth (b)(6) | 4. Effective Date 02/14/2021 |
| FIRST ACTION | | SECOND ACTION | | |
| 5-A. Code 570 | 5-B. Nature of Action CONV TO EXC APPT | 6-A. Code | 6-B. Nature of Action | |
| 5-C. Code Y7M | 5-D. Legal Authority SCH C, 213.3301A AGENCY- UNIQUE SCHEDULE C AC | 6-C. Code | 6-D. Legal Authority | |
| 5-E. Code ZLM | 5-F. Legal Authority OPM FORM 1019 DATED 02-12-2021 | 6-E. Code | 6-F. Legal Authority | |
| 7. FROM: Position Title and Number SPECIAL ASSISTANT PD:21KR14 POSITION:00450974 | | 15. TO: Position Title and Number CHIEF OF STAFF PD:GS0635 POSITION:00451732 | | |
| 8. Pay Plan GS | 9. Occ. Code 0301 | 10. Grade or Level 14 | 11. Step or Rate 01 | 12. Total Salary \$122,530.00 |
| 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0301 | 18. Grade or Level 14 | 19. Step or Rate 01 |
| 20. Total Salary/Award \$122,530.00 | 21. Pay Basis PA | 20A. Basic Pay \$93,907.00 | 20B. Locality Adj. \$28,623.00 | 20C. Adj. Basic Pay \$122,530.00 |
| 20D. Other Pay \$0 | 22. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA | | | |
| 14. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA | | 22. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA | | |
| EMPLOYEE DATA | | | | |
| 23. Veterans Preference (b)(6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | 24. Tenure 3 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | 25. Agency Use | 26. Veterans Preference for RIF (b)(6) |
| 27. FEGLI (b)(6) | | 28. Annuitant Indicator (b)(6) | 29. Pay Rate Determinant (b)(6) | |
| 30. Retirement Plan (b)(6) | | 31. Service Comp. Date (Leave) (b)(6) | 32. Work Schedule F FULL TIME | 33. Part-Time Hours Per Biweekly Pay Period |
| POSITION DATA | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | 35. FLSA Category E E - Exempt N - Nonexempt | 36. Appropriation Code 1G996413 | 37. Bargaining Unit Status 8888 |
| 38. Duty Station Code 110010001 | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST COLUMBIA DC USA | | |
| 40. Agency Data | 41. | 42. | 43. | 44. PAR NUMBER: |
| 45. Remarks CREDITABLE MILITARY SERVICE: (b)(6) PREVIOUS RETIREMENT COVERAGE: (b)(6) | | | | |
| 46. Employing Department or Agency DEPARTMENT OF HEALTH AND HUMAN SERVICES | | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: STEVEN D. CHURCH SUPERVISORY, HUMAN RESOURCES | | |
| 47. Agency Code HE90 | 48. Personnel Office ID 1704 | 49. Approval Date 02/19/2021 | | |

NOTIFICATION OF PERSONNEL ACTION

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| 1. Name (Last, First, Middle) SMYERS, JENIFER SUSAN | 2. Social Security Number <div style="border: 1px solid black; padding: 2px; text-align: center;">(b)(6)</div> | 3. Date of Birth <div style="border: 1px solid black; padding: 2px; text-align: center;">(b)(6)</div> | 4. Effective Date 03/13/2022 |
|---|---|--|--|

FIRST ACTION

SECOND ACTION

| | | | |
|-------------------------|--|-----------|-----------------------|
| 5-A. Code 570 | 5-B. Nature of Action CONV TO EXC APPT | 6-A. Code | 6-B. Nature of Action |
| 5-C. Code Y7M | 5-D. Legal Authority SCH C, 213.3316 AGENCY- UNIQUE SCHEDULE C AU1 | 6-C. Code | 6-D. Legal Authority |
| 5-E. Code ZLM | 5-F. Legal Authority OPM FORM 1019 DATED 03-01-2022 | 6-E. Code | 6-F. Legal Authority |

| | |
|---|--|
| 7. FROM: Position Title and Number CHIEF OF STAFF PD:GS0635 POSITION:00451732 | 15. TO: Position Title and Number CHIEF OF STAFF PD:GS0718 POSITION:00473866 |
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|--------------------------------------|--|--|-------------------------------|---|--|--|------------------------------|---------------------------------|-------------------------------|---|----------------------------|
| 8. Pay Plan GS | 9. Occ. Code 0301 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary \$130,441.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0301 | 18. Grade or Level 15 | 19. Step or Rate 01 | 20. Total Salary/Award \$148,484.00 | 21. Pay Basis PA |
| 12A. Basic Pay \$99,172.00 | 12B. Locality Adj. \$31,269.00 | 12C. Adj. Basic Pay \$130,441.00 | 12D. Other Pay \$0 | 20A. Basic Pay \$112,890.00 | 20B. Locality Adj. \$35,594.00 | 20C. Adj. Basic Pay \$148,484.00 | 20D. Other Pay \$0 | | | | |

| | |
|---|---|
| 14. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA | 22. Name and Location of Position's Organization ADMINISTRATION FOR CHILDREN AND FAMILIES OFC OF REFUGEE RESETTLEMENT OFC OF THE DIRECTOR WASHINGTON DC USA |
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EMPLOYEE DATA

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|--|---|--|---|
| 23. Veterans Preference <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> <small>1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/50%</small> | 24. Tenure 3 <small>0 - None 1 - Permanent 2 - Conditional 3 - Indefinite</small> | 25. Agency Use | 26. Veterans Preference for RIF <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> |
| 27. FEGLI <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> | 28. Annuitant Indicator <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> | 29. Pay Rate Determinant <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> | |
| 30. Retirement Plan <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> | 31. Service Comp. Date (Leave) <div style="border: 1px solid black; padding: 2px;">(b)(6)</div> | 32. Work Schedule F FULL TIME | 33. Part-Time Hours Per Biweekly Pay Period |

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|---|---|---|---|
| 34. Position Occupied 2 <small>1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved</small> | 35. FLSA Category E <small>E - Exempt N - Nonexempt</small> | 36. Appropriation Code 2G996413 | 37. Bargaining Unit Status 8888 |
| 38. Duty Station Code 110010001 | | 39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST COLUMBIA DC USA | |

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|-----------------|-----|-----|-----|-----------------|
| 40. Agency Data | 41. | 42. | 43. | 44. PAR NUMBER: |
|-----------------|-----|-----|-----|-----------------|

45. Remarks
 APPOINTMENT IS INDEFINITE.
 CREDITABLE MILITARY SERVICE:

(b)(6)

 PREVIOUS RETIREMENT COVERAGE:

(b)(6)

(b)(6)

| | |
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| 46. Employing Department or Agency DEPARTMENT OF HEALTH AND HUMAN SERVICES | 50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: TISA TOLLIVER SUPERVISORY, HUMAN RESOURCES S |
| 47. Agency Code HE90 | 48. Personnel Office ID 1704 |
| 49. Approval Date 03/23/2022 | |