

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) SCHWARTZ, MELISSA A		2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/24/2022	
FIRST ACTION				SECOND ACTION			
5-A. Code 882		5-B. Nature of Action CHG IN SCD		6-A. Code		6-B. Nature of Action	
5-C. Code VZM		5-D. Legal Authority 5 U.S.C. 6303		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 COMMUNICATIONS DIRECTOR 10500000 ES06120				15. TO: Position Title and Number COMMUNICATIONS DIRECTOR 10500000 ES06120			
8. Pay Plan ES		9. Occ. Code 0301		10. Grade or Level 00		11. Step or Rate 00	
12. Total Salary \$172500.00		13. Pay Basis PA		16. Pay Plan ES		17. Occ. Code 0301	
18. Grade or Level 00		19. Step or Rate 00		20. Total Salary/Award \$172500.00		21. Pay Basis PA	
12A. Basic Pay \$172500.00		12B. Locality Adj. \$0.00		12C. Adj. Basic Pay \$172500.00		12D. Other Pay \$0.00	
20A. Basic Pay \$172500.00		20B. Locality Adj. \$0.00		20C. Adj. Basic Pay \$172500.00		20D. Other Pay \$0.00	
14. Name and Location of Position's Organization IN01 SECRETARY'S IMMEDIATE OFFICE OFFICE OF COMMUNICATION WASHINGTON,DC				22. Name and Location of Position's Organization IN01 SECRETARY'S IMMEDIATE OFFICE OFFICE OF COMMUNICATION WASHINGTON,DC			
EMPLOYEE DATA							
23. Veterans Preference 00.00 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30%				24. Tenure 0 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use	
26. Veterans Preference for RIF (b) (6) YES (b) (6) NO				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) 10/21/2014		32. Work Schedule F FULL-TIME	
33. Part-Time Hours Per Biweekly Pay Period		POSITION DATA					
34. Position Occupied 3 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved		35. FLSA Category E E - Exempt 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 FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 2	
44. POSITION SENSITIVITY CRITICAL-SENSITIVE		45. Remarks EMPLOYEE DUTY STATION IS IN REGION 01 - NORTH ATLANTIC - APPALACHIAN FROZEN SERVICE (b) (6) CREDITABLE MILITARY SERVICE: (b) (6) CHANGES SCD FROM 01-20-21 BECAUSE PRIOR SERVICE WAS RECEIVED AND VERIFIED					
46. Employing Department or Agency IN - OFC OF THE SECRETARY				50. Signature/Authentication and Title of Approving Official 220383066 / ELECTRONICALLY SIGNED BY: WHITNEY N. LOVATO HUMAN RESOURCES SPECIALIST			
47. Agency Code IN01		48. Personnel Office ID 4342		49. Approval Date 01/25/2022			