

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>SCOTT, JANE A.</b>		2. Social Security Number <b>(b) (6)</b>	3. Date of Birth <b>(b) (6)</b>	4. Effective Date <b>01/03/10</b>
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<b>FIRST ACTION</b>		<b>SECOND ACTION:</b>		
5-A. Code <b>894</b>	5-B. Nature Of Action <b>GEN ADJ</b>	6-A. Code	6-B. Nature of Action	
5-C. Code <b>QWM</b>	5-D. Legal Authority <b>REG 531.207</b>	6-C Code	6-D. Legal Authority	
5-E. Code <b>ZLM</b>	5-F. Legal Authority <b>EO 13525 DTD 12/23/09</b>	6-E. Code	6-F. Legal Authority	

7. FROM: Position Title and Number <b>SPECIAL ASSISTANT</b>  <b>10000000 IGS1157</b>	15. TO: Position Title and Number <b>SPECIAL ASSISTANT</b>  <b>10000000 IGS1157</b>
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8. Pay Plan <b>GS</b>	9. Occ. Code <b>0301</b>	10. Grade/Level <b>14</b>	11. Step/Rate <b>01</b>	12. Total Salary <b>\$102721</b>	13. Pay Basis <b>PA</b>	16. Pay Plan <b>GS</b>	17. Occ. Code <b>0301</b>	18. Grade/Level <b>14</b>	19. Step/Rate <b>01</b>	20. Total Salary/Award <b>\$105211</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$ 83445</b>	12B. Locality Adj. <b>\$ 19276</b>	12C. Adj. Basic Pay <b>\$102721</b>	12D. Other Pay <b>\$ 0</b>	20A. Basic Pay <b>\$ 84697</b>	20B. Locality Adj. <b>\$ 20514</b>	20C. Adj. Basic Pay <b>\$105211</b>	20D. Other Pay <b>\$ 0</b>				

14. Name and Location of Position's Organization <b>SECRETARY'S IMMEDIATE OFFICE</b>  <b>WASHINGTON, DC</b>	22. Name and Location of Position's Organization <b>SECRETARY'S IMMEDIATE OFFICE</b>  <b>WASHINGTON, DC</b>
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<b>EMPLOYEE DATA</b>		24. Tenure	25. Agency Use	26. Veterans Preference for RIF
23. Veterans Preference <b>(b) (6)</b>	1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable	5 - 10-Point Other 6 - 10-Point/Compensable/30%	0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	<b>(b) (6)</b> YES <b>(b) (6)</b> NO
27. FEGLI <b>(b) (6)</b>	28. Annuitant Indicator <b>(b) (6)</b>	29. Pay Rate Determinant <b>(b) (6)</b>		

30. Retirement Plan <b>(b) (6)</b>	31. Service Comp. Date (Leave) <b>04/26/09</b>	32. Work Schedule <b>F FULL-TIME</b>	33. Part-Time Hours Per Biweekly Pay Period
34. Position Occupied <b>2</b>	35. FLSA Category <b>E Exempt</b>	36. Appropriation Code	37. Bargaining Unit Status <b>8888</b>

38. Duty Station Code <b>11-0010-001</b>	39. Duty Station (City - County - State or Overseas Location) <b>WASHINGTON, DISTRICT OF COLUMBIA</b>			
40. Agency Division <b>CLS 00</b>	41. <b>(b) (6)</b>	42. EDUC LVL <b>17</b>	43. SUPV STAT <b>8</b>	44. POSITION SENSITIVITY <b>HIGH RISK</b>

45. Remarks  
**SALARY INCLUDES A GENERAL INCREASE OF 1.5 PERCENT AND, IF APPLICABLE, A LOCALITY PAYMENT/SUPPLEMENTAL RATE (OR OTHER GEOGRAPHIC ADJUSTMENT) FOR THIS AREA.**

48. Employing Department or Agency <b>IN - OFC OF THE SECRETARY</b>	50. Signature/Authentication and Title of Approving Official <b>AUTHORIZING OFFICIAL</b>
47. Agency Code <b>IN01</b>	48. Personnel Office ID <b>4342</b>
49. Approval Date <b>01/03/10</b>	<b>100140982</b>