

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>SCHWARTZ, MELISSA A</b>		2. Social Security Number <b>(b) (6)</b>		3. Date of Birth <b>(b) (6)</b>		4. Effective Date <b>02/14/2021</b>	
<b>FIRST ACTION</b>				<b>SECOND ACTION</b>			
5-A. Code <b>002</b>		5-B. Nature of Action <b>CORRECTION</b>		6-A. Code <b>721</b>		6-B. Nature of Action <b>REASSIGNMENT</b>	
5-C. Code		5-D. Legal Authority		6-C. Code <b>V9M</b>		6-D. Legal Authority <b>5 U.S.C. 3395(D)(1)</b>	
5-E. Code		5-F. Legal Authority		6-E. Code <b>AWM</b>		6-F. Legal Authority <b>OPM FORM 1652 DTD 02/12/21</b>	
7. FROM: Position Title and Number <b>SENIOR ADVISOR TO THE SECRETARY OF THE INTERIOR 10000000 ES19768</b>				15. TO: Position Title and Number <b>COMMUNICATIONS DIRECTOR 10500000 ES06120</b>			
8. Pay Plan <b>ES</b>		9. Occ. Code <b>0301</b>		10. Grade or Level <b>00</b>		11. Step or Rate <b>00</b>	
12. Total Salary <b>\$162000.00</b>		13. Pay Basis <b>PA</b>		16. Pay Plan <b>ES</b>		17. Occ. Code <b>0301</b>	
18. Grade or Level <b>00</b>		19. Step or Rate <b>00</b>		20. Total Salary/Award <b>\$162000.00</b>		21. Pay Basis <b>PA</b>	
12A. Basic Pay <b>\$162000.00</b>		12B. Locality Adj. <b>\$0.00</b>		12C. Adj. Basic Pay <b>\$162000.00</b>		12D. Other Pay <b>\$0.00</b>	
20A. Basic Pay <b>\$162000.00</b>		20B. Locality Adj. <b>\$0.00</b>		20C. Adj. Basic Pay <b>\$162000.00</b>		20D. Other Pay <b>\$0.00</b>	
14. Name and Location of Position's Organization <b>IN01 SECRETARY'S IMMEDIATE OFFICE  WASHINGTON,DC</b>				22. Name and Location of Position's Organization <b>IN01 SECRETARY'S IMMEDIATE OFFICE OFFICE OF COMMUNICATION  WASHINGTON,DC</b>			
<b>EMPLOYEE DATA</b>							
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%				24. Tenure <b>0</b> 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite		25. Agency Use	
26. Veterans Preference for RIF <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>01/20/2021</b>		32. Work Schedule <b>F FULL-TIME</b>	
33. Part-Time Hours Per Biweekly Pay Period		<b>POSITION DATA</b>					
34. Position Occupied <b>3</b> 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved		35. FLSA Category <b>E</b> E - Exempt N - Nonexempt		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 Data <b>FUNC CLS 00</b>		41. <b>(b) (6)</b>		42. EDUC LVL 17		43. SUPV STAT 2	
44. POSITION SENSITIVITY CRITICAL-SENSITIVE		45. Remarks <b>CORRECTS ITEM NUMBER (b) (6)</b>					
46. Employing Department or Agency <b>IN - OFC OF THE SECRETARY</b>				50. Signature/Authentication and Title of Approving Official <b>210682396 / ELECTRONICALLY SIGNED BY:</b>			
47. Agency Code <b>IN01</b>		48. Personnel Office ID <b>4342</b>		49. Approval Date <b>03/17/2021</b>		ERICA J. WILLIAMS HUMAN RESOURCES SPECIALIST	