

**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>04/22/2012</b>						
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>									
5-A. Code <b>893</b>		5-B. Nature of Action <b>REG WRI</b>			6-A. Code		6-B. Nature of Action							
5-C. Code <b>Q7M</b>		5-D. Legal Authority <b>REG 531.404</b>			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 <b>SPECIAL ASSISTANT</b>  <b>10000000 IGS1157</b>					15. TO: Position Title and Number <b>SPECIAL ASSISTANT</b>  <b>10000000 IGS1157</b>									
8. Pay Plan <b>GS</b>		9. Occ. Code <b>0301</b>	10. Grade or Level <b>14</b>	11. Step or Rate <b>03</b>	12. Total Salary <b>112224</b>	13. Pay Basis <b>PA</b>		16. Pay Plan <b>GS</b>		17. Occ. Code <b>0301</b>	18. Grade or Level <b>14</b>	19. Step or Rate <b>04</b>	20. Total Salary/Award <b>115731</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>90343</b>		12B. Locality Adj. <b>21881</b>	12C. Adj. Basic Pay <b>112224</b>		12D. Other Pay <b>0</b>		20A. Basic Pay <b>93166</b>		20B. Locality Adj. <b>22565</b>	20C. Adj. Basic Pay <b>115731</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>									
<b>EMPLOYEE DATA</b>														
23. Veterans Preference <b>(b) (6)</b> 1 - None    3 - 10-Point/Disability    5 - 10-Point/Other 2 - 5-Point    4 - 10-Point/Compensable    6 - 10-Point/Compensable/30%					24. Tenure <b>3</b> 0 - None    2 - Conditional 1 - Permanent    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>04/26/2009</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>2</b> 1 - Competitive Service    3 - SES General 2 - Excepted Service    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>		<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 DATE OF LAST EQUIVALENT INCREASE 04/24/11. WORK PERFORMANCE IS AT AN ACCEPTABLE LEVEL OF COMPETENCE.														
46. Employing Department or Agency <b>IN - OFC OF THE SECRETARY</b>					50. Signature/Authentication and Title of Approving Official <b>120569671 / ELECTRONICALLY SIGNED BY:</b> <b>MICHELLE R. OXYER</b> <b>SUPVY HUMAN RESOURCES SPECIALIST</b>									
47. Agency Code <b>IN01</b>		48. Personnel Office ID <b>4342</b>		49. Approval Date <b>04/26/2012</b>										