

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) RAZO, ABDIEL D				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, 213.3312			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 SPECIAL ASSISTANT TO THE SECRETARY'S CHIEF OF STAFF 10000000 IGS1554					15. TO: Position Title and Number SPECIAL ASSISTANT TO THE SECRETARY'S CHIEF OF STAFF 10000000 IGS1554									
8. Pay Plan GS		9. Occ. Code 0301	10. Grade or Level 11	11. Step or Rate 01	12. Total Salary \$72750.00	13. Pay Basis PA		16. Pay Plan GS		17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 01	20. Total Salary/Award \$72750.00	21. Pay Basis PA
12A. Basic Pay \$55756.00		12B. Locality Adj. \$16994.00	12C. Adj. Basic Pay \$72750.00		12D. Other Pay \$0.00		20A. Basic Pay \$55756.00		20B. Locality Adj. \$16994.00	20C. Adj. Basic Pay \$72750.00		20D. Other Pay \$0.00		
14. Name and Location of Position's Organization IN01 SECRETARY'S IMMEDIATE OFFICE WASHINGTON,DC					22. Name and Location of Position's Organization IN01 SECRETARY'S IMMEDIATE OFFICE WASHINGTON,DC									
EMPLOYEE DATA														
23. Veterans Preference (b) (6)					24. Tenure 3			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) 12/02/2020		32. Work Schedule F FULL-TIME		33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA														
34. Position Occupied 2			35. FLSA Category E		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 8		44. POSITION SENSITIVITY HIGH RISK						
45. Remarks CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED UNDER (b) (6)														
46. Employing Department or Agency IN - OFC OF THE SECRETARY					50. Signature/Authentication and Title of Approving Official 210525375 / ELECTRONICALLY SIGNED BY: ERICA J. WILLIAMS HUMAN RESOURCES SPECIALIST									
47. Agency Code IN01		48. Personnel Office ID 4342		49. Approval Date 02/16/2021										