

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]  
**From:** Mack, Jonathan  
**Sent:** 2017-01-30T16:01:10-05:00  
**Importance:** Normal  
**Subject:** ERB Document  
**Received:** 2017-01-30T16:01:17-05:00  
[Executive Resources Board Executive Summary 2017 \(4\).docx](#)

Mary, please see attached. How's this?

Thanks!

Jonathan Mack  
Director, Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone: 202-208-5590  
Fax: 202-208-5285

## **Executive Resources Board Executive Summary**

### *Introduction*

Each Department establishes one or more Executive Resources Boards (ERB) to serve an ongoing and integral role in agencies executive resources management and decision-making. The Secretary of the Interior delegates the ERB general oversight responsibility for the management of the department's executive resources, including the merit staffing process for career appointments in the SES, executive personnel planning, utilization of executive resources/allocations, pay setting, performance management and recognition, Presidential Rank Awards, executive development/SESCDP, and evaluation of executive personnel programs.

### *Appointment to the ERB*

Per 5 USC 3393(b), the head of the agency appoints members to the ERB. The regulations and guidance from the Office of Personnel Management (OPM) do not prohibit an acting agency head from appointing members to the ERB, however it has been customary to wait until the permanent agency head is in place before the ERB is formed and decisions on the executive resource within the agency are made.

There is no requirement for a minimum number of members, however, the regulations and guidance from the Office of Personnel Management (OPM) alludes to ERBs having multiple members. In addition, General Schedule (GS) employees are not prohibited from being appointed to the ERB, however, the OPM guidance suggests that it would be more appropriate for more very small agencies to appoint GS employees as ERB members when there are a lack of executive level or executive level equivalent employees available to serve.

### *Membership History*

During the Obama Administration, the membership on the board rotated through a number of Non Career and Career SES, and Senior Level positions. Below is a list of the positions that served on the ERB at some point during the Administration:

- Chief of Staff – Chairperson (Non Career SES)
- Deputy Chief of Staff – Chairperson (Non Career SES)
- Associate Deputy Secretary (Non Career SES)
- Assistant Secretary – Policy, Management and Budget (PAS)
- Principal Deputy Assistant Secretary – Policy, Management and Budget (Non Career SES)
- Chief of Staff to the Assistant Secretary – Policy, Management and Budget (Senior Level)
- Chief of Staff to the Assistant Secretary – Land and Minerals Management (Senior Level)
- Chief Diversity Office/Director, Office of Civil Rights (Career SES)
- Senior Advisor to the Secretary (Non Career SES)
- Deputy Assistant Secretary – Business, Finance, Performance and Acquisition (Career SES)
- Chief of Staff to the Deputy Secretary (Non Career SES)
- Deputy Assistant Secretary – Fish and Wildlife and Parks (Career SES)
- Deputy Assistant Secretary – Land and Minerals Management (Non Career SES)
- Deputy Assistant Secretary – Human Capital and Diversity – Advisor (Career SES)

\*Our records indicate that during the Bush Administration, the ERB members included:

Associate Deputy Secretary (Non Career SES)

Chief of Staff – Chairperson (Non Career SES)

Solicitor (PAS)

Assistant Secretary – Policy, Management and Budget (PAS)

Assistant Secretary – Land and Minerals Management (PAS)

\*It's possible that during this 8 year term that there were other positions that served on the ERB.

**To:** Jonathan Mack[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov];  
Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-02-02T16:51:47-05:00  
**Importance:** Normal  
**Subject:** Outstanding actions binder  
**Received:** 2017-02-02T16:51:53-05:00

Jonathan/Michelle/Carrie,

Can you make me an "outstanding actions" binder that includes the original request that was signed off on by the ERB, maybe the bureau request? and the resume of the individual? Once I look at one copy, I'll probably get you to make 4 to 5 copies.

Thanks,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Mack, Jonathan  
**Sent:** 2017-02-02T16:52:58-05:00  
**Importance:** Normal  
**Subject:** Re: Outstanding actions binder  
**Received:** 2017-02-02T16:53:05-05:00

Sure, will do right away.  
Thanks!

Jonathan Mack  
Director, Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone: 202-208-5590  
Fax: 202-208-5285

On Thu, Feb 2, 2017 at 4:51 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

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**From:** Mack, Jonathan  
**Sent:** 2017-02-02T16:55:19-05:00  
**Importance:** Normal  
**Subject:** Re: Outstanding actions binder  
**Received:** 2017-02-02T16:55:26-05:00

Mary, how late are you here, do you want it today, if so we can have it in approx 30 min....

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**From:** Pletcher, Mary  
**Sent:** 2017-02-02T17:00:37-05:00  
**Importance:** Normal  
**Subject:** Re: Outstanding actions binder  
**Received:** 2017-02-02T17:00:45-05:00

Tomorrow is fine.

Mary

On Thu, Feb 2, 2017 at 4:55 PM, Mack, Jonathan <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)> wrote:

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**Cc:** Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Mack, Jonathan  
**Sent:** 2017-02-02T17:01:37-05:00  
**Importance:** Normal  
**Subject:** Re: Outstanding actions binder  
**Received:** 2017-02-02T17:01:44-05:00

Thanks, we'll have it to you in the morning.

Jonathan Mack  
Director, Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone: 202-208-5590  
Fax: 202-208-5285

On Thu, Feb 2, 2017 at 5:00 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

Tomorrow is fine.

Mary

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**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Michael Black[Mike.Black@bia.gov]; Hankie Ortiz[hankie.ortiz@bia.gov]; Walters, Sarah[sarah\_walters@ios.doi.gov]; Bruce Loudermilk[bruce.loudermilk@bia.gov]  
**From:** Burckman, James  
**Sent:** 2017-02-10T07:52:36-05:00  
**Importance:** Normal  
**Subject:** BIA - non- OJS Vacancies for Freeze Exemption  
**Received:** 2017-02-10T07:56:48-05:00  
[BIA-PositionListing-02-09-17-Version 2 \(1\)HPO.xlsx](#)

Mary,

Attached is a listing of BIA non-OJS vacancies that we would request exemption to the hiring freeze.

The positions fall under the health and safety provision.

thanks

Jim

James N. Burckman  
Director, Human Capital Management  
Assistant Secretary-Indian Affairs  
202-208-2643

**Bureau of Indian Affairs**

Revised 02-09-17

Position Title
<b>Social Work Positions</b>
<b>Central Office</b>
Self-Determ. Advisor (Trainer)
Self-Determ. Mgmt. Analyst
Program Manager (Family Advocacy & Prevention), GS-301-12/13
<b>Eastern Region</b>
Social Worker, GS-185-11
<b>Great Plains Region</b>
Social Worker, GS-185-09/11/12 (Regional Child Welfare Specialist)
Social Service Representative, GS-187-06/07/08
Supervisory Social Worker, GS-185-12
Social Services Assistant (OA), GS-186-05
Social Services Representative, GS-187-05/06/07
Social Service Representative, GS-187-06/07/08
<b>Navajo Region</b>
Indian Self Determination Specialist
<b>Northwest Region</b>
Social Worker, GS-09/11/12
Social Worker, GS-185-09/11
<b>Pacific Region</b>
Regional Social Worker, GS-185-13
<b>Rocky Mountain Region</b>
Supervisory Social Worker, GS-11/12
Social Services Representative, GS-187-05/06/07/08
Supervisory Social Worker, GS-185-12
Social Worker (Child Welfare), GS-185-09/11
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07/08
Social Services Assistant (OA), GS-186-05
<b>Southwest Region</b>
Child Welfare Specialist, GS-101-07/09
Social Services Representative, GS-06/07
<b>Total</b>
<b>Senior Executive Service Positions</b>
Deputy Bureau Director - Field Operations, ES-340-00
Regional Director - Alaska, ES-340-00
Regional Director, Midwest, ES-340-00
<b>Total</b>
<b>Superintendent Positions</b>

Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Awaiting Cert.	Indian Services	MIB	CO-17-01 1807345
1	Awaiting Cert.	Indian Services	MIB	CO -17-20 1894789
1	Tentative Offer, job offer of 2nd alternate selection	Indian Services-Division of Human Services	Washington, DC	CO-17-02 (1816094)
1	Pending final classification and posting of vacancy announcement	Regional Office	Nashville, TN	
1	Certificate with Selecting Official	Regional Office	Aberdeen, SD	AB-17-34 (1866740)
1	Tentative Offer, pending security clearance	Standing Rock Agency	Fort Yates, ND	AB-17-26 (1847981)
1	Recruitment pending posting of vacancy announcement	Standing Rock Agency	Fort Yates, ND	
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-27 READV (1848194)
2	Tentative Offer, pending security clearance	Cheyenne River Agency	Eagle Butte, SD	AB-17-13 (1843878)
1	Pending final classification and posting of vacancy announcement	Turtle Mountain Agency	Belcourt, ND	
1	Offer accepted by selectee on 1/19/17	Self Determination	Gallup, NM	CRP 71/17 VIN 1886801
1	Ratings completed, pending issuance of certificate to Selecting Official	Branch of Human Services	Portland, OR	NW-17-37 (1893550)
1	Recruitment pending posting of vacancy announcement		Everett, WA	
1	Recruitment pending posting of vacancy announcement	Regional Office	Sacramento, CA	
1	New vacancy, position submitted for classification review.	Northern Cheyenne Agency	Lame Deer, MT	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR 17-52 (1886201)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-16-40 (1629813)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-45 (1881398)
1	Recruitment pending readvertisement of vacancy announcement	Fort Peck Agency	Poplar, MT	RMR-16-55 Re-Add (1660348)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-05 (1832137), RMR-17-D01 (1832214)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-06 (1831818), RMR-17-D02 (1832797)
1	Needs to be readvertised	Fort Peck Agency	Poplar, MT	RMR-16-113 (1863782)
1	Certificate with Selecting Official	Regional Office	Albuquerque, NM	CRPA 66/17 (1886176)
1	Tentative selection, pending security clearance	Mescalero Agency	Mescalero, NM	CRPA 39/17 (1863782)
<b>22</b>				
1	Currently advertised	BIA Central Office	Washington, DC	BIA-SES-2017-04-PQ1896616
1	Pending rating panel review of competitive candidates.	Alaska Regional Office	Anchorage, AK	BIA-SED-2017-02-PQ1841628
1	Certificate with Selecting Official for Noncompetitive Appointments.	Midwest Regional Office	Bloomington, MN	BIA-SES-2017-01-PQ1820327
<b>3</b>				

Bureau of Indian Affairs

Revised 02-09-17

Position Title
Eastern Region
Superintendent, GS-340-12/13
Superintendent, GS-340-12/13
Great Plains Region
Superintendent, GS-340-14
Deputy Superintendent, GS-340-13/14
Navajo Region
Deputy Superintendent-Trust Services, GS-340-13/14
Northwest Region
Superintendent, GS-340-12/13
Superintendent, GS-340-15
Deputy Superintendent-Trust Services, GS-340-12/13
Superintendent, GS-340-12/13
Rocky Mountain Region
Deputy Regional Director - Indian Services, GS-340-15
Deputy Superintendent, GS-340-12/13
Deputy Superintendent, GS-340-340-14
Southwest Region
Deputy Superintendent, GS-340-13
Western Region
Superintendent, GS-340-14/15
<b>Total</b>
<b>Fire Management Positions (Permanent)</b>
Eastern Region
Ecologist (Fire), GS-408-09/11/12
Eastern Oklahoma Region
Range Technician (Fire), GS-455/462-06/07
Great Plains Region
Supervisory Forestry Technician (Wildland Fire Operations Specialist), GS-462-08/09
Fire Management Specialist (Prescribed Fire/Fuels), GS-401-07/09
Range Technician (Fire), GS-455-03/04
Range Technician (Fire), GS-455-07
Fire Management Officer, GS-401-11/12
Navajo Region
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-05
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05

Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Tentative Offer, pending security clearance	Seminole Agency	Hollywood, FL	EA-17-03 (1858523)
1	Pending readvertisement	Choctaw Agency	Philadelphia, MS	EA-17-02 (1857257)
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-49 (1891136)
1	*Confirmed job offer with EOD of 03-05-17 (*EOD may change to 02-19-17 - Current BIA employee pending approved release date from OJS).	Pine Ridge Agency	Pine Ridge, SD	AB-17-08 (1843519)
1	Pending issuance of Certificate to Selecting Official	Eastern Navajo Agency	Crownpoint, NM	CRPA 72/17 (1886839)
1	Certificate with Selecting Official	Warm Springs Agency	Warm Springs, OR	NW-16-75 (1752945)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Certificate returned, no selection, requested readvertisement	Yakama Agency	Toppenish, WA	NW-16-80 (1754911)
1	Recruitment pending posting of vacancy announcement	Spokane Agency	Wellpinit, WA	
1	Certificate with Selecting Official	Rocky Mountain Regional Office-Indian Svs.	Billings, MT	RMR-17-49 (1879627)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-54 (1886263)
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Tentative selection, pending security clearance	Southern Ute Agency	Ignacio, CO	
1	Pending final classification and posting of vacancy announcement	Uintah and Ouray Agency	Fort Duchesne, AZ	
<b>14</b>				
1	Pending final classification and posting of vacancy announcement	Eastern Region	Nashville, TN	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Eastern Oklahoma Region-Chickasaw Agency	Ada, OK	MU-17-08 (1893209)
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-10 (1843855)
1	Recruitment pending posting of vacancy announcement	Pine Ridge Agency	Pine Ridge, SD	
1	Tentative Offer, pending security clearance	Lower Brule Agency	Lower Brule, SD	AB-17-38 (1868002)
1	Recruitment pending posting of vacancy announcement	Lower Brule Agency	Lower Brule, SD	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Rosebud Agency	Rosebud, SD	AB-17-55 (1901095)
2	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Mgmt	Ft. Defiance, AZ	
1	Recruitment pending posting of vacancy announcement	Branch of Fire & Aviation	Ft. Defiance, AZ	
3	Pending issuance of Certificate to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 77/17 (1888806)
2	Certificate with Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 78/17 (1889474)
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 23/17 (1827649), CRPA-D1708 (1827658)

Position Title
Lead Forestry Technician (Fire), GS-462-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire) GS-462-08/09
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Aid/Technician (Fire), GS-462-03/04
<b>Northwest Region</b>
Forestry Technician (Operations Coordinator), GS-462-10/11
Fire Program Manager, GS-401-13
Supervisory Forestry Technician (Fire), GS-462-08/09
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Supervisory Forestry Technician (Fire), GS-462-10
Metorologist (Fire), GS-1340-12
<b>Pacific Region</b>
Supervisory Range/Forestry Technician, GS-455/462-08/09
Range/Forestry Technician, GS-455/462-06/07
Range/Forestry Technician (Fire Dispatch), GS-455/462-06/07
Staff Support Asst. (Fire), GS-303-07
Staff Support Asst. (Fire), GS-303-07
<b>Rocky Mountain Region</b>
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Senior FF), GS-462-04
Forestry Technician (Fire Dispatch), GS-462-06/07
Range Technician, GS-455-04
Staff Support Assistant (Fire), GS-303-04/05
Prevention Technician, GS-455-05/06/07
Range Technician (Fire), GS-455-04/05
Fire Management Officer, GS-401-011
Assistant Fire Management Officer, GS-401-07
Supervisory Forestry Technician (Fire), GS-462-07
Forestry Technician (Prescribed Fire & Fuels), GS-462-08/09
Forestry Technician (Fire), GS-462-03
Supervisory Forestry Technician (Fire), GS-462-08/09
Forestry Technician (Operations Coordinator), GS-462-10/11
Forestry Technician (Wildland Firefighter), GS-462-03/04
Fire Management Officer, GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03



Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 22/17 (1827626); CRPA-D1707 (1827630)
2	Tentative Offer, pending security clearance	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 21/17 (1826509), CRPA-D1706 (1826510)
1	Pending issuance of Certificate to Selecting Official	Forestry, Fire & Aviation	Shiprock NM	CRPA 62/17 (1888407)
1	Certificate with Selecting Official	Branch of Forestry & Fire Mgmt.	Shiprock NM	CRPA 73/17 (1890028), CRPA-D1740 (1827594)
2	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Shiprock NM	CRPA 24/17 (1827442); CRPA-D1709 (1827534)
2	(1) Tentative Offer, pending medical; (2) pending ratings	Wildland Fire & Aviation	Gallup, NM	CRPA 25/17 (1827574), CRPA-D1710 (1827594)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-22 (1887924)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-32 (1874175)
1	Currently advertised	Division of Fire Management	Mission, OR	NW-17-39 (1899211)
1	Certificate with Selecting Official	Colville Agency	Keller, WA	NW-17-11 (1828561)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Pending final classification and posting of vacancy announcement	Branch of Fire & Aviation	Portland, OR	
1	Tentative Offer, pending security clearance	Branch of Wildland Fire Management	Redding, CA	PR-16-22 (READV) (1737926)
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	San Bernadino, CA	
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Sacramento, CA	
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-20, RMR-17-D05
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Certificate with Selecting Official	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Clearance completed, waiting EOD	Regional Office	Cody, WY	RMR-17-16 (1845571)
1	Tentative Offer, pending security clearance	Blackfeet Agency	Browning, MT	RMR-17-29 (1851963)
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-40 (1870356)
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-51 (1887656)
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-53 (1887836)
1	Tentative Offer pending security clearance		Missoula, MT	RMR-17-19 (1851846)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-22 (1848050)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-17-42 (1884193)
3	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
7	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	

Position Title
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Senior FF), GS-462-05
Fire Management Officer, GS-401-11
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-04
<b>Southern Plains Region</b>
Range/Forestry Technician (Prevention & Mitigation), GS-455/462-06/07
Supervisory Range Technician (Fire), GS-455-08/09
<b>Southwest Region</b>
Wildland Fire Program Manager (Asst. Regional Fire Manager), GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Forestry Technician (Fire) GS-462-04
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Program Assistant (OA), GS-303-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Supervisory Forestry Technician (Fire), GS-462-06/07
Fire Management Officer, GS-401-11
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Forestry Technician, GS-462-04/05/06
Forestry Aid (Fire), GS-462-02
Supervisory Forestry Technician (Fire), GS-462-06/07
<b>Western Region</b>
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-02
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11

Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Awaiting approval to post vacancy announcement	Wind River Agency	Fort Washakie, WY	RMR-17-62
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Pending readvertisement of position (job offer rescinded due to no response on security forms)	Concho Agency	Weatherford, OK	AN-17-02 (1847181)
1	Pending readvertisement of position (selectee declined)	Forestry and Fire	Anadarko, OK	AN-17-20 (1889238)
1	Recruitment pending posting of vacancy announcement	Regional Office	Albuquerque, NM	
1	Tentative selection, pending security clearance	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA47/17 (1849943)
1	Certificate with Selecting Official	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA 49/17 (1870416)
1	Pending issuance of Certificate	Mescalero Agency	Mescalero, NM	CRPA 28/17 READV (1834899)
2	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA-32/17 (1846818); CRPA-D1718 (1846862)
4	(2) Tentative Offers, pending establishment of EOD; (2) No selection, pending reannouncement.	Mescalero Agency	Mescalero, NM	CRPA-183/16 (1796556); CRPA-D1670 (1796632)
5	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA 186/16 (1797865); CRPA-D1672 (1798200)
1	Recruitment pending posting of vacancy announcement	Mescalero Agency	Mescalero, NM	
1	Recruitment pending posting of vacancy announcement	Ute Mountain Ute Agency	Towaoc, CO	
1	Tentative offer, pending driving record form	Ute Mountain Ute Agency	Towaoc, CO	CRPA 129/16 (1701098); CRPA-D1647 (1701105)
1	Currently advertised.	Zuni Agency	Zuni, NM	46/17 READV (1869882)
4	Tentative selection, pending offers	Zuni Agency	Zuni, NM	CRPA 76/17 (1886710)
3	Currently advertised	Zuni Agency	Zuni, NM	CRPA 75/17 (1886676)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 36/17 (1848236)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 35/17 (1848213)
1	Pending issuance of Certificate	Jicarilla Agency	Dulce, NM	CRPA 60/17 (1880056)
1	Pending review of candidates and issuance of Certificate to Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 61/17 (1880119)
1	Pending issuance of Certificate	Southern Pueblos Agency	Albuquerque, NM	CRPA 59/17 (1878881)
1	Certificate with Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 48/17 (1868918)
1	Recruitment pending final classification and posting of vacancy announcement	Southern Pueblos Agency	Albuquerque, NM	
2	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 44/17 READV (1865373)
1	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 43/17 READV (1865342)
1	Tentative selection, pending security clearance	Ramah Navajo Agency	Ramah, NM	CRPA 41/17 (1865251)
2	No selection, pending recruitment	Ramah Navajo Agency	Ramah, NM	CRPA 51/17 (1872915)
1	Recruitment pending with management	Northern Pueblos Agency	San Juan Pueblo, NM	CRPA 154/16 (1739116); CRPA-D1660 (1740338)
1	Permanent offer made 11-18-16 with EOD established for 03-20-17	Fort Apache Agency	Whiteriver, AZ	
10	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	

Position Title
Assistant Fire Management Officer, GS-401-09/11
Laborer (Term NTE 2 years), WG-3502-03
Forestry Technician (SWFF-HECM), GS-462-04/05
Lead Forestry Technician (Fire), GS-462-05/06 (Heli Squad Leader)
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Range/Forestry Technician, GS-455/462-05/06
Range/Forestry Technician, GS-455/462-03/04
Supervisory Forestry Technician, GS-462-08/09
Fire Management Officer, GS-401-12
Forestry Technician (SFF), GS-462-04/05
Forestry Technician (Wildland FF), GS-462-04
Forestry Technician (Fuels), GS-462-06/07
Forestry Technician (Fire), GS-462-03/04
Forestry Technician (Fire) GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03/04
Staff Support Assistant (Fire), GS-303-07
<b>Total</b>
<b>Irrigation and Power Positions</b>
<b>Northwest Region</b>
Office Automation Assistant, GS-326-05
Civil Engineer, GS-810-09/11
Laborer, BB-3502-00
Supervisory Irrigation Maintenance Specialist, GS-301-11
Supply Technician, GS-2005-07
Pumping Plant Attendant, BB-4742-00
Project Administrator, GS-340-12/13
Foreman II, Power/Pumping Plant Operator, BS-4742-00
Foreman II, Canal Maintenance Worker (Spray Crew), BS-4749-00
Supervisory Lead Irrigation System Operator, GS-459-09
Supervisory Irrigation Maintenance Specialist, GS-301-11
<b>Rocky Mountain Region</b>
Irrigation System Operators, GS-459-05
Engineering Equipment Operator, WG-5716-10
Irrigation System Manager, GS-459-11
<b>Western Region</b>
Laborer, WG-3502-03 (Term NTE 2 years)
Laborer, WG-3502-03 (Term NTE 2 years)
Groundman, BB-2810-00
Groundman, BB-2810-00
Supervisory Electrical Engineer, GS-850-13

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
2	Tentative selection, pending clearance of medical exam	Fort Apache Agency	Sacaton, AZ	
2	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-09 (1879277)
1	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-08 (1881411)
1	Pending review of candidates and issuance of certificate to selecting official	Fort Apache Agency	Whiteriver, AZ	CRPA 80/17 (1889872)
1	Tentative Offer, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-D18 (1701109)
2	Tentative Offers, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-87 (1895407), WRO-16-D20 (1727458)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-14 (1881932)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-15 (1884328)
2	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-18 (1897440)
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	WRO-17-20 (1898901)
2	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
3	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
1	Currently advertised	Pima Agency	Sacaton, AZ	WRO-17-19 (1908540)
<b>152</b>				
1	Tentative Offer, pending security clearance and negotiated salary request	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-26 (1856773)
1	Certificate with Selecting Official	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-27 (1856988)
2	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-16-82 (1757141)
1	Certificate with Selecting Official	Wapato Irrigation Project	Wapato, WA	NW-17-09 (1826478)
1	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-17-17 (1849165)
4	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-05 (1824020)
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-06 (1825172)
2	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Tentative Offer, pending drug testing clearance	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-36 (1872466)
1	Certificate with Selecting Official	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-35 (1871612)
1	Certificate with Selecting Official	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109 READ
2	Clearances completed, pending establishment of EOD for both candidates	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109
1	Certificate with Selecting Official	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, withdrawal of offer	San Carlos Irrigation Project	Oracle, AZ	WRO-16-120
1	Tentative selection, security clearance final, pending EOD	San Carlos Irrigation Project	Coolidge, AZ	

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Position Title
Staff Support Assistant, GS-303-06/07
Engineering Equipment Operator (Term nte 2 years), WG-5716-10
Teller (OA), GS-525-05
Heavy Mobile Equipment Mechanic, BB-5803-00
Welder, WG-3703-10
Electrician Helper, BB-2810-00
Supervisory Lead Irrigation System Operator, GS-459-09
Irrigation System Operator, GS-459-04/05
Irrigation System Operator, GS-459-04/05
Maintenance Worker, WG-4749-09
Maintenance Worker, WG-4749-08
Laborer, WG-3502-03
Heavy Mobile Equipment Operator, WG-5803-10
Heavy Mobile Equipment Operator, WG-5803-08
Heavy Mobil Equipment Mechanic, WG-5803-10
Substation Electrician, BB-2810-00
Public Utilities Specialist, GS-1130-13
Lineman, Electrical Power, BB-2810-00
Hydroelectric Mechanic, BB-5342-00
Hydro Electric Power Plan Utilityman, BB-4749-00
Electrical Meter Reader and Installer, BB-2801-00
Safety Engineer, GS-0803-13
<b>Total</b>
<b>638 Awarding Officials Positions</b>
<b>BIA-Central Office</b>
Self-Determination Advisor (Trainer), GS-1101-13/14
Self-Determination Advisor, GS-1101-13/14
Self-Determ. Mgmt. Analyst
<b>Great Plains Region</b>
Self Determination Officer, GS-1101-14
Self-Determination Specialist, GS-1101-09/11
Self-Determination Assistant, GS-1101-05/06/07
<b>Navajo Region</b>
Indian Self-Determination Specialist, GS-1101-12
<b>Rocky Mountain Region</b>
Indian Self-Determination Specialist, GS-1101-09
<b>Total</b>

Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Sacaton, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-D23
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Coolidge, AZ	WRO-16-116 (1793328)
1	Pending final management review for classification level	San Carlos Irrigation Project	Sacaton, AZ	
1	Pending final management review for classification level	San Carlos Irrigation Project	Coolidge, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
4	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency, Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
52				
1	Certificate with Selecting Official	Office of Indian Services	Albuquerque, NM	
1	Ratings complete, pending issuance of certificate.	Office of Indian Services	Washington, DC	
1	Awaiting Cert.	Indian Services	Washington, DC	CO -17-20 1894789
1	Recruitment pending final classification and posting of vacancy announcement	Regional Office	Aberdeen, SD	
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-41 (1871655)
1	Rating complete, pending issuance of certificate	Rosebud Agency	Mission, SD	AB-17-45 (1871662)
1	Tentative Offer, pending establishment of EOD	Branch of Self Determination Services	Gallup, NM	CRPA 71/17 (1886801)
1	Tentative selection, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
7				

Position Title
<b>CFR Court Positions</b>
<b>Eastern Oklahoma Region -- Miami Agency</b>
Legal Assistant (Court), GS-986-05 (CFR Court)
<b>Rocky Mountain Region -- Wind River Agency*</b>
Paralegal Specialist (Prosecutor), GS-950-11 (CFR Court Position)
Supervisory Paralegal Specialist (Chief Public Defender), GS-950-12 (TERM position) (CFR Court)
Supervisory Paralegal Specialist (Chief Prosecutor), GS-950-12 (TERM position nte 2 years) (CFR Court)
Paralegal Specialists (Magistrate), GS-950-12
Supervisory Legal Assistant, GS-986-07/09 (CFR Court)
Legal Assistant (Deputy Court Clerk), GS-986-07 (CFR Court position)
Legal Assistant (Court Clerk), GS-986-05 (CFR Court)
*CFR Court program retroceded back to the Bureau; original appointments were 30-day emergency appointments until a solution was provided. Positions will be filled with Term appointments
<b>Total</b>
<b>BIA - GRAND TOTAL</b>



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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Miami Agency	Miami, OK	
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-33 (1852615)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-28 (1850503)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-32 (1851883)
2	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-30 (1850748)
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-11 (Re-Ad1) (1824199)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-56 (1890923)
2	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-10 (Re-Ad1) (1824194)
	(nts where appropriate)			
<b>10</b>				
<b>260</b>				

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**From:** Walker, William  
**Sent:** 2017-02-10T11:19:09-05:00  
**Importance:** Normal  
**Subject:** Re: Action Required - Bios by COB February 13  
**Received:** 2017-02-10T11:19:17-05:00  
[William Tandy Walkerbio.doc](#)

I am attaching a document with two styles of bios. It will be easy to split it and use which ever one you want.

On Thu, Feb 9, 2017 at 3:11 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Senior Executives,

As a way for the new political leadership to get to know the career SES, we will be compiling the bios for all SES. While many of your bios are posted on your respective bureau pages, we want to make sure we use the latest version. Please send your bio to Carrie Soave ([caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)) by close of business on Monday (2/13/17).

If you have any questions, please let me know.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**William Tandy Walker**  
Director, Southwest Region  
Bureau of Indian Affairs  
(505) 563-3103

"We must never lose sight of our mission to protect and improve the trust assets of Indian Peoples and Indian Tribes. It is the fundamental reason for our existence."

William Tandy Walker

**Education:**

B.S. Animal Science

M.S. Agronomy

**Experience:**

24 years United States Army Medical Service Corps Officer. Retired as a Major.

1985 – 1992 USDA Cooperative Extension Service in Oklahoma as County Extension Agent in Tulsa and Blaine Counties.

1992-2000 Ft Apache Agency.

1992-1194 Soil Conservationist

1994-2000 Environmental Protection Specialist and Branch Chief for Branch of Environmental Quality.

2000 – 2004 Southwest Region Environmental Scientist and Division Chief for Environmental, Safety and Cultural Resource Management. Acting Trust Protection Officer .

2004-2007 Superintendent Mescalero Agency

2007-2008 Deputy Regional Director-Trust, Western Region

Nov 2009-Apr 2010 Acting Deputy Bureau Director-Office of Justice Services

Dec 2009 to present Regional Director Southwest Region

Citizen of the Chickasaw Nation. Born in Yuma, Arizona and raised in Toquepala, Peru.

## **William Tandy Walker**

### **Regional Director**

Bill Walker started his career with the Bureau of Indian Affairs as a soil conservationist at the Fort Apache Agency in 1992 after serving seven years with the USDA Cooperative Extension Service in Oklahoma. In November 1994, he assumed the duties of the environmental protection specialist for the Fort Apache Agency and served in that capacity until he transferred to the Southwest Regional Office in May 2000 as the Regional Environmental Scientist. Four years later, he became the Superintendent of the Mescalero Agency and served in that position until October 2007.

Mr. Walker returned to Western Region to become the Deputy Regional Director-Trust Services where he supervised the Realty, Natural Resources, Probate, Forestry, and Environmental, Safety and Cultural Resource branches. From December, 2009 through March, 2010 Mr. Walker also served as acting Deputy Bureau Director of the BIA's Office of Justice Services in Washington, D.C. He served as acting Regional Director for the Southwest Region from September, 2008 through December, 2009 when he was selected as the Regional Director.

Mr. Walker was born in Yuma, Arizona but grew up in Toquepala, Peru leaving there in 1969 to attend Peacock Military School in San Antonio, Texas. He has a Bachelor of Science degree in Animal Science and a Masters in Agriculture(Soil Science) obtained at Tarleton State University in Stephenville, Texas. He spent four years on active duty with the United States Army and twenty years in the Army Reserve, completing his 24 years of service as a Major in the Medical Service Corps.

**To:** Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-02-13T12:50:08-05:00  
**Importance:** Normal  
**Subject:** Fwd: Action Required - Bios by COB February 13  
**Received:** 2017-02-13T12:50:15-05:00  
[William Tandy Walkerbio.doc](#)

----- Forwarded message -----

From: **Walker, William** <[william.walker@bia.gov](mailto:william.walker@bia.gov)>  
Date: Fri, Feb 10, 2017 at 11:19 AM  
Subject: Re: Action Required - Bios by COB February 13  
To: "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>

I am attaching a document with two styles of bios. It will be easy to split it and use which ever one you want.

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Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

William Tandy Walker  
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"We must never lose sight of our mission to protect and improve the trust assets of Indian Peoples and Indian Tribes. It is the fundamental reason for our existence."

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Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

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William Tandy Walker

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## **William Tandy Walker**

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**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** Weldon Loudermilk[weldon.loudermilk@bia.gov]  
**From:** McBride, Debrah  
**Sent:** 2017-02-13T16:34:54-05:00  
**Importance:** Normal  
**Subject:** SES Biographies  
**Received:** 2017-02-13T16:35:57-05:00  
[ALL BIA SES Bios \(5\) \(2\).docx](#)

Hi Mary:

As requested, our office compiled all the BIA's Senior Executives biographies for the BIA Director, central Office Directors, and twelve Regional Directors.

Let me know if you need anything more. Thanks.

*Debbie McBride*  
**Bureau of Indian Affairs**  
**Office of the Director**  
*U.S. Department of the Interior*  
*1849 C. Street, NW MS-4606*  
*Washington, DC 20240*  
[debrah.mcbride@bia.gov](mailto:debrah.mcbride@bia.gov)  
*Desk: 202-208-5472*  
*Office: 202-208-5116*  
*Fax: 202-208-6334*

## **Weldon “Bruce” Loudermilk** **Director – Bureau of Indian Affairs**



**Mr. Weldon “Bruce” Loudermilk** is an enrolled member of the Fort Peck Assiniboine and Sioux Tribes of the Fort Peck Indian Reservation in Montana and has been serving as the Regional Director for the Alaska Regional Office in Anchorage, Alaska since January, 2014. The Bureau of Indian Affairs, Alaska Region comprises of 228 federally recognized tribes and two agency offices.

Prior to becoming the Alaska Regional Director, Mr. Loudermilk was appointed as the Bureau’s Great Plains Regional Director in Aberdeen, South Dakota in June, 2010 where he provided leadership and program oversight to the 12 agencies and 16 Tribes in North Dakota, South Dakota and Nebraska.

Mr. Loudermilk’s began his 26-year career in May 1990 in the transportation division of the Bureau’s Billings (Montana) Area Office (now the Rocky Mountain Regional Office). Prior to becoming the Regional Director for the Great Plains Region, Mr. Loudermilk served as the Deputy Regional Director-Indian Services, Great Plains Region (March 2008-June 2010). He also provided leadership in the Interior Department’s Office of the Special Trustee for American Indians (OST) as a Financial Trust Services Officer (May 1998-June 2005) and as a Fiduciary Trust Officer (July 2005-March 2008), both of which were also located in the Rocky Mountain Region, (Billings, Montana).

During his tenure with OST, Mr. Loudermilk helped carry out the Department’s responsibility for Indian trust management by providing fiduciary trust oversight for tribal and individual Indian money accounts (IIM). He also provided leadership in defining OST’s fiduciary trust management roles and responsibilities through the development and implementation of regulations, policies and procedures at agency, regional and national levels.

Mr. Loudermilk also brings private sector experience from the financial services, energy (oil and gas) exploration and petroleum technology industries. In 2006, Bruce received his designation as a Certified Indian Fiduciary Trust Specialist from the Cannon Financial Institute of Athens, Georgia a provider of professional development and training to the financial services industry.

Mr. Loudermilk holds a Bachelor of Science degree in Business Administration from what is now Montana State University-Billings (1989). He is also a graduate of Harvard University, John F. Kennedy School of Government (2005) and Department of Interior’s Senior Executive Service Candidate Development Program, Class #14 (2006).

**HELEN RIGGS**  
**DEPUTY BUREAU DIRECTOR**  
**Office of Trust Services**  
**Washington, DC**



**Ms. Helen Riggs** is the Deputy Bureau Director for Trust Services. Ms. Riggs is a member of the Navajo Nation and came to the BIA from the Interior Department's Office of the Special Trustee for American Indians (OST).

Helen has a background in Indian trust asset management for over 23 years. Prior to her detail in March 2014 as Acting Deputy Bureau Director and final appointment as Deputy Bureau Director in December 2014, she served as the Chief of Staff (COS) to the Principal Deputy Special Trustee from October 2012 to March 2014. As COS, Helen led the effort to re-align the organization; develop and implement a five year Strategic Plan for OST; and served on the support team for the Secretarial Commission on Indian Trust Administration and Reform. From 2004 to 2012, Helen served as Deputy Regional Trust Administrator for OST that covered four BIA regions. She oversaw the regions' Fiduciary Trust Officers by providing technical assistance and administrative and programmatic guidance relating to Indian assets and monitoring the management of those assets to ensure their appropriate protection, accounting, investment and disbursement. She worked closely with BIA programs to ensure timely responses to individual and tribal requests and the resolution of problematic issues; and led multi-bureau teams for the Trust Asset and Accounting Management System conversions from 2004 to 2008.

At the height of the Trust Reform efforts, Helen served as Project Manager for the Office of Special Projects overseeing several trust reform projects from 2001 to 2003. From 1999 to 2001, Helen served as the Branch Chief of Investments for OST. She oversaw the investment of \$4 billion in financial trust assets held in trust for tribes and individual Indians and worked to ensure the portfolios were managed using industry standard trust security asset modules and financial tools such as Bloomberg, all with tribal participation. From 1997 to 1999, Helen was the Branch Chief for Tribal Accounts Management working with over 250 tribes to help them manage their tribal portfolios including budgets, investments and compliance with trust documents.

Helen began her federal career as the Area Trust Accountant for the Juneau Area Office (now Alaska Region) in 1993. From 1993 to 1997 Helen worked as an Accountant or Supervisory Accountant in various capacities at the Office of Trust Funds Management (now the OST). Helen received her Bachelor of Science degree in Business Administration with an emphasis on General Management from Northern Arizona University.

**Hankie Ortiz**  
**Deputy Bureau Director**  
**Office of Indian Services**  
**Washington, DC**



**Ms. Hankie Ortiz** serves as the Deputy Bureau Director for the Office of Indian Services within the Bureau of Indian Affairs (BIA) at the BIA's headquarters in Washington, D.C. She is an enrolled member of the Kiowa Tribe of Oklahoma with Caddo and Comanche ancestry. Currently, she is Acting Deputy Bureau Director for Field Operations for the Bureau of Indian Affairs in the U.S. Department of the Interior.

Ms. Ortiz began her federal career in 1997 with the Office of the General Counsel (OGC) for the Indian Health Service (IHS) in Rockville, Maryland, where she analyzed legal issues and applied legal principles to advise the IHS Director and other headquarters staff. In June 2000, she became the Assistant Regional Attorney in the OGC. While in this capacity she provided legal advice to IHS as the lead attorney for the agency's Phoenix Area and the California Area on legal issues related to health care in the broadest sense and represented IHS headquarters and areas in litigation. In July 2006, she took on dual duties as the Director of the Division of Regulatory Affairs (DRA) and acting Deputy Director of the Office of Management Services (OMS). Ms. Ortiz's positions later switched and she became the acting Director of DRA and the OMS Deputy Director. From 2007 to 2012 Ms. Ortiz began her service as the Director for the Office of Tribal Self-Governance at IHS. And in 2012, Ms. Ortiz accepted her current position as the Deputy Bureau Director for the Office of Indian Services.

Ms. Ortiz received her Bachelor's Degree in Psychology from the University of Oklahoma (1991) and a Juris Doctor Degree from the University of Montana, School of Law (1995).

As the Deputy Bureau Director, Indian Services, Ms. Ortiz reports to the Director, Bureau of Indian Affairs and is responsible for all national activities associated with support for tribal people and tribal governments by promoting safe and quality living environments, strong communities, self-sufficient and individual rights, while enhancing protection of the lives, prosperity and well-being of American Indians and Alaska Natives. The Office of Indian Services includes the Divisions of Human Services, Self-Determination Services, Tribal Government Services, and Workforce Development.

**Jason Thompson**  
**Deputy Bureau Director (Acting)**  
**Office of Justice Services**  
**Washington, DC**



**Mr. Jason Thompson** an enrolled member of the Cherokee Nation of Oklahoma.

Mr. Thompson brings a wide range of experience to the Assistant Director position, beginning as a patrolman / Canine Handler in 1993 with the Mayes County Sheriff's Department in Pryor, Oklahoma until he was hired by the BIA and assigned to the Wind River Agency in 1998 as a uniformed police officer.

In 2000, he was promoted to the rank of Supervisory Police Officer and assigned to the United States Indian Police Academy (IPA), located at the Federal Law Enforcement Training Center (FLETC) in Artesia, N.M. There he provided law enforcement training to newly hired police, detention and telecommunications officers working in Indian Country.

In 2002, Thompson was promoted to Chief of Police assigned to the Truxton Canon Agency in Peach Springs, Arizona. As the Chief of Police, Thompson supervised Uniformed Police, Uniformed Corrections, Uniformed Telecommunications, Investigations and Administration.

Thompson's next promotion was as the Supervisory Special Agent (Assistant Special Agent in Charge) at the District-III office in Phoenix, Arizona. Thompson managed Uniform Operations as well as Criminal Investigations as well as conducted program and Contract reviews for both Bureau of Indian Affairs and Tribal law enforcement programs.

In 2010, Thompson was asked to serve on a team assigned to the Director of the Bureau of Indian Affairs at the Main Interior in Washington, DC, and subsequently was detailed to act as the Director of the Office of Justice Services.

In 2011, Thompson was selected as the Assistant Director of the Office of Justice Services to serve under Director Darren Cruzan.

In 2012 the acting Assistant Secretary, and finally Kevin Washburn the new Assistant Secretary, Indian Affairs detailed Thompson to serve him as the Chief of Staff, Thompson managed Indian affairs functions including BIA, and BIE as well as managed day to day operations in the ASIA administration for approximately eleven months before returning to OJS in April of 2013.

Mr. Thompson is a graduate of the Federal Bureau of Investigation National Academy (FBINA), Class 230 (2007). He is a graduate of the United States Indian Police Academy Class 80 (1998), and a Graduate of the Counsel on Law Enforcement Education and Training (CLEET) in 1995.

Jason and his wife and youngest son live in the Washington, DC area.

**Kathy Cline**  
**Alaska Regional Director (Acting)**  
**Anchorage, Alaska**

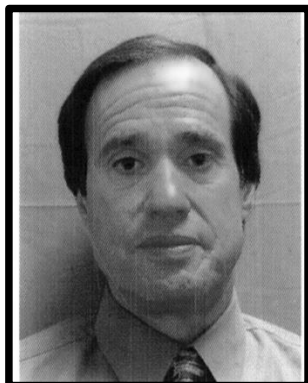


**Ms. Kathy Cline** was born and raised in Fairbanks, Alaska. She is Athabascan Indian and a Doyon and CIRI Shareholder.

Ms. Cline is a graduate of the Alaska Native Leadership Program, funded by the W.K. Kellogg Foundation and managed through the University of Alaska-Fairbanks, in addition, she completed the BIA Pathways to Leadership Program (2009-2010). Kathy was a small business owner prior to coming to work with BIA where she started as a secretary.

Ms. Cline worked in the Self Determination Program for her first 9 years of service. Kathy was then offered a position with a non-profit agency where during her tenure she was promoted to their Deputy Regional Director and offered the position of Executive Director. Kathy decided rather than take that position, she felt her calling was with BIA and she accepted a position with the Fairbanks Agency as a Contract Specialist. After a few years, she was hired on as the Superintendent where she assisted tribes within the Interior and the North Slope of Alaska. She remained in that position for 10 years, until she felt the need to be in a position where she could have a stronger impact for all the tribes throughout Alaska. It was then in July of 2015, she accepted her current position as Deputy Regional Director of Native Services. Kathy has been with the Bureau for 25 years.

**Bruce Maytubby**  
**Eastern Regional Director**  
**Nashville, Tennessee**



**Mr. Bruce Maytubby** is an enrolled member of the Chickasaw Tribe of Oklahoma. He was appointed in September 2015 as Eastern Regional Director of the Bureau of Indian Affairs. The Eastern Region serves 29 federally-recognized Indian tribes in locations ranging from Maine to Florida to Louisiana.

Prior to accepting his position with the Eastern Region, Mr. Maytubby led the Southern Plains Region, Bureau of Indian Affairs located in Anadarko, Oklahoma.

He began his federal career in 1976 with the National Park Service before accepting a temporary position at Central Office, Division of Transportation, Bureau of Indian Affairs in 1977. He subsequently accepted a permanent position in the Office of Trust Responsibilities. He has held staff and management positions at the Uintah and Ouray and Wind River Agencies and the Western Region. In 2001, Mr. Maytubby was selected into the Senior Executive Service as the TAAMS Design Team Manager, and served in this capacity until 2002. He served as the Deputy Regional Director for Trust Services at the Southern Plains Regional Office before accepting the Eastern Regional Director position.

Mr. Maytubby is a graduate of Frostburg University and has two adult children Bruce Jr. and Alexander.

**Eddie Streater**  
**Eastern Oklahoma Regional Director**  
**Muskogee, Oklahoma**



**Mr. Eddie Streater**, a member of the Cherokee Nation of Oklahoma, serves as the Regional Director for the Eastern Oklahoma Region. The Region encompasses the Eastern half of the State of Oklahoma and provides service to 20 Tribes and Tribal Towns.

He began his Federal Service with the Bureau of Indian Affairs in 1992 in the Position of Realty Specialist. In the subsequent years of service he has fulfilled a variety of trust and management positions as well as high level implementation projects within the Bureau. This has included the day to day operations of Agency Realty programs, Superintendent at the Wewoka Agency, Acting Deputy Regional Director at the Southern Plains Region, Deputy Regional Director Eastern Oklahoma Region and culminating with the current position of Regional Director.

Mr. Streater is a lifelong resident Oklahoma graduating from Wewoka High School and receiving Bachelor of Arts and Juris Doctorate from the University of Oklahoma in 1992.



**Timothy LaPointe**  
**Great Plains Regional Director**  
**Aberdeen, South Dakota**



**Mr. Timothy LaPointe** was named as the Regional Director, Great Plains Region, in November 2014. He is responsible for a Region encompassing twelve agencies that serve sixteen federally-recognized tribes in the states of North Dakota, South Dakota, and Nebraska.

Mr. LaPointe began his Federal career in May 1992 with the Bureau of Indian Affairs' Midwest Regional Office as a Paralegal Specialist in the Branch of Rights Protection where he researched claims under the Indian Claims Limitation Act. Since then, he has held various positions within the BIA and the Office of the Special Trustee for American Indians in the states of Minnesota, Oklahoma, Wisconsin and now South Dakota. He has been at the Great Plains Region since February 2011 where, prior to accepting the Regional Director position, he served as the

Deputy Regional Director – Trust Services.

Mr. LaPointe holds a Juris Doctor degree from the University of Arkansas and a Bachelor of Science degree from the University of the Ozarks where he majored in Public Administration and minored in Accounting. In 2005 he received his designation as a Certified Indian Fiduciary Trust Specialist from the Cannon Financial Institute, a provider of professional development and training to the financial services industry. Mr. LaPointe is an enrolled member of the Oglala Sioux Tribe.

**Tammie Poitra**  
**Midwest Regional Director (Acting)**  
**Minneapolis, Minnesota**



**Ms. Tammie Poitra** is an enrolled member of the Turtle Mountain Band of Chippewa Indians in North Dakota and currently serves as the Deputy Regional Director of Trust Services at the Midwest Regional Office, Bloomington MN.

Ms. Poitra has been with the Midwest Region since June of 2010. Prior to coming (back) to Minnesota she held the Agency Superintendent position located in Winnebago, Nebraska from, March 2006 – June 2010. In addition to her experience as an Agency Superintendent she also worked for BIA as the Midwest Region Budget Officer and Great Plains Regional Federal Finance Systems Accountant. Ms. Poitra has had the opportunity to work for the Office of the Special Trustee as a Fiduciary Trust Officer as well as a Trust Accountant for 7 years, and has held positions with Indian Health Services and the Office of Indian Education, with a total of 31 years with the Federal Government/Indian Programs. Ms. Poitra educational background includes a Bachelor of Science degree in Accounting and Business Administration and an Associate's degree in Computer Programming.

**Sharon Pinto**  
**Navajo Regional Director**  
**Gallup, New Mexico**



**Ms. Sharon Pinto** is the Regional Director at the Navajo Regional Office located in Gallup, New Mexico. Ms. Pinto was appointed Regional Director in October 2011. Prior to Ms. Pinto's position as Regional Director; she served five years as the Deputy Regional Director for Trust Services and two years as Regional Indian Self-Determination Officer at the Navajo Regional Office.

Ms. Pinto began her federal career at the BIA Southwest Regional Office; as the Awarding Official providing expert guidance, interpretation and training to the Southwest Region staff and Tribes on, Public Law 93-638, the Indian Self Determination Law and Regulations. Ms. Pinto was instrumental in the development of the National Contract Support Cost Policy, issued and signed by Assistant Secretary Jim Cason. She also worked on the development of the National 638 Workload Analysis as directed by the BIA Director.

Ms. Pinto has served in a leadership/supervisory role through various positions with Tribal and State Governments, prior to her federal career. Ms. Pinto worked to acquire funding to support community law enforcement programs and community block grants for economic development opportunities and CIP projects. She previously worked with the Ramah Navajo Chapter as the Executive Director and Human Resources Director, carrying out contracted Public Law 93-638 programs and services for the Ramah Navajo Community. Programs included Realty, Natural Resources, Law Enforcement, Community Fire, Forestry, Water Resources, Roads, Facility Management, Budget and Property. She also served as the District Prosecutor for the Navajo Nation for 10 years, prosecuting criminal misdemeanor cases including child sexual abuse cases. She worked on behalf of the Navajo Nation, by assisting three U.S. Attorneys' offices: Arizona, New Mexico, Utah; for felony related crimes and served on various task forces addressing law enforcement, ICWA and social services. Ms. Pinto also worked and assisted in the development and implementation of the Homebuyer policies and Low-Income Housing Rental policies for the Navajo Housing Authority pursuant to the NAHASDA legislation carried out under HUD. She worked for the NM District Attorney's office with victims of crime, providing guidance, support and assistance in navigating through the criminal justice system. Ms. Pinto previously served as chair-person for the Navajo Nation Bar Association Admissions committee; and as a Board Member of the DNA People's Legal Services.

Ms. Pinto is a member of the Navajo Nation. She received her Bachelor of Science degree in Criminal Justice and Sociology. She successfully completed the 5 week intense Federal Executive Institute for SES under the Democratic Society program. She is a graduate of the Pathways to Leadership program sponsored by the DOI/Bureau of Indian Affairs. In the past, Ms. Pinto provided service to her community working with her local Tribal Chapter community; served on a Multi-Disciplinary team to address Child Abuse; coached Basketball in the Gallup Youth Basketball league and served on the McKinley County Parent Advisory Council for the McKinley County Schools.

**Stanley M. Speaks**  
**Northwest Regional Director**  
**Portland, Oregon**



**Mr. Stanley M. Speaks** was born in the state of Oklahoma and is a member of the Chickasaw Nation. Mr. Speaks graduated from Northeastern State University, Tahlequah, Oklahoma, and is a recipient of a Bachelor of Science and Master's Degree. After graduation from college, he began a career with the Bureau of Indian Affairs. His management and leadership experiences with the Bureau are extensive. He served as an administrator and manager of an Agency Office, Regional Offices and served in Washington D.C. as the Acting Deputy Commissioner for the Bureau of Indian Affairs, October 1991 through May 1992.

Mr. Speaks is a member of a number of local and national organizations and is the recipient of a number of distinguished honor awards for leadership, special work initiatives and dedicated service to the Bureau, Department of Interior, and Tribes.

**AMY DUTSCHKE**  
**PACIFIC REGIONAL DIRECTOR**  
**SACRAMENTO, CALIFORNIA**



**Ms. Amy Dutschke** is an enrolled member of the Lone Band of Miwok Indians in California. Before becoming the Regional Director in November 2010, Ms. Dutschke served as the Pacific Region's Deputy Regional Director, Trust Services from 2004-2010 and was responsible for the day-to-day management of the BIA's trust programs including real estate services, natural resource management, water rights, range management, land titles and records, probate, fire management, forestry and endangered species. She also represented the Interior Department on the team for the San Luis Rey Water Settlement, an agreement between the federal government and five tribes resolving their water rights issues.

Ms. Dutschke began her federal career with the BIA in December 1975 and served in a variety of positions within the Sacramento Area Office including Tribal Operations Clerk, Tribal Operations Specialist and Self-Determination Specialist. In June 1985, Dutschke was appointed as the Tribal Operations Officer with the Bureau's Northern California Agency in Redding. In March 1989, she was named the Agency's permanent Administrative Officer, a position she held until April 1991. In addition to her budget, personnel, procurement and other administrative responsibilities, Dutschke also served as the person responsible for coordinating activities involved with preparing the settlement roll required by the Hoopa-Yurok Settlement Act of 1988 (P.L. 100-580). From July to December 1990, she also served as the Acting Assistant Area Director for Administration in the Sacramento Area Office, where she was responsible for the day-to-day management of the office's administrative functions, including oversight of contracts, budgets, property, records, information resources management, self-determination and finance. In April 1991, Dutschke was named the Sacramento Area Office's Assistant Area Director for Administration, where, in addition to her other duties and responsibilities, she was an advisor to the Area Director on policy formulation and program development. She held the Assistant Area Director post until February 1996.

From February 1996 to May 1999 she served as the Area Self-Determination Officer and was the lead negotiator for tribal self-governance compacts region-wide. In May 1998, Dutschke began a stint as Deputy to the Director of the BIA's Office of Management and Administration in D.C. As the Deputy Director she was responsible for developing policy and guidance for BIA managers on administrative matters. Following the completion of her assignment, Dutschke returned to the Sacramento Area Office, where she was promoted in May 1999 to Area Administrative Officer. As the Area Administrative Officer she served as the principal advisor to the Area Director on administrative matters, and was responsible for the oversight and supervision of budgets, contracts, property, finance, records and safety. Her duties included meeting with tribes annually to develop budget requirements for submission to the Assistant Secretary-Indian Affairs.

**DARRYL LACOUNTE**  
**ROCKY MOUNTAIN REGIONAL DIRECTOR**  
**BILLINGS, MONTANA**



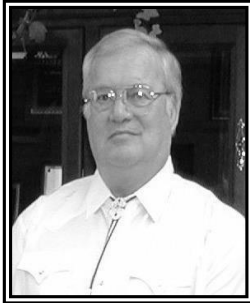
**Mr. Darryl LaCounte** is currently the Rocky Mountain Regional Director. Mr. LaCounte was appointed as a Special Assistant to the Director from March of 2010 until January 2014 prior to being the Acting Regional Director for the Rocky Mountain Region.

Mr. LaCounte's career in the Bureau of Indian Affairs began in July 1988 at the Wind River Agency where he served as an Oil and Gas Specialist in the Branch of Realty. In August 1991, Mr. LaCounte was appointed to a Realty Specialist (Oil & Gas and Tenure and Management) position in the Billings Area Office. In October 1995, Mr. LaCounte began serving as the Land Titles and Records Office Manager and served in the position until July 2001 when he accepted the Deputy Regional Realty Officer position in the Rocky Mountain Regional Office. In June 2003 he began serving as a Special Assistant for Trust Reform in the Office of the Commissioner (Director, Bureau of Indian Affairs) where he served until he was appointed as the Deputy Regional Director – Trust Services, Rocky Mountain Region, in August 2004 and served in this capacity until March of 2010.

Prior to working for the Bureau of Indian Affairs, Mr. LaCounte worked in the agriculture industry in eastern Montana and western North Dakota and also worked in the oil and gas exploration field in Montana, North Dakota, Wyoming, Colorado and Nebraska.

Mr. LaCounte graduated from Sidney Senior High School in Sidney, Montana in 1978 and Eastern Montana College (presently - Montana State University – Billings) in 1986 with a Bachelor of Arts. Mr. LaCounte is a member of Turtle Mountain Chippewa Tribe headquartered in the State of North Dakota.

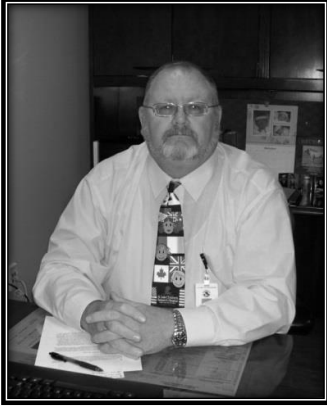
**Daniel Deerinwater**  
**Southern Plains Regional Director**  
**Anadarko, Oklahoma**



**Mr. Daniel (Dan) Deerinwater** serves as the Regional Director for the Southern Plains Region, Bureau of Indian Affairs. He began his federal career in 1973 at the Talihina Agency in the Muskogee Area Office (Eastern Oklahoma Region) as a Loan Specialist then moving to the Ardmore Agency in the same position. He has served in the Alaska Region as a 638 Contracts and Grant Specialist, the Office of Technical Assistance and Training, Brigham City, Utah as a Contracting Officer and has served as Administrative Officer at the Cheyenne River Agency.

His experience also includes serving as Superintendent, Yankton Agency, Aberdeen Area Office (Great Plains Region) prior to coming to Anadarko in 1991 as Assistant Area Director for Administration. He then served as Deputy Director and was certified as a Member of the Senior Executive Service and appointed Regional Director, Southern Plains 1998. Mr. Deerinwater was raised in Wichita Falls, TX and after graduating he joined the United States Marine Corps. During 1966-67 he served in Vietnam (Combat Veteran). After honorably completing his military service, he attended Midwestern State University where he received a Bachelor of Arts degree. Mr. Deerinwater is also retired from the Army National Guard and is a member of the Cherokee Nation of Oklahoma. He and his wife have a family farm at Pocasset, OK where they raise registered Clydesdale and Gypsy Vanner Horses.

**WILLIAM TANDY (BILL) WALKER**  
**SOUTHWEST REGIONAL DIRECTOR**  
**ALBUQUERQUE, NM**



**Mr. Bill Walker** started his career with the Bureau of Indian Affairs as a soil conservationist at the Fort Apache Agency in 1992 after serving seven years with the USDA Cooperative Extension Service in Oklahoma. In November 1994, he assumed the duties of the environmental protection specialist for the Fort Apache Agency and served in that capacity until he transferred to the Southwest Regional Office in May 2000 as the Regional Environmental Scientist. Four years later, he became the Superintendent of the Mescalero Agency and served in that position until October 2007.

Mr. Walker returned to Western Region to become the Deputy Regional Director-Trust Services where he supervised the Realty, Natural Resources, Probate, Forestry, and Environmental, Safety and Cultural Resource branches. Currently, he is serving as the acting Southwest Regional Director under a detail assignment since September 2008.

Bill was born in Yuma, Arizona but grew up in Toquepala, Peru leaving there in 1969 to attend Peacock Military School in San Antonio, Texas. He has a Bachelor of Science degree in Animal Science and a Masters in Agriculture obtained at Tarleton State University in Stephenville, Texas. He spent four years on active duty with the United States Army and sixteen years in the Army Reserve, completing his 20 years of service as a Major in the Medical Service Corps.



**Bryan Bowker**  
**Western Regional Director**  
**Phoenix, Arizona**



**Mr. Bryan Bowker**, an enrolled member of the Cheyenne River Sioux Tribe in South Dakota, began his federal career with the BIA's Portland Area Office (now Northwest Regional Office) in February 1988 as a Computer Specialist. He was involved with designing, installing and implementing federal information technology and network security systems and conducting employee IT training, as well as helping to develop the BIA's first internet site. In June 1995 he became a Supervisory Computer Specialist in the BIA's Phoenix Area Office (now Western Regional Office) where he served until September 1997 as manager of the Bureau's SouthWest Information Management Center. While there he led the planning and installation of the area office's local area network that culminated in the installation of LANs at 12 BIA field locations throughout

Arizona.

From September 1997 to May 1998, Mr. Bowker served as the Acting Superintendent of the BIA's San Carlos Agency in San Carlos, Arizona, where he was responsible for the day-to-day administration of BIA programs and services for the San Carlos Apache Tribe. In May 1998, he moved to the position of Regional Administrative Officer for the Western Region, a post he held until May 2002, where he oversaw nine BIA agencies, three field stations and two Irrigation and Power projects while also serving periodically as the Acting Western Regional Director. During that time, from May to August 2001, Mr. Bowker also served as the Acting Deputy Director for the Bureau's Office of Information Resources Management in Reston, Virginia, where he was responsible for managing federal and contract employees, negotiating and administering federal IT contracts and addressing computer network security issues.

In May 2002, Mr. Bowker was promoted to Deputy Director-Administration for the Western Region, where he remained until October 2004 when he moved to the position of Deputy Director-Indian Services, a position he held until February 2005. As the head of Indian Services for the Western Region, he oversaw the BIA's housing, roads, tribal governance, credit, social services and 638 contracting programs. Periodically, he also would serve as the Acting Regional Director. From February 2005 to August 2007, Bowker was named the Deputy Director-Trust Services for the Western Region, where he was responsible for the BIA's land, water, environmental and economic development programs in the region, and served as the Regional Director's principal advisor on trust matters. Mr. Bowker served again as the Acting Western Regional Director from April to December 2006.

In April 2006, he also was named the project manager for the San Carlos Irrigation Project. The project provides irrigation water to the Gila River Indian Community in Sacaton, Arizona, and the non-tribal San Carlos Irrigation and Drainage District and electrical service to approximately 17,000 on- and off-reservation customers. Mr. Bowker is a graduate of the DOI's Senior Executive Service Candidate Development Program, Class No. 14 (May 2006). He has professional certifications in the fields of federal administration, contracting and information technology. Bowker was named Regional Director of the Western Regional Office located in Phoenix, Arizona in July 2010.

**To:** Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-02-13T16:50:12-05:00  
**Importance:** Normal  
**Subject:** Fwd: SES Biographies  
**Received:** 2017-02-13T17:44:38-05:00  
[ALL BIA SES Bios \(5\) \(2\).docx](#)

----- Forwarded message -----

From: **McBride, Debrah** <[debrah.mcbride@bia.gov](mailto:debrah.mcbride@bia.gov)>  
Date: Mon, Feb 13, 2017 at 4:34 PM  
Subject: SES Biographies  
To: Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
Cc: Weldon Loudermilk <[weldon.loudermilk@bia.gov](mailto:weldon.loudermilk@bia.gov)>

Hi Mary:

As requested, our office compiled all the BIA's Senior Executives biographies for the BIA Director, central Office Directors, and twelve Regional Directors.

Let me know if you need anything more. Thanks.

*Debbie McBride*  
**Bureau of Indian Affairs**  
**Office of the Director**  
*U.S. Department of the Interior*  
*1849 C. Street, NW MS-4606*  
*Washington, DC 20240*  
[debrah.mcbride@bia.gov](mailto:debrah.mcbride@bia.gov)  
*Desk: 202-208-5472*  
*Office: 202-208-5116*  
*Fax: 202-208-6334*

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

## **Weldon “Bruce” Loudermilk** **Director – Bureau of Indian Affairs**



**Mr. Weldon “Bruce” Loudermilk** is an enrolled member of the Fort Peck Assiniboine and Sioux Tribes of the Fort Peck Indian Reservation in Montana and has been serving as the Regional Director for the Alaska Regional Office in Anchorage, Alaska since January, 2014. The Bureau of Indian Affairs, Alaska Region comprises of 228 federally recognized tribes and two agency offices.

Prior to becoming the Alaska Regional Director, Mr. Loudermilk was appointed as the Bureau’s Great Plains Regional Director in Aberdeen, South Dakota in June, 2010 where he provided leadership and program oversight to the 12 agencies and 16 Tribes in North Dakota, South Dakota and Nebraska.

Mr. Loudermilk’s began his 26-year career in May 1990 in the transportation division of the Bureau’s Billings (Montana) Area Office (now the Rocky Mountain Regional Office). Prior to becoming the Regional Director for the Great Plains Region, Mr. Loudermilk served as the Deputy Regional Director-Indian Services, Great Plains Region (March 2008-June 2010). He also provided leadership in the Interior Department’s Office of the Special Trustee for American Indians (OST) as a Financial Trust Services Officer (May 1998-June 2005) and as a Fiduciary Trust Officer (July 2005-March 2008), both of which were also located in the Rocky Mountain Region, (Billings, Montana).

During his tenure with OST, Mr. Loudermilk helped carry out the Department’s responsibility for Indian trust management by providing fiduciary trust oversight for tribal and individual Indian money accounts (IIM). He also provided leadership in defining OST’s fiduciary trust management roles and responsibilities through the development and implementation of regulations, policies and procedures at agency, regional and national levels.

Mr. Loudermilk also brings private sector experience from the financial services, energy (oil and gas) exploration and petroleum technology industries. In 2006, Bruce received his designation as a Certified Indian Fiduciary Trust Specialist from the Cannon Financial Institute of Athens, Georgia a provider of professional development and training to the financial services industry.

Mr. Loudermilk holds a Bachelor of Science degree in Business Administration from what is now Montana State University-Billings (1989). He is also a graduate of Harvard University, John F. Kennedy School of Government (2005) and Department of Interior’s Senior Executive Service Candidate Development Program, Class #14 (2006).

**HELEN RIGGS**  
**DEPUTY BUREAU DIRECTOR**  
**Office of Trust Services**  
**Washington, DC**



**Ms. Helen Riggs** is the Deputy Bureau Director for Trust Services. Ms. Riggs is a member of the Navajo Nation and came to the BIA from the Interior Department's Office of the Special Trustee for American Indians (OST).

Helen has a background in Indian trust asset management for over 23 years. Prior to her detail in March 2014 as Acting Deputy Bureau Director and final appointment as Deputy Bureau Director in December 2014, she served as the Chief of Staff (COS) to the Principal Deputy Special Trustee from October 2012 to March 2014. As COS, Helen led the effort to re-align the organization; develop and implement a five year Strategic Plan for OST; and served on the support team for the Secretarial Commission on Indian Trust Administration and Reform. From 2004 to 2012, Helen served as Deputy Regional Trust Administrator for OST that covered four BIA regions. She oversaw the regions' Fiduciary Trust Officers by providing technical assistance and administrative and programmatic guidance relating to Indian assets and monitoring the management of those assets to ensure their appropriate protection, accounting, investment and disbursement. She worked closely with BIA programs to ensure timely responses to individual and tribal requests and the resolution of problematic issues; and led multi-bureau teams for the Trust Asset and Accounting Management System conversions from 2004 to 2008.

At the height of the Trust Reform efforts, Helen served as Project Manager for the Office of Special Projects overseeing several trust reform projects from 2001 to 2003. From 1999 to 2001, Helen served as the Branch Chief of Investments for OST. She oversaw the investment of \$4 billion in financial trust assets held in trust for tribes and individual Indians and worked to ensure the portfolios were managed using industry standard trust security asset modules and financial tools such as Bloomberg, all with tribal participation. From 1997 to 1999, Helen was the Branch Chief for Tribal Accounts Management working with over 250 tribes to help them manage their tribal portfolios including budgets, investments and compliance with trust documents.

Helen began her federal career as the Area Trust Accountant for the Juneau Area Office (now Alaska Region) in 1993. From 1993 to 1997 Helen worked as an Accountant or Supervisory Accountant in various capacities at the Office of Trust Funds Management (now the OST). Helen received her Bachelor of Science degree in Business Administration with an emphasis on General Management from Northern Arizona University.

**Hankie Ortiz**  
**Deputy Bureau Director**  
**Office of Indian Services**  
**Washington, DC**



**Ms. Hankie Ortiz** serves as the Deputy Bureau Director for the Office of Indian Services within the Bureau of Indian Affairs (BIA) at the BIA's headquarters in Washington, D.C. She is an enrolled member of the Kiowa Tribe of Oklahoma with Caddo and Comanche ancestry. Currently, she is Acting Deputy Bureau Director for Field Operations for the Bureau of Indian Affairs in the U.S. Department of the Interior.

Ms. Ortiz began her federal career in 1997 with the Office of the General Counsel (OGC) for the Indian Health Service (IHS) in Rockville, Maryland, where she analyzed legal issues and applied legal principles to advise the IHS Director and other headquarters staff. In June 2000, she became the Assistant Regional Attorney in the OGC. While in this capacity she provided legal advice to IHS as the lead attorney for the agency's Phoenix Area and the California Area on legal issues related to health care in the broadest sense and represented IHS headquarters and areas in litigation. In July 2006, she took on dual duties as the Director of the Division of Regulatory Affairs (DRA) and acting Deputy Director of the Office of Management Services (OMS). Ms. Ortiz's positions later switched and she became the acting Director of DRA and the OMS Deputy Director. From 2007 to 2012 Ms. Ortiz began her service as the Director for the Office of Tribal Self-Governance at IHS. And in 2012, Ms. Ortiz accepted her current position as the Deputy Bureau Director for the Office of Indian Services.

Ms. Ortiz received her Bachelor's Degree in Psychology from the University of Oklahoma (1991) and a Juris Doctor Degree from the University of Montana, School of Law (1995).

As the Deputy Bureau Director, Indian Services, Ms. Ortiz reports to the Director, Bureau of Indian Affairs and is responsible for all national activities associated with support for tribal people and tribal governments by promoting safe and quality living environments, strong communities, self-sufficient and individual rights, while enhancing protection of the lives, prosperity and well-being of American Indians and Alaska Natives. The Office of Indian Services includes the Divisions of Human Services, Self-Determination Services, Tribal Government Services, and Workforce Development.

**Jason Thompson**  
**Deputy Bureau Director (Acting)**  
**Office of Justice Services**  
**Washington, DC**



**Mr. Jason Thompson** an enrolled member of the Cherokee Nation of Oklahoma.

Mr. Thompson brings a wide range of experience to the Assistant Director position, beginning as a patrolman / Canine Handler in 1993 with the Mayes County Sheriff's Department in Pryor, Oklahoma until he was hired by the BIA and assigned to the Wind River Agency in 1998 as a uniformed police officer.

In 2000, he was promoted to the rank of Supervisory Police Officer and assigned to the United States Indian Police Academy (IPA), located at the Federal Law Enforcement Training Center (FLETC) in Artesia, N.M. There he provided law enforcement training to newly hired police, detention and telecommunications officers working in Indian Country.

In 2002, Thompson was promoted to Chief of Police assigned to the Truxton Canon Agency in Peach Springs, Arizona. As the Chief of Police, Thompson supervised Uniformed Police, Uniformed Corrections, Uniformed Telecommunications, Investigations and Administration.

Thompson's next promotion was as the Supervisory Special Agent (Assistant Special Agent in Charge) at the District-III office in Phoenix, Arizona. Thompson managed Uniform Operations as well as Criminal Investigations as well as conducted program and Contract reviews for both Bureau of Indian Affairs and Tribal law enforcement programs.

In 2010, Thompson was asked to serve on a team assigned to the Director of the Bureau of Indian Affairs at the Main Interior in Washington, DC, and subsequently was detailed to act as the Director of the Office of Justice Services.

In 2011, Thompson was selected as the Assistant Director of the Office of Justice Services to serve under Director Darren Cruzan.

In 2012 the acting Assistant Secretary, and finally Kevin Washburn the new Assistant Secretary, Indian Affairs detailed Thompson to serve him as the Chief of Staff, Thompson managed Indian affairs functions including BIA, and BIE as well as managed day to day operations in the ASIA administration for approximately eleven months before returning to OJS in April of 2013.

Mr. Thompson is a graduate of the Federal Bureau of Investigation National Academy (FBINA), Class 230 (2007). He is a graduate of the United States Indian Police Academy Class 80 (1998), and a Graduate of the Counsel on Law Enforcement Education and Training (CLEET) in 1995.

Jason and his wife and youngest son live in the Washington, DC area.

**Kathy Cline**  
**Alaska Regional Director (Acting)**  
**Anchorage, Alaska**

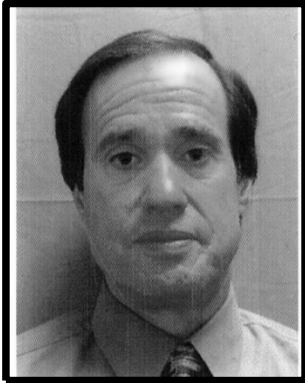


**Ms. Kathy Cline** was born and raised in Fairbanks, Alaska. She is Athabascan Indian and a Doyon and CIRI Shareholder.

Ms. Cline is a graduate of the Alaska Native Leadership Program, funded by the W.K. Kellogg Foundation and managed through the University of Alaska-Fairbanks, in addition, she completed the BIA Pathways to Leadership Program (2009-2010). Kathy was a small business owner prior to coming to work with BIA where she started as a secretary.

Ms. Cline worked in the Self Determination Program for her first 9 years of service. Kathy was then offered a position with a non-profit agency where during her tenure she was promoted to their Deputy Regional Director and offered the position of Executive Director. Kathy decided rather than take that position, she felt her calling was with BIA and she accepted a position with the Fairbanks Agency as a Contract Specialist. After a few years, she was hired on as the Superintendent where she assisted tribes within the Interior and the North Slope of Alaska. She remained in that position for 10 years, until she felt the need to be in a position where she could have a stronger impact for all the tribes throughout Alaska. It was then in July of 2015, she accepted her current position as Deputy Regional Director of Native Services. Kathy has been with the Bureau for 25 years.

**Bruce Maytubby**  
**Eastern Regional Director**  
**Nashville, Tennessee**



**Mr. Bruce Maytubby** is an enrolled member of the Chickasaw Tribe of Oklahoma. He was appointed in September 2015 as Eastern Regional Director of the Bureau of Indian Affairs. The Eastern Region serves 29 federally-recognized Indian tribes in locations ranging from Maine to Florida to Louisiana.

Prior to accepting his position with the Eastern Region, Mr. Maytubby led the Southern Plains Region, Bureau of Indian Affairs located in Anadarko, Oklahoma.

He began his federal career in 1976 with the National Park Service before accepting a temporary position at Central Office, Division of Transportation, Bureau of Indian Affairs in 1977. He subsequently accepted a permanent position in the Office of Trust Responsibilities. He has held staff and management positions at the Uintah and Ouray and Wind River Agencies and the Western Region. In 2001, Mr. Maytubby was selected into the Senior Executive Service as the TAAMS Design Team Manager, and served in this capacity until 2002. He served as the Deputy Regional Director for Trust Services at the Southern Plains Regional Office before accepting the Eastern Regional Director position.

Mr. Maytubby is a graduate of Frostburg University and has two adult children Bruce Jr. and Alexander.



**Eddie Streater**  
**Eastern Oklahoma Regional Director**  
**Muskogee, Oklahoma**



**Mr. Eddie Streater**, a member of the Cherokee Nation of Oklahoma, serves as the Regional Director for the Eastern Oklahoma Region. The Region encompasses the Eastern half of the State of Oklahoma and provides service to 20 Tribes and Tribal Towns.

He began his Federal Service with the Bureau of Indian Affairs in 1992 in the Position of Realty Specialist. In the subsequent years of service he has fulfilled a variety of trust and management positions as well as high level implementation projects within the Bureau. This has included the day to day operations of Agency Realty programs, Superintendent at the Wewoka Agency, Acting Deputy Regional Director at the Southern Plains Region, Deputy Regional Director Eastern Oklahoma Region and culminating with the current position of Regional Director.

Mr. Streater is a lifelong resident Oklahoma graduating from Wewoka High School and receiving Bachelor of Arts and Juris Doctorate from the University of Oklahoma in 1992.

**Timothy LaPointe**  
**Great Plains Regional Director**  
**Aberdeen, South Dakota**



**Mr. Timothy LaPointe** was named as the Regional Director, Great Plains Region, in November 2014. He is responsible for a Region encompassing twelve agencies that serve sixteen federally-recognized tribes in the states of North Dakota, South Dakota, and Nebraska.

Mr. LaPointe began his Federal career in May 1992 with the Bureau of Indian Affairs' Midwest Regional Office as a Paralegal Specialist in the Branch of Rights Protection where he researched claims under the Indian Claims Limitation Act. Since then, he has held various positions within the BIA and the Office of the Special Trustee for American Indians in the states of Minnesota, Oklahoma, Wisconsin and now South Dakota. He has been at the Great Plains Region since February 2011 where, prior to accepting the Regional Director position, he served as the

Deputy Regional Director – Trust Services.

Mr. LaPointe holds a Juris Doctor degree from the University of Arkansas and a Bachelor of Science degree from the University of the Ozarks where he majored in Public Administration and minored in Accounting. In 2005 he received his designation as a Certified Indian Fiduciary Trust Specialist from the Cannon Financial Institute, a provider of professional development and training to the financial services industry. Mr. LaPointe is an enrolled member of the Oglala Sioux Tribe.

**Tammie Poitra**  
**Midwest Regional Director (Acting)**  
**Minneapolis, Minnesota**



**Ms. Tammie Poitra** is an enrolled member of the Turtle Mountain Band of Chippewa Indians in North Dakota and currently serves as the Deputy Regional Director of Trust Services at the Midwest Regional Office, Bloomington MN.

Ms. Poitra has been with the Midwest Region since June of 2010. Prior to coming (back) to Minnesota she held the Agency Superintendent position located in Winnebago, Nebraska from, March 2006 – June 2010. In addition to her experience as an Agency Superintendent she also worked for BIA as the Midwest Region Budget Officer and Great Plains Regional Federal Finance Systems Accountant. Ms. Poitra has had the opportunity to work for the Office of the Special Trustee as a Fiduciary Trust Officer as well as a Trust Accountant for 7 years, and has held positions with Indian Health Services and the Office of Indian Education, with a total of 31 years with the Federal Government/Indian Programs. Ms. Poitra educational background includes a Bachelor of Science degree in Accounting and Business Administration and an Associate's degree in Computer Programming.

**Sharon Pinto**  
**Navajo Regional Director**  
**Gallup, New Mexico**



**Ms. Sharon Pinto** is the Regional Director at the Navajo Regional Office located in Gallup, New Mexico. Ms. Pinto was appointed Regional Director in October 2011. Prior to Ms. Pinto's position as Regional Director; she served five years as the Deputy Regional Director for Trust Services and two years as Regional Indian Self-Determination Officer at the Navajo Regional Office.

Ms. Pinto began her federal career at the BIA Southwest Regional Office; as the Awarding Official providing expert guidance, interpretation and training to the Southwest Region staff and Tribes on, Public Law 93-638, the Indian Self Determination Law and Regulations. Ms. Pinto was instrumental in the development of the National Contract Support Cost Policy, issued and signed by Assistant Secretary Jim Cason. She also worked on the development of the National 638 Workload Analysis as directed by the BIA Director.

Ms. Pinto has served in a leadership/supervisory role through various positions with Tribal and State Governments, prior to her federal career. Ms. Pinto worked to acquire funding to support community law enforcement programs and community block grants for economic development opportunities and CIP projects. She previously worked with the Ramah Navajo Chapter as the Executive Director and Human Resources Director, carrying out contracted Public Law 93-638 programs and services for the Ramah Navajo Community. Programs included Realty, Natural Resources, Law Enforcement, Community Fire, Forestry, Water Resources, Roads, Facility Management, Budget and Property. She also served as the District Prosecutor for the Navajo Nation for 10 years, prosecuting criminal misdemeanor cases including child sexual abuse cases. She worked on behalf of the Navajo Nation, by assisting three U.S. Attorneys' offices: Arizona, New Mexico, Utah; for felony related crimes and served on various task forces addressing law enforcement, ICWA and social services. Ms. Pinto also worked and assisted in the development and implementation of the Homebuyer policies and Low-Income Housing Rental policies for the Navajo Housing Authority pursuant to the NAHASDA legislation carried out under HUD. She worked for the NM District Attorney's office with victims of crime, providing guidance, support and assistance in navigating through the criminal justice system. Ms. Pinto previously served as chair-person for the Navajo Nation Bar Association Admissions committee; and as a Board Member of the DNA People's Legal Services.

Ms. Pinto is a member of the Navajo Nation. She received her Bachelor of Science degree in Criminal Justice and Sociology. She successfully completed the 5 week intense Federal Executive Institute for SES under the Democratic Society program. She is a graduate of the Pathways to Leadership program sponsored by the DOI/Bureau of Indian Affairs. In the past, Ms. Pinto provided service to her community working with her local Tribal Chapter community; served on a Multi-Disciplinary team to address Child Abuse; coached Basketball in the Gallup Youth Basketball league and served on the McKinley County Parent Advisory Council for the McKinley County Schools.

**Stanley M. Speaks**  
**Northwest Regional Director**  
**Portland, Oregon**



**Mr. Stanley M. Speaks** was born in the state of Oklahoma and is a member of the Chickasaw Nation. Mr. Speaks graduated from Northeastern State University, Tahlequah, Oklahoma, and is a recipient of a Bachelor of Science and Master's Degree. After graduation from college, he began a career with the Bureau of Indian Affairs. His management and leadership experiences with the Bureau are extensive. He served as an administrator and manager of an Agency Office, Regional Offices and served in Washington D.C. as the Acting Deputy Commissioner for the Bureau of Indian Affairs, October 1991 through May 1992.

Mr. Speaks is a member of a number of local and national organizations and is the recipient of a number of distinguished honor awards for leadership, special work initiatives and dedicated service to the Bureau, Department of Interior, and Tribes.

**AMY DUTSCHKE**  
**PACIFIC REGIONAL DIRECTOR**  
**SACRAMENTO, CALIFORNIA**



**Ms. Amy Dutschke** is an enrolled member of the Lone Band of Miwok Indians in California. Before becoming the Regional Director in November 2010, Ms. Dutschke served as the Pacific Region's Deputy Regional Director, Trust Services from 2004-2010 and was responsible for the day-to-day management of the BIA's trust programs including real estate services, natural resource management, water rights, range management, land titles and records, probate, fire management, forestry and endangered species. She also represented the Interior Department on the team for the San Luis Rey Water Settlement, an agreement between the federal government and five tribes resolving their water rights issues.

Ms. Dutschke began her federal career with the BIA in December 1975 and served in a variety of positions within the Sacramento Area Office including Tribal Operations Clerk, Tribal Operations Specialist and Self-Determination Specialist. In June 1985, Dutschke was appointed as the Tribal Operations Officer with the Bureau's Northern California Agency in Redding. In March 1989, she was named the Agency's permanent Administrative Officer, a position she held until April 1991. In addition to her budget, personnel, procurement and other administrative responsibilities, Dutschke also served as the person responsible for coordinating activities involved with preparing the settlement roll required by the Hoopa-Yurok Settlement Act of 1988 (P.L. 100-580). From July to December 1990, she also served as the Acting Assistant Area Director for Administration in the Sacramento Area Office, where she was responsible for the day-to-day management of the office's administrative functions, including oversight of contracts, budgets, property, records, information resources management, self-determination and finance. In April 1991, Dutschke was named the Sacramento Area Office's Assistant Area Director for Administration, where, in addition to her other duties and responsibilities, she was an advisor to the Area Director on policy formulation and program development. She held the Assistant Area Director post until February 1996.

From February 1996 to May 1999 she served as the Area Self-Determination Officer and was the lead negotiator for tribal self-governance compacts region-wide. In May 1998, Dutschke began a stint as Deputy to the Director of the BIA's Office of Management and Administration in D.C. As the Deputy Director she was responsible for developing policy and guidance for BIA managers on administrative matters. Following the completion of her assignment, Dutschke returned to the Sacramento Area Office, where she was promoted in May 1999 to Area Administrative Officer. As the Area Administrative Officer she served as the principal advisor to the Area Director on administrative matters, and was responsible for the oversight and supervision of budgets, contracts, property, finance, records and safety. Her duties included meeting with tribes annually to develop budget requirements for submission to the Assistant Secretary-Indian Affairs.

**DARRYL LACOUNTE**  
**ROCKY MOUNTAIN REGIONAL DIRECTOR**  
**BILLINGS, MONTANA**



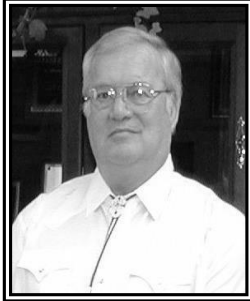
**Mr. Darryl LaCounte** is currently the Rocky Mountain Regional Director. Mr. LaCounte was appointed as a Special Assistant to the Director from March of 2010 until January 2014 prior to being the Acting Regional Director for the Rocky Mountain Region.

Mr. LaCounte's career in the Bureau of Indian Affairs began in July 1988 at the Wind River Agency where he served as an Oil and Gas Specialist in the Branch of Realty. In August 1991, Mr. LaCounte was appointed to a Realty Specialist (Oil & Gas and Tenure and Management) position in the Billings Area Office. In October 1995, Mr. LaCounte began serving as the Land Titles and Records Office Manager and served in the position until July 2001 when he accepted the Deputy Regional Realty Officer position in the Rocky Mountain Regional Office. In June 2003 he began serving as a Special Assistant for Trust Reform in the Office of the Commissioner (Director, Bureau of Indian Affairs) where he served until he was appointed as the Deputy Regional Director – Trust Services, Rocky Mountain Region, in August 2004 and served in this capacity until March of 2010.

Prior to working for the Bureau of Indian Affairs, Mr. LaCounte worked in the agriculture industry in eastern Montana and western North Dakota and also worked in the oil and gas exploration field in Montana, North Dakota, Wyoming, Colorado and Nebraska.

Mr. LaCounte graduated from Sidney Senior High School in Sidney, Montana in 1978 and Eastern Montana College (presently - Montana State University – Billings) in 1986 with a Bachelor of Arts. Mr. LaCounte is a member of Turtle Mountain Chippewa Tribe headquartered in the State of North Dakota.

**Daniel Deerinwater**  
**Southern Plains Regional Director**  
**Anadarko, Oklahoma**

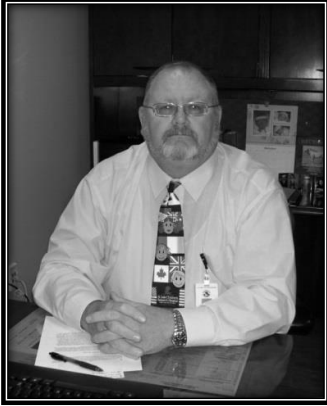


**Mr. Daniel (Dan) Deerinwater** serves as the Regional Director for the Southern Plains Region, Bureau of Indian Affairs. He began his federal career in 1973 at the Talihina Agency in the Muskogee Area Office (Eastern Oklahoma Region) as a Loan Specialist then moving to the Ardmore Agency in the same position. He has served in the Alaska Region as a 638 Contracts and Grant Specialist, the Office of Technical Assistance and Training, Brigham City, Utah as a Contracting Officer and has served as Administrative Officer at the Cheyenne River Agency.

His experience also includes serving as Superintendent, Yankton Agency, Aberdeen Area Office (Great Plains Region) prior to coming to Anadarko in 1991 as Assistant Area Director for Administration. He then served as Deputy Director and was certified as a Member of the Senior Executive Service and appointed Regional Director, Southern Plains 1998. Mr. Deerinwater was raised in Wichita Falls, TX and after graduating he joined the United States Marine Corps. During 1966-67 he served in Vietnam (Combat Veteran). After honorably completing his military service, he attended Midwestern State University where he received a Bachelor of Arts degree. Mr. Deerinwater is also retired from the Army National Guard and is a member of the Cherokee Nation of Oklahoma. He and his wife have a family farm at Pocasset, OK where they raise registered Clydesdale and Gypsy Vanner Horses.



**WILLIAM TANDY (BILL) WALKER**  
**SOUTHWEST REGIONAL DIRECTOR**  
**ALBUQUERQUE, NM**



**Mr. Bill Walker** started his career with the Bureau of Indian Affairs as a soil conservationist at the Fort Apache Agency in 1992 after serving seven years with the USDA Cooperative Extension Service in Oklahoma. In November 1994, he assumed the duties of the environmental protection specialist for the Fort Apache Agency and served in that capacity until he transferred to the Southwest Regional Office in May 2000 as the Regional Environmental Scientist. Four years later, he became the Superintendent of the Mescalero Agency and served in that position until October 2007.

Mr. Walker returned to Western Region to become the Deputy Regional Director-Trust Services where he supervised the Realty, Natural Resources, Probate, Forestry, and Environmental, Safety and Cultural Resource branches. Currently, he is serving as the acting Southwest Regional Director under a detail assignment since September 2008.

Bill was born in Yuma, Arizona but grew up in Toquepala, Peru leaving there in 1969 to attend Peacock Military School in San Antonio, Texas. He has a Bachelor of Science degree in Animal Science and a Masters in Agriculture obtained at Tarleton State University in Stephenville, Texas. He spent four years on active duty with the United States Army and sixteen years in the Army Reserve, completing his 20 years of service as a Major in the Medical Service Corps.

**Bryan Bowker**  
**Western Regional Director**  
**Phoenix, Arizona**



**Mr. Bryan Bowker**, an enrolled member of the Cheyenne River Sioux Tribe in South Dakota, began his federal career with the BIA's Portland Area Office (now Northwest Regional Office) in February 1988 as a Computer Specialist. He was involved with designing, installing and implementing federal information technology and network security systems and conducting employee IT training, as well as helping to develop the BIA's first internet site. In June 1995 he became a Supervisory Computer Specialist in the BIA's Phoenix Area Office (now Western Regional Office) where he served until September 1997 as manager of the Bureau's SouthWest Information Management Center. While there he led the planning and installation of the area office's local area network that culminated in the installation of LANs at 12 BIA field locations throughout

Arizona.

From September 1997 to May 1998, Mr. Bowker served as the Acting Superintendent of the BIA's San Carlos Agency in San Carlos, Arizona, where he was responsible for the day-to-day administration of BIA programs and services for the San Carlos Apache Tribe. In May 1998, he moved to the position of Regional Administrative Officer for the Western Region, a post he held until May 2002, where he oversaw nine BIA agencies, three field stations and two Irrigation and Power projects while also serving periodically as the Acting Western Regional Director. During that time, from May to August 2001, Mr. Bowker also served as the Acting Deputy Director for the Bureau's Office of Information Resources Management in Reston, Virginia, where he was responsible for managing federal and contract employees, negotiating and administering federal IT contracts and addressing computer network security issues.

In May 2002, Mr. Bowker was promoted to Deputy Director-Administration for the Western Region, where he remained until October 2004 when he moved to the position of Deputy Director-Indian Services, a position he held until February 2005. As the head of Indian Services for the Western Region, he oversaw the BIA's housing, roads, tribal governance, credit, social services and 638 contracting programs. Periodically, he also would serve as the Acting Regional Director. From February 2005 to August 2007, Bowker was named the Deputy Director-Trust Services for the Western Region, where he was responsible for the BIA's land, water, environmental and economic development programs in the region, and served as the Regional Director's principal advisor on trust matters. Mr. Bowker served again as the Acting Western Regional Director from April to December 2006.

In April 2006, he also was named the project manager for the San Carlos Irrigation Project. The project provides irrigation water to the Gila River Indian Community in Sacaton, Arizona, and the non-tribal San Carlos Irrigation and Drainage District and electrical service to approximately 17,000 on- and off-reservation customers. Mr. Bowker is a graduate of the DOI's Senior Executive Service Candidate Development Program, Class No. 14 (May 2006). He has professional certifications in the fields of federal administration, contracting and information technology. Bowker was named Regional Director of the Western Regional Office located in Phoenix, Arizona in July 2010.

**To:** Edward Keable[edward.keable@sol.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-02-15T17:15:33-05:00  
**Importance:** Normal  
**Subject:** Fwd: BIA - non- OJS Vacancies for Freeze Exemption  
**Received:** 2017-02-15T17:15:40-05:00  
[BIA-PositionListing-02-09-17-Version 2 \(1\)HPO.xlsx](#)

Ed,

The other BIA non-justice related positions. Fire we will take care of under the agency head exemption for public safety.

Thanks,  
Mary

----- Forwarded message -----

**From:** Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** Mon, Feb 13, 2017 at 10:29 AM  
**Subject:** Fwd: BIA - non- OJS Vacancies for Freeze Exemption  
**To:** Christopher B Lawson <[Christopher\\_Lawson@ios.doi.gov](mailto:Christopher_Lawson@ios.doi.gov)>

Chris,

Can you take a look at the attached spreadsheet for BIA. There are 150 fire management positions. Can you double check and make sure we have the universe of occupations?

Thanks,  
Mary

----- Forwarded message -----

**From:** Burckman, James <[james.burckman@bia.gov](mailto:james.burckman@bia.gov)>  
**Date:** Fri, Feb 10, 2017 at 7:52 AM  
**Subject:** BIA - non- OJS Vacancies for Freeze Exemption  
**To:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Cc:** Michael Black <[Mike.Black@bia.gov](mailto:Mike.Black@bia.gov)>, Hankie Ortiz <[hankie.ortiz@bia.gov](mailto:hankie.ortiz@bia.gov)>, "Walters, Sarah" <[sarah\\_walters@ios.doi.gov](mailto:sarah_walters@ios.doi.gov)>, Bruce Loudermilk <[bruce.loudermilk@bia.gov](mailto:bruce.loudermilk@bia.gov)>

Mary,

Attached is a listing of BIA non-OJS vacancies that we would request exemption to the hiring freeze.

The positions fall under the health and safety provision.

thanks

Jim

James N. Burckman  
Director, Human Capital Management  
Assistant Secretary-Indian Affairs  
202-208-2643

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**Bureau of Indian Affairs**

Revised 02-09-17

Position Title
<b>Social Work Positions</b>
<b>Central Office</b>
Self-Determ. Advisor (Trainer)
Self-Determ. Mgmt. Analyst
Program Manager (Family Advocacy & Prevention), GS-301-12/13
<b>Eastern Region</b>
Social Worker, GS-185-11
<b>Great Plains Region</b>
Social Worker, GS-185-09/11/12 (Regional Child Welfare Specialist)
Social Service Representative, GS-187-06/07/08
Supervisory Social Worker, GS-185-12
Social Services Assistant (OA), GS-186-05
Social Services Representative, GS-187-05/06/07
Social Service Representative, GS-187-06/07/08
<b>Navajo Region</b>
Indian Self Determination Specialist
<b>Northwest Region</b>
Social Worker, GS-09/11/12
Social Worker, GS-185-09/11
<b>Pacific Region</b>
Regional Social Worker, GS-185-13
<b>Rocky Mountain Region</b>
Supervisory Social Worker, GS-11/12
Social Services Representative, GS-187-05/06/07/08
Supervisory Social Worker, GS-185-12
Social Worker (Child Welfare), GS-185-09/11
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07/08
Social Services Assistant (OA), GS-186-05
<b>Southwest Region</b>
Child Welfare Specialist, GS-101-07/09
Social Services Representative, GS-06/07
<b>Total</b>
<b>Senior Executive Service Positions</b>
Deputy Bureau Director - Field Operations, ES-340-00
Regional Director - Alaska, ES-340-00
Regional Director, Midwest, ES-340-00
<b>Total</b>
<b>Superintendent Positions</b>

Bureau of Indian Affairs

Revised 02-09-17

No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Awaiting Cert.	Indian Services	MIB	CO-17-01 1807345
1	Awaiting Cert.	Indian Services	MIB	CO -17-20 1894789
1	Tentative Offer, job offer of 2nd alternate selection	Indian Services-Division of Human Services	Washington, DC	CO-17-02 (1816094)
1	Pending final classification and posting of vacancy announcement	Regional Office	Nashville, TN	
1	Certificate with Selecting Official	Regional Office	Aberdeen, SD	AB-17-34 (1866740)
1	Tentative Offer, pending security clearance	Standing Rock Agency	Fort Yates, ND	AB-17-26 (1847981)
1	Recruitment pending posting of vacancy announcement	Standing Rock Agency	Fort Yates, ND	
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-27 READV (1848194)
2	Tentative Offer, pending security clearance	Cheyenne River Agency	Eagle Butte, SD	AB-17-13 (1843878)
1	Pending final classification and posting of vacancy announcement	Turtle Mountain Agency	Belcourt, ND	
1	Offer accepted by selectee on 1/19/17	Self Determination	Gallup, NM	CRP 71/17 VIN 1886801
1	Ratings completed, pending issuance of certificate to Selecting Official	Branch of Human Services	Portland, OR	NW-17-37 (1893550)
1	Recruitment pending posting of vacancy announcement		Everett, WA	
1	Recruitment pending posting of vacancy announcement	Regional Office	Sacramento, CA	
1	New vacancy, position submitted for classification review.	Northern Cheyenne Agency	Lame Deer, MT	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR 17-52 (1886201)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-16-40 (1629813)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-45 (1881398)
1	Recruitment pending readvertisement of vacancy announcement	Fort Peck Agency	Poplar, MT	RMR-16-55 Re-Add (1660348)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-05 (1832137), RMR-17-D01 (1832214)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-06 (1831818), RMR-17-D02 (1832797)
1	Needs to be readvertised	Fort Peck Agency	Poplar, MT	RMR-16-113 (1863782)
1	Certificate with Selecting Official	Regional Office	Albuquerque, NM	CRPA 66/17 (1886176)
1	Tentative selection, pending security clearance	Mescalero Agency	Mescalero, NM	CRPA 39/17 (1863782)
<b>22</b>				
1	Currently advertised	BIA Central Office	Washington, DC	BIA-SES-2017-04-PQ1896616
1	Pending rating panel review of competitive candidates.	Alaska Regional Office	Anchorage, AK	BIA-SED-2017-02-PQ1841628
1	Certificate with Selecting Official for Noncompetitive Appointments.	Midwest Regional Office	Bloomington, MN	BIA-SES-2017-01-PQ1820327
<b>3</b>				

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Position Title
Eastern Region
Superintendent, GS-340-12/13
Superintendent, GS-340-12/13
Great Plains Region
Superintendent, GS-340-14
Deputy Superintendent, GS-340-13/14
Navajo Region
Deputy Superintendent-Trust Services, GS-340-13/14
Northwest Region
Superintendent, GS-340-12/13
Superintendent, GS-340-15
Deputy Superintendent-Trust Services, GS-340-12/13
Superintendent, GS-340-12/13
Rocky Mountain Region
Deputy Regional Director - Indian Services, GS-340-15
Deputy Superintendent, GS-340-12/13
Deputy Superintendent, GS-340-340-14
Southwest Region
Deputy Superintendent, GS-340-13
Western Region
Superintendent, GS-340-14/15
<b>Total</b>
<b>Fire Management Positions (Permanent)</b>
Eastern Region
Ecologist (Fire), GS-408-09/11/12
Eastern Oklahoma Region
Range Technician (Fire), GS-455/462-06/07
Great Plains Region
Supervisory Forestry Technician (Wildland Fire Operations Specialist), GS-462-08/09
Fire Management Specialist (Prescribed Fire/Fuels), GS-401-07/09
Range Technician (Fire), GS-455-03/04
Range Technician (Fire), GS-455-07
Fire Management Officer, GS-401-11/12
Navajo Region
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-05
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Tentative Offer, pending security clearance	Seminole Agency	Hollywood, FL	EA-17-03 (1858523)
1	Pending readvertisement	Choctaw Agency	Philadelphia, MS	EA-17-02 (1857257)
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-49 (1891136)
1	*Confirmed job offer with EOD of 03-05-17 (*EOD may change to 02-19-17 - Current BIA employee pending approved release date from OJS).	Pine Ridge Agency	Pine Ridge, SD	AB-17-08 (1843519)
1	Pending issuance of Certificate to Selecting Official	Eastern Navajo Agency	Crownpoint, NM	CRPA 72/17 (1886839)
1	Certificate with Selecting Official	Warm Springs Agency	Warm Springs, OR	NW-16-75 (1752945)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Certificate returned, no selection, requested readvertisement	Yakama Agency	Toppenish, WA	NW-16-80 (1754911)
1	Recruitment pending posting of vacancy announcement	Spokane Agency	Wellpinit, WA	
1	Certificate with Selecting Official	Rocky Mountain Regional Office-Indian Svs.	Billings, MT	RMR-17-49 (1879627)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-54 (1886263)
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Tentative selection, pending security clearance	Southern Ute Agency	Ignacio, CO	
1	Pending final classification and posting of vacancy announcement	Uintah and Ouray Agency	Fort Duchesne, AZ	
<b>14</b>				
1	Pending final classification and posting of vacancy announcement	Eastern Region	Nashville, TN	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Eastern Oklahoma Region-Chickasaw Agency	Ada, OK	MU-17-08 (1893209)
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-10 (1843855)
1	Recruitment pending posting of vacancy announcement	Pine Ridge Agency	Pine Ridge, SD	
1	Tentative Offer, pending security clearance	Lower Brule Agency	Lower Brule, SD	AB-17-38 (1868002)
1	Recruitment pending posting of vacancy announcement	Lower Brule Agency	Lower Brule, SD	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Rosebud Agency	Rosebud, SD	AB-17-55 (1901095)
2	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Mgmt	Ft. Defiance, AZ	
1	Recruitment pending posting of vacancy announcement	Branch of Fire & Aviation	Ft. Defiance, AZ	
3	Pending issuance of Certificate to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 77/17 (1888806)
2	Certificate with Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 78/17 (1889474)
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 23/17 (1827649), CRPA-D1708 (1827658)



Position Title
Lead Forestry Technician (Fire), GS-462-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire) GS-462-08/09
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Aid/Technician (Fire), GS-462-03/04
<b>Northwest Region</b>
Forestry Technician (Operations Coordinator), GS-462-10/11
Fire Program Manager, GS-401-13
Supervisory Forestry Technician (Fire), GS-462-08/09
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Supervisory Forestry Technician (Fire), GS-462-10
Metorologist (Fire), GS-1340-12
<b>Pacific Region</b>
Supervisory Range/Forestry Technician, GS-455/462-08/09
Range/Forestry Technician, GS-455/462-06/07
Range/Forestry Technician (Fire Dispatch), GS-455/462-06/07
Staff Support Asst. (Fire), GS-303-07
Staff Support Asst. (Fire), GS-303-07
<b>Rocky Mountain Region</b>
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Senior FF), GS-462-04
Forestry Technician (Fire Dispatch), GS-462-06/07
Range Technician, GS-455-04
Staff Support Assistant (Fire), GS-303-04/05
Prevention Technician, GS-455-05/06/07
Range Technician (Fire), GS-455-04/05
Fire Management Officer, GS-401-011
Assistant Fire Management Officer, GS-401-07
Supervisory Forestry Technician (Fire), GS-462-07
Forestry Technician (Prescribed Fire & Fuels), GS-462-08/09
Forestry Technician (Fire), GS-462-03
Supervisory Forestry Technician (Fire), GS-462-08/09
Forestry Technician (Operations Coordinator), GS-462-10/11
Forestry Technician (Wildland Firefighter), GS-462-03/04
Fire Management Officer, GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 22/17 (1827626); CRPA-D1707 (1827630)
2	Tentative Offer, pending security clearance	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 21/17 (1826509), CRPA-D1706 (1826510)
1	Pending issuance of Certificate to Selecting Official	Forestry, Fire & Aviation	Shiprock NM	CRPA 62/17 (1888407)
1	Certificate with Selecting Official	Branch of Forestry & Fire Mgmt.	Shiprock NM	CRPA 73/17 (1890028), CRPA-D1740 (1827594)
2	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Shiprock NM	CRPA 24/17 (1827442); CRPA-D1709 (1827534)
2	(1) Tentative Offer, pending medical; (2) pending ratings	Wildland Fire & Aviation	Gallup, NM	CRPA 25/17 (1827574), CRPA-D1710 (1827594)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-22 (1887924)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-32 (1874175)
1	Currently advertised	Division of Fire Management	Mission, OR	NW-17-39 (1899211)
1	Certificate with Selecting Official	Colville Agency	Keller, WA	NW-17-11 (1828561)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Pending final classification and posting of vacancy announcement	Branch of Fire & Aviation	Portland, OR	
1	Tentative Offer, pending security clearance	Branch of Wildland Fire Management	Redding, CA	PR-16-22 (READV) (1737926)
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	San Bernadino, CA	
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Sacramento, CA	
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-20, RMR-17-D05
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Certificate with Selecting Official	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Clearance completed, waiting EOD	Regional Office	Cody, WY	RMR-17-16 (1845571)
1	Tentative Offer, pending security clearance	Blackfeet Agency	Browning, MT	RMR-17-29 (1851963)
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-40 (1870356)
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-51 (1887656)
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-53 (1887836)
1	Tentative Offer pending security clearance		Missoula, MT	RMR-17-19 (1851846)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-22 (1848050)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-17-42 (1884193)
3	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
7	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	

Position Title
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Senior FF), GS-462-05
Fire Management Officer, GS-401-11
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-04
<b>Southern Plains Region</b>
Range/Forestry Technician (Prevention & Mitigation), GS-455/462-06/07
Supervisory Range Technician (Fire), GS-455-08/09
<b>Southwest Region</b>
Wildland Fire Program Manager (Asst. Regional Fire Manager), GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Forestry Technician (Fire) GS-462-04
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Program Assistant (OA), GS-303-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Supervisory Forestry Technician (Fire), GS-462-06/07
Fire Management Officer, GS-401-11
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Forestry Technician, GS-462-04/05/06
Forestry Aid (Fire), GS-462-02
Supervisory Forestry Technician (Fire), GS-462-06/07
<b>Western Region</b>
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-02
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Awaiting approval to post vacancy announcement	Wind River Agency	Fort Washakie, WY	RMR-17-62
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Pending readvertisement of position (job offer rescinded due to no response on security forms)	Concho Agency	Weatherford, OK	AN-17-02 (1847181)
1	Pending readvertisement of position (selectee declined)	Forestry and Fire	Anadarko, OK	AN-17-20 (1889238)
1	Recruitment pending posting of vacancy announcement	Regional Office	Albuquerque, NM	
1	Tentative selection, pending security clearance	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA47/17 (1849943)
1	Certificate with Selecting Official	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA 49/17 (1870416)
1	Pending issuance of Certificate	Mescalero Agency	Mescalero, NM	CRPA 28/17 READV (1834899)
2	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA-32/17 (1846818); CRPA-D1718 (1846862)
4	(2) Tentative Offers, pending establishment of EOD; (2) No selection, pending reannouncement.	Mescalero Agency	Mescalero, NM	CRPA-183/16 (1796556); CRPA-D1670 (1796632)
5	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA 186/16 (1797865); CRPA-D1672 (1798200)
1	Recruitment pending posting of vacancy announcement	Mescalero Agency	Mescalero, NM	
1	Recruitment pending posting of vacancy announcement	Ute Mountain Ute Agency	Towaoc, CO	
1	Tentative offer, pending driving record form	Ute Mountain Ute Agency	Towaoc, CO	CRPA 129/16 (1701098); CRPA-D1647 (1701105)
1	Currently advertised.	Zuni Agency	Zuni, NM	46/17 READV (1869882)
4	Tentative selection, pending offers	Zuni Agency	Zuni, NM	CRPA 76/17 (1886710)
3	Currently advertised	Zuni Agency	Zuni, NM	CRPA 75/17 (1886676)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 36/17 (1848236)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 35/17 (1848213)
1	Pending issuance of Certificate	Jicarilla Agency	Dulce, NM	CRPA 60/17 (1880056)
1	Pending review of candidates and issuance of Certificate to Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 61/17 (1880119)
1	Pending issuance of Certificate	Southern Pueblos Agency	Albuquerque, NM	CRPA 59/17 (1878881)
1	Certificate with Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 48/17 (1868918)
1	Recruitment pending final classification and posting of vacancy announcement	Southern Pueblos Agency	Albuquerque, NM	
2	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 44/17 READV (1865373)
1	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 43/17 READV (1865342)
1	Tentative selection, pending security clearance	Ramah Navajo Agency	Ramah, NM	CRPA 41/17 (1865251)
2	No selection, pending recruitment	Ramah Navajo Agency	Ramah, NM	CRPA 51/17 (1872915)
1	Recruitment pending with management	Northern Pueblos Agency	San Juan Pueblo, NM	CRPA 154/16 (1739116); CRPA-D1660 (1740338)
1	Permanent offer made 11-18-16 with EOD established for 03-20-17	Fort Apache Agency	Whiteriver, AZ	
10	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	

Position Title
Assistant Fire Management Officer, GS-401-09/11
Laborer (Term NTE 2 years), WG-3502-03
Forestry Technician (SWFF-HECM), GS-462-04/05
Lead Forestry Technician (Fire), GS-462-05/06 (Heli Squad Leader)
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Range/Forestry Technician, GS-455/462-05/06
Range/Forestry Technician, GS-455/462-03/04
Supervisory Forestry Technician, GS-462-08/09
Fire Management Officer, GS-401-12
Forestry Technician (SFF), GS-462-04/05
Forestry Technician (Wildland FF), GS-462-04
Forestry Technician (Fuels), GS-462-06/07
Forestry Technician (Fire), GS-462-03/04
Forestry Technician (Fire) GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03/04
Staff Support Assistant (Fire), GS-303-07
<b>Total</b>
<b>Irrigation and Power Positions</b>
<b>Northwest Region</b>
Office Automation Assistant, GS-326-05
Civil Engineer, GS-810-09/11
Laborer, BB-3502-00
Supervisory Irrigation Maintenance Specialist, GS-301-11
Supply Technician, GS-2005-07
Pumping Plant Attendant, BB-4742-00
Project Administrator, GS-340-12/13
Foreman II, Power/Pumping Plant Operator, BS-4742-00
Foreman II, Canal Maintenance Worker (Spray Crew), BS-4749-00
Supervisory Lead Irrigation System Operator, GS-459-09
Supervisory Irrigation Maintenance Specialist, GS-301-11
<b>Rocky Mountain Region</b>
Irrigation System Operators, GS-459-05
Engineering Equipment Operator, WG-5716-10
Irrigation System Manager, GS-459-11
<b>Western Region</b>
Laborer, WG-3502-03 (Term NTE 2 years)
Laborer, WG-3502-03 (Term NTE 2 years)
Groundman, BB-2810-00
Groundman, BB-2810-00
Supervisory Electrical Engineer, GS-850-13

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
2	Tentative selection, pending clearance of medical exam	Fort Apache Agency	Sacaton, AZ	
2	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-09 (1879277)
1	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-08 (1881411)
1	Pending review of candidates and issuance of certificate to selecting official	Fort Apache Agency	Whiteriver, AZ	CRPA 80/17 (1889872)
1	Tentative Offer, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-D18 (1701109)
2	Tentative Offers, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-87 (1895407), WRO-16-D20 (1727458)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-14 (1881932)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-15 (1884328)
2	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-18 (1897440)
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	WRO-17-20 (1898901)
2	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
3	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
1	Currently advertised	Pima Agency	Sacaton, AZ	WRO-17-19 (1908540)
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1	Tentative Offer, pending security clearance and negotiated salary request	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-26 (1856773)
1	Certificate with Selecting Official	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-27 (1856988)
2	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-16-82 (1757141)
1	Certificate with Selecting Official	Wapato Irrigation Project	Wapato, WA	NW-17-09 (1826478)
1	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-17-17 (1849165)
4	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-05 (1824020)
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-06 (1825172)
2	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Tentative Offer, pending drug testing clearance	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-36 (1872466)
1	Certificate with Selecting Official	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-35 (1871612)
1	Certificate with Selecting Official	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109 READ
2	Clearances completed, pending establishment of EOD for both candidates	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109
1	Certificate with Selecting Official	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, withdrawal of offer	San Carlos Irrigation Project	Oracle, AZ	WRO-16-120
1	Tentative selection, security clearance final, pending EOD	San Carlos Irrigation Project	Coolidge, AZ	

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Position Title
Staff Support Assistant, GS-303-06/07
Engineering Equipment Operator (Term nte 2 years), WG-5716-10
Teller (OA), GS-525-05
Heavy Mobile Equipment Mechanic, BB-5803-00
Welder, WG-3703-10
Electrician Helper, BB-2810-00
Supervisory Lead Irrigation System Operator, GS-459-09
Irrigation System Operator, GS-459-04/05
Irrigation System Operator, GS-459-04/05
Maintenance Worker, WG-4749-09
Maintenance Worker, WG-4749-08
Laborer, WG-3502-03
Heavy Mobile Equipment Operator, WG-5803-10
Heavy Mobile Equipment Operator, WG-5803-08
Heavy Mobil Equipment Mechanic, WG-5803-10
Substation Electrician, BB-2810-00
Public Utilities Specialist, GS-1130-13
Lineman, Electrical Power, BB-2810-00
Hydroelectric Mechanic, BB-5342-00
Hydro Electric Power Plan Utilityman, BB-4749-00
Electrical Meter Reader and Installer, BB-2801-00
Safety Engineer, GS-0803-13
<b>Total</b>
<b>638 Awarding Officials Positions</b>
<b>BIA-Central Office</b>
Self-Determination Advisor (Trainer), GS-1101-13/14
Self-Determination Advisor, GS-1101-13/14
Self-Determ. Mgmt. Analyst
<b>Great Plains Region</b>
Self Determination Officer, GS-1101-14
Self-Determination Specialist, GS-1101-09/11
Self-Determination Assistant, GS-1101-05/06/07
<b>Navajo Region</b>
Indian Self-Determination Specialist, GS-1101-12
<b>Rocky Mountain Region</b>
Indian Self-Determination Specialist, GS-1101-09
<b>Total</b>

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Sacaton, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-D23
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Coolidge, AZ	WRO-16-116 (1793328)
1	Pending final management review for classification level	San Carlos Irrigation Project	Sacaton, AZ	
1	Pending final management review for classification level	San Carlos Irrigation Project	Coolidge, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
4	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency, Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
52				
1	Certificate with Selecting Official	Office of Indian Services	Albuquerque, NM	
1	Ratings complete, pending issuance of certificate.	Office of Indian Services	Washington, DC	
1	Awaiting Cert.	Indian Services	Washington, DC	CO -17-20 1894789
1	Recruitment pending final classification and posting of vacancy announcement	Regional Office	Aberdeen, SD	
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-41 (1871655)
1	Rating complete, pending issuance of certificate	Rosebud Agency	Mission, SD	AB-17-45 (1871662)
1	Tentative Offer, pending establishment of EOD	Branch of Self Determination Services	Gallup, NM	CRPA 71/17 (1886801)
1	Tentative selection, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
7				



**Bureau of Indian Affairs**

Revised 02-09-17

<b>Position Title</b>	
<b>CFR Court Positions</b>	
<b>Eastern Oklahoma Region -- Miami Agency</b>	
Legal Assistant (Court), GS-986-05 (CFR Court)	
<b>Rocky Mountain Region -- Wind River Agency*</b>	
Paralegal Specialist (Prosecutor), GS-950-11 (CFR Court Position)	
Supervisory Paralegal Specialist (Chief Public Defender), GS-950-12 (TERM position) (CFR Court)	
Supervisory Paralegal Specialist (Chief Prosecutor), GS-950-12 (TERM position nte 2 years) (CFR Court)	
Paralegal Specialists (Magistrate), GS-950-12	
Supervisory Legal Assistant, GS-986-07/09 (CFR Court)	
Legal Assistant (Deputy Court Clerk), GS-986-07 (CFR Court position)	
Legal Assistant (Court Clerk), GS-986-05 (CFR Court)	
*CFR Court program retroceeded back to the Bureau; original appointments were 30-day emergency appointments until a solution was provided. Positions will be filled with Term appointments	
<b>Total</b>	
<b>BIA - GRAND TOTAL</b>	

Bureau of Indian Affairs

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Miami Agency	Miami, OK	
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-33 (1852615)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-28 (1850503)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-32 (1851883)
2	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-30 (1850748)
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-11 (Re-Ad1) (1824199)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-56 (1890923)
2	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-10 (Re-Ad1) (1824194)
	(nts where appropriate)			
<b>10</b>				
<b>260</b>				

**To:** Femila Ervin[femila.ervin@sol.doi.gov]  
**Cc:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; John Hay[john.hay@sol.doi.gov]; Shepard, Eric[eric.shepard@sol.doi.gov]  
**From:** Keable, Edward  
**Sent:** 2017-02-17T16:19:21-05:00  
**Importance:** Normal  
**Subject:** Fwd: BIA - non- OJS Vacancies for Freeze Exemption  
**Received:** 2017-02-17T16:23:51-05:00  
[BIA-PositionListing-02-09-17-Version 2 \(1\)HPO.xlsx](#)

Email 3 of 3.

----- Forwarded message -----

**From:** **Pletcher, Mary** <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** Wed, Feb 15, 2017 at 5:15 PM  
**Subject:** Fwd: BIA - non- OJS Vacancies for Freeze Exemption  
**To:** Edward Keable <[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)>

Ed,

The other BIA non-justice related positions. Fire we will take care of under the agency head exemption for public safety.

Thanks,  
Mary

----- Forwarded message -----

**From:** **Pletcher, Mary** <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** Mon, Feb 13, 2017 at 10:29 AM  
**Subject:** Fwd: BIA - non- OJS Vacancies for Freeze Exemption  
**To:** Christopher B Lawson <[Christopher\\_Lawson@ios.doi.gov](mailto:Christopher_Lawson@ios.doi.gov)>

Chris,

Can you take a look at the attached spreadsheet for BIA. There are 150 fire management positions. Can you double check and make sure we have the universe of occupations?

Thanks,  
Mary

----- Forwarded message -----

**From:** **Burckman, James** <[james.burckman@bia.gov](mailto:james.burckman@bia.gov)>  
**Date:** Fri, Feb 10, 2017 at 7:52 AM  
**Subject:** BIA - non- OJS Vacancies for Freeze Exemption  
**To:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Cc:** Michael Black <[Mike.Black@bia.gov](mailto:Mike.Black@bia.gov)>, Hankie Ortiz <[hankie.ortiz@bia.gov](mailto:hankie.ortiz@bia.gov)>, "Walters, Sarah" <[sarah\\_walters@ios.doi.gov](mailto:sarah_walters@ios.doi.gov)>, Bruce Loudermilk <[bruce.loudermilk@bia.gov](mailto:bruce.loudermilk@bia.gov)>

Mary,

Attached is a listing of BIA non-OJS vacancies that we would request exemption to the hiring freeze.

The positions fall under the health and safety provision.

thanks

Jim

James N. Burckman  
Director, Human Capital Management  
Assistant Secretary-Indian Affairs  
202-208-2643

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

Edward T. Keable  
Deputy Solicitor-General Law  
Office of the Solicitor  
U.S. Department of the Interior  
Phone: 202-208-4423

Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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**Bureau of Indian Affairs**

Revised 02-09-17

Position Title
<b>Social Work Positions</b>
<b>Central Office</b>
Self-Determ. Advisor (Trainer)
Self-Determ. Mgmt. Analyst
Program Manager (Family Advocacy & Prevention), GS-301-12/13
<b>Eastern Region</b>
Social Worker, GS-185-11
<b>Great Plains Region</b>
Social Worker, GS-185-09/11/12 (Regional Child Welfare Specialist)
Social Service Representative, GS-187-06/07/08
Supervisory Social Worker, GS-185-12
Social Services Assistant (OA), GS-186-05
Social Services Representative, GS-187-05/06/07
Social Service Representative, GS-187-06/07/08
<b>Navajo Region</b>
Indian Self Determination Specialist
<b>Northwest Region</b>
Social Worker, GS-09/11/12
Social Worker, GS-185-09/11
<b>Pacific Region</b>
Regional Social Worker, GS-185-13
<b>Rocky Mountain Region</b>
Supervisory Social Worker, GS-11/12
Social Services Representative, GS-187-05/06/07/08
Supervisory Social Worker, GS-185-12
Social Worker (Child Welfare), GS-185-09/11
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07
Social Service Representative, GS-187-05/06/07/08
Social Services Assistant (OA), GS-186-05
<b>Southwest Region</b>
Child Welfare Specialist, GS-101-07/09
Social Services Representative, GS-06/07
<b>Total</b>
<b>Senior Executive Service Positions</b>
Deputy Bureau Director - Field Operations, ES-340-00
Regional Director - Alaska, ES-340-00
Regional Director, Midwest, ES-340-00
<b>Total</b>
<b>Superintendent Positions</b>

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Awaiting Cert.	Indian Services	MIB	CO-17-01 1807345
1	Awaiting Cert.	Indian Services	MIB	CO -17-20 1894789
1	Tentative Offer, job offer of 2nd alternate selection	Indian Services-Division of Human Services	Washington, DC	CO-17-02 (1816094)
1	Pending final classification and posting of vacancy announcement	Regional Office	Nashville, TN	
1	Certificate with Selecting Official	Regional Office	Aberdeen, SD	AB-17-34 (1866740)
1	Tentative Offer, pending security clearance	Standing Rock Agency	Fort Yates, ND	AB-17-26 (1847981)
1	Recruitment pending posting of vacancy announcement	Standing Rock Agency	Fort Yates, ND	
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-27 READV (1848194)
2	Tentative Offer, pending security clearance	Cheyenne River Agency	Eagle Butte, SD	AB-17-13 (1843878)
1	Pending final classification and posting of vacancy announcement	Turtle Mountain Agency	Belcourt, ND	
1	Offer accepted by selectee on 1/19/17	Self Determination	Gallup, NM	CRP 71/17 VIN 1886801
1	Ratings completed, pending issuance of certificate to Selecting Official	Branch of Human Services	Portland, OR	NW-17-37 (1893550)
1	Recruitment pending posting of vacancy announcement		Everett, WA	
1	Recruitment pending posting of vacancy announcement	Regional Office	Sacramento, CA	
1	New vacancy, position submitted for classification review.	Northern Cheyenne Agency	Lame Deer, MT	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR 17-52 (1886201)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-16-40 (1629813)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-45 (1881398)
1	Recruitment pending readvertisement of vacancy announcement	Fort Peck Agency	Poplar, MT	RMR-16-55 Re-Add (1660348)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-05 (1832137), RMR-17-D01 (1832214)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Fort Peck Agency	Poplar, MT	RMR-17-06 (1831818), RMR-17-D02 (1832797)
1	Needs to be readvertised	Fort Peck Agency	Poplar, MT	RMR-16-113 (1863782)
1	Certificate with Selecting Official	Regional Office	Albuquerque, NM	CRPA 66/17 (1886176)
1	Tentative selection, pending security clearance	Mescalero Agency	Mescalero, NM	CRPA 39/17 (1863782)
<b>22</b>				
1	Currently advertised	BIA Central Office	Washington, DC	BIA-SES-2017-04-PQ1896616
1	Pending rating panel review of competitive candidates.	Alaska Regional Office	Anchorage, AK	BIA-SED-2017-02-PQ1841628
1	Certificate with Selecting Official for Noncompetitive Appointments.	Midwest Regional Office	Bloomington, MN	BIA-SES-2017-01-PQ1820327
<b>3</b>				

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Position Title
Eastern Region
Superintendent, GS-340-12/13
Superintendent, GS-340-12/13
Great Plains Region
Superintendent, GS-340-14
Deputy Superintendent, GS-340-13/14
Navajo Region
Deputy Superintendent-Trust Services, GS-340-13/14
Northwest Region
Superintendent, GS-340-12/13
Superintendent, GS-340-15
Deputy Superintendent-Trust Services, GS-340-12/13
Superintendent, GS-340-12/13
Rocky Mountain Region
Deputy Regional Director - Indian Services, GS-340-15
Deputy Superintendent, GS-340-12/13
Deputy Superintendent, GS-340-340-14
Southwest Region
Deputy Superintendent, GS-340-13
Western Region
Superintendent, GS-340-14/15
<b>Total</b>
<b>Fire Management Positions (Permanent)</b>
Eastern Region
Ecologist (Fire), GS-408-09/11/12
Eastern Oklahoma Region
Range Technician (Fire), GS-455/462-06/07
Great Plains Region
Supervisory Forestry Technician (Wildland Fire Operations Specialist), GS-462-08/09
Fire Management Specialist (Prescribed Fire/Fuels), GS-401-07/09
Range Technician (Fire), GS-455-03/04
Range Technician (Fire), GS-455-07
Fire Management Officer, GS-401-11/12
Navajo Region
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-05
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05



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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Tentative Offer, pending security clearance	Seminole Agency	Hollywood, FL	EA-17-03 (1858523)
1	Pending readvertisement	Choctaw Agency	Philadelphia, MS	EA-17-02 (1857257)
1	Ratings Completed, pending issuance of certificate to Selecting Official	Cheyenne River Agency	Eagle Butte, SD	AB-17-49 (1891136)
1	*Confirmed job offer with EOD of 03-05-17 (*EOD may change to 02-19-17 - Current BIA employee pending approved release date from OJS).	Pine Ridge Agency	Pine Ridge, SD	AB-17-08 (1843519)
1	Pending issuance of Certificate to Selecting Official	Eastern Navajo Agency	Crownpoint, NM	CRPA 72/17 (1886839)
1	Certificate with Selecting Official	Warm Springs Agency	Warm Springs, OR	NW-16-75 (1752945)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Certificate returned, no selection, requested readvertisement	Yakama Agency	Toppenish, WA	NW-16-80 (1754911)
1	Recruitment pending posting of vacancy announcement	Spokane Agency	Wellpinit, WA	
1	Certificate with Selecting Official	Rocky Mountain Regional Office-Indian Svs.	Billings, MT	RMR-17-49 (1879627)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-54 (1886263)
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Tentative selection, pending security clearance	Southern Ute Agency	Ignacio, CO	
1	Pending final classification and posting of vacancy announcement	Uintah and Ouray Agency	Fort Duchesne, AZ	
<b>14</b>				
1	Pending final classification and posting of vacancy announcement	Eastern Region	Nashville, TN	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Eastern Oklahoma Region-Chickasaw Agency	Ada, OK	MU-17-08 (1893209)
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-10 (1843855)
1	Recruitment pending posting of vacancy announcement	Pine Ridge Agency	Pine Ridge, SD	
1	Tentative Offer, pending security clearance	Lower Brule Agency	Lower Brule, SD	AB-17-38 (1868002)
1	Recruitment pending posting of vacancy announcement	Lower Brule Agency	Lower Brule, SD	
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Rosebud Agency	Rosebud, SD	AB-17-55 (1901095)
2	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Mgmt	Ft. Defiance, AZ	
1	Recruitment pending posting of vacancy announcement	Branch of Fire & Aviation	Ft. Defiance, AZ	
3	Pending issuance of Certificate to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 77/17 (1888806)
2	Certificate with Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 78/17 (1889474)
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 23/17 (1827649), CRPA-D1708 (1827658)

Position Title
Lead Forestry Technician (Fire), GS-462-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire) GS-462-08/09
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Aid/Technician (Fire), GS-462-03/04
<b>Northwest Region</b>
Forestry Technician (Operations Coordinator), GS-462-10/11
Fire Program Manager, GS-401-13
Supervisory Forestry Technician (Fire), GS-462-08/09
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Supervisory Forestry Technician (Fire), GS-462-10
Metorologist (Fire), GS-1340-12
<b>Pacific Region</b>
Supervisory Range/Forestry Technician, GS-455/462-08/09
Range/Forestry Technician, GS-455/462-06/07
Range/Forestry Technician (Fire Dispatch), GS-455/462-06/07
Staff Support Asst. (Fire), GS-303-07
Staff Support Asst. (Fire), GS-303-07
<b>Rocky Mountain Region</b>
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Wildland Firefighter), GS-462-03/04
Forestry Technician (Senior FF), GS-462-04
Forestry Technician (Fire Dispatch), GS-462-06/07
Range Technician, GS-455-04
Staff Support Assistant (Fire), GS-303-04/05
Prevention Technician, GS-455-05/06/07
Range Technician (Fire), GS-455-04/05
Fire Management Officer, GS-401-011
Assistant Fire Management Officer, GS-401-07
Supervisory Forestry Technician (Fire), GS-462-07
Forestry Technician (Prescribed Fire & Fuels), GS-462-08/09
Forestry Technician (Fire), GS-462-03
Supervisory Forestry Technician (Fire), GS-462-08/09
Forestry Technician (Operations Coordinator), GS-462-10/11
Forestry Technician (Wildland Firefighter), GS-462-03/04
Fire Management Officer, GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 22/17 (1827626); CRPA-D1707 (1827630)
2	Tentative Offer, pending security clearance	Wildland Fire & Aviation	Ft. Defiance, AZ	CRPA 21/17 (1826509), CRPA-D1706 (1826510)
1	Pending issuance of Certificate to Selecting Official	Forestry, Fire & Aviation	Shiprock NM	CRPA 62/17 (1888407)
1	Certificate with Selecting Official	Branch of Forestry & Fire Mgmt.	Shiprock NM	CRPA 73/17 (1890028), CRPA-D1740 (1827594)
2	No qualified applicants to refer to Selecting Official	Wildland Fire & Aviation	Shiprock NM	CRPA 24/17 (1827442); CRPA-D1709 (1827534)
2	(1) Tentative Offer, pending medical; (2) pending ratings	Wildland Fire & Aviation	Gallup, NM	CRPA 25/17 (1827574), CRPA-D1710 (1827594)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-22 (1887924)
1	Certificate with Selecting Official	Division of Fire Management	Portland, OR	NW-17-32 (1874175)
1	Currently advertised	Division of Fire Management	Mission, OR	NW-17-39 (1899211)
1	Certificate with Selecting Official	Colville Agency	Keller, WA	NW-17-11 (1828561)
1	Recruitment pending posting of vacancy announcement	Yakama Agency	Toppenish, WA	
1	Pending final classification and posting of vacancy announcement	Branch of Fire & Aviation	Portland, OR	
1	Tentative Offer, pending security clearance	Branch of Wildland Fire Management	Redding, CA	PR-16-22 (READV) (1737926)
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	San Bernadino, CA	
1	Recruitment pending posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Riverside, CA	
1	Pending final classification and posting of vacancy announcement	Branch of Wildland Fire Management	Sacramento, CA	
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-20, RMR-17-D05
1	Tentative Offer, pending security clearance	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Certificate with Selecting Official	Branch of Fire Management	Billings, MT	RMR-17-21 (1848050)
1	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Clearance completed, waiting EOD	Regional Office	Cody, WY	RMR-17-16 (1845571)
1	Tentative Offer, pending security clearance	Blackfeet Agency	Browning, MT	RMR-17-29 (1851963)
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Recruitment pending posting of vacancy announcement	Fort Peck Agency	Poplar, MT	
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-40 (1870356)
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-51 (1887656)
1	Tentative Offer, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
1	Currently advertised	Northern Cheyenne Agency	Lame Deer, MT	RMR-17-53 (1887836)
1	Tentative Offer pending security clearance		Missoula, MT	RMR-17-19 (1851846)
1	Tentative Offer, pending security clearance	Crow Agency	Crow Agency, MT	RMR-17-22 (1848050)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Crow Agency	Crow Agency, MT	RMR-17-42 (1884193)
3	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
7	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	

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Position Title
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Senior FF), GS-462-05
Fire Management Officer, GS-401-11
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-04
<b>Southern Plains Region</b>
Range/Forestry Technician (Prevention & Mitigation), GS-455/462-06/07
Supervisory Range Technician (Fire), GS-455-08/09
<b>Southwest Region</b>
Wildland Fire Program Manager (Asst. Regional Fire Manager), GS-401-11/12
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11
Forestry Technician (Fire) GS-462-04
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Program Assistant (OA), GS-303-05/06
Lead Forestry Technician (Fire), GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-03
Forestry Technician (Fire), GS-462-04
Supervisory Forestry Technician (Fire), GS-462-06/07
Fire Management Officer, GS-401-11
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Forestry Technician (Fire), GS-462-05/06
Forestry Technician (Fire), GS-462-04/05
Forestry Technician (Fire), GS-462-05
Forestry Technician (Fire), GS-462-04
Forestry Technician, GS-462-04/05/06
Forestry Aid (Fire), GS-462-02
Supervisory Forestry Technician (Fire), GS-462-06/07
<b>Western Region</b>
Forestry Aid (Fire), GS-462-03
Forestry Aid (Fire), GS-462-02
Supervisory Fire Management Specialist (Prescribed Fire/Fuels), GS-401-09/11

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Crow Agency	Crow Agency, MT	
1	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Awaiting approval to post vacancy announcement	Wind River Agency	Fort Washakie, WY	RMR-17-62
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
2	Recruitment pending posting of vacancy announcement	Wind River Agency	Fort Washakie, WY	
1	Pending readvertisement of position (job offer rescinded due to no response on security forms)	Concho Agency	Weatherford, OK	AN-17-02 (1847181)
1	Pending readvertisement of position (selectee declined)	Forestry and Fire	Anadarko, OK	AN-17-20 (1889238)
1	Recruitment pending posting of vacancy announcement	Regional Office	Albuquerque, NM	
1	Tentative selection, pending security clearance	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA47/17 (1849943)
1	Certificate with Selecting Official	Wildland Fire & Aviation Mgmt	Mescalero, NM	CRPA 49/17 (1870416)
1	Pending issuance of Certificate	Mescalero Agency	Mescalero, NM	CRPA 28/17 READV (1834899)
2	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA-32/17 (1846818); CRPA-D1718 (1846862)
4	(2) Tentative Offers, pending establishment of EOD; (2) No selection, pending reannouncement.	Mescalero Agency	Mescalero, NM	CRPA-183/16 (1796556); CRPA-D1670 (1796632)
5	Certificate with Selecting Official	Mescalero Agency	Mescalero, NM	CRPA 186/16 (1797865); CRPA-D1672 (1798200)
1	Recruitment pending posting of vacancy announcement	Mescalero Agency	Mescalero, NM	
1	Recruitment pending posting of vacancy announcement	Ute Mountain Ute Agency	Towaoc, CO	
1	Tentative offer, pending driving record form	Ute Mountain Ute Agency	Towaoc, CO	CRPA 129/16 (1701098); CRPA-D1647 (1701105)
1	Currently advertised.	Zuni Agency	Zuni, NM	46/17 READV (1869882)
4	Tentative selection, pending offers	Zuni Agency	Zuni, NM	CRPA 76/17 (1886710)
3	Currently advertised	Zuni Agency	Zuni, NM	CRPA 75/17 (1886676)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 36/17 (1848236)
1	Tentative Offer, pending establishment of EOD	Zuni Agency	Zuni, NM	CRPA 35/17 (1848213)
1	Pending issuance of Certificate	Jicarilla Agency	Dulce, NM	CRPA 60/17 (1880056)
1	Pending review of candidates and issuance of Certificate to Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 61/17 (1880119)
1	Pending issuance of Certificate	Southern Pueblos Agency	Albuquerque, NM	CRPA 59/17 (1878881)
1	Certificate with Selecting Official	Southern Pueblos Agency	Albuquerque, NM	CRPA 48/17 (1868918)
1	Recruitment pending final classification and posting of vacancy announcement	Southern Pueblos Agency	Albuquerque, NM	
2	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 44/17 READV (1865373)
1	Pending issuance of Certificate	Ramah Navajo Agency	Ramah, NM	CRPA 43/17 READV (1865342)
1	Tentative selection, pending security clearance	Ramah Navajo Agency	Ramah, NM	CRPA 41/17 (1865251)
2	No selection, pending recruitment	Ramah Navajo Agency	Ramah, NM	CRPA 51/17 (1872915)
1	Recruitment pending with management	Northern Pueblos Agency	San Juan Pueblo, NM	CRPA 154/16 (1739116); CRPA-D1660 (1740338)
1	Permanent offer made 11-18-16 with EOD established for 03-20-17	Fort Apache Agency	Whiteriver, AZ	
10	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	

Position Title
Assistant Fire Management Officer, GS-401-09/11
Laborer (Term NTE 2 years), WG-3502-03
Forestry Technician (SWFF-HECM), GS-462-04/05
Lead Forestry Technician (Fire), GS-462-05/06 (Heli Squad Leader)
Supervisory Forestry Technician (Fire), GS-462-06/07
Lead Range/Forestry Technician, GS-455/462-05/06
Range/Forestry Technician, GS-455/462-03/04
Supervisory Forestry Technician, GS-462-08/09
Fire Management Officer, GS-401-12
Forestry Technician (SFF), GS-462-04/05
Forestry Technician (Wildland FF), GS-462-04
Forestry Technician (Fuels), GS-462-06/07
Forestry Technician (Fire), GS-462-03/04
Forestry Technician (Fire) GS-462-05/06
Supervisory Forestry Technician (Fire), GS-462-06/07
Forestry Aid (Fire), GS-462-03/04
Staff Support Assistant (Fire), GS-303-07
<b>Total</b>
<b>Irrigation and Power Positions</b>
<b>Northwest Region</b>
Office Automation Assistant, GS-326-05
Civil Engineer, GS-810-09/11
Laborer, BB-3502-00
Supervisory Irrigation Maintenance Specialist, GS-301-11
Supply Technician, GS-2005-07
Pumping Plant Attendant, BB-4742-00
Project Administrator, GS-340-12/13
Foreman II, Power/Pumping Plant Operator, BS-4742-00
Foreman II, Canal Maintenance Worker (Spray Crew), BS-4749-00
Supervisory Lead Irrigation System Operator, GS-459-09
Supervisory Irrigation Maintenance Specialist, GS-301-11
<b>Rocky Mountain Region</b>
Irrigation System Operators, GS-459-05
Engineering Equipment Operator, WG-5716-10
Irrigation System Manager, GS-459-11
<b>Western Region</b>
Laborer, WG-3502-03 (Term NTE 2 years)
Laborer, WG-3502-03 (Term NTE 2 years)
Groundman, BB-2810-00
Groundman, BB-2810-00
Supervisory Electrical Engineer, GS-850-13

Bureau of Indian Affairs

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Fort Apache Agency	White River, AZ	
2	Tentative selection, pending clearance of medical exam	Fort Apache Agency	Sacaton, AZ	
2	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-09 (1879277)
1	Currently advertised	Fort Apache Agency	Whiteriver, AZ	WRO-17-08 (1881411)
1	Pending review of candidates and issuance of certificate to selecting official	Fort Apache Agency	Whiteriver, AZ	CRPA 80/17 (1889872)
1	Tentative Offer, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-D18 (1701109)
2	Tentative Offers, pending security clearance	Colorado River Agency	Parker, AZ	WRO-16-87 (1895407), WRO-16-D20 (1727458)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-14 (1881932)
1	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-15 (1884328)
2	Currently advertised	San Carlos Agency	San Carlos, AZ	WRO-17-18 (1897440)
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
1	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	WRO-17-20 (1898901)
2	Recruitment pending posting of vacancy announcement	San Carlos Agency	Sacaton, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
2	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
3	Recruitment pending posting of vacancy announcement	Truxton Canon Agency	Valentine, AZ	
1	Currently advertised	Pima Agency	Sacaton, AZ	WRO-17-19 (1908540)
<b>152</b>				
1	Tentative Offer, pending security clearance and negotiated salary request	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-26 (1856773)
1	Certificate with Selecting Official	Fort Hall Agency, Branch of Irrigation	Fort Hall, ID	NW-17-27 (1856988)
2	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-16-82 (1757141)
1	Certificate with Selecting Official	Wapato Irrigation Project	Wapato, WA	NW-17-09 (1826478)
1	Tentative Offer, pending security clearance	Wapato Irrigation Project	Wapato, WA	NW-17-17 (1849165)
4	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Recruitment pending posting of vacancy announcement	Wapato Irrigation Project	Wapato, WA	
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-05 (1824020)
1	Tentative Offer, pending security clearance	Flathead Agency, Irrigation	St. Ignatius, MT	NW-17-06 (1825172)
2	Recruitment pending posting of vacancy announcement	Regional Office	Billings, MT	
1	Tentative Offer, pending drug testing clearance	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-36 (1872466)
1	Certificate with Selecting Official	Wind River Agency-Irrigation	Fort Washakie, WY	RMR-17-35 (1871612)
1	Certificate with Selecting Official	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109 READ
2	Clearances completed, pending establishment of EOD for both candidates	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-109
1	Certificate with Selecting Official	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, withdrawal of offer	San Carlos Irrigation Project	Oracle, AZ	WRO-16-120
1	Tentative selection, security clearance final, pending EOD	San Carlos Irrigation Project	Coolidge, AZ	

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Position Title
Staff Support Assistant, GS-303-06/07
Engineering Equipment Operator (Term nte 2 years), WG-5716-10
Teller (OA), GS-525-05
Heavy Mobile Equipment Mechanic, BB-5803-00
Welder, WG-3703-10
Electrician Helper, BB-2810-00
Supervisory Lead Irrigation System Operator, GS-459-09
Irrigation System Operator, GS-459-04/05
Irrigation System Operator, GS-459-04/05
Maintenance Worker, WG-4749-09
Maintenance Worker, WG-4749-08
Laborer, WG-3502-03
Heavy Mobile Equipment Operator, WG-5803-10
Heavy Mobile Equipment Operator, WG-5803-08
Heavy Mobil Equipment Mechanic, WG-5803-10
Substation Electrician, BB-2810-00
Public Utilities Specialist, GS-1130-13
Lineman, Electrical Power, BB-2810-00
Hydroelectric Mechanic, BB-5342-00
Hydro Electric Power Plan Utilityman, BB-4749-00
Electrical Meter Reader and Installer, BB-2801-00
Safety Engineer, GS-0803-13
<b>Total</b>
<b>638 Awarding Officials Positions</b>
<b>BIA-Central Office</b>
Self-Determination Advisor (Trainer), GS-1101-13/14
Self-Determination Advisor, GS-1101-13/14
Self-Determ. Mgmt. Analyst
<b>Great Plains Region</b>
Self Determination Officer, GS-1101-14
Self-Determination Specialist, GS-1101-09/11
Self-Determination Assistant, GS-1101-05/06/07
<b>Navajo Region</b>
Indian Self-Determination Specialist, GS-1101-12
<b>Rocky Mountain Region</b>
Indian Self-Determination Specialist, GS-1101-09
<b>Total</b>



Bureau of Indian Affairs

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Sacaton, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Sacaton, AZ	WRO-16-D23
1	Recruitment pending posting of vacancy announcement	San Carlos Irrigation Project	Coolidge, AZ	
1	Tentative selection, pending security clearance	San Carlos Irrigation Project	Coolidge, AZ	WRO-16-116 (1793328)
1	Pending final management review for classification level	San Carlos Irrigation Project	Sacaton, AZ	
1	Pending final management review for classification level	San Carlos Irrigation Project	Coolidge, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
4	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Certificate with Selecting Official	Colorado River Agency-Irrigation	Poston, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency, Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Poston, AZ	
2	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Irrigation	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Recruitment pending posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
1	Pending final classification and posting of vacancy announcement	Colorado River Agency-Electrical Svs.	Parker, AZ	
52				
1	Certificate with Selecting Official	Office of Indian Services	Albuquerque, NM	
1	Ratings complete, pending issuance of certificate.	Office of Indian Services	Washington, DC	
1	Awaiting Cert.	Indian Services	Washington, DC	CO -17-20 1894789
1	Recruitment pending final classification and posting of vacancy announcement	Regional Office	Aberdeen, SD	
1	Certificate with Selecting Official	Pine Ridge Agency	Pine Ridge, SD	AB-17-41 (1871655)
1	Rating complete, pending issuance of certificate	Rosebud Agency	Mission, SD	AB-17-45 (1871662)
1	Tentative Offer, pending establishment of EOD	Branch of Self Determination Services	Gallup, NM	CRPA 71/17 (1886801)
1	Tentative selection, pending security clearance	Northern Cheyenne Agency	Lame Deer, MT	
7				

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Revised 02-09-17

<b>Position Title</b>	
<b>CFR Court Positions</b>	
<b>Eastern Oklahoma Region -- Miami Agency</b>	
Legal Assistant (Court), GS-986-05 (CFR Court)	
<b>Rocky Mountain Region -- Wind River Agency*</b>	
Paralegal Specialist (Prosecutor), GS-950-11 (CFR Court Position)	
Supervisory Paralegal Specialist (Chief Public Defender), GS-950-12 (TERM position) (CFR Court)	
Supervisory Paralegal Specialist (Chief Prosecutor), GS-950-12 (TERM position nte 2 years) (CFR Court)	
Paralegal Specialists (Magistrate), GS-950-12	
Supervisory Legal Assistant, GS-986-07/09 (CFR Court)	
Legal Assistant (Deputy Court Clerk), GS-986-07 (CFR Court position)	
Legal Assistant (Court Clerk), GS-986-05 (CFR Court)	
*CFR Court program retroceeded back to the Bureau; original appointments were 30-day emergency appointments until a solution was provided. Positions will be filled with Term appointments	
<b>Total</b>	
<b>BIA - GRAND TOTAL</b>	

Bureau of Indian Affairs

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No. of Positions	Status	Office	Location (s)	Vacancy Number
1	Recruitment pending posting of vacancy announcement	Miami Agency	Miami, OK	
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-33 (1852615)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-28 (1850503)
1	Open continuous Recruitment, pending issuance of certificate	Wind River Agency	Fort Washakie, WY	RMR-17-32 (1851883)
2	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-30 (1850748)
1	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-11 (Re-Ad1) (1824199)
1	Ratings in Progress, pending issuance of certificate to Selecting Official	Wind River Agency	Fort Washakie, WY	RMR-17-56 (1890923)
2	Tentative Offer, pending security clearance	Wind River Agency	Fort Washakie, WY	RMR-17-10 (Re-Ad1) (1824194)
	(nts where appropriate)			
<b>10</b>				
<b>260</b>				

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-02-28T15:35:05-05:00  
**Importance:** Normal  
**Subject:** ERB fact sheet/memo  
**Received:** 2017-02-28T15:35:13-05:00  
[Executive Resources Board Executive Summary 2017.docx](#)  
[ERB effective 01-29-15.pdf](#)

## **Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
Fax 202-208-5285  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)



THE SECRETARY OF THE INTERIOR  
WASHINGTON

JAN 29 2015

Memorandum

To: Chief of Staff  
Principal Deputy Assistant Secretary-Policy, Management and Budget  
Associate Deputy Secretary  
Chief of Staff to the Deputy Secretary  
Senior Advisor to the Assistant Secretary for Policy, Management and Budget  
Senior Advisor to the Assistant Secretary for Land and Minerals Management  
Chief Diversity Officer/Director, Office of Civil Rights

From: Secretary *Sally Jewell*

Subject: Executive Resources Board

Effective immediately, I am naming Ms. Elizabeth Washburn to serve as a member of the permanent Executive Resources Board established by memorandum dated July 16, 2009.

The permanent Executive Resources Board for the Department of the Interior (DOI) membership is as follows:

- Chief of Staff, Chairperson  
(Mr. Tommy Beaudreau)
- Principal Deputy Assistant Secretary – Policy, Management and Budget, Member  
(Ms. Kristen Sarri)
- Associate Deputy Secretary, Member  
(Ms. Elizabeth A. J. Klein)
- Chief of Staff to the Deputy Secretary, Member  
(Ms. Elizabeth Washburn)
- Senior Advisor to the Assistant Secretary for Policy, Management and Budget, Member  
(Ms. Amy Holley)
- Senior Advisor to the Assistant Secretary for Land and Minerals Management, Member  
(Mr. Richard Cardinale)
- Chief Diversity Officer/Director, Office of Civil Rights, Member  
(Mr. John Burden)

The Deputy Assistant Secretary – Human Capital and Diversity (Ms. Mary Pletcher) and the Director, Office of Human Resources (Mr. Thomas Mulhern) will serve as advisors to the Executive Resources Board.

## **Executive Resources Board Executive Summary**

### *Introduction*

Each Department establishes one or more Executive Resources Boards (ERB) to serve an ongoing and integral role in agencies executive resources management and decision-making. The Secretary of the Interior delegates the ERB general oversight responsibility for the management of the department's executive resources, including the merit staffing process for career appointments in the SES, executive personnel planning, utilization of executive resources/allocations, pay setting, performance management and recognition, Presidential Rank Awards, executive development/SESCDP, and evaluation of executive personnel programs.

### *Appointment to the ERB*

Per 5 USC 3393(b), the head of the agency appoints members to the ERB. The regulations and guidance from the Office of Personnel Management (OPM) do not prohibit an acting agency head from appointing members to the ERB, however it has been customary to wait until the permanent agency head is in place before the ERB is formed and decisions on the executive resource within the agency are made.

There is no requirement for a minimum number of members, however, the regulations and guidance from the Office of Personnel Management (OPM) alludes to ERBs having multiple members. In addition, General Schedule (GS) employees are not prohibited from being appointed to the ERB, however, the OPM guidance suggests that it would be more appropriate for very small agencies to appoint GS employees as ERB members when there are a lack of executive level or executive level equivalent employees available to serve.

### *Membership History*

During the Obama Administration, the membership on the board rotated through a number of Non Career and Career SES, and Senior Level positions. Below is a list of the positions that served on the ERB at some point during the Administration:

Chief of Staff – Chairperson (Non Career SES)  
Deputy Chief of Staff – Chairperson (Non Career SES)  
Associate Deputy Secretary (Non Career SES)  
Assistant Secretary – Policy, Management and Budget (PAS)  
Principal Deputy Assistant Secretary – Policy, Management and Budget (Non Career SES)  
Chief of Staff to the Assistant Secretary – Policy, Management and Budget (Senior Level)  
Chief of Staff to the Assistant Secretary – Land and Minerals Management (Senior Level)  
Chief Diversity Office/Director, Office of Civil Rights (Career SES)  
Senior Advisor to the Secretary (Non Career SES)  
Deputy Assistant Secretary – Business, Finance, Performance and Acquisition (Career SES)  
Chief of Staff to the Deputy Secretary (Non Career SES)  
Deputy Assistant Secretary – Fish and Wildlife and Parks (Career SES)  
Deputy Assistant Secretary – Land and Minerals Management (Non Career SES)  
Deputy Assistant Secretary – Human Capital and Diversity – Advisor (Career SES)

\*Our records indicate that during the Bush Administration, the ERB members included:

Associate Deputy Secretary (Non Career SES)

Chief of Staff – Chairperson (Non Career SES)

Solicitor (PAS)

Assistant Secretary – Policy, Management and Budget (PAS)

Assistant Secretary – Land and Minerals Management (PAS)

\*It's possible that during this 8 year term that there were other positions that served on the ERB.

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Goklany, Indur  
**Sent:** 2017-03-08T13:39:37-05:00  
**Importance:** Normal  
**Subject:** Re: Action Required - Bios by COB February 13  
**Received:** 2017-03-08T13:40:07-05:00

**Indur Goklany (“Goks”)**

Goks is Senior Advisor, Office of Policy Analysis. He has served the Office of Policy Analysis in various capacities since 1986, ranging from analyst to Assistant Director, Programs, and Science & Technology Policy. His expertise includes risk analysis, climate change, sustainable development, adaptive management, ecosystem services, and various energy related issues, and has several publications in these areas. Prior to joining the Department, he led the development of the interim policy on emissions trading at EPA, managed the Technical Assessment Division of the National Commission on Air Quality, developed and led the air permitting group in EPA’s Chicago office, and managed the State Implementation Planning program for various air pollutants. He has also worked in state government (in Michigan). Goks has Ph.D., M.S. and Bachelor’s degrees in Electrical Engineering.

On Wed, Mar 8, 2017 at 12:53 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

If you are receiving this, Carrie Soave (cc'd) did not receive your bio. Can you please send ASAP?

Thanks,  
Mary

----- Forwarded message -----

**From:** Pletcher, Mary <mary\_pletcher@ios.doi.gov>  
**Date:** Thu, Feb 9, 2017 at 5:11 PM  
**Subject:** Action Required - Bios by COB February 13  
**To:**  
**Cc:** "Caroline (Carrie) Soave" <caroline\_soave@ios.doi.gov>, Jonathan Mack <jonathan\_mack@ios.doi.gov>, Michelle Oxyer <michelle\_oxyer@ios.doi.gov>, Sarah Walters <sarah\_walters@ios.doi.gov>, Amy Holley <amy\_holley@ios.doi.gov>, Kerry Rae <kerry\_rae@ios.doi.gov>, Maureen Foster <maureen\_foster@ios.doi.gov>, Richard Cardinale <richard\_cardinale@ios.doi.gov>

Dear Senior Executives,

As a way for the new political leadership to get to know the career SES, we will be compiling the bios for all SES. While many of your bios are posted on your respective bureau pages, we want to make sure we use the latest version. Please send your bio to Carrie Soave (caroline\_soave@ios.doi.gov) by close of business on Monday (2/13/17).

If you have any questions, please let me know.



**Best,  
Mary**

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

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**To:** Goklany, Indur[indur\_goklany@ios.doi.gov]  
**From:** Soave, Caroline (Carrie)  
**Sent:** 2017-03-08T14:08:16-05:00  
**Importance:** Normal  
**Subject:** Re: Action Required - Bios by COB February 13  
**Received:** 2017-03-08T14:09:04-05:00

Thank you!

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**Indur Goklany (“Goks”)**

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**Cc:** "Caroline (Carrie) Soave" <[caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)>, Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>, Michelle Oxyer <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)>, Sarah Walters <[sarah\\_walters@ios.doi.gov](mailto:sarah_walters@ios.doi.gov)>, Amy Holley <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)>, Kerry Rae <[kerry\\_rae@ios.doi.gov](mailto:kerry_rae@ios.doi.gov)>, Maureen Foster <[maureen\\_foster@ios.doi.gov](mailto:maureen_foster@ios.doi.gov)>, Richard Cardinale <[richard\\_cardinale@ios.doi.gov](mailto:richard_cardinale@ios.doi.gov)>

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Best,  
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Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

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Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
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(202) 208-4505

--

**Mary Pletcher**

Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Carrie Soave**

HR Specialist, Executive Resources Division  
Office of Human Capital  
Department of the Interior  
Phone: 202-513-0874  
Fax: 202-208-5285

**To:** Mack, Jonathan[jonathan\_mack@ios.doi.gov]  
**Cc:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Mary Kendall[mary\_kendall@doioig.gov]; Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Chad Weimer[chad\_weimer@doioig.gov]  
**From:** Hardgrove, Stephen  
**Sent:** 2017-03-08T14:52:29-05:00  
**Importance:** Normal  
**Subject:** Re: Action Required - Bios by COB February 13  
**Received:** 2017-03-08T14:52:56-05:00

Jonathan, After giving more consideration to your request I will not be sharing our SES Evaluations. We shared our biographies to let the transition team learn a little bit about our executives; however, since OIG has their own separate SES System and our executives are under different performance standards and ERB, I want to avoid any possible confusion of blending the two SES systems as well as evaluations.  
Should anyone have any questions, please feel free to call me or drop by to discuss.

Steve Hardgrove  
202-208-5492  
MIB - Room 4410

On Wed, Mar 8, 2017 at 10:53 AM, Mack, Jonathan <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)> wrote:

Hi Steve,  
We are now presenting DOI's Executive's bio's along with their appraisals to the new leadership team. Could you please have someone from your team send OIGs completed 2016 SES Performance Appraisals to Carrie Soave ([caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)) who's copied on this message.

Thanks!

Jonathan Mack  
Director, Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone: 202-208-5590  
Fax: 202-208-5285

On Thu, Feb 9, 2017 at 7:58 PM, Stephen Hardgrove <[stephen\\_hardgrove@doioig.gov](mailto:stephen_hardgrove@doioig.gov)> wrote:

Thanks for checking with us, please add the 6 OIG executives to the distribution list. Performance related messages will not be responded to when they are received, and I will remind our execs whenever they are received to avoid confusion.

I will pass on the info to our execs.

Steve

On Feb 9, 2017, at 5:55 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Hi Mary and Steve,

We are compiling the bios for the political leadership. The OIG SES are not included on the DOI Career SES email list. Could you send this request out to your SES?

Do you want us to include the OIG SES on the email list? Usually it's used for performance related communications but sometimes it's used for broader communications - I could see the new Secretary and political leadership using it for broader SES communications. I don't want to create any confusion with the OIG SES so will defer to what you think is best. If we don't add them, is there an email list you already have established that we can use?

Thanks,  
Mary

----- Forwarded message -----

From: **Pletcher, Mary** <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>

Date: Thu, Feb 9, 2017 at 5:11 PM

Subject: Action Required - Bios by COB February 13

To:

Cc: "Caroline (Carrie) Soave" <[caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)>, Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>, Michelle Oxyer <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)>, Sarah Walters <[sarah\\_walters@ios.doi.gov](mailto:sarah_walters@ios.doi.gov)>, Amy Holley <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)>, Kerry Rae <[kerry\\_rae@ios.doi.gov](mailto:kerry_rae@ios.doi.gov)>, Maureen Foster <[maureen\\_foster@ios.doi.gov](mailto:maureen_foster@ios.doi.gov)>, Richard Cardinale <[richard\\_cardinale@ios.doi.gov](mailto:richard_cardinale@ios.doi.gov)>

Dear Senior Executives,

As a way for the new political leadership to get to know the career SES, we will be compiling the bios for all SES. While many of your bios are posted on your respective bureau pages, we want to make sure we use the latest version. Please send your bio to Carrie Soave ([caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)) by close of business on Monday (2/13/17).

If you have any questions, please let me know.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer

(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



**To:** Domenech, Douglas[douglas\_domenech@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-03-17T17:34:41-04:00  
**Importance:** Normal  
**Subject:** Re: Can you resend list  
**Received:** 2017-03-17T17:34:48-04:00  
[Political Conversions Report v3.docx](#)

Doug,  
Attached is the list of current employees that have served as appointees. Please let me know what questions you have.

Thanks,  
Mary

On Fri, Mar 17, 2017 at 8:19 AM, Domenech, Douglas <[douglas\\_domenech@ios.doi.gov](mailto:douglas_domenech@ios.doi.gov)> wrote:

thx

Doug Domenech  
Senior Advisor  
US Department of the Interior

On Thu, Mar 16, 2017 at 7:34 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Doug,

I will get you the list tomorrow.

Thanks,  
Mary

Sent from my iPhone

On Mar 16, 2017, at 10:39 AM, Domenech, Douglas <[douglas\\_domenech@ios.doi.gov](mailto:douglas_domenech@ios.doi.gov)> wrote:

Mary - During (and I think after) the transition you provided us a list of current DOI employees that ever served as a political appointee at any level (Schedule C, NC-SES, PAS) at any federal agency during the last administration (2009 to 2017).

Can you please regenerate that list and send it to me? Thanks.

Doug Domenech

Senior Advisor

US Department of the Interior

--

**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505

Name	Bureau	Position	Appt Type	Effective
Betsy Hildebrandt	FWS	Assistant Director- External Affairs, ES-0340	Career SES	11/17/13
Thomas Lillie	BSEE	Chief of Staff, GS-0301- 15	Career	12/18/11
Lori Caramanian	SOL	Attorney-Adviser, GS- 0905-14	Term Appt NTE 10-17-17	10/18/15
Robert Johnston	SOL	Attorney-Adviser, GS- 0905-14	Career	1/8/17
Suzette Kimball	USGS	GS-15 Reemployed Annuitant	Reemployed Annuitant under National Defense Authorization Act	January 2017
Jorge Silva- Banelos*	NPS	Supt - Valles Caldera National Preserve	Career	10/1/2015

\*Jorge Silva-Banelos was a Schedule C appointee from 5/29/12 to 7/5/2014. He left DOI to be the Executive Director of the Valles Caldera Trust. In 2014 legislation attached to the Defense Authorization Act authorized the transfer of the preserve to the National Park Service and dissolution of the Valles Caldera Trust. The transfer to NPS management occurred in October 2015.

**To:** Michelle Oxyer[michelle\_oxyer@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-03-17T17:35:03-04:00  
**Importance:** Normal  
**Subject:** Fwd: Can you resend list  
**Received:** 2017-03-17T17:35:05-04:00  
[Political Conversions Report v3.docx](#)

I went ahead and updated.

Thanks,  
Mary

----- Forwarded message -----

**From:** **Pletcher, Mary** <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** Fri, Mar 17, 2017 at 5:34 PM  
**Subject:** Re: Can you resend list  
**To:** "Domenech, Douglas" <[douglas\\_domenech@ios.doi.gov](mailto:douglas_domenech@ios.doi.gov)>

Doug,  
Attached is the list of current employees that have served as appointees. Please let me know what questions you have.

Thanks,  
Mary

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thx

Doug Domenech  
Senior Advisor  
US Department of the Interior

On Thu, Mar 16, 2017 at 7:34 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

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Thanks,  
Mary

Sent from my iPhone

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Mary - During (and I think after) the transition you provided us a list of current DOI employees that ever served as a political appointee at any level (Schedule C, NC-SES, PAS) at any federal agency during the last administration (2009 to 2017).

Can you please regenerate that list and send it to me? Thanks.

Doug Domenech

Senior Advisor  
US Department of the Interior

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

Name	Bureau	Position	Appt Type	Effective
Betsy Hildebrandt	FWS	Assistant Director- External Affairs, ES-0340	Career SES	11/17/13
Thomas Lillie	BSEE	Chief of Staff, GS-0301- 15	Career	12/18/11
Lori Caramanian	SOL	Attorney-Adviser, GS- 0905-14	Term Appt NTE 10-17-17	10/18/15
Robert Johnston	SOL	Attorney-Adviser, GS- 0905-14	Career	1/8/17
Suzette Kimball	USGS	GS-15 Reemployed Annuitant	Reemployed Annuitant under National Defense Authorization Act	January 2017
Jorge Silva- Banelos*	NPS	Supt - Valles Caldera National Preserve	Career	10/1/2015

\*Jorge Silva-Banelos was a Schedule C appointee from 5/29/12 to 7/5/2014. He left DOI to be the Executive Director of the Valles Caldera Trust. In 2014 legislation attached to the Defense Authorization Act authorized the transfer of the preserve to the National Park Service and dissolution of the Valles Caldera Trust. The transfer to NPS management occurred in October 2015.

**To:** Limon, Raymond[raymond\_limon@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-04-07T16:08:10-04:00  
**Importance:** Normal  
**Subject:** Re: is that probation thing ok?  
**Received:** 2017-04-07T16:08:17-04:00  
[Probationary Employees Options.docx](#)

I made a few minor tweaks but it's fine.

Mary

On Fri, Apr 7, 2017 at 4:07 PM, Limon, Raymond <[raymond\\_limon@ios.doi.gov](mailto:raymond_limon@ios.doi.gov)> wrote:

--

Raymond A. Limon  
Director, Office of Human Resources  
Deputy, Chief Human Capital Officer  
Department of Interior  
202-208-5310

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

# Options on Probationary Employees

## I. GS Probationary Employees

In most circumstances, employees appointed in the competitive service serve a one-year probationary period, and two-years if appointed in the excepted service. This trial period allows management to review the progress of the new employee to determine whether he/she will be successful in the position. During this probationary period, employment can be terminated at any time if they fail to perform or conduct themselves appropriately.

### Options

Terminating probationary employees is limited to failure to perform and/or conduct-related reasons. However, management **can** reassign them to other positions or change to a lower grade. Management must:

- Document the employee's performance and conduct throughout the probationary/trial period
- Provide appropriate written notice to employee being terminated, reassigned or change to a lower grade.

When an agency must restructure or reshape its workforce due to budgetary impacts or changes to its mission, reductions-in-force (RIF) are permissible and Congress and OPM have prescribed the procedures agencies must follow. In short, RIF retention is based on several factors, including tenure, veterans' preference, length of service and performance ratings. *As a result, probationary employees are typically the first group of employees separated from the agency during a RIF.* There are other strategies in place to mitigate RIF, such as hiring freezes, attrition hiring, furloughs, voluntary reassignments, directed reassignments, VERA/VSIP, ending term and temporary appointments, etc. It is important to remember that agencies are RIF-ing positions and not individuals.

## II. SES Probationary Employees

Employees appointed into the SES serve a one-year probationary period. However, if for performance reasons the employee fails during this period, and if employee had career status (e.g., GS-15) prior to the SES appointment, he or she would be entitled to "fallback" rights to that position.

### Options:

Like in GS employees, SES probationary employees can be removed for conduct and performance (unless held prior career position) reasons. [However, please note appeal rights and notice provisions are different]. SES probationary employees can also be reassigned or can voluntarily ask to go to a lower grade and be offered VERA/VSIPs, etc. RIF procedures are also different than GS.



**To:** olivia\_ferriter@ios.doi.gov[olivia\_ferriter@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-04-12T09:36:12-04:00  
**Importance:** Normal  
**Subject:** out of office Re: Reorg/workforce guidance  
**Received:** 2017-04-12T09:36:18-04:00

I will be out of the office beginning April 12, 2017 and returning April 24, 2017. I will be checking my messages periodically. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-04-12T10:02:08-04:00  
**Importance:** Normal  
**Subject:** out of office Re: Reorg/workforce guidance  
**Received:** 2017-04-12T10:02:54-04:00

I will be out of the office beginning April 12, 2017 and returning April 24, 2017. I will be checking my messages periodically. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-04-20T15:52:43-04:00  
**Importance:** Normal  
**Subject:** Fwd: Draft ERB memo  
**Received:** 2017-04-20T15:52:49-04:00  
[permanent erb - 042017.docx](#)

Mary, Please disregard the previous attachment and use this one.

**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

----- Forwarded message -----

**From:** Oxyer, Michelle <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)>  
**Date:** Thu, Apr 20, 2017 at 3:45 PM  
**Subject:** Draft ERB memo  
**To:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Cc:** Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>

**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

Memorandum

To: Chief of Staff  
Associate Deputy Secretary  
Principal Deputy Solicitor  
Principal Deputy Assistant Secretary-Policy, Management and Budget  
White House Senior Advisor  
White House Liaison

From: Secretary

Subject: Executive Resources Board

Effective the date of this memorandum, I hereby establish the Executive Resources Board for the Department of the Interior and constitute the membership as follows:

- Chief of Staff, Chairperson  
(Mr. Scott Hommel)
- Associate Deputy Secretary, Member  
(Mr. James Cason)
- Principal Deputy Solicitor, Member  
(Mr. Daniel Jorjani)
- Principal Deputy Assistant Secretary – Policy, Management and Budget, Member  
(Mr. Scott Cameron)
- White House Senior Advisor, Member  
(Mr. Douglas Domenech)
- White House Liaison, Member  
(Ms. Lori Mashburn)

The Deputy Assistant Secretary – Human Capital and Diversity/Chief Human Capital Officer (Ms. Mary Pletcher) will serve as an advisor to the Executive Resources Board.

The ERB will continue to play a prominent role in determining the executive resources needs of the Department's bureaus and offices. While overseeing all aspects of the management of executive resources to include Senior Executive Service, Senior Level, and Scientific and Professional resources they will retain final approval for all aspects of these programs. In addition, the ERB will retain final approval of other aspects of these programs, including position establishment, recruitment, qualification requirements, selection, pay setting, performance appraisals, performance awards, executive development, Presidential Rank Awards and all other recognition, and the establishment of the Department's Performance Review Boards.

cc: Deputy Secretary  
Solicitor  
Inspector General  
Assistant Secretaries  
Heads of Bureaus and Offices

**To:** Oxyer, Michelle[michelle\_oxyer@ios.doi.gov]  
**Cc:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**From:** Jonathan Mack  
**Sent:** 2017-04-20T15:59:53-04:00  
**Importance:** Normal  
**Subject:** Re: Draft ERB memo  
**Received:** 2017-04-20T16:00:01-04:00

Perhaps Lori should be the designee to sign for CDP and PMF?

Sent from my iPad

On Apr 20, 2017, at 3:52 PM, Oxyer, Michelle <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)> wrote:

Mary, Please disregard the previous attachment and use this one.

**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

----- Forwarded message -----

**From:** Oxyer, Michelle <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)>  
**Date:** Thu, Apr 20, 2017 at 3:45 PM  
**Subject:** Draft ERB memo  
**To:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Cc:** Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>

**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

<permanent erb - 042017.docx>

**To:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**Cc:** Oxyer, Michelle[michelle\_oxyer@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-04-20T16:03:50-04:00  
**Importance:** Normal  
**Subject:** Re: Draft ERB memo  
**Received:** 2017-04-20T16:03:56-04:00

She's probably the farthest time frame away from becoming SES. If they will go for it, I think it may be easier for me to do it or maybe Scott Cameron as fallback.

Mary

On Thu, Apr 20, 2017 at 3:59 PM, Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)> wrote:

Perhaps Lori should be the designee to sign for CDP and PMF?

Sent from my iPad

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**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

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**Date:** Thu, Apr 20, 2017 at 3:45 PM  
**Subject:** Draft ERB memo  
**To:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Cc:** Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>

**Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

<permanent erb - 042017.docx>

--

**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505



**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Oxyer, Michelle[michelle\_oxyer@ios.doi.gov]  
**From:** Jonathan Mack  
**Sent:** 2017-04-20T16:04:59-04:00  
**Importance:** Normal  
**Subject:** Re: Draft ERB memo  
**Received:** 2017-04-20T16:05:15-04:00

Yes, good point, I only thought of her because it's the less complicated stuff..  
Thx

Sent from my iPad

On Apr 20, 2017, at 4:03 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

She's probably the farthest time frame away from becoming SES. If they will go for it, I think it may be easier for me to do it or maybe Scott Cameron as fallback.

Mary

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**Michelle Oxyer**

Executive Resources Division  
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Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

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**From:** Oxyer, Michelle <michelle\_oxyer@ios.doi.gov>  
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**Cc:** Jonathan Mack <jonathan\_mack@ios.doi.gov>

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Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

<permanent erb - 042017.docx>

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Hardaway, Peyton[peyton.hardaway@bsee.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**Cc:** Kerry Rae[kerry\_rae@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-04-20T16:46:26-04:00  
**Importance:** Normal  
**Subject:** Fwd: Christina K detail  
**Received:** 2017-04-20T16:46:34-04:00

Peyton/Jonathan/Michelle,  
Christina Kalavritinos (SL) from the Office of Hearings and Appeals will be going on detail to the Bureau of Reclamation for a year starting May 1st. We would like to call her a Senior Advisor. We're going to treat her like a Reclamation employee from a timekeeping, email, phone, and performance plan perspective. We'll be doing a RSA to cover the funding.

Can you work with Kerry Rae (cc'd) and Reclamation's HR to set this up? There are no issues from a hiring controls or ERB perspective. If we need to document something for the record, please go ahead and prepare whatever is necessary.

Let me know what questions you have.

Thanks,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**From:** Google Calendar  
**Location:** 5120  
**Importance:** Normal  
**Subject:** Accepted: Reassignments @ Wed May 10, 2017 10am - 10:30am  
(mary\_pletcher@ios.doi.gov)  
**Start Date/Time:** 2017-05-10T10:00:00-04:00  
**End Date/Time:** 2017-05-10T10:30:00-04:00  
[invite.ics](#)

Edward Keable has accepted this invitation.

### Reassignments

When	Wed May 10, 2017 10am – 10:30am Eastern Time
Where	5120 ( <a href="#">map</a> )
Video call	<a href="https://plus.google.com/hangouts/_/doi.gov/edward-keable-m">https://plus.google.com/hangouts/_/doi.gov/edward-keable-m</a>
Calendar	mary_pletcher@ios.doi.gov
Who	

- 
- 

mary\_pletcher@ios.d  
Edward Keable

Invitation from [Google Calendar](#)

You are receiving this email at the account mary\_pletcher@ios.doi.gov because you are subscribed for invitation replies on calendar mary\_pletcher@ios.doi.gov.

To stop receiving these emails, please log in to <https://www.google.com/calendar/> and change your notification settings for this calendar.

Forwarding this invitation could allow any recipient to modify your RSVP response. [Learn More](#).

**Reassignments**  
**5120**  
**20170510T140000Z**  
**CONFIRMED**

**PRODID**

-//Google Inc//Google Calendar 70.9054//EN

**Version**

2.0

**CALSCALE**

GREGORIAN

**METHOD**

REPLY

**Start Date/Time**

20170510T140000Z

**End Date/Time**

20170510T143000Z

**DTSTAMP**

20170510T125242Z

**ORGANIZER** ( CN=mary\_pletcher@ios.doi.gov )

mailto:mary\_pletcher@ios.doi.gov

**UID**

6973BFC456BA4E658C0D460415B892D60

**Attendee** mailto:edward.keable@sol.doi.gov

*Role* REQ-PARTICIPANT

**CREATED**

20170510T000550Z

**Description**

This event has a Google Hangouts video call.  
Join: [https://plus.google.com/hangouts/\\_/doi.gov/edward-keable-m?hceid=bWFyeV9wbGV0Y2hlckBpb3MuZG9pLmdvdg.\\_6osjecq28p1j8d9m890j8h9m6ks46c246gr30d1h6l13ge9i8gr30&hs=121](https://plus.google.com/hangouts/_/doi.gov/edward-keable-m?hceid=bWFyeV9wbGV0Y2hlckBpb3MuZG9pLmdvdg._6osjecq28p1j8d9m890j8h9m6ks46c246gr30d1h6l13ge9i8gr30&hs=121)

**Last Modified**

20170510T125241Z

**Location**

5120

**Sequence Number**

0

**Status**

CONFIRMED

**Summary**

Reassignments

**Time Transparency**

OPAQUE

**To:** Holley, Amy[amy\_holley@ios.doi.gov]  
**Cc:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Gonzalez, Elena[maria\_gonzalez@ios.doi.gov]; Steve Glomb[steve\_glomb@ios.doi.gov]; Gould, Greg[Greg.Gould@onrr.gov]; Harry Humbert[harry\_humbert@ios.doi.gov]  
**From:** Olivia Ferriter  
**Sent:** 2017-05-15T19:07:29-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-15T19:07:36-04:00

My meeting got moved so I am happy to meet tomorrow to discuss reorg.

Sent from my iPad

On May 15, 2017, at 4:48 PM, Holley, Amy <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)> wrote:

All:

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On Thu, May 11, 2017 at 3:58 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Here's a draft chart based on our discussion today.

Thanks,  
Mary

--

Mary Pletcher  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Olivia Ferriter[olivia\_ferriter@ios.doi.gov]  
**Cc:** Holley, Amy[amy\_holley@ios.doi.gov]; Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Gonzalez, Elena[maria\_gonzalez@ios.doi.gov]; Steve Glomb[steve\_glomb@ios.doi.gov]; Harry Humbert[harry\_humbert@ios.doi.gov]  
**From:** Greg Gould  
**Sent:** 2017-05-15T21:16:34-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-15T21:16:51-04:00

I just arrived back in town, so happy to meet at noon to catch up as needed.

Greg

*Gregory J. Gould*

---

*Director  
Office of Natural Resources Revenue  
U.S. Department of the Interior  
(202) 513-0600*

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On May 15, 2017, at 7:07 PM, Olivia Ferriter <[olivia\\_ferriter@ios.doi.gov](mailto:olivia_ferriter@ios.doi.gov)> wrote:

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Sent from my iPad

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Greg Gould[greg.gould@onrr.gov]  
**Cc:** Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Holley, Amy[amy\_holley@ios.doi.gov]; Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Gonzalez, Elena[maria\_gonzalez@ios.doi.gov]; Steve Glomb[steve\_glomb@ios.doi.gov]  
**From:** Harry Humbert  
**Sent:** 2017-05-16T05:24:21-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T05:24:25-04:00

I may be a bit late as the Police Memorial in the Bistro is from 11-12. I can be there right after.

H

Sent from my iPhone

On May 15, 2017, at 9:16 PM, Greg Gould <[greg.gould@onrr.gov](mailto:greg.gould@onrr.gov)> wrote:

I just arrived back in town, so happy to meet at noon to catch up as needed.

Greg

*Gregory J. Gould*

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Office of Natural Resources Revenue  
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(202) 208-4505

**To:** Harry Humbert[harry\_humbert@ios.doi.gov]  
**Cc:** Greg Gould[greg.gould@onrr.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Gonzalez, Elena[maria\_gonzalez@ios.doi.gov]; Steve Glomb[steve\_glomb@ios.doi.gov]  
**From:** Holley, Amy  
**Sent:** 2017-05-16T09:12:08-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T09:12:35-04:00

Ok--I'll put a hold on everyone's calendar. I think most of us are planning to be at the memorial as well...

On Tue, May 16, 2017 at 5:24 AM, Harry Humbert <[harry\\_humbert@ios.doi.gov](mailto:harry_humbert@ios.doi.gov)> wrote:

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Sent from my iPhone

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(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Greg Gould[greg.gould@onrr.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Holley, Amy[amy\_holley@ios.doi.gov]; Steve Glomb[steve\_glomb@ios.doi.gov]; Harry Humbert[harry\_humbert@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-05-16T16:57:54-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T16:58:40-04:00

Thanks.

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Tue, May 16, 2017 at 4:54 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

Here is the next iteration of the chart.

Thanks,  
Mary

On Mon, May 15, 2017 at 9:16 PM, Greg Gould <greg.gould@onrr.gov> wrote:

I just arrived back in town, so happy to meet at noon to catch up as needed.

Greg

*Gregory J. Gould*

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**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
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**From:** Greg Gould  
**Sent:** 2017-05-16T17:09:45-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T17:09:55-04:00

Thanks!

Greg

*Gregory J. Gould*

---

*Director  
Office of Natural Resources Revenue  
U.S. Department of the Interior  
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Thanks,  
Mary

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(202) 208-4505

<PMB Consolidation Idea\_051617.pptx>

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Glomb, Steve  
**Sent:** 2017-05-16T17:33:32-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T17:33:38-04:00

Thanks Mary. One comment - the bottom bullet on page 2 says Office of Env. Response, but the box in the chart says Office of Env. Remediation. I thought you all had decided on the latter.

On Tue, May 16, 2017 at 4:54 PM, Pletcher, Mary <mary\_pletcher@ios.doi.gov> wrote:

Here is the next iteration of the chart.

Thanks,  
Mary

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*Gregory J. Gould*

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U.S. Department of the Interior  
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Chief Human Capital Officer  
(202) 208-4505

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]; Holley, Amy[Amy\_Holley@ios.doi.gov]  
**From:** Ferriter, Olivia  
**Sent:** 2017-05-16T17:41:58-04:00  
**Importance:** Normal  
**Subject:** Re: chart  
**Received:** 2017-05-16T17:42:05-04:00

am thinking DAS - Budget, Performance and Management might work.....

Olivia Barton Ferriter  
Deputy Assistant Secretary - Budget, Finance, Performance and Acquisition  
U.S. Department of the Interior  
1849 C St. NW MS 7228, Washington, DC 20240  
Desk: 202-208-4881 Cell: 202-251-4139 FAX: 202-208-1067  
[Olivia\\_Ferriter@ios.doi.gov](mailto:Olivia_Ferriter@ios.doi.gov)

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Cribley, Bud[bcribley@blm.gov]  
**From:** Michael Nedd  
**Sent:** 2017-06-15T20:38:28-04:00  
**Importance:** Normal  
**Subject:** Re: Cribley - Proposed Senior Executive Service Directed Reassignment  
**Received:** 2017-06-15T20:38:36-04:00

Yes Bud. Cell is (b)(6)

Take care and have wonderful day! :-)))  
MDN 202-208-3801

A thought to consider "Do all the good you can, in all the ways you can, for all the people you can, while you can!"

Sent from my mobile device, please excuse any typos.

On Jun 15, 2017, at 7:49 PM, Cribley, Bud <bcribley@blm.gov> wrote:

I guess I didn't ask the right question. Do you have time to discuss this with me.  
Bud

**Bud C Cribley**  
**State Director BLM-Alaska**  
**Cell # 907-717-5141**  
**Office # 907-271-5080**  
**email: [bcribley@blm.gov](mailto:bcribley@blm.gov)**

----- Forwarded message -----

**From:** Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** Thu, Jun 15, 2017 at 3:25 PM  
**Subject:** Cribley - Proposed Senior Executive Service Directed Reassignment  
**To:** Bud Cribley <[bcribley@blm.gov](mailto:bcribley@blm.gov)>  
**Cc:** Katharine MacGregor <[katharine\\_macgregor@ios.doi.gov](mailto:katharine_macgregor@ios.doi.gov)>, James Cason <[james\\_cason@ios.doi.gov](mailto:james_cason@ios.doi.gov)>, Michael Nedd <[mnedd@blm.gov](mailto:mnedd@blm.gov)>

Dear Bud Cribley,

The Senior Executive Service (SES) was established by Title IV of the Civil Service Reform Act (CSRA) of 1978 (P.L. 95-454, October 13, 1978). The intent of the CSRA was to create a corps of seasoned leaders with broad and diverse

experiences who can lead a variety of organizations. Congress intended the SES to be a mobile corps of members. As a member of the SES, you serve the vital role of ensuring that the executive management of the Department is both responsive to the needs, policies, and goals of the nation and is of the highest quality.

Rotation of SES provides an opportunity to improve talent development, mission delivery, and collaboration. It facilitates joint problem-solving and effective decision-making. The Executive Resources Board has proposed your reassignment from your current position to Senior Advisor for Energy with the U.S. Fish and Wildlife Service, located in Washington, DC.

During your career, you have served in leadership positions overseeing energy development, infrastructure permitting, and resource management planning. As the Alaska State Director for the Bureau of Land Management, you provide oversight of the Trans-Alaska Pipeline and the National Petroleum Reserve in Alaska. You are well qualified to serve as the Senior Advisor for Energy in the U.S. Fish and Wildlife Service.

The attached form provides an opportunity for you to express your preferences with respect to the proposed reassignment. Please return the completed form electronically to me at [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov) by **close of business on June 22, 2017**.

If you have any questions, please let me know. I can be reached at (202) 208-4505.

Best,  
Mary

--

Mary Pletcher  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

<Cribley Preference Form.docx>



**To:** Cribley, Bud[bcribley@blm.gov]  
**Cc:** Katharine MacGregor[katharine\_macgregor@ios.doi.gov]; James Cason[james\_cason@ios.doi.gov]; Michael Nedd[mnedd@blm.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-06-15T21:07:02-04:00  
**Importance:** Normal  
**Subject:** Re: Cribley - Proposed Senior Executive Service Directed Reassignment  
**Received:** 2017-06-15T21:07:13-04:00

Bud,

Yes. We can talk about it. Do you have any availability on Monday to talk?

Thanks,  
Mary

Sent from my iPhone

On Jun 15, 2017, at 7:46 PM, Cribley, Bud <[bcribley@blm.gov](mailto:bcribley@blm.gov)> wrote:

Mary,  
Is there an opportunity to have a conversation about this reassignment?

Bud

**Bud C Cribley**  
**State Director BLM-Alaska**  
**Cell # 907-717-5141**  
**Office # 907-271-5080**  
**email: [bcribley@blm.gov](mailto:bcribley@blm.gov)**

On Thu, Jun 15, 2017 at 3:25 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

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Mary Pletcher  
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Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** Katharine MacGregor[katharine\_macgregor@ios.doi.gov]; James Cason[james\_cason@ios.doi.gov]; Michael Nedd[mnedd@blm.gov]  
**From:** Bud Cribley  
**Sent:** 2017-06-21T11:26:50-04:00  
**Importance:** Normal  
**Subject:** Re: Cribley - Proposed Senior Executive Service Directed Reassignment  
**Received:** 2017-06-21T11:26:58-04:00

Mary or Kate,

Is there any chance to visit today regarding this email?

Bud

Sent from my iPad  
Bud C Cribley  
State Director, BLM-Alaska  
Cell # 907-717-5141  
Office # 907-271-5080  
Email: [bcribley@blm.gov](mailto:bcribley@blm.gov)

On Jun 15, 2017, at 5:07 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Bud,

Yes. We can talk about it. Do you have any availability on Monday to talk?

Thanks,  
Mary

Sent from my iPhone

On Jun 15, 2017, at 7:46 PM, Cribley, Bud <[bcribley@blm.gov](mailto:bcribley@blm.gov)> wrote:

Mary,  
Is there an opportunity to have a conversation about this reassignment?

Bud

**Bud C Cribley**

**State Director BLM-Alaska**  
**Cell # 907-717-5141**  
**Office # 907-271-5080**  
**email: [bcribley@blm.gov](mailto:bcribley@blm.gov)**

On Thu, Jun 15, 2017 at 3:25 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Bud Cribley,

The Senior Executive Service (SES) was established by Title IV of the Civil Service Reform Act (CSRA) of 1978 (P.L. 95-454, October 13, 1978). The intent of the CSRA was to create a corps of seasoned leaders with broad and diverse experiences who can lead a variety of organizations. Congress intended the SES to be a mobile corps of members. As a member of the SES, you serve the vital role of ensuring that the executive management of the Department is both responsive to the needs, policies, and goals of the nation and is of the highest quality.

Rotation of SES provides an opportunity to improve talent development, mission delivery, and collaboration. It facilitates joint problem-solving and effective decision-making. The Executive Resources Board has proposed your reassignment from your current position to Senior Advisor for Energy with the U.S. Fish and Wildlife Service, located in Washington, DC.

During your career, you have served in leadership positions overseeing energy development, infrastructure permitting, and resource management planning. As the Alaska State Director for the Bureau of Land Management, you provide oversight of the Trans-Alaska Pipeline and the National Petroleum Reserve in Alaska. You are well qualified to serve as the Senior Advisor for Energy in the U.S. Fish and Wildlife Service.

The attached form provides an opportunity for you to express your preferences with respect to the proposed reassignment. Please return the completed form electronically to me at [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov) by **close of business on June 22, 2017**.

If you have any questions, please let me know. I can be reached at (202) 208-4505.

Best,  
Mary

--

**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Katharine MacGregor[katharine\_macgregor@ios.doi.gov]; James Cason[james\_cason@ios.doi.gov]; Michael Nedd[mnedd@blm.gov]; Ted Murphy[t75murph@blm.gov]  
**From:** Cribley, Bud  
**Sent:** 2017-06-22T20:33:07-04:00  
**Importance:** Normal  
**Subject:** Re: Cribley - Proposed Senior Executive Service Directed Reassignment  
**Received:** 2017-06-22T20:36:53-04:00  
[Cribley Preference Form \(4\).docx 17-06-22.docx](#)

Mary,

You will find attached the preference form you requested of me in your June 15th email. I have indicated that I am willing to accept the reassignment offer. I hope you take the time to read my response to the acceptance.

I know we were not able to have a conversation about this offer, I would still like to visit with you if time allows.

Thank you,

Bud

**Bud C Cribley**  
**State Director BLM-Alaska**  
**Cell # 907-717-5141**  
**Office # 907-271-5080**  
**email: [bcribley@blm.gov](mailto:bcribley@blm.gov)**

On Thu, Jun 15, 2017 at 3:25 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Bud Cribley,

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Rotation of SES provides an opportunity to improve talent development, mission delivery, and collaboration. It facilitates joint problem-solving and effective decision-making. The Executive Resources Board has proposed your reassignment from your current position to

Senior Advisor for Energy with the U.S. Fish and Wildlife Service, located in Washington, DC.

During your career, you have served in leadership positions overseeing energy development, infrastructure permitting, and resource management planning. As the Alaska State Director for the Bureau of Land Management, you provide oversight of the Trans-Alaska Pipeline and the National Petroleum Reserve in Alaska. You are well qualified to serve as the Senior Advisor for Energy in the U.S. Fish and Wildlife Service.

The attached form provides an opportunity for you to express your preferences with respect to the proposed reassignment. Please return the completed form electronically to me at [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov) by **close of business on June 22, 2017**.

If you have any questions, please let me know. I can be reached at (202) 208-4505.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

To: Mary Pletcher

From: Bud Cribley

I prefer to:

\_\_\_\_\_ XXX  
\_\_\_\_\_ Accept this reassignment

Thank you for providing me this challenge and opportunity to an important position that would contribute to this Administration's and Secretary's objective for Energy Dominance. This reassignment also meets my personnel objective of returning to the Washington D.C. Area.

By accepting this reassignment, I am asking that it not limit any future opportunities in the Department. Currently the Bureau of Land Management's Deputy Director for Operations position is vacant. With the significant role the BLM will play in contributing to the the objective of energy dominance, reducing budgets, a new Director, and the substantial reorganization that is being proposed, challenging times lay ahead. I feel that with the experience I have gained in my career successfully dealing with all of these issues I can make a significant contribution to the BLM in meeting its mission goals in the Deputy Director position. Please consider this when deciding on my reassignment.

Regardless of the reassignment opportunity you provide me, I look forward to the the new challenges I will face and the opportunities that I may create in accomplishing the Administration's, Secretary, and Agency mission.

\_\_\_\_\_ Not to accept this reassignment for the following reasons:

\_\_\_\_\_ Reject this reassignment. I expect to retire or resign from the Federal service.

I acknowledge that this form constitutes my expression of my preferences and does not constitute a final decision.

Please transmit this form via email to Mary Pletcher.



**To:** Cribley, Bud[bcribley@blm.gov]  
**Cc:** Katharine MacGregor[katharine\_macgregor@ios.doi.gov]; James Cason[james\_cason@ios.doi.gov]; Michael Nedd[mnedd@blm.gov]; Ted Murphy[t75murph@blm.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-06-23T13:57:44-04:00  
**Importance:** Normal  
**Subject:** Re: Cribley - Proposed Senior Executive Service Directed Reassignment  
**Received:** 2017-06-23T13:57:53-04:00

Hi Bud,  
Thank you for providing your preference form. How does your schedule look on Monday to talk?

Mary

On Thu, Jun 22, 2017 at 8:33 PM, Cribley, Bud <[bcribley@blm.gov](mailto:bcribley@blm.gov)> wrote:

Mary,  
You will find attached the preference form you requested of me in your June 15th email. I have indicated that I am willing to accept the reassignment offer. I hope you take the time to read my response to the acceptance.

I know we were not able to have a conversation about this offer, I would still like to visit with you if time allows.

Thank you,

Bud

**Bud C Cribley**  
**State Director BLM-Alaska**  
**Cell # 907-717-5141**  
**Office # 907-271-5080**  
**email: [bcribley@blm.gov](mailto:bcribley@blm.gov)**

On Thu, Jun 15, 2017 at 3:25 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

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Act (CSRA) of 1978 (P.L. 95-454, October 13, 1978). The intent of the CSRA was to create a corps of seasoned leaders with broad and diverse experiences who can lead a variety of organizations. Congress intended the SES to be a mobile corps of members. As a member of the SES, you serve the vital role of ensuring that the executive management of the Department is both responsive to the needs, policies, and goals of the nation and is of the highest quality.

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During your career, you have served in leadership positions overseeing energy development, infrastructure permitting, and resource management planning. As the Alaska State Director for the Bureau of Land Management, you provide oversight of the Trans-Alaska Pipeline and the National Petroleum Reserve in Alaska. You are well qualified to serve as the Senior Advisor for Energy in the U.S. Fish and Wildlife Service.

The attached form provides an opportunity for you to express your preferences with respect to the proposed reassignment. Please return the completed form electronically to me at [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov) by **close of business on June 22, 2017**.

If you have any questions, please let me know. I can be reached at (202) 208-4505.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** jaragon@usgs.gov[jaragon@usgs.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
olivia\_ferriter@ios.doi.gov[olivia\_ferriter@ios.doi.gov]; amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov];  
maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:24:26-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:24:38-04:00

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** megan\_olsen@ios.doi.gov[megan\_olsen@ios.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov];  
maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov];  
olivia\_ferriter@ios.doi.gov[olivia\_ferriter@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:27:16-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:27:25-04:00

Dear Megan,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** megan\_olsen@ios.doi.gov[megan\_olsen@ios.doi.gov];  
jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov];  
maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov]  
**From:** Olivia Ferriter  
**Sent:** 2017-07-07T09:28:55-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:29:03-04:00

Why does Megan have to have a new email?

Sent from my iPhone

> On Jul 7, 2017, at 9:27 AM, Mary Pletcher <mary\_pletcher@ios.doi.gov> wrote:

>

> Dear Megan,

>

> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with you over the next couple of days  
> and will work with you and your respective HR, IT and security staffs  
> to ensure that your transition is as smooth as possible and handled  
> consistently to avoid any security or other issues.

>

> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.

>

> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5990. Michelle can be  
> reached at 202-208-6943.

>

> Best,  
> Mary  
> 202-208-4505

>

>

> Sent from my iPhone

**To:** jerold.gidner@onrr.gov[jerold.gidner@onrr.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; greg.gould@onrr.gov[greg.gould@onrr.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:29:02-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:29:17-04:00

Dear Jerry,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Olivia Ferriter[olivia\_ferriter@ios.doi.gov]  
**Cc:** megan\_olsen@ios.doi.gov[megan\_olsen@ios.doi.gov];  
jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov];  
maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:29:50-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:29:55-04:00

I apologize. That sentence should have been excluded from Megan's email.

Mary

Sent from my iPhone

> On Jul 7, 2017, at 9:28 AM, Olivia Ferriter <olivia\_ferriter@ios.doi.gov> wrote:  
>  
> Why does Megan have to have a new email?  
>  
> Sent from my iPhone  
>  
>> On Jul 7, 2017, at 9:27 AM, Mary Pletcher <mary\_pletcher@ios.doi.gov> wrote:  
>>  
>> Dear Megan,  
>>  
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>> and will work with you and your respective HR, IT and security staffs  
>> to ensure that your transition is as smooth as possible and handled  
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>> Please note that as part of your move to a new bureau or office within  
>> the Department, you will get a new email account and inbox. For  
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>> the guidance document.  
>>  
>> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
>> or concerns. Jonathan can be reached at 202-208-5990. Michelle can be  
>> reached at 202-208-6943.  
>>  
>> Best,  
>> Mary  
>> 202-208-4505  
>>  
>>

>> Sent from my iPhone



**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]; Oxyer, Michelle[michelle\_oxyer@ios.doi.gov]; rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Aragon, Jose  
**Sent:** 2017-07-07T09:30:18-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:31:00-04:00

Thank you Mary.

Looking forward to my new role with DOI.

## ***Jose'***

Jose Aragon, SES  
Associate Director, Office of Administration  
US Geological Survey  
12201 Sunrise Valley Dr  
Reston, VA 20192  
(703) 648-7200

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,

Mary  
202-208-4505

Sent from my iPhone

**To:** joel\_clement@ios.doi.gov[joel\_clement@ios.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov]; steve\_glomb@ios.doi.gov[steve\_glomb@ios.doi.gov];  
greg.gould@onrr.gov[greg.gould@onrr.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:32:29-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:32:56-04:00

Dear Joel,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Aragon, Jose  
**Sent:** 2017-07-07T09:35:20-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:36:06-04:00

Hi Mary. I tried calling Jonathan at the number you provided 202-208-5990, but got a recording saying that number was no longer in service. Do Jonathan and Michelle work in HR? Do they handle SES affairs, or should I continue dealing with Erica Williams?

Please advise. Thanks.

***Jose'***

Jose Aragon, SES  
Associate Director, Office of Administration  
US Geological Survey  
12201 Sunrise Valley Dr  
Reston, VA 20192  
(703) 648-7200

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

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Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** jim\_james@ost.doi.gov[jim\_james@ost.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
debra\_dumontier@ost.doi.gov[debra\_dumontier@ost.doi.gov];  
james.burckman@bia.gov[james.burckman@bia.gov];  
weldon.loudermilk@bia.gov[weldon.loudermilk@bia.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:37:42-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:37:55-04:00

Dear Jim,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Aragon, Jose[jaragon@usgs.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:38:48-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:39:10-04:00

I'm sorry - I mistyped Jonathan's phone number. It is 202-208-5590.

Thanks,  
Mary

Sent from my iPhone

On Jul 7, 2017, at 9:36 AM, Aragon, Jose <[jaragon@usgs.gov](mailto:jaragon@usgs.gov)> wrote:

Hi Mary. I tried calling Jonathan at the number you provided 202-208-5990, but got a recording saying that number was no longer in service. Do Jonathan and Michelle work in HR?  
Do they handle SES affairs, or should I continue dealing with Erica Williams?

Please advise. Thanks.

***Jose'***

Jose Aragon, SES  
Associate Director, Office of Administration  
US Geological Survey  
12201 Sunrise Valley Dr  
Reston, VA 20192  
(703) 648-7200

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office

message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone



**To:** jeanette.hanna@bia.gov[jeanette.hanna@bia.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
james.burckman@bia.gov[james.burckman@bia.gov];  
weldon.loudermilk@bia.gov[weldon.loudermilk@bia.gov]; mnedd@blm.gov[mnedd@blm.gov];  
jruhs@blm.gov[jruhs@blm.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:41:08-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:41:24-04:00

Dear Jeanette,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** jvelasco@blm.gov[jvelasco@blm.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; mnedd@blm.gov[mnedd@blm.gov];  
jruhs@blm.gov[jruhs@blm.gov]; stephen\_guertin@fws.gov[stephen\_guertin@fws.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:46:25-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:46:37-04:00

Dear Janine,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Aragon, Jose  
**Sent:** 2017-07-07T09:46:28-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T09:47:15-04:00

thanks. ;-)

***Jose'***

Jose Aragon, SES  
Associate Director, Office of Administration  
US Geological Survey  
12201 Sunrise Valley Dr  
Reston, VA 20192  
(703) 648-7200

On Fri, Jul 7, 2017 at 9:38 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

I'm sorry - I mistyped Jonathan's phone number. It is 202-208-5590.

Thanks,  
Mary

Sent from my iPhone

On Jul 7, 2017, at 9:36 AM, Aragon, Jose <[jaragon@usgs.gov](mailto:jaragon@usgs.gov)> wrote:

Hi Mary. I tried calling Jonathan at the number you provided 202-208-5990, but got a recording saying that number was no longer in service. Do Jonathan and Michelle work in HR?  
Do they handle SES affairs, or should I continue dealing with Erica Williams?

Please advise. Thanks.

***Jose'***

Jose Aragon, SES  
Associate Director, Office of Administration  
US Geological Survey  
12201 Sunrise Valley Dr  
Reston, VA 20192  
(703) 648-7200

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** rwelch@blm.gov[rwelch@blm.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; mnedd@blm.gov[mnedd@blm.gov];  
jruhs@blm.gov[jruhs@blm.gov]; gfpayne@usbr.gov[gfpayne@usbr.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:48:09-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:48:22-04:00

Dear Ruth,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** william\_c\_woody@fws.gov[william\_c\_woody@fws.gov]  
**Cc:** stephen\_guertin@fws.gov[stephen\_guertin@fws.gov];  
jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov]; mnedd@blm.gov[mnedd@blm.gov];  
jruhs@blm.gov[jruhs@blm.gov]; jim\_kurth@fws.gov[jim\_kurth@fws.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:54:08-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:54:20-04:00

Dear Bill,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** betsy\_hildebrandt@fws.gov[betsy\_hildebrandt@fws.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
stephen\_guertin@fws.gov[stephen\_guertin@fws.gov]; jim\_kurth@fws.gov[jim\_kurth@fws.gov];  
whwerkhe@usgs.gov[whwerkhe@usgs.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T09:57:09-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T09:57:20-04:00

Dear Betsy,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** bryan\_arroyo@fws.gov[bryan\_arroyo@fws.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
stephen\_guertin@fws.gov[stephen\_guertin@fws.gov]; jim\_kurth@fws.gov[jim\_kurth@fws.gov];  
amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T10:00:25-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T10:00:41-04:00

Dear Bryan,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone



**To:** bwainman@usgs.gov[bwainman@usgs.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov]; whwerkhe@usgs.gov[whwerkhe@usgs.gov];  
stephen\_guertin@fws.gov[stephen\_guertin@fws.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T10:02:45-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T10:02:56-04:00

Dear Barbara,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** rgonzalesschreiner@usbr.gov[rgonzalesschreiner@usbr.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; gfpayne@usbr.gov[gfpayne@usbr.gov];  
whwerkhe@usgs.gov[whwerkhe@usgs.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T10:04:01-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T10:04:20-04:00

Dear Roseann,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Arroyo, Bryan  
**Sent:** 2017-07-07T10:04:33-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T10:04:41-04:00

Thank you Mary  
Bryan

On Fri, Jul 7, 2017 at 10:00 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Bryan,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** darren.cruzan@bia.gov[darren.cruzan@bia.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov];  
james.burckman@bia.gov[james.burckman@bia.gov]; amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov];  
harry\_humbert@ios.doi.gov[harry\_humbert@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T10:06:21-04:00  
**Importance:** Normal  
**Subject:** Transition guidance  
**Received:** 2017-07-07T10:06:34-04:00

Dear Darren,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov];  
rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]; gfpayne@usbr.gov[gfpayne@usbr.gov];  
whwerkhe@usgs.gov[whwerkhe@usgs.gov]  
**From:** Roseann Gonzales-Schreiner  
**Sent:** 2017-07-07T10:20:57-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T10:21:04-04:00

Mary:

One question for you with respect to the email not being transferred since I have not heard back from Karen Richardson. The Department/Solicitor will be able to sort through our current email should a litigation hold become necessary on any EEO cases that have not yet reached that stage? Also, if the transfer of the email account has already occurred, will it have to be undone/deleted?

Thanks.  
Roseann

Sent from my iPhone

> On Jul 7, 2017, at 8:04 AM, Mary Pletcher <mary\_pletcher@ios.doi.gov> wrote:

>

> Dear Roseann,

>

> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with each of you over the next couple  
> of days and will work with you and your respective HR, IT and security  
> staffs to ensure that your transition is as smooth as possible and  
> handled consistently to avoid any security or other issues.

>

> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.

>

> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.

>

> Best,  
> Mary  
> 202-208-4505

>

>

> Sent from my iPhone

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-07T11:12:36-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T11:12:44-04:00

Mary,

We just met with the staff supporting the transfers. Happy to answer her questions and copy her support team on the response as well. Let me know if that's ok.

Thanks,  
Rotimi

On Fri, Jul 7, 2017 at 10:20 AM, Roseann Gonzales-Schreiner <[rgonzalelesschreiner@usbr.gov](mailto:rgonzalelesschreiner@usbr.gov)> wrote:

Mary:

One question for you with respect to the email not being transferred since I have not heard back from Karen Richardson. The Department/Solicitor will be able to sort through our current email should a litigation hold become necessary on any EEO cases that have not yet reached that stage? Also, if the transfer of the email account has already occurred, will it have to be undone/deleted?

Thanks.  
Roseann

Sent from my iPhone

> On Jul 7, 2017, at 8:04 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

>

> Dear Roseann,

>

> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with each of you over the next couple  
> of days and will work with you and your respective HR, IT and security  
> staffs to ensure that your transition is as smooth as possible and  
> handled consistently to avoid any security or other issues.

>

> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office

> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.  
>  
> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.  
>  
> Best,  
> Mary  
> 202-208-4505  
>  
>  
> Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Ruth Welch  
**Sent:** 2017-07-07T13:18:16-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T13:18:24-04:00

Thank you so much, Mary. I appreciate all of your help. I understand from Roseann that we'll be working closely together in my new role as CHCO for Reclamation. I am looking forward to working with you and if you have time, maybe we can connect next week once I'm settling in. I would greatly appreciate your insights on what I can do in my new position to serve my new agency and DOI. Have a wonderful weekend!

Ruth

Sent from my iPad

> On Jul 7, 2017, at 7:48 AM, Mary Pletcher <mary\_pletcher@ios.doi.gov> wrote:

>

> Dear Ruth,

>

> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with you over the next couple of days  
> and will work with you and your respective HR, IT and security staffs  
> to ensure that your transition is as smooth as possible and handled  
> consistently to avoid any security or other issues.

>

> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.

>

> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.

>

> Best,

> Mary

> 202-208-4505

>

>

> Sent from my iPhone



**To:** Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**Cc:** jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov]  
**From:** Mary Pletcher  
**Sent:** 2017-07-07T13:25:26-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T13:25:34-04:00

Rotimi,

Totally fine with you responding back.

Thanks,  
Mary

Sent from my iPhone

On Jul 7, 2017, at 11:12 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Mary,  
We just met with the staff supporting the transfers. Happy to answer her questions and copy her support team on the response as well. Let me know if that's ok.

Thanks,  
Rotimi

On Fri, Jul 7, 2017 at 10:20 AM, Roseann Gonzales-Schreiner  
<[rgonzaleschreiner@usbr.gov](mailto:rgonzaleschreiner@usbr.gov)> wrote:

Mary:

One question for you with respect to the email not being transferred since I have not heard back from Karen Richardson. The Department/Solicitor will be able to sort through our current email should a litigation hold become necessary on any EEO cases that have not yet reached that stage? Also, if the transfer of the email account has already occurred, will it have to be undone/deleted?

Thanks.  
Roseann

Sent from my iPhone

> On Jul 7, 2017, at 8:04 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

>  
> Dear Roseann,  
>  
> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with each of you over the next couple  
> of days and will work with you and your respective HR, IT and security  
> staffs to ensure that your transition is as smooth as possible and  
> handled consistently to avoid any security or other issues.  
>  
> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.  
>  
> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.  
>  
> Best,  
> Mary  
> 202-208-4505  
>  
>  
> Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Roseann Gonzales-Schreiner[rgonzaleschreiner@usbr.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov];  
jonathan\_mack@ios.doi.gov[jonathan\_mack@ios.doi.gov];  
michelle\_oxyer@ios.doi.gov[michelle\_oxyer@ios.doi.gov]; gfpayne@usbr.gov[gfpayne@usbr.gov];  
whwerkhe@usgs.gov[whwerkhe@usgs.gov]; Randal Brammer[rbrammer@usbr.gov]; Bloom,  
Pia[pbloom@usbr.gov]; Sharon Benitez[sbenitez@usgs.gov]; Holmes, Scott[sholmes@usgs.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-07T13:41:59-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T13:42:05-04:00

Good afternoon Roseann,

A record of your emails will be accessible for litigation holds, EEO cases, etc. after your departure from BOR. We are coordinating with the BOR and USGS teams handling your bureau to bureau transfer, they have/will not transfer email accounts.

We understand you will be on leave till Thursday, July 13. Your BOR team members will work with you to ensure you are fully off-boarded before you begin with USGS on Thursday. Sharon Benitez and the rest of the USGS team will be ready to fully on-board you on Thursday.

Please let us know if you have any questions.

Thanks,  
Rotimi

On Fri, Jul 7, 2017 at 10:20 AM, Roseann Gonzales-Schreiner <[rgonzaleschreiner@usbr.gov](mailto:rgonzaleschreiner@usbr.gov)> wrote:

Mary:

One question for you with respect to the email not being transferred since I have not heard back from Karen Richardson. The Department/Solicitor will be able to sort through our current email should a litigation hold become necessary on any EEO cases that have not yet reached that stage? Also, if the transfer of the email account has already occurred, will it have to be undone/deleted?

Thanks.  
Roseann

Sent from my iPhone

> On Jul 7, 2017, at 8:04 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:  
>  
> Dear Roseann,  
>  
> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with each of you over the next couple

> of days and will work with you and your respective HR, IT and security  
> staffs to ensure that your transition is as smooth as possible and  
> handled consistently to avoid any security or other issues.  
>  
> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.  
>  
> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.  
>  
> Best,  
> Mary  
> 202-208-4505  
>  
>  
> Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Darren Cruzan  
**Sent:** 2017-07-07T17:21:24-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-07T17:21:35-04:00

Thanks Mary!

Sent from my iPhone

> On Jul 7, 2017, at 10:06 AM, Mary Pletcher <mary\_pletcher@ios.doi.gov> wrote:

>

> Dear Darren,

>

> I am writing to share guidance to help you transition into your new  
> SES position. We are following the standard process the Department now  
> uses to onboard and offboard senior officials. The Department's  
> onboarding team will be in touch with each of you over the next couple  
> of days and will work with you and your respective HR, IT and security  
> staffs to ensure that your transition is as smooth as possible and  
> handled consistently to avoid any security or other issues.

>

> Please note that as part of your move to a new bureau or office within  
> the Department, you will get a new email account and inbox. For  
> security purposes, we ask that that you include an out of office  
> message on your former email address which will be active for 30 days.  
> Once your transfers are complete, you will no longer have access to  
> your former account and inbox. Additional details will be shared in  
> the guidance document.

>

> Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
> or concerns. Jonathan can be reached at 202-208-5590. Michelle can be  
> reached at 202-208-6943.

>

> Best,

> Mary

> 202-208-4505

>

>

> Sent from my iPhone

**To:** Clement, Joel[joel\_clement@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]; steve\_glomb@ios.doi.gov[steve\_glomb@ios.doi.gov]; Gould, Greg[greg.gould@onrr.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T09:49:56-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T09:50:04-04:00

Joel,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the Office of Policy, Management and Budget (PMB). I have moved to the Office of Natural Resources Revenue (ONRR). My new email address is [joel.clement@onrr.gov](mailto:joel.clement@onrr.gov).

If you have questions regarding PMB-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Joel Clement

On Fri, Jul 7, 2017 at 9:32 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Joel,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** jerold.gidner@onrr.gov[jerold.gidner@onrr.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Gould, Greg[greg.gould@onrr.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T09:59:02-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T09:59:10-04:00

Jerry,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the Office of Natural Resources Revenue (ONRR). I have moved to the Office of the Special Trustee (OST). My new email address is [jerold\\_gidner@ost.doi.gov](mailto:jerold_gidner@ost.doi.gov) .

If you have questions regarding ONRR-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jerry Gidner

On Fri, Jul 7, 2017 at 9:29 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jerry,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary



202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** betsy\_hildebrandt@fws.gov[betsy\_hildebrandt@fws.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Stephen Guertin[stephen\_guertin@fws.gov]; Kurth, Jim[jim\_kurth@fws.gov]; William Werkheiser[whwerkhe@usgs.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:04:27-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:04:37-04:00

Betsy,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the Fish and Wildlife Service (FWS). I have moved to the U.S. Geological Survey (USGS). My new email address is [bhildebrandt@usgs.gov](mailto:bhildebrandt@usgs.gov).

If you have questions regarding FWS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Betsy Hildebrandt

On Fri, Jul 7, 2017 at 9:57 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Betsy,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be

reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--  
Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Janine Velasco[jvelasco@blm.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; mnedd@blm.gov[mnedd@blm.gov]; jruhs@blm.gov[jruhs@blm.gov]; Stephen Guertin[stephen\_guertin@fws.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:14:37-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:14:47-04:00

Janine,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the Bureau of Land Management (BLM). I have moved to the Fish and Wildlife Service (FWS). My new email address is [janine\\_velasco@fws.gov](mailto:janine_velasco@fws.gov).

If you have questions regarding BLM-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Janine Velasco

On Fri, Jul 7, 2017 at 9:46 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Janine,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** rwelch@blm.gov[rwelch@blm.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; mnedd@blm.gov[mnedd@blm.gov]; jruhs@blm.gov[jruhs@blm.gov]; Grayford Payne[gfpayne@usbr.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:15:57-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:16:07-04:00

Ruth,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the Bureau of Land Management (BLM). I have moved to the Bureau of Reclamation (BOR). My new email address is [rwelch@usbr.gov](mailto:rwelch@usbr.gov).

If you have questions regarding BLM-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Ruth Welch

On Fri, Jul 7, 2017 at 9:48 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Ruth,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,

Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Jose Aragon[jaragon@usgs.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]; maria\_gonzalez@ios.doi.gov[maria\_gonzalez@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:19:42-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:19:54-04:00

Jose,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to the Office of Policy, Management and Budget (PMB). My new email address is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov).

If you have questions regarding USGS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.



Best,  
Mary  
202-208-4505

Sent from my iPhone

--  
Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Roseann Gonzales-Schreiner[rgonzaleschreiner@usbr.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Grayford Payne[gfpayne@usbr.gov]; William Werkheiser[whwerkhe@usgs.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:24:53-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:25:04-04:00

Roseann,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the Bureau of Reclamation (BOR). I have moved to the U.S. Geological Survey (USGS). My new email address is [rgonzales-schreiner@usgs.gov](mailto:rgonzales-schreiner@usgs.gov)

If you have questions regarding BOR-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Roseann Gonzales-Schreiner

On Fri, Jul 7, 2017 at 10:04 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Roseann,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with each of you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-07-10T10:26:34-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:27:21-04:00

Thanks Rotimi. Jim Cason asked us last week to ensure that everyone moving had this type of message on their old email address. I told him OCIO was already planning for that and that OCIO was also going to cut off any email and other system access to those being moved and for anyone with delegated authority to access email for the SES being moved.

Please let Amy and I know this is taken care of for each person moving and if there is any problem doing this, please tee it up for the ICAM ESC. We want to ensure we are following all security protocols and demonstrate that the CAP for this material weakness has been successful. We also need consistency with how SESs' records are handled as you know. These are the two areas that OCIO is responsible for managing well on these position changes.

Please let me know if I am missing anything.  
Elena

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:19 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Jose,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to the Office of Policy, Management and Budget (PMB). My new email address is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov) .

If you have questions regarding USGS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--  
Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Gonzalez, Elena[[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)]  
**Cc:** Mary Pletcher[[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)]; JONATHAN J. MACK[[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)]; Michelle Oxyer[[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)]; Olivia Ferriter[[olivia\\_ferriter@ios.doi.gov](mailto:olivia_ferriter@ios.doi.gov)]; Amy Holley[[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T10:36:00-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:36:07-04:00

Elena,  
I've made note of this and we are taking action now. Will report back with an update at the end of the day.

Thank you,  
Rotimi

On Mon, Jul 10, 2017 at 10:26 AM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

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Please let me know if I am missing anything.  
Elena

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

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Jose,  
We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
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**To:** Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Stephen Guertin[stephen\_guertin@fws.gov]; Kurth, Jim[jim\_kurth@fws.gov]; William Werkheiser[whwerkhe@usgs.gov]  
**From:** Betsy Hildebrandt  
**Sent:** 2017-07-10T10:42:31-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T10:42:40-04:00

Thanks. Will do.

Sent from my iPhone

On Jul 10, 2017, at 10:04 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Betsy,  
We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the Fish and Wildlife Service (FWS). I have moved to the U.S. Geological Survey (USGS). My new email address is [bhildebrandt@usgs.gov](mailto:bhildebrandt@usgs.gov) .

If you have questions regarding FWS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Betsy Hildebrandt

On Fri, Jul 7, 2017 at 9:57 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Betsy,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

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Best,  
Mary  
202-208-4505

Sent from my iPhone

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Office phone: 202-208-2912  
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**To:** Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-07-10T12:08:27-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T12:09:17-04:00

Thanks. I will be out this afternoon but will be checking email. Amy is here.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:36 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Elena,  
I've made note of this and we are taking action now. Will report back with an update at the end of the day.

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Rotimi

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Elena

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Best,  
Mary  
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Sent from my iPhone

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Rotimi Abimbola  
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U.S. Department of the Interior  
Office phone: 202-208-2912  
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Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]; Gonzalez, Elena[maria\_gonzalez@ios.doi.gov]  
**Cc:** JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Sylvia Burns[sylvia\_burns@ios.doi.gov]; Bruce Downs[bruce\_downs@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T13:00:44-04:00  
**Importance:** Normal  
**Subject:** Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T13:00:55-04:00

Mary, Amy, Elena -

We just met via phone with all bureau and office staff working on the transfers. The records clearance is underway across the bureaus and for OS. About 3 of the 13 transfers are able to fully closeout their exit clearance today. There are about 2 others that are on leave this week. We are in communication with them to get their out of office messages up as soon as possible today.

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Can we allow additional time (until tomorrow morning or COB tomorrow) for this first wave of SES to review their email/transfer files given the timing of our notification?

Thanks,  
Rotimi

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Elena

Elena Gonzalez  
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U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
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Sent from my iPhone

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Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
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**From:** Elena Gonzalez  
**Sent:** 2017-07-10T13:05:53-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T13:06:02-04:00

Up to Sylvia from my perspective. Amy? Mary?

Sent from my iPhone

On Jul 10, 2017, at 1:00 PM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

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**From:** Holley, Amy  
**Sent:** 2017-07-10T13:07:20-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T13:07:47-04:00

I agree. Happy to discuss if that is helpful.

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Up to Sylvia from my perspective. Amy? Mary?

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Elena

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Sent from my iPhone

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**From:** Burns, Sylvia  
**Sent:** 2017-07-10T13:29:07-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
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***Our mission is your mission***

**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
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**From:** Mary Pletcher  
**Sent:** 2017-07-10T13:43:30-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T13:43:38-04:00

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**From:** Burns, Sylvia  
**Sent:** 2017-07-10T13:45:17-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T13:45:44-04:00

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**From:** Elena Gonzalez  
**Sent:** 2017-07-10T14:33:22-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T14:33:55-04:00

Thanks. Has Mary seen these messages?

Sent from my iPhone

On Jul 10, 2017, at 2:05 PM, Holley, Amy <amy\_holley@ios.doi.gov> wrote:

FYI  
----- Forwarded message -----  
From: **Holley, Amy** <amy\_holley@ios.doi.gov>  
Date: Mon, Jul 10, 2017 at 1:56 PM  
Subject: Re: Transition guidance  
To: "Clement, Joel" <joel\_clement@ios.doi.gov>  
Cc: Rotimi Abimbola <rotimi\_abimbola@ios.doi.gov>, "JONATHAN J. MACK"  
<jonathan\_mack@ios.doi.gov>, Martha Eichenbaum  
<martha\_eichenbaum@ios.doi.gov>

Happily not lost--kept in perpetuity! If you need something specific in your new job from the old records, I am sure CIO can work with you to find it..

On Mon, Jul 10, 2017 at 1:43 PM, Clement, Joel <joel\_clement@ios.doi.gov> wrote:

Thanks Amy. Because this particular process has been rushed, I (and others in my reassigned cohort) have been feeling singled out, so it's helpful to know that this was a long-standing policy for career SES reassignments. It is too bad to lose all of that information, though!  
On Mon, Jul 10, 2017 at 1:37 PM, Holley, Amy <amy\_holley@ios.doi.gov> wrote:

Happy to discuss at your convenience. This is not a new policy--it is required for senior leadership and addresses numerous cyber security and records retention issues.

On Mon, Jul 10, 2017 at 1:33 PM, Clement, Joel <joel\_clement@ios.doi.gov> wrote:

On this matter, I understand that the CIO has decided that the reassigned senior executives shall lose their old email accounts and all of the institutional memory lodged in those folders and file structures. I do, however, want to register my disappointment in that decision, it seems punitive and counter to the best interests of the institution.



That said, I understand that it was not your decision, and I appreciate the help you've provided during this transition.

Joel

On Mon, Jul 10, 2017 at 1:01 PM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Joel,  
We'll be in touch with more information.

Thanks,  
Rotimi

On Mon, Jul 10, 2017 at 12:19 PM, Clement, Joel <[joel\\_clement@ios.doi.gov](mailto:joel_clement@ios.doi.gov)> wrote:

Do either of you know what time my old email account will be shut down? If it's possible to keep it alive for another day, that would be appreciated.  
Thanks.

On Mon, Jul 10, 2017 at 9:49 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Joel,  
We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the Office of Policy, Management and Budget (PMB). I have moved to the Office of Natural Resources Revenue (ONRR). My new email address is [joel.clement@onrr.gov](mailto:joel.clement@onrr.gov).

If you have questions regarding PMB-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Joel Clement

On Fri, Jul 7, 2017 at 9:32 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Joel,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs

to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; Holley, Amy[amy\_holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Bruce Downs[bruce\_downs@ios.doi.gov]; Martha Eichenbaum[martha\_eichenbaum@ios.doi.gov]; Karen Matragrano[karen\_matragrano@ios.doi.gov]; David Alspach[david\_alspach@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T18:11:08-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T18:11:17-04:00

All,

As an update, we discussed with Amy (who discussed with Ed Keable and Jim Cason this afternoon). We will be disabling the accounts COB tomorrow and Sylvia will send a note to all SES in the morning informing them of the timing and giving them to opportunity to reach out with special issues/concerns. I'll meet with the staff teams again tomorrow morning to go over the disabling process and check-in on the off-boarding procedures (we want to collect all the off-boarding checklists with the help of Jonathan Mack and Michelle Oxyer). The status of disabling as of this evening is shown below. Bureau to bureau transfers were successfully completed for all 13 SES employees.

Thanks,  
Rotimi

User Name	Bureau	Email Address	Status of Losing Bureau AD	Business Category
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Jeanette Hanna	BIA	Jeanette.Hanna@bia.gov	Disabled	21
Jerold Gidner	ONRR	Jerold.Gidner@onrr.gov	Enabled	
Darren Cruzan	BIA	darren.cruzan@bia.gov	Enabled	
Joel Clement	OS - PMB	joel_clement@ios.doi.gov	Enabled	
Betsy Hildebrandt	FWS	betsy_hildebrandt@fws.gov	Enabled	
Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
Ruth Welch	BLM	rwelch@blm.gov	Enabled	
Jose Aragon	USGS	jaragon@usgs.gov	Enabled	
Rosann Gonzales-Schreiner	BOR	RGonzalesSchreiner@usbr.gov	Enabled	
Barbara Wainman	USGS	bwainman@usgs.gov	Disabled	21

Name	New Bureau	Action	Date	Sponsor
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Hanna, Jeanette	BLM	Transferred	7/10/2017	Nicole Wilemon
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Cruzan, Darren	OS	Transferred	7/10/2017	Trent Cole
Clement, Joel	ONRR	Transferred	7/7/2017	Douglas Lemp
Hildebrandt, Betsy	USGS	Transferred	7/3/2017	Sarah Bemis
Arroyo, Bryan	OS	Transferred	7/7/2017	Trent Cole
Woody, William	BLM	Transferred	7/10/2017	Nicole Wilemon
Velasco, Janine	FWS	Transferred	7/7/2017	William "Dave" Hudson
Welch, Ruth	BOR	Transferred	7/7/2017	Alyssa Thompson
Aragon, Jose	OS	Transferred	7/7/2017	Trent Cole
Gonzales-Schreiner, Roseann	USGS	Transferred	7/3/2017	Sarah Bemis
Wainman, Barbara	FWS	Transferred	6/23/2017	William "Dave" Hudson

On Mon, Jul 10, 2017 at 1:45 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Thanks, Mary. I'll talk w/ my folks to get a sense of what would be reasonable for extra time to transition their mailboxes.

On Mon, Jul 10, 2017 at 1:43 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

I'll defer to Sylvia.

Mary

Sent from my iPhone

On Jul 10, 2017, at 1:29 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

I'd be OK w/ giving them a little extra time to transition vis-a-vis their email boxes.

On Mon, Jul 10, 2017 at 1:07 PM, Holley, Amy <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)> wrote:

I agree. Happy to discuss if that is helpful.

On Mon, Jul 10, 2017 at 1:05 PM, Elena Gonzalez <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Up to Sylvia from my perspective. Amy? Mary?

Sent from my iPhone

On Jul 10, 2017, at 1:00 PM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Mary, Amy, Elena -

We just met via phone with all bureau and office staff working on the transfers. The records clearance is underway across the bureaus and for OS. About 3 of the 13 transfers are able to fully closeout their exit clearance today. There are about 2 others that are on leave this week. We are in communication with them to get their out of office messages up as soon as possible today.

For the 2 who are on leave/traveling, we plan to keep their old accounts active until they return to the office and plan to off-board them formally on the day they return.

We just found out that one of the SES is now on travel with his new org (before he closed out from the old org). We have both organizations (losing and gaining) coordinating and have made it clear that the exit clearance should be completed today, but we anticipate some complications here given he is on travel.

There are a hand full of SES that are asking for additional time to review their email and transfer Google docs they own within their old organization. They understand that they need to obtain clearance from their respective records officers before they take anything into their new org/position.

Can we allow additional time (until tomorrow morning or COB tomorrow) for this first wave of SES to review their email/transfer files given the timing of our notification?

Thanks,  
Rotimi

On Mon, Jul 10, 2017 at 12:08 PM, Gonzalez, Elena  
<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks. I will be out this afternoon but will be checking email. Amy is here.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:36 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Elena,  
I've made note of this and we are taking action now. Will report back with an update at the end of the day.

Thank you,  
Rotimi

On Mon, Jul 10, 2017 at 10:26 AM, Gonzalez, Elena  
<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks Rotimi. Jim Cason asked us last week to ensure that everyone moving had this type of message on their old email address. I told him OCIO was already planning for that and that OCIO was also going to cut off any email and other system access to those being moved and for anyone with delegated authority to access email for the SES being moved.

Please let Amy and I know this is taken care of for each person moving and if there is any problem doing this, please tee it up for the ICAM ESC. We want to ensure we are following all security protocols and demonstrate that the CAP for this material weakness has been successful. We also need consistency with how SESs' records are handled as you know. These are the two areas that OCIO is responsible for managing well on these position changes.

Please let me know if I am missing anything.  
Elena

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:19 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Jose,  
We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to the Office of Policy, Management and Budget (PMB). My new email address is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov).

If you have questions regarding USGS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

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Best,  
Mary  
202-208-4505

Sent from my iPhone

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**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
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OCIO, Chief of Staff  
U.S. Department of the Interior



Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

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Gonzales-Schreiner, Roseann	USGS	Transferred	7/3/2017	Sarah Bemis
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Jerold Gidner	ONRR	Jerold.Gidner@onrr.gov	Enabled	
Darren Cruzan	BIA	darren.cruzan@bia.gov	Enabled	
Joel Clement	OS - PMB	joel_clement@ios.doi.gov	Enabled	
Betsy Hildebrandt	FWS	betsy_hildebrandt@fws.gov	Enabled	
Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
Ruth Welch	BLM	rwelch@blm.gov	Enabled	
Jose Aragon	USGS	jaragon@usgs.gov	Enabled	
Rosann Gonzales-Schreiner	BOR	RGonzalesSchreiner@usbr.gov	Enabled	
Barbara Wainman	USGS	bwainman@usgs.gov	Disabled	21

**To:** Sylvia Burns[sylvia\_burns@ios.doi.gov]; Oluwarotimi Abimbola[rotimi\_abimbola@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Holley, Amy  
**Sent:** 2017-07-10T19:21:21-04:00  
**Importance:** Normal  
**Subject:** Fwd: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-10T19:21:49-04:00

Thank you for working on this. Can we touch base before the note goes out? Just want to be clear on expectations.

----- Forwarded message -----

From: **Rotimi Abimbola** <rotimi\_abimbola@ios.doi.gov>

Date: Mon, Jul 10, 2017 at 6:11 PM

Subject: Re: Additional time for SES transfers w/ old accounts

To: "Burns, Sylvia" <sylvia\_burns@ios.doi.gov>

Cc: Mary Pletcher <mary\_pletcher@ios.doi.gov>, "Holley, Amy" <amy\_holley@ios.doi.gov>, Elena Gonzalez <maria\_gonzalez@ios.doi.gov>, "JONATHAN J. MACK"

<jonathan\_mack@ios.doi.gov>, Michelle Oxyer <michelle\_oxyer@ios.doi.gov>, Olivia Ferriter

<olivia\_ferriter@ios.doi.gov>, Bruce Downs <bruce\_downs@ios.doi.gov>, Martha Eichenbaum

<martha\_eichenbaum@ios.doi.gov>, Karen Matragrano <karen\_matragrano@ios.doi.gov>,

David Alspach <david\_alspach@ios.doi.gov>

All,

As an update, we discussed with Amy (who discussed with Ed Keable and Jim Cason this afternoon). We will be disabling the accounts COB tomorrow and Sylvia will send a note to all SES in the morning informing them of the timing and giving them the opportunity to reach out with special issues/concerns. I'll meet with the staff teams again tomorrow morning to go over the disabling process and check-in on the off-boarding procedures (we want to collect all the off-boarding checklists with the help of Jonathan Mack and Michelle Oxyer). The status of disabling as of this evening is shown below. Bureau to bureau transfers were successfully completed for all 13 SES employees.

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Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
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Thanks. I will be out this afternoon but will be checking email. Amy is here.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:36 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Elena,  
I've made note of this and we are taking action now. Will report  
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Thank you,  
Rotimi

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handled as you know. These are the two areas that OCIO is responsible for  
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Elena

Elena Gonzalez  
U.S. Department of the Interior

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Jose,  
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use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to  
the Office of Policy, Management and Budget (PMB). My new email address  
is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov) .

If you have questions regarding USGS-related matters, please contact [insert name and email address of  
your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new  
SES position. We are following the standard process the Department now  
uses to onboard and offboard senior officials. The Department's  
onboarding team will be in touch with you over the next couple of days  
and will work with you and your respective HR, IT and security staffs  
to ensure that your transition is as smooth as possible and handled  
consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within  
the Department, you will get a new email account and inbox. For  
security purposes, we ask that that you include an out of office  
message on your former email address which will be active for 30 days.  
Once your transfers are complete, you will no longer have access to  
your former account and inbox. Additional details will be shared in  
the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions  
or concerns. Jonathan can be reached at 202-208-5990. Michelle can be



reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

--

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OCIO, Chief of Staff  
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**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

--

**Sylvia Burns, CIO**

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sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360

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*Our mission is your mission*

--

Rotimi Abimbola

OCIO, Chief of Staff

U.S. Department of the Interior

Office phone: 202-208-2912

[www.doi.gov/ocio](http://www.doi.gov/ocio)

Name	New Bureau	Action	Date	Sponsor
James, James	BIA	Transferred	7/10/2017	Lynn McCullough
Hanna, Jeanette	BLM	Transferred	7/10/2017	Nicole Wilemon
Gidner, Jerry	OST	Transferred	7/10/2017	Leon Craig
Cruzan, Darren	OS	Transferred	7/10/2017	Trent Cole
Clement, Joel	ONRR	Transferred	7/7/2017	Douglas Lemp
Hildebrandt, Betsy	USGS	Transferred	7/3/2017	Sarah Bemis
Arroyo, Bryan	OS	Transferred	7/7/2017	Trent Cole
Woody, William	BLM	Transferred	7/10/2017	Nicole Wilemon
Velasco, Janine	FWS	Transferred	7/7/2017	William "Dave" Hudson
Welch, Ruth	BOR	Transferred	7/7/2017	Alyssa Thompson
Aragon, Jose	OS	Transferred	7/7/2017	Trent Cole
Gonzales-Schreiner, Roseann	USGS	Transferred	7/3/2017	Sarah Bemis
Wainman, Barbara	FWS	Transferred	6/23/2017	William "Dave" Hudson

User Name	Bureau	Email Address	Status of Losing Bureau AD	Business Category
Jim James	OST	JIM_JAMES@ost.doi.gov	Disabled	1
Jeanette Hanna	BIA	Jeanette.Hanna@bia.gov	Disabled	21
Jerold Gidner	ONRR	Jerold.Gidner@onrr.gov	Enabled	
Darren Cruzan	BIA	darren.cruzan@bia.gov	Enabled	
Joel Clement	OS - PMB	joel_clement@ios.doi.gov	Enabled	
Betsy Hildebrandt	FWS	betsy_hildebrandt@fws.gov	Enabled	
Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
Ruth Welch	BLM	rwelch@blm.gov	Enabled	
Jose Aragon	USGS	jaragon@usgs.gov	Enabled	
Rosann Gonzales-Schreiner	BOR	RGonzalesSchreiner@usbr.gov	Enabled	
Barbara Wainman	USGS	bwainman@usgs.gov	Disabled	21

**To:** jeanette.hanna@bia.gov[jeanette.hanna@bia.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; JONATHAN J. MACK[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; James Burckman[james.burckman@bia.gov]; Loudermilk Weldon[weldon.loudermilk@bia.gov]; Michael Nedd[mnedd@blm.gov]; John Ruhs[jruhs@blm.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-10T19:51:41-04:00  
**Importance:** Normal  
**Subject:** Re: Transition guidance  
**Received:** 2017-07-10T19:51:48-04:00

Jeanette,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the Bureau of Indian Affairs (BIA). I have moved to the Bureau of Land Management (BLM). My new email address is [jhanna@blm.gov](mailto:jhanna@blm.gov).

If you have questions regarding BIA-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jeanette Hanna

On Fri, Jul 7, 2017 at 9:41 AM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jeanette,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5590. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Holley, Amy[amy\_holley@ios.doi.gov]  
**Cc:** Oluwarotimi Abimbola[rotimi\_abimbola@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Sylvia Burns  
**Sent:** 2017-07-11T07:52:06-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-11T07:52:13-04:00

Of course. I was hoping that you and Elena could help review the message before I send too.

**Sylvia Burns, CIO**

Office of the Chief Information Officer

US Department of the Interior

[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)

Office: 202-208-6194

Fax: 202-501-2360

[www.doi.gov/ocio](http://www.doi.gov/ocio)

On Jul 10, 2017, at 7:21 PM, Holley, Amy <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)> wrote:

Thank you for working on this. Can we touch base before the note goes out? Just want to be clear on expectations.

----- Forwarded message -----

From: **Rotimi Abimbola** <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)>

Date: Mon, Jul 10, 2017 at 6:11 PM

Subject: Re: Additional time for SES transfers w/ old accounts

To: "Burns, Sylvia" <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)>

Cc: Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>, "Holley, Amy"

<[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)>, Elena Gonzalez <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)>,

"JONATHAN J. MACK" <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>, Michelle Oxyer

<[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)>, Olivia Ferriter <[olivia\\_ferriter@ios.doi.gov](mailto:olivia_ferriter@ios.doi.gov)>,

Bruce Downs <[bruce\\_downs@ios.doi.gov](mailto:bruce_downs@ios.doi.gov)>, Martha Eichenbaum

<[martha\\_eichenbaum@ios.doi.gov](mailto:martha_eichenbaum@ios.doi.gov)>, Karen Matragrano

<[karen\\_matragrano@ios.doi.gov](mailto:karen_matragrano@ios.doi.gov)>, David Alspach <[david\\_alspach@ios.doi.gov](mailto:david_alspach@ios.doi.gov)>

All,

As an update, we discussed with Amy (who discussed with Ed Keable and Jim Cason this afternoon). We will be disabling the accounts COB tomorrow and Sylvia will send a note to all SES in the morning informing them of the timing and giving

them to opportunity to reach out with special issues/concerns. I'll meet with the staff teams again tomorrow morning to go over the disabling process and check-in on the off-boarding procedures (we want to collect all the off-boarding checklists with the help of Jonathan Mack and Michelle Oxyer). The status of disabling as of this evening is shown below. Bureau to bureau transfers were successfully completed for all 13 SES employees.

Thanks,  
Rotimi

<image.png>

<image.png>

On Mon, Jul 10, 2017 at 1:45 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Thanks, Mary. I'll talk w/ my folks to get a sense of what would be reasonable for extra time to transition their mailboxes.

On Mon, Jul 10, 2017 at 1:43 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

I'll defer to Sylvia.

Mary

Sent from my iPhone

On Jul 10, 2017, at 1:29 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

I'd be OK w/ giving them a little extra time to transition vis-a-vis their email boxes.

On Mon, Jul 10, 2017 at 1:07 PM, Holley, Amy <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)> wrote:

I agree. Happy to discuss if that is helpful.

On Mon, Jul 10, 2017 at 1:05 PM, Elena Gonzalez <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Up to Sylvia from my perspective. Amy? Mary?

Sent from my iPhone

On Jul 10, 2017, at 1:00 PM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:



Mary, Amy, Elena -

We just met via phone with all bureau and office staff working on the transfers. The records clearance is underway across the bureaus and for OS. About 3 of the 13 transfers are able to fully closeout their exit clearance today. There are about 2 others that are on leave this week. We are in communication with them to get their out of office messages up as soon as possible today.

For the 2 who are on leave/traveling, we plan to keep their old accounts active until they return to the office and plan to off-board them formally on the day they return.

We just found out that one of the SES is now on travel with his new org (before he closed out from the old org). We have both organizations (losing and gaining) coordinating and have made it clear that the exit clearance should be completed today, but we anticipate some complications here given he is on travel.

There are a hand full of SES that are asking for additional time to review their email and transfer Google docs they own within their old organization. They understand that they need to obtain clearance from their respective records officers before they take anything into their new org/position.

Can we allow additional time (until tomorrow morning or COB tomorrow) for this first wave of SES to review their email/transfer files given the timing of our notification?

Thanks,  
Rotimi

On Mon, Jul 10, 2017 at 12:08 PM, Gonzalez, Elena

<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks. I will be out this afternoon but will be checking email.  
Amy is here.  
Elena

Elena Gonzalez  
U.S. Department of the Interior

Deputy Assistant Secretary for Technology, Information and Business  
Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:36 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Elena,  
I've made note of this and we are taking action  
now. Will report back with an update at the end of  
the day.

Thank you,  
Rotimi

On Mon, Jul 10, 2017 at 10:26 AM, Gonzalez, Elena  
<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks Rotimi. Jim Cason asked us last week to ensure that  
everyone moving had this type of message on their old email  
address. I told him OCIO was already planning for that and  
that OCIO was also going to cut off any email and other system  
access to those being moved and for anyone with delegated  
authority to access email for the SES being moved.

Please let Amy and I know this is taken care of for each person moving and if there is any  
problem doing this, please tee it up for the ICAM ESC. We  
want to ensure we are following all security protocols and  
demonstrate that the CAP for this material weakness has been  
successful. We also need consistency with how SESs' records  
are handled as you know. These are the two areas that OCIO is  
responsible for managing well on these position changes.

Please let me know if I am missing anything.  
Elena

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business  
Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:19 AM, Rotimi Abimbola

<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Jose,

We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed

**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to the Office of Policy, Management and Budget (PMB). My new email address is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov).

If you have questions regarding USGS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher

<[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary

202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

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**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

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Sylvia Burns, CIO

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Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Holley, Amy[amy\_holley@ios.doi.gov]  
**Cc:** Sylvia Burns[sylvia\_burns@ios.doi.gov]; Oluwarotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**From:** Elena Gonzalez  
**Sent:** 2017-07-11T09:40:38-04:00  
**Importance:** Normal  
**Subject:** Re: Additional time for SES transfers w/ old accounts  
**Received:** 2017-07-11T09:40:48-04:00

Sounds good. Amy filled me in late yesterday too. My suggestion is to reiterate this is routine practice for senior officials and not specific to this set of moves. There seems to be some misunderstanding on that point. The message Martha sent yesterday was very good at clarifying.

Elena Gonzalez  
Deputy Assistant Secretary - Technology, Information and Business Services  
US Department of the Interior  
202-208-7966

On Jul 10, 2017, at 7:21 PM, Holley, Amy <amy\_holley@ios.doi.gov> wrote:

Thank you for working on this. Can we touch base before the note goes out? Just want to be clear on expectations.

----- Forwarded message -----

**From:** Rotimi Abimbola <rotimi\_abimbola@ios.doi.gov>

**Date:** Mon, Jul 10, 2017 at 6:11 PM

**Subject:** Re: Additional time for SES transfers w/ old accounts

**To:** "Burns, Sylvia" <sylvia\_burns@ios.doi.gov>

**Cc:** Mary Pletcher <mary\_pletcher@ios.doi.gov>, "Holley, Amy"

<amy\_holley@ios.doi.gov>, Elena Gonzalez <maria\_gonzalez@ios.doi.gov>,

"JONATHAN J. MACK" <jonathan\_mack@ios.doi.gov>, Michelle Oxyer

<michelle\_oxyer@ios.doi.gov>, Olivia Ferriter <olivia\_ferriter@ios.doi.gov>,

Bruce Downs <bruce\_downs@ios.doi.gov>, Martha Eichenbaum

<martha\_eichenbaum@ios.doi.gov>, Karen Matragrano

<karen\_matragrano@ios.doi.gov>, David Alspach <david\_alspach@ios.doi.gov>

All,

As an update, we discussed with Amy (who discussed with Ed Keable and Jim Cason this afternoon). We will be disabling the accounts COB tomorrow and Sylvia will send a note to all SES in the morning informing them of the timing and giving them to opportunity to reach out with special issues/concerns. I'll meet with the staff teams again tomorrow morning to go over the disabling process and check-in on the off-boarding procedures (we want to collect all the off-boarding checklists with the help of Jonathan Mack and Michelle Oxyer). The status of disabling as of this evening is shown below. Bureau to bureau transfers were successfully completed for all 13 SES employees.

Thanks,

Rotimi

User Name	Bureau	Email Address	Status of Losing Bureau AD	Business Category
Jim James	OST	JIM_JAMES@ost.doi.gov	Disabled	1
Jeanette Hanna	BIA	Jeanette.Hanna@bia.gov	Disabled	21
Jerold Gidner	ONRR	Jerold.Gidner@onrr.gov	Enabled	
Darren Cruzan	BIA	darren.cruzan@bia.gov	Enabled	
Joel Clement	OS - PMB	joel_clement@ios.doi.gov	Enabled	
Betsy Hildebrandt	FWS	betsy_hildebrandt@fws.gov	Enabled	
Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
Ruth Welch	BLM	rwelch@blm.gov	Enabled	
Jose Aragon	USGS	jaragon@usgs.gov	Enabled	
Rosann Gonzales-Schreiner	BOR	RGonzalesSchreiner@usbr.gov	Enabled	
Barbara Wainman	USGS	bwainman@usgs.gov	Disabled	21

Name	New Bureau	Action	Date	Sponsor
James, James	BIA	Transferred	7/10/2017	Lynn McCullough
Hanna, Jeanette	BLM	Transferred	7/10/2017	Nicole Wilemon
Gidner, Jerry	OST	Transferred	7/10/2017	Leon Craig
Cruzan, Darren	OS	Transferred	7/10/2017	Trent Cole
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Velasco, Janine	FWS	Transferred	7/7/2017	William "Dave" Hudson
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Aragon, Jose	OS	Transferred	7/7/2017	Trent Cole
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Wainman, Barbara	FWS	Transferred	6/23/2017	William "Dave" Hudson

On Mon, Jul 10, 2017 at 1:45 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Thanks, Mary. I'll talk w/ my folks to get a sense of what would be reasonable for extra time to transition their mailboxes.

On Mon, Jul 10, 2017 at 1:43 PM, Mary Pletcher <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

I'll defer to Sylvia.

Mary

Sent from my iPhone

On Jul 10, 2017, at 1:29 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

I'd be OK w/ giving them a little extra time to transition vis-a-vis their email boxes.

On Mon, Jul 10, 2017 at 1:07 PM, Holley, Amy <[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)> wrote:

I agree. Happy to discuss if that is helpful.

On Mon, Jul 10, 2017 at 1:05 PM, Elena Gonzalez <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Up to Sylvia from my perspective. Amy? Mary?

Sent from my iPhone

On Jul 10, 2017, at 1:00 PM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Mary, Amy, Elena -

We just met via phone with all bureau and office staff working on the transfers. The records clearance is underway across the bureaus and for OS. About 3 of the 13 transfers are able to fully closeout their exit clearance today. There are about 2 others that are on leave this week. We are in communication with them to get their out of office messages up as soon as possible today.

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their old organization. They understand that they need to obtain clearance from their respective records officers before they take anything into their new org/position.

Can we allow additional time (until tomorrow morning or COB tomorrow) for this first wave of SES to review their email/transfer files given the timing of our notification?

Thanks,  
Rotimi

On Mon, Jul 10, 2017 at 12:08 PM, Gonzalez, Elena  
<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks. I will be out this afternoon but will be checking email.  
Amy is here.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business  
Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:36 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Elena,  
I've made note of this and we are taking action now. Will report back with an update at the end of the day.

Thank you,  
Rotimi

On Mon, Jul 10, 2017 at 10:26 AM, Gonzalez, Elena  
<[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Thanks Rotimi. Jim Cason asked us last week to ensure that everyone moving had this type of message on their old email address. I told him OCIO was already planning for that and that OCIO was also going to cut off any email and other system access to those being moved and for anyone with delegated authority to access email for the SES being moved.

Please let Amy and I know this is taken care of for each person moving and if there is any problem doing this, please tee it up for the ICAM ESC. We want to ensure we are following all security protocols and demonstrate that the CAP for this material weakness has been successful. We also need consistency with how SESs' records are handled as you know. These are the two areas that OCIO is responsible for managing well on these position changes.

Please let me know if I am missing anything.  
Elena

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business  
Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 10, 2017 at 10:19 AM, Rotimi Abimbola  
<[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Jose,  
We prepared an out of office message template for you to use. Kindly use and reach out to Jonathan and the team with any questions.

**Subject:** Org/Email Address Changed  
**Body of Email:**

Thank you for your message. I am no longer with the U.S. Geological Survey (USGS). I have moved to the Office of Policy, Management and Budget (PMB). My new email address is [jose\\_aragon@ios.doi.gov](mailto:jose_aragon@ios.doi.gov) .

If you have questions regarding USGS-related matters, please contact [insert name and email address of your replacement/backfill].

Thank you,  
Jose Aragon

On Fri, Jul 7, 2017 at 9:24 AM, Mary Pletcher  
<[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Dear Jose,

I am writing to share guidance to help you transition into your new SES position. We are following the standard process the Department now

uses to onboard and offboard senior officials. The Department's onboarding team will be in touch with you over the next couple of days and will work with you and your respective HR, IT and security staffs to ensure that your transition is as smooth as possible and handled consistently to avoid any security or other issues.

Please note that as part of your move to a new bureau or office within the Department, you will get a new email account and inbox. For security purposes, we ask that you include an out of office message on your former email address which will be active for 30 days. Once your transfers are complete, you will no longer have access to your former account and inbox. Additional details will be shared in the guidance document.

Please reach out to Jonathan Mack or Michelle Oxyer with any questions or concerns. Jonathan can be reached at 202-208-5990. Michelle can be reached at 202-208-6943.

Best,  
Mary  
202-208-4505

Sent from my iPhone

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

--

Rotimi Abimbola

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U.S. Department of the Interior  
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[www.doi.gov/ocio](http://www.doi.gov/ocio)

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
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***Our mission is your mission***

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Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

Name	New Bureau	Action	Date	Sponsor
James, James	BIA	Transferred	7/10/2017	Lynn McCullough
Hanna, Jeanette	BLM	Transferred	7/10/2017	Nicole Wilemon
Gidner, Jerry	OST	Transferred	7/10/2017	Leon Craig
Cruzan, Darren	OS	Transferred	7/10/2017	Trent Cole
Clement, Joel	ONRR	Transferred	7/7/2017	Douglas Lemp
Hildebrandt, Betsy	USGS	Transferred	7/3/2017	Sarah Bemis
Arroyo, Bryan	OS	Transferred	7/7/2017	Trent Cole
Woody, William	BLM	Transferred	7/10/2017	Nicole Wilemon
Velasco, Janine	FWS	Transferred	7/7/2017	William "Dave" Hudson
Welch, Ruth	BOR	Transferred	7/7/2017	Alyssa Thompson
Aragon, Jose	OS	Transferred	7/7/2017	Trent Cole
Gonzales-Schreiner, Roseann	USGS	Transferred	7/3/2017	Sarah Bemis
Wainman, Barbara	FWS	Transferred	6/23/2017	William "Dave" Hudson

User Name	Bureau	Email Address	Status of Losing Bureau AD	Business Category
Jim James	OST	JIM_JAMES@ost.doi.gov	Disabled	1
Jeanette Hanna	BIA	Jeanette.Hanna@bia.gov	Disabled	21
Jerold Gidner	ONRR	Jerold.Gidner@onrr.gov	Enabled	
Darren Cruzan	BIA	darren.cruzan@bia.gov	Enabled	
Joel Clement	OS - PMB	joel_clement@ios.doi.gov	Enabled	
Betsy Hildebrandt	FWS	betsy_hildebrandt@fws.gov	Enabled	
Bryan Arroyo	FWS	bryan_arroyo@fws.gov	Enabled	
William Woody	FWS	william_c_woody@fws.gov	Enabled	
Janine Velasco	BLM	jvelasco@blm.gov	Enabled	
Ruth Welch	BLM	rwelch@blm.gov	Enabled	
Jose Aragon	USGS	jaragon@usgs.gov	Enabled	
Rosann Gonzales-Schreiner	BOR	RGonzalesSchreiner@usbr.gov	Enabled	
Barbara Wainman	USGS	bwainman@usgs.gov	Disabled	21

**To:** mary\_pletcher@ios.doi.gov[mary\_pletcher@ios.doi.gov]  
**From:** William Woody  
**Sent:** 2017-07-12T11:54:16-04:00  
**Importance:** Normal  
**Subject:** Fwd: Exit clearance + medical  
**Received:** 2017-07-12T11:54:25-04:00

Hi Mary, is the exit medical LE related ? I didn't have an exit medical when I moved from BLM to USFWS in 2010. Thanks WW

William C. Woody  
Chief, Office of Law Enforcement  
United States Fish and Wildlife Service  
1849 C Street, N. W., Room 3041  
Washington, DC 20240  
202-208-3809  
703-785-0810 cell

Begin forwarded message:

**From:** "Scully, Kathleen" <kathleen\_scully@fws.gov>  
**Date:** July 12, 2017 at 8:56:31 AM MDT  
**To:** William Woody <william\_c\_woody@fws.gov>  
**Cc:** JoAn Mundt <joan\_mundt@fws.gov>, Denise Shorter <Denise\_Shorter@fws.gov>  
**Subject:** Exit clearance + medical

Woody,

The Department has asked for your exit clearance paperwork. As you can imagine, not much has been completed since you have not been around, and you are still using many of your items. I cc'd you on a message to BLM who is working the other end to bring you on board.

Couple things -

**Medical** - you are required to take an exit medical. Shall we set one up for you or do you want to schedule one yourself? ( I know, but this is one of the requirements)

**Travel** - we will need to file your vouchers as quickly as possible to close out your credit card and other accounts. Was all the travel you have done since mid June BLM related? if not can you tell me which is which? We are supposed to get reimbursement from BLM for travel taken for BLM but which is currently being paid for by FWS.

**Property** -Other than your ipad, iphone, PIV card, an encrypted hard drive for whatever files you want to bring with you, what else are you taking with you? You MAC book won't work at BLM so they are getting you a DELL laptop.

I have you assigned a Caiman Crocodile Skull - if you are taking it with you we need to do a property transfer for it.

That's all for now - my number is 703-358-1750 - I am sure you want to discuss this with me.

Kathy

--

**Kathy Scully**

Chief, Planning and Analysis

Office of Law Enforcement

U.S. Fish and Wildlife Service

5275 Leesburg Pike

MS: OLE

Falls Church, VA 22041-3803



**To:** Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-07-12T14:19:20-04:00  
**Importance:** Normal  
**Subject:** Fwd: Exit clearance + medical  
**Received:** 2017-07-12T14:19:26-04:00

Can you take a look at this? Is a medical exit required for law enforcement?

Mary

----- Forwarded message -----

**From:** William Woody <william\_c\_woody@fws.gov>  
**Date:** Wed, Jul 12, 2017 at 11:54 AM  
**Subject:** Fwd: Exit clearance + medical  
**To:** [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)

Hi Mary, is the exit medical LE related ? I didn't have an exit medical when I moved from BLM to USFWS in 2010. Thanks WW

William C. Woody  
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United States Fish and Wildlife Service  
1849 C Street, N. W., Room 3041  
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**From:** "Scully, Kathleen" <[kathleen\\_scully@fws.gov](mailto:kathleen_scully@fws.gov)>  
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**To:** William Woody <[william\\_c\\_woody@fws.gov](mailto:william_c_woody@fws.gov)>  
**Cc:** JoAn Mundt <[joan\\_mundt@fws.gov](mailto:joan_mundt@fws.gov)>, Denise Shorter <[Denise\\_Shorter@fws.gov](mailto:Denise_Shorter@fws.gov)>  
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Kathy

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**Kathy Scully**

Chief, Planning and Analysis  
Office of Law Enforcement  
U.S. Fish and Wildlife Service  
5275 Leesburg Pike  
MS: OLE  
Falls Church, VA 22041-3803

--

**Mary Pletcher**

Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-07-12T15:27:54-04:00  
**Importance:** Normal  
**Subject:** Re: Exit clearance + medical  
**Received:** 2017-07-12T15:28:01-04:00

The Departmental Occupational Medicine Program Handbook requires an exit medical exam when an individual leaves a permanent law enforcement position. However, the FWS policy requires an exit medical exam when an individual serving in a law enforcement leaves FWS. I could not find anything in regards to BLM's requirements so I cannot explain why he did not get one when he left BLM.

### Michelle Oxyer

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

On Wed, Jul 12, 2017 at 2:19 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

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**Subject:** Fwd: Exit clearance + medical  
**To:** [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)

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William C. Woody  
Chief, Office of Law Enforcement  
United States Fish and Wildlife Service  
1849 C Street, N. W., Room 3041  
Washington, DC 20240  
202-208-3809  
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Begin forwarded message:

**From:** "Scully, Kathleen" <[kathleen\\_scully@fws.gov](mailto:kathleen_scully@fws.gov)>

**Date:** July 12, 2017 at 8:56:31 AM MDT  
**To:** William Woody <[william\\_c\\_woody@fws.gov](mailto:william_c_woody@fws.gov)>  
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Falls Church, VA 22041-3803

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Department of the Interior  
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Chief Human Capital Officer  
(202) 208-4505

**To:** Oxyer, Michelle[michelle\_oxyer@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-07-12T15:35:13-04:00  
**Importance:** Normal  
**Subject:** Re: Exit clearance + medical  
**Received:** 2017-07-12T15:35:20-04:00

Should we ask Jim Anderton to weigh in? Not sure why one is required for leaving FWS law enforcement when going to another law enforcement position.

On Wed, Jul 12, 2017 at 3:27 PM, Oxyer, Michelle <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)> wrote:

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Washington, DC 20240

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**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-07-12T15:41:45-04:00  
**Importance:** Normal  
**Subject:** Re: Exit clearance + medical  
**Received:** 2017-07-12T15:41:48-04:00

I think that might be a good idea.

### **Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

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**Mary Pletcher**

Department of the Interior

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Chief Human Capital Officer

(202) 208-4505

--

**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
ASIA	THOMPSON, THOMAS D
BIA	BLACK, MICHAEL S.
BIE	ROESSEL, CHARLES M.
BLM	ELLIS, STEVEN A
BOEM	CRUICKSHANK, WALTER D.
BOR	MURILLO, DAVID G.
BOR	PIMLEY, LOWELL D.
BSEE	SCHNEIDER, MARGARET N.
FWS	GOULD, ROWAN W.
FWS	GUERTIN, STEPHEN D.
NPS	O'DELL, MARGARET G.
OS/PMB	PLETCHER, MARY F.
OS/PMB	
OS/PMB	BURNS, SYLVIA W.
OS/PMB	THORSEN, KIMBERLEY A.
OSM	OWENS, GLENDA HUDSON
OST	SINGER, MICHELE F.
SOL	LOFTIN, MELINDA J.
SOL	HAUGRUD, KEVIN JACK
SOL	KEABLE, EDWARD T.
USGS	
USGS	KIMBALL, SUZETTE M.
BIA	LOUDERMILK, WELDON B.
BLM	CRIBLEY, BUD C
BOEM	KENDALL, JAMES J. JR.
FWS	HASKETT, GEOFFREY L.
NPS	FROST, HERBERT C.
SOL	DARNELL, JOSEPH D.
USGS	VACANT
FWS	DOHNER, CYNTHIA
NPS	AUSTIN, STANLEY J.
SOL	CLARK, HORACE G.
USGS	WEAVER, JESS D.
SOL	
BLM	WELCH, RUTH L.
FWS	WALSH, NOREEN E.
NPS	MASICA, SUE E.
OSM	VACANT
SOL	MCKEOWN, MATTHEW J.
USGS	ETHRIDGE, MAX M.
BLM	RUHS, JOHN F

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY ASST SECRETARY - MANAGEMENT	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN EDUCATION	WASHINGTON,DC
DEPUTY DIRECTOR FOR OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
REGIONAL DIRECTOR - MID PACIFIC REGION	SACRAMENTO,CALIFORNIA
DEPUTY COMMISSIONER - OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
DEPUTY DIRECTOR (OPERATIONS)	WASHINGTON,DC
DEPUTY DIRECTOR (PROG. MGMT. & PLCY)	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OPERATIONS	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - HUMAN CAPITAL AND DIVERSITY	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - TECHNOLOGY, INFORMATION AND BUSINESS SERVICES	WASHINGTON,DC
CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - PUBLIC SAFETY, RESOURCE PROTECTION AND EMERGENCY SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
PRINCIPAL DEPUTY SPECIAL TRUSTEE	WASHINGTON,DC
DESIGNATED AGENCY ETHICS OFFICIAL	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR	RESTON,VIRGINIA
DEPUTY DIRECTOR	RESTON,VIRGINIA
REGIONAL DIRECTOR - ALASKA	ANCHORAGE,ALASKA
STATE DIRECTOR - ALASKA	ANCHORAGE,ALASKA
ALASKA REGIONAL DIRECTOR	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ANCHORAGE	ANCHORAGE,ALASKA
REGIONAL DIRECTOR, ALASKA	ANCHORAGE,ALASKA
REGIONAL SOLICITOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ATLANTA	ATLANTA,GEORGIA
REGIONAL DIRECTOR, SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL SOLICITOR - SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL DIRECTOR - SOUTHEAST REGION	NORCROSS,GEORGIA
REGIONAL SOLICITOR - NORTHEAST REGION	BOSTON, MASSACHUSETTS
STATE DIRECTOR - COLORADO	DENVER,COLORADO
REGIONAL DIRECTOR - DENVER	LAKWOOD,COLORADO
REGIONAL DIRECTOR, INTERMOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR, WESTERN REGION	DENVER,COLORADO
REGIONAL SOLICITOR - ROCKY MOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR - SOUTHWEST REGION	LAKWOOD,COLORADO
STATE DIRECTOR - EASTERN STATES	SPRINGFIELD,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	1710	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	SAC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	2210	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$154,160	\$166,635	\$168,315	\$169,995
ES	1301	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0905	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
		2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0340	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0905	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	1301	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
		2	BOSTON	\$154,879	\$156,432	\$158,491	\$161,900
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0480	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
		2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0905	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	1301	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
NPS	VACANT
USGS	RUSS, DAVID P.
USGS	CARL, LEON M.
FWS	WEBER, WENDI
BIA	ROSEN, DIANE K.
FWS	MELIUS, THOMAS O
NPS	CALDWELL, MICHAEL A.
BIA	BOWKER, BRYAN L.
BLM	SUAZO, RAYMOND
OSM	SHOPE, THOMAS D.
BIA	SPEAKS, STANLEY M.
BLM	PEREZ, JEROME E
FWS	THORSON, ROBYN
SOL	PETERSON, PENNY LYNN
BIA	PINTO, SHARON ANN
BIA	IMPSON, ROBERT K.
BIA	DEERINWATER, DANIEL J.
BIA	
BIA	
BIA	VACANT
BLM	PALMA, JUAN M
BLM	CONNELL, JAMIE E.
BLM	MURPHY, TIMOTHY M.
BLM	SIMPSON, DONALD A
BLM	LUEDERS, AMY L.
BOEM	RODI, JOHN L.
BOR	LEE, LORRI J
BOR	RYAN, MICHAEL J.
BOR	VACANT
BSEE	HERBST, LARS T.
NPS	VACANT
OS/PMB	BATHRICK, MARK L.
SOL	
BIA	WALKER, WILLIAM T.
BLM	JUEN, JESSE J.
FWS	TUGGLE, BENJAMIN N.
OST	CRAFF, ROBERT C.
OST	REYNOLDS, THOMAS G.
OST	RUGEN, CATHERINE E.
OST	BURCH, MELVIN E.
OST	WILLIAMS, MARGARET C.
OST	WHITE, JOHN ETHAN
OST	JAMES, JAMES D. JR.
OST	LORDS, DOUGLAS A.



SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL DIRECTOR, NATIONAL CAPITAL REGION	WASHINGTON,DC
REGIONAL DIRECTOR - NORTHEAST REGION	RESTON,VIRGINIA
REGIONAL DIRECTOR - MIDWEST REGION	ANN ARBOR,MICHIGAN
REGIONAL DIRECTOR - HADLEY	HADLEY,MASSACHUSETTS
REGIONAL DIRECTOR - MIDWEST	BLOOMINGTON,MINNESOTA
REGIONAL DIRECTOR - TWIN CITIES	MINNEAPOLIS,MINNESOTA
REGIONAL DIRECTOR, NORTHEAST REGION	PHILADELPHIA,PENNSYLVANIA
REGIONAL DIRECTOR - WESTERN	PHOENIX,ARIZONA
STATE DIRECTOR - ARIZONA	PHOENIX,ARIZONA
REGIONAL DIRECTOR, APPALACHIN REGION	GREEN TREE,PENNSYLVANIA
REGIONAL DIRECTOR - NORTHWEST	PORTLAND,OREGON
STATE DIRECTOR - OREGON	PORTLAND,OREGON
REGIONAL DIRECTOR - PORTLAND	PORTLAND,OREGON
REGIONAL SOLICITOR - PACIFIC NORTHWEST REGION	PORTLAND,OREGON
REGIONAL DIRECTOR - NAVAJO	GALLUP,NEW MEXICO
REGIONAL DIRECTOR - EASTERN OKLAHOMA	MUSKOGEE,OKLAHOMA
REGIONAL DIRECTOR - SOUTHERN PLAINS	ANADARKO,OKLAHOMA
REGIONAL DIRECTOR - GREAT PLAINS	ABERDEEN, SOUTH DAKOTA
REGIONAL DIRECTOR - ROCKY MOUNTAIN REGION	BILLINGS, MONTANA
REGIONAL DIRECTOR - EASTERN REGION	NASHVILLE, TENNESSEE
STATE DIRECTOR - UTAH	SALT LAKE CITY,UTAH
STATE DIRECTOR - MONTANA	BILLINGS,MONTANA
STATE DIRECTOR - IDAHO	BOISE,IDAHO
STATE DIRECTOR - WYOMING	CHEYENNE,WYOMING
STATE DIRECTOR - NEVADA	RENO,NEVADA
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR - PACIFIC NORTHWEST REGION	BOISE,IDAHO
REGIONAL DIRECTOR - GREAT PLAINS REGION	BILLINGS,MONTANA
REGIONAL DIRECTOR - UPPER COLORADO REGION	SALT LAKE CITY,UTAH
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR, MIDWEST REGION	OMAHA, NEBRASKA
DIRECTOR, OFFICE OF AVIATION SERVICES	BOISE,IDAHO
REGIONAL SOLICITOR - INTERMOUNTAIN REGION	SALT LAKE CITY,UTAH
REGIONAL DIRECTOR - SOUTHWEST	ALBUQUERQUE,NEW MEXICO
STATE DIRECTOR - NEW MEXICO	SANTA FE,NEW MEXICO
REGIONAL DIRECTOR - ALBUQUERQUE	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE FOR PROGRAM MANAGEMENT	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - FIELD OPERATIONS	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - TRUST SERVICES	ALBUQUERQUE,NEW MEXICO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1350	2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	2	DET	\$153,998	\$155,542	\$157,490	\$160,699
ES	0480	2	HART	\$156,145	\$157,710	\$159,769	\$161,900
ES	0340	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0480	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0340	2	PHIL	\$151,144	\$152,659	\$154,731	\$158,385
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PITT	\$144,417	\$145,865	\$147,717	\$150,701
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0480	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0905	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0480	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120

SES Pay Categories Minimum Pay Levels  
2014 to present



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
SOL	VACANT
BOR	FULP, TERRANCE J
OSM	BARCHENGER, ERVIN J
BIA	DUTSCHKE, AMY L.
BLM	KENNA, JAMES G
FWS	LOHOEFENER, RENNE R.
SOL	VACANT
USGS	SOGGE, MARK K.
USGS	VACANT
NPS	LEHNERTZ, CHRISTINE S.
ASIA	FREEMAN, SHAREE M.
BIA	CRUZAN, DARREN A.
BIA	ORTIZ, HANKIE P.
BIA	VACANT (HELEN RIGGS SELECTED)
BIA	SMITH, MICHAEL R.
BIE	FORREST, VICKI L.
BLM	ROBERSON, EDWIN L
BLM	LAURO, SALVATORE R.
BLM	CARTER-PFISTERER, CAROLE
BLM	VELASCO, JANINE M.
BLM	ROUNTREE, CARL D.
BLM	NEDD, MICHAEL D.
BLM	
BOEM	BROWN, WILLIAM Y
BOEM	ORR, L. RENEE
BOR	PAYNE, GRAYFORD F.
BSEE	MABRY, SCOTT L.
BSEE	MORRIS, DOUGLAS W.
FWS	HILDEBRANDT, BETSY J.
FWS	KURTH, JAMES W.
FWS	FRAZER, GARY D.
NPS	NEW (LENA MCDOWALL PROPOSED)
OS/PMB	CLEMENT, JOEL P.
OS/PMB	PULA, NIKOLAO IULI
OS/PMB	JOHNSTON, MICHAEL J.
OS/PMB	GLOMB, STEPHEN J.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL SOLICITOR - SOUTHWEST REGION	ALBUQUERQUE,NEW MEXICO
REGIONAL DIRECTOR - LOWER COLORADO REGION	BOULDER CITY,NEVADA
REGIONAL DIRECTOR, MID CONTINENT REGIONAL COORDINATING CENTER	ALTON,ILLINOIS
REGIONAL DIRECTOR - PACIFIC	SACRAMENTO,CALIFORNIA
STATE DIRECTOR - CALIFORNIA	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - SACRAMENTO	SACRAMENTO,CALIFORNIA
REGIONAL SOLICITOR - PACIFIC SOUTHWEST REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - PACIFIC REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - NORTHWEST REGION	SEATTLE, WASHINGTON
REGIONAL DIRECTOR, PACIFIC WEST REGION	OAKLAND,CALIFORNIA
DIRECTOR, OFFICE OF SELF GOVERNANCE	WASHINGTON,DC
DEPUTY DIRECTOR - JUSTICE SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - INDIAN SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - TRUST SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - FIELD OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR - SCHOOLS OPERATIONS	WASHINGTON,DC
ASSISTANT DIRECTOR, RENEWABLE RESOURCES AND PLANNING	WASHINGTON,DC
DIRECTOR, LAW ENFORCEMENT, SECURITY AND PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR, HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS, FISCAL AND INFORMATION RESOURCES MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, NATIONAL LANDSCAPE CONSERVATION SYSTEM AND COMMUNITY PARTNERSHIPS	WASHINGTON,DC
ASSISTANT DIRECTOR, MINERALS, REALTY AND RESOURCE PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR FOR COMMUNICATIONS AND PUBLIC RELATIONS	WASHINGTON,DC
CHIEF ENVIRONMENTAL OFFICER	WASHINGTON,DC
STRATEGIC RESOURCES CHIEF	WASHINGTON,DC
DEPUTY COMMISSIONER, PROGRAM, ADMINISTRATION AND BUDGET	WASHINGTON,DC
ASSOCIATE DIRECTOR FOR ADMINISTRATION	WASHINGTON,DC
REGULATORY PROGRAMS CHIEF	WASHINGTON,DC
ASSISTANT DIRECTOR - EXTERNAL AFFAIRS	WASHINGTON,DC
CHIEF, NATIONAL WILDLIFE REFUGE SYSTEM	WASHINGTON,DC
ASSISTANT DIRECTOR - ENDANGERED SPECIES	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DIRECTOR, OFFICE OF INSULAR AFFAIRS	WASHINGTON,DC
DIRECTOR, BUSINESS INTEGRATION OFFICE	HERNDON,VIRGINIA
DIRECTOR, OFFICE OF RESTORATION AND DAMAGE ASSESSMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/LV	\$141,675	\$143,095	\$145,020	\$147,120
ES	0340	2	RUS/STL	\$141,675	\$143,095	\$144,944	\$147,120
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0480	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0401	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SEA	\$151,169	\$152,684	\$154,871	\$158,858
ES	0340	2	SJ/SF/OAK	\$157,100	\$158,700	\$160,300	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC		Position est 2016	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	BURDEN, JOHN W.
OS/PMB	FLANAGAN, DENISE A.
OS/PMB	BROUN, LAURENCE I.
OS/PMB	MULHERN, THOMAS A.
OS/PMB	GLENN, DOUGLAS A
OS/PMB	ROSS, JOHN W
OS/PMB	HUMBERT, HARRY L
OS/PMB	GOULD, GREGORY J.
OS/PMB	WARD, JOSEPH M JR
OS/PMB	GOODWIN, JANET A.
OS/PMB	BECK, RICHARD T.
OS/PMB	IUDICELLO, FAY S.
OS/PMB	SONDERMAN, DEBRA E.
OS/PMB	DOUGLAS, JAMES C.
OS/PMB	TAYLOR, WILLIE R.
OS/PMB	VACANT
OSM	RIDEOUT, STERLING J. JR
OSM	WORONKA, THEODORE
OST	DAVIS, MARK H
SOL	HAWBECKER, KAREN S.
SOL	BROWN, LAURA B.
SOL	
SOL	ROTH, BARRY N.
SOL	BERRIGAN, MICHAEL J.
SOL	SIMMONS, SHAYLA F.
SOL	VACANT
USGS	THORNHILL, ALAN D.
USGS	VACANT (JOSE ARAGON SELECTED)
USGS	GALLAGHER, KEVIN T
USGS	WERKHEISER, WILLIAM H.
USGS	WAINMAN, BARBARA W.
USGS	APPLEGATE, JAMES D. R.
USGS	KINSINGER, ANNE E.
USGS	VACANT
USGS	VACANT



SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
CHIEF DIVERSITY OFFICER/DIRECTOR, OFFICE OF CIVIL	WASHINGTON,DC
DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
DIRECTOR, OFFICE OF EMERGENCY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF HUMAN RESOURCES	WASHINGTON,DC
DIRECTOR, OFFICE OF FINANCIAL MNGT & DEPUTY CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF VALUATION SERVICES	WASHINGTON,DC
DIRECTOR, OFFICE OF LAW ENFORCEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE	WASHINGTON,DC
DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DIRECTOR, OFFICE OF PLANNING AND PERFORMANCE MANAGEMENT	WASHINGTON,DC
DIRECTOR, EXECUTIVE SECRETARIAT AND OFFICE OF REGULATORY AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF WILDLAND FIRE COORDINATION	WASHINGTON,DC
DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
CHIEF LEARNING OFFICER/DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, PROGRAM SUPPORT	WASHINGTON,DC
ASSISTANT DIRECTOR FOR FINANCE AND ADMINISTRATION	WASHINGTON,DC
DEPUTY SPECIAL TRUSTEE FOR BUSINESS MANAGEMENT	WASHINGTON,DC
ASSOCIATE SOLICITOR - MINERAL RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - LAND RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - WATER RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - PARKS AND WILDLIFE	WASHINGTON,DC
ASSOCIATE SOLICITOR - GENERAL LAW	WASHINGTON,DC
ASSOCIATE SOLICITOR - ADMINISTRATION	WASHINGTON,DC
ASSOCIATE SOLICITOR - INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF SCIENCE QUALITY AND INTEGRITY	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ADMINISTRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR CORE SCIENCE SYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR WATER	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR COMMUNICATIONS AND PUBLISHING	RESTON,VIRGINIA
ASSOCIATE DIR FOR NATURAL HAZARDS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ECOSYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR BUDGET, PLANNING AND INTEGRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ENERGY AND MINERALS AND ENVIRONMENTAL HEALTH	RESTON,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0560	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0201	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0505	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1102	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
USGS	VACANT
USGS	
USGS	BALES, JERAD D.
BLM	VACANT
BOR	LUEBKE, THOMAS A
BOR	MULLER, BRUCE C JR
BOR	CORDOVA-HARRISON, ELIZABE
BOR	GONZALES-SCHREINER, ROSEA
NPS	WHITTINGTON, SAMUEL Q.
OS/PMB	TSCHUDY, DEBORAH GIBBS
ASIA	BEARPAW, GEORGE WATIE
ASIA	SCHOCK, JAMES H.
ASIA	HART, PAULA L.
ASIA	LAROCHE, DARRELL WILLIAM
ASIA	ATKINSON, KAREN J
ASIA	BURCKMAN, JAMES N.
BOR	WOLF, ROBERT W
FWS	FORD, JEROME E.
FWS	SLACK, JAMES J.
FWS	ARROYO, BRYAN
FWS	SOUZA, PAUL
FWS	HOSKINS, DAVID WILLIAM
FWS	RAUCH, PAUL A.
FWS	BOLTON, HANNIBAL
FWS	WOODY, WILLIAM C.
FWS	SHEEHAN, DENISE E.
NPS	WASHBURN, JULIA L.
NPS	MCDOWALL, LENA E
NPS	VACANT (RAYMOND SAUVAJOT SELECTED)
NPS	VOGEL, ROBERT A.
NPS	TOOTHMAN, STEPHANIE S.
NPS	SHOLLY, CAMERON H
NPS	KNOX, VICTOR W.
NPS	REYNOLDS, MICHAEL T.
NPS	
OS/PMB	GROSS, LAWRENCE NMN JR.
OS/PMB	TABER, TERESA RENEE

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR CLIMATE AND LAND USE CHANGE	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR HUMAN CAPITAL	RESTON,VIRGINIA
CHIEF SCIENTIST FOR HYDROLOGY	RESTON,VIRGINIA
DIRECTOR, NATIONAL OPERATIONS CENTER	LAKWOOD,COLORADO
DIRECTOR, TECHNICAL SERVICE CENTER	LAKWOOD,COLORADO
DIRECTOR, SAFETY, SECURITY AND LAW ENFORCEMENT	LAKWOOD,COLORADO
DIRECTOR, MANAGEMENT SERVICES OFFICE	LAKWOOD,COLORADO
DIRECTOR, POLICY AND ADMINISTRATION	LAKWOOD,COLORADO
MANAGER, DENVER SERVICE CENTER	LAKWOOD,COLORADO
DEPUTY DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE MANAGEMENT	LAKWOOD,COLORADO
BUDGET OFFICER	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF INDIAN GAMING MANAGEMENT	WASHINGTON,DC
DIRECTOR, FACILITIES, PROPERTY AND SAFETY	RESTON,VIRGINIA
DIRECTOR, INDIAN ENERGY AND ECONOMIC DEVELOPMENT	WASHINGTON,DC
DIRECTOR OF HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
DIRECTOR, PROGRAM AND BUDGET	WASHINGTON,DC
ASSISTANT DIRECTOR - MIGRATORY BIRD PROGRAMS	ARLINGTON,VIRGINIA
DIRECTOR, NATIONAL CONSERVATION TRAINING CENTER	SHEPHERDSTOWN,WEST VIRGI
ASSISTANT DIRECTOR - INTERNATIONAL AFFAIRS	WASHINGTON,DC
ASSISTANT DIRECTOR FOR SCIENCE APPLICATION	WASHINGTON,DC
ASSISTANT DIRECTOR - FISHERIES AND HABITAT CONSERVATION	WASHINGTON,DC
ASSISTANT DIRECTOR - BUSINESS MANAGEMENT AND OPERATIONS	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - WILDLIFE AND SPORTFISH RESTORATION PROGRAMS	WASHINGTON,DC
CHIEF, OFFICE OF LAW ENFORCEMENT	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - BUDGET, PLANNING AND HUMAN CAPITAL	ARLINGTON,VIRGINIA
ASSOCIATE DIRECTOR, INTERPRETATION AND EDUCATION	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS SERVICES	WASHINGTON,DC
ASSOCIATE DIRECTOR, NATURAL RESOURCES STEWARDSHIP AND SCIENCE	WASHINGTON,DC
SUPERINTENDENT, NATIONAL MALL AND MEMORIAL PARKS	WASHINGTON,DC
ASSOCIATE DIRECTOR, CULTURAL RESOURCES	WASHINGTON,DC
ASSOCIATE DIRECTOR, VISITOR RESOURCE AND PROTECTION	WASHINGTON,DC
ASSOCIATE DIRECTOR, PARKS PLANNING, FACILITIES AND LANDS	WASHINGTON,DC
ASSOCIATE DIRECTOR, WORKFORCE MANAGEMENT	WASHINGTON,DC
COMPTRROLLER	WASHINGTON,DC
DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF FINANCIAL MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$137,494	\$155,705	\$157,971	\$161,900
		4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0501	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1811	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0025	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0505	4	DC	\$137,494	\$138,871	\$140,892	\$144,945

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	GRAZIANO, ANGELA V.
OS/PMB	MCCAFFERY, JAMES G.
OS/PMB	MOSS, ADRIANNE L.
OS/PMB	MENTORE-SMITH, HOPE Y.
OS/PMB	GIDNER, JEROLD L.
OS/PMB	ESQUIVEL, FRANCIS O.
OS/PMB	FERRITER, OLIVIA B.
OS/PMB	BLANCHARD, MARY JOSIE
NPS	VACANT (PEDRO RAMOS SELECTED)
BIE	NEW
NPS	LAIRD, JOSHUA RADBILL
BLM	VACANT
NPS	VELA, RAYMOND DAVID
NPS	VACANT (CASSIUS CASH SELECTED)
NPS	UBERUAGA, DAVID V.
NPS	NEUBACHER, DONALD L.
NPS	WENK, DANIEL N.
USGS	KELLY, FRANCIS P.
BIE	
BIE	HAMLEY, JEFFREY L.
BIE	VACANT
NPS	DICKINSON, WILLIAM K.
NPS	DEAN, FRANCIS J.
BIA	HANNA, JEANETTE D.
BOR	QUINT, ROBERT J
OS/PMB	ESTENOZ, SHANNON A.
OS/PMB	WILLIAMS, LC
OS/PMB	HARTLEY, DEBORAH J.
OS/PMB	STEWART, JAMES D.
OS/PMB	BEALL, JAMES W
OS/PMB	AWNI, MUHAMMAD H.
OS/PMB	GOKLANY, INDUR M.
OS/PMB	



SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
SUPERINTENDENT, EVERGLADES NATIONAL PARK	MIAMI-DADE,FLORIDA
ASSOCIATE DEPUTY DIRECTOR - TRIBALLY CONTROLLED SCHOOLS	BLOOMINGTON,MINNESOTA
EXECUTIVE DIRECTOR, NATIONAL PARKS OF NEW YORK HARBOR	NEW YORK, NEW YORK
ASSISTANT DIRECTOR, FIRE AND AVIATION	BOISE,IDAHO
SUPERINTENDENT, GRAND TETON NATIONAL PARK	MOOSE,WYOMING
SUPERINTENDENT, GREAT SMOKY MOUNTAIN NATIONAL PARK	GATLINBURG,TENNESSEE
SUPERINTENDENT, GRAND CANYON NATIONAL PARK	GRAND CANYON,ARIZONA
SUPERINTENDENT, YOSEMITE NATIONAL PARK	YOSEMITE NATL PARK,CALIF
SUPERINTENDENT, YELLOWSTONE NATIONAL PARK	YELLOWSTONE PARK,WYOMING
DIRECTOR, EARTH RESOURCES OBSERVATION AND SCIENCE CENTER AND SPACE POLICY ADVISOR	SIoux FALLS,SOUTH DAKOTA
ASSOCIATE DEPUTY DIRECTOR - BIE CONTROLLED SCHOOLS	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - COMPLIANCE, MONITORING AND ACCOUNTABILITY	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - NAVAJO	ALBUQUERQUE,NEW MEXICO
SUPERINTENDENT, LAKE MEAD NATIONAL RECREATION AREA	BOULDER CITY,NEVADA
PARK MANAGER, GOLDEN GATE NATIONAL RECREATION AREA	SAN FRANCISCO,CALIFORNIA
SPECIAL ASST TO THE DIRECTOR, BUREAU OF INDIAN SENIOR ADVISOR	WASHINGTON,DC
DIRECTOR, EVERGLADES RESTORATION INITIATIVES/EXECUTIVE DIRECTOR, SOUTH FLORIDA ECOSYSTEM RESTORATION TASK FORCE	MIAMI,FLORIDA
ASSOCIATE DIRECTOR, HUMAN RESOURCES DIRECTORATE	LAKWOOD,COLORADO
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR FINANCIAL AND PROGRAM MANAGEMENT	LAKWOOD,COLORADO
CHIEF FINANCIAL OFFICER	HERNDON,VIRGINIA
ASSOCIATE DIRECTOR, FACILITY AND PROPERTY SENIOR ADVISOR	WASHINGTON,DC
CHIEF STRATEGY AND PERFORMANCE MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1102	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0201	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	MIAMI	\$133,698	\$135,036	\$136,680	\$139,277
		4	MINN	\$126,359	\$135,226	\$136,962	\$139,950
ES	0301	4	NY	\$142,475	\$143,901	\$145,882	\$149,643
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1301	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1701	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	1720	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
		4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	0025	4	RUS/LV	\$126,359	\$127,624	\$129,341	\$131,214
ES	0025	4	SJ/SF/OAK	\$149,592	\$151,090	\$153,278	\$157,569
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	MIAMI	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	2210	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0501	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	ONEILL, KEITH JAMES
OS/PMB	
OS/PMB	WAYSON, THOMAS C.
OS/PMB	ANDREW, JONATHAN M.
OS/PMB	SALOTTI, CHRISTOPHER P.
OS/PMB	BAYANI, THERESA WALSH
OS/PMB	MEHLHOFF, JOHN J.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR ACQUISITION SERVICES	WASHINGTON,DC
CHIEF, DIVISION OF BUDGET AND PROGRAM REVIEW	WASHINGTON,DC
CHIEF, BUDGET ADMINISTRATION AND	WASHINGTON,DC
INTERAGENCY BORDERLAND COORDINATOR	WASHINGTON,DC
LEGISLATIVE COUNSEL	WASHINGTON,DC
PROGRAM DIRECTOR FOR AUDIT AND COMPLIANCE MANAGEMENT	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR COORDINATION, ENFORCEMENT, VALUATION AND APPEALS	LAKWOOD,COLORADO
ASSOCIATE DIRECTOR, FINANCIAL MANAGEMENT DIRECTORATE	LAKWOOD,COLORADO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	1102	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0560	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0905	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
		5	CO	\$120,748	\$121,956	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

## **Senior Executive Service Pay Setting Policy November 2014**

### **PURPOSE**

The purpose of this Regulation is to set forth the Department of the Interior's (DOI) policy on pay setting for Career and Limited-Term Senior Executive Service new appointments, reassignments, and transfer actions.

### **AUTHORITY**

This policy complies with 5 U.S.C. 5382 et seq. and Title 5 Code of Federal Regulations (CFR) 534, Subpart D, Pay and Performance Awards Under the SES.

### **DELEGATIONS OF AUTHORITY**

Bureau and Office Heads are responsible for recommending and justifying the salary levels for SES employees appointed, reassigned, and transferred to their Bureau or Office and for recommending category designations for positions under their area of authority in accordance with the guidance set out in this policy.

The Executive Resources Board (ERB), as delegated by the Secretary, retains the authority to approve final salary determinations for all SES employees and for approving exceptions to the 12-month rule.

### **DEFINITIONS**

**Bureaus:** Refers to mission areas or agencies within the Department of the Interior (such as National Park Service or Bureau of Land Management).

**Office:** Staff level office whose head reports to the Secretary of the Interior (such as Office of the Solicitor or Assistant Secretary – Policy, Management and budget)

**Agency Head:** The head of the Department of Interior (DOI) agency or an official who has been delegated the authority to act for the head of the agency in the matter concerned.

**Category Structure:** A five-level system that groups positions with common characteristics. Category levels delineate the importance of different positions by placing emphasis on the characteristics of positions such as impact on mission, level of complexity, span of control, inherent authority, scope and breath of responsibility and influence in national security matters.



## **RESPONSIBILITIES**

The ERB is responsible for setting policy and providing overall technical guidance and direction for this policy.

The Chief Human Capital Officer is responsible for serving as a key advisor to the ERB on SES pay, as well as providing executive oversight of the implementation of this policy.

Bureau and Office Heads are responsible for adhering to this policy and for reporting to ERD as requested. They are responsible for ensuring compliance with the provisions of this policy so that the processes associated with managing it are fair, equitable, credible, and transparent. They are responsible for recommending category designations for positions under their area of authority.

The Executive Resources Division (ERD), Office of Human Resources shall provide staff assistance to Bureaus and Offices and monitor compliance with Departmental policy. The ERD will report to the Office of Personnel Management as required.

## **GENERAL GUIDELINES FOR SETTING AND ADJUSTING OF SES PAY**

The SES pay range has a minimum rate of basic pay equal to 120 percent of the rate for GS-15, step 1, and a maximum rate of basic pay equal to the rate for Level III of the Executive Schedule. Agencies certified under 5 U.S.C. 5307(d) as having a performance appraisal system which, as designed and applied, makes meaningful distinctions based on relative performance, have a maximum rate of basic pay equal to the rate for Level II of the Executive Schedule.

## **12-MONTH RULE**

Pursuant to 5 CFR 534.404(c), a senior executive's rate of basic pay may not be adjusted more than once during a 12-month period. This is commonly referred to as the 12-month rule. A pay increase made as a result of a determination to approve an exception to the 12-month rule is considered a pay adjustment and begins a new 12-month period.

## **EXCEPTIONS TO THE 12-MONTH RULE**

SES employees may receive an increase in base pay more than once during a 12-month period for the following reasons:

- For an exceptionally meritorious accomplishment that significantly contributes to the Agency's performance;

- When it is necessary to reassign an executive to a position with substantially greater scope and responsibility or to recruit a senior executive with superior leadership or other competencies from a position in another agency;
- For the retention of a senior executive who is critical to the mission of the agency and who would be likely to leave the agency in the absence of a pay increase; and
- To align a senior executive with the agency's senior executive appraisal and pay adjustment cycle.

**CATEGORY STRUCTURE**

All DOI SES positions will be classified into 5 categories based upon the position characteristics described in Table 1 for initial salary setting purposes. The category structure is a tool to promote a common understanding of position differences, and a common perspective about the relationship of these differences on mission outcomes. If a position has a higher or greater scope and a bureau or office feels that an exception to the category needs to be granted, they can follow exhibit 3 to request approval. Exceptions should be rare and will require review by ERD and approval by the ERB.

**Table 1**

<b>Category</b>	<b>Description</b>	<b>Minimum Pay</b>
Category 1 <i>No more than 15% of Career SES positions shall be designated as Category 1 positions.</i>	Highest level of responsibility for organization performance or mission delivery at the Department or Bureau/Office headquarters level. Category 1 positions are the senior leadership positions that are most critical for mission success. The positions have the most significant levels of latitude and responsibility as indicated by degree of policy and decision-making authority. The impact is extraordinary and substantially furthers the Department's objectives and strategic goals.	5% above the GS-15 step 10 for the Washington, DC metropolitan area
Category 2	Has major impact on organizational performance or mission delivery at a regional or state level. Included within Category 2 are the BLM State Directors and Regional Directors (all other bureaus).	GS-15 step 08 in the locality of the position

Category	Description	Minimum Pay
Category 3	Has major impact on organizational performance or mission delivery at a headquarters level. The impact is tangible and furthers the Department's objectives and strategic goals. Category 3 positions have responsibility for Department-wide policy programs or operations and/or critical bureau operational or programmatic responsibilities.	GS-15 step 08 in the Washington, DC locality area
Category 4	Significant responsibility for organizational performance or mission delivery. Can be at the headquarters or field level.	GS-15 step 04 for the locality of the position
Category 5	Moderate degree of responsibility for organizational performance and mission delivery. The scope of responsibility is well-defined. Can be at the headquarters or field level.	SES pay range minimum

The salary levels will be adjusted commensurate with any annual adjustment awarded by Executive Order each year.

**UPON INITIAL APPOINTMENT TO THE SES**

An individual receiving an initial appointment to a DOI SES position will be placed in the category which their position has been designated. The category of each position will determine the pay minimum for that position. Individuals can be compensated above the minimum but not below. This category structure ensures comparability and transparency in SES positions and compensation management across the Department.

Note: Limited Term SES positions will be evaluated and assigned a category when they are established and classified.

*Initial Appointment of External Appointees*

Once a decision has been made regarding the appropriate category in which an employee should be placed, initial pay recommendations within the appropriate category should be based on the following factors:

- The nature and quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position.
- The individual's current pay.
- The individual's current responsibilities.
- The scope of authority and responsibility of the SES position to which the individual is being appointed.

- The geographic location of the position to which the employee is being appointed.

#### *Initial Appointment of Current Federal Employees*

The information below should be used as the guide when making recommendations to the ERB on establishing the initial pay rate for current Federal employees entering the SES.

**Below Six Percent:** This amount may be recommended for individuals who will be performing work similar to their current duties with respect to scope and responsibility. For example, individuals placed into the SES that are GS-15/10 will already be earning considerably more than the entry level pay for the SES, and in these instances, pay increases below six percent may be appropriate.

**Six to Nine Percent:** This is the typical amount recommended for individuals entering SES positions, i.e., the incumbent has strong credentials and will occupy a position with responsibility that is clearly greater than their current position.

**Above Nine to Twelve Percent:** This amount may be recommended when the position has a Department-wide impact and the candidate brings special skills and qualifications to the position that would be difficult to find even with a nationwide search.

**Above Twelve Percent:** This amount should only be recommended when the position has a nationwide impact and the individual leads a program critical to the Department's mission.

#### *Setting Pay Above Executive Level III Upon Initial Appointment*

In accordance with 5 CFR 534.403(a), rates of basic pay above the rate for level III of the Executive Schedule, but less than or equal to the rate of level II of the Executive Schedule generally are reserved for those newly appointed senior executives who possess superior leadership or other competencies. Cases reviewed by the ERB must present a strong business case for exceeding EX-III, including (but not limited to) the following criteria:

- Quality of the appointee's skills, competencies, and accomplishments,
- Candidate's existing salary and salary history, or a more competitive written offer from a different employer,
- Documented disparities between Federal and non-Federal salaries for the skills required in the position,
- Existing labor market conditions and employment trends,
- Availability of candidates for the position.

#### **UPON REASSIGNMENT OR TRANSFER IN THE SES**

Employees being reassigned to positions with similar scope and responsibility to their current positions are reassigned at their current pay rate. This observes OPM's "12-month" rule in 5 CFR 534.404(c), which permits agencies to adjust the pay of a senior executive "not more than once during any 12-month period."

OPM's regulations allow the ERB Chairperson to approve an increase if it can be determined through a business case presentation that "a pay increase is necessary to reassign a senior executive to a position with substantially greater scope and responsibility..."

In such an instance, the requesting office must produce an assessment of how the two positions differ and what the substantially greater scope and responsibilities are. In these cases, pay increases upon reassignment are typically 6% of current salary.

Additionally, when a geographic move is involved, and the cost of living is significantly higher at the new duty station, the ERB will consider a Bureau or Office's business case for exceeding 6%.

The following factors can be considered in these cases:

- Comparable pay for like SES positions;
- Loss of locality pay for employees moving from a GS or comparable position into the SES and for those employees who transfer to higher locality areas to accept DOI SES position;
- Functional and program responsibilities, including geographic scope (e.g., local, regional, national, or international), budget size, and impact on the accomplishment of the agency's and organization's mission;
- Organizational characteristics, including the level in the agency where the position is located, and the size and complexity of the organization (including subordinate organizational units);
- Degree and scope of executive, managerial, and/or supervisory authorities and responsibilities;
- Level and purpose of contacts (Contacts should be essential for successful performance of the work, be a recurring requirement of the position, and have a demonstrable impact on the difficulty and responsibility of the position).

This provision is not intended to replace a relocation allowance; rather, it is intended to provide Bureaus and Offices with flexibility to encourage service in SES in locations that have a higher cost of living.

## **PAY FOR PERFORMANCE SALARY SETTING DETERMINATION**

Pay adjustment and performance award decisions will be made by the Executive Resources Board annually, subject to budgetary constraints. Prior to convening the annual Performance Review Boards, the ERB will publish the approved ranges for pay increases and performance awards based on an executive's annual performance appraisal. The category system is to be used only for initial pay setting purposes. There is nothing in this policy to restrict an SES from exceeding any category level after initial pay setting through the pay for performance system or as an exception to the 12-month rule.

## **BUREAU AND STAFF PAY SETTING RECOMMENDATION REQUESTS**

Bureaus and Offices should follow the examples shown in Exhibits 1, 2, and 3, as appropriate, to request and justify an SES employee's pay for new appointments, reassignments, transfers and exceptions to the category structure.

Bureaus and Offices wishing to provide more than one pay adjustment in a 12-month period must specify in their selection or reassignment package that they are seeking an exception to the 12-month rules and specifically address why the exception might be justified. The pay rate analysis should also note the rationale supporting the request.

**EXHIBIT 1**

**SAMPLE**

**Pay Justification for Initial Pay Setting  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Upon conversion to the SES, he/she is eligible for a pay increase as recommended by the agency head/selecting official. (Selectee name) current salary is (amount) per year. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification: (provide rationale of agency's determination of the appropriate rate of pay based on the nature and the quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position, and the employee's current responsibilities as outlined in the SES pay policy.)

Recommendation: Based on (Selectee's name) experience, qualifications, and accomplishments as they relate to the requirements of the SES position, we are recommending a pay increase of \_\_\_\_\_(percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 2**

**SAMPLE**

**Pay Justification for Reassignment or Transfer  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification:

Justification: (Bureau or Office name) requests an increase in (employee name) salary from (current salary) to (proposed salary). The (Bureau or Office name) has determined that this pay increase, an exception to the 12- month rule, is necessary to (Provide reason and rationale for the pay recommendation, including current salary, proposed salary, factors taken into consideration, and any applicable data/information to support the request). Consistent with the pay setting policy the position is in category \_\_\_\_.

Recommendation: Based on (Selectee's name) experience and qualifications, as well as the factors outlined above, we are recommending a pay increase of \_\_\_\_\_(percentage) for total salary of \_\_\_\_\_ (dollar amount).



**EXHIBIT 3**

**SAMPLE**

**Request for SES Category Change Recommendation  
(This document is to be included with the ERB recruitment request)**

Subject: Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Position) is currently in category \_\_\_\_\_. Positions meeting the criteria of band definitions can be placed into another existing band with the approval of an exception. Consistent with the pay setting policy and exhibit 1, the position is most closely in category \_\_\_\_\_.

JUSTIFICATION: (Bureau or Office name) requests a category change for (position), from (current category) to (proposed category). The Bureau or Office has determined that this position is an exception to the category system and has a substantially greater scope and responsibility than category \_\_\_\_\_. (Provide specific details of determination.)

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove

\_\_\_\_\_  
For the Executive Resources Board

\_\_\_\_\_  
Date

**To:** William Woody[william\_c\_woody@fws.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-07-13T11:00:56-04:00  
**Importance:** Normal  
**Subject:** Re: Exit clearance + medical  
**Received:** 2017-07-13T11:01:06-04:00

It appears to be a FWS specific policy - trying to work through the issue.

Thanks,  
Mary

On Wed, Jul 12, 2017 at 11:54 AM, William Woody <[william\\_c\\_woody@fws.gov](mailto:william_c_woody@fws.gov)> wrote:

Hi Mary, is the exit medical LE related ? I didn't have an exit medical when I moved from BLM to USFWS in 2010. Thanks WW

William C. Woody  
Chief, Office of Law Enforcement  
United States Fish and Wildlife Service  
1849 C Street, N. W., Room 3041  
Washington, DC 20240  
202-208-3809  
703-785-0810 cell

Begin forwarded message:

**From:** "Scully, Kathleen" <[kathleen\\_scully@fws.gov](mailto:kathleen_scully@fws.gov)>  
**Date:** July 12, 2017 at 8:56:31 AM MDT  
**To:** William Woody <[william\\_c\\_woody@fws.gov](mailto:william_c_woody@fws.gov)>  
**Cc:** JoAn Mundt <[joan\\_mundt@fws.gov](mailto:joan_mundt@fws.gov)>, Denise Shorter <[Denise\\_Shorter@fws.gov](mailto:Denise_Shorter@fws.gov)>  
**Subject:** Exit clearance + medical

Woody,  
The Department has asked for your exit clearance paperwork. As you can imagine, not much has been completed since you have not been around, and you are still using many of your items. I cc'd you on a message to BLM who is working the other end to bring you on board.

Couple things -

**Medical** - you are required to take an exit medical. Shall we set one up for you or do you want to schedule one yourself? ( I know, but this is one of the requirements)

**Travel** - we will need to file your vouchers as quickly as possible to close out your

credit card and other accounts. Was all the travel you have done since mid June BLM related? if not can you tell me which is which? We are supposed to get reimbursement from BLM for travel taken for BLM but which is currently being paid for by FWS.

**Property** -Other than your ipad, iphone, PIV card, an encrypted hard drive for whatever files you want to bring with you, what else are you taking with you? You MAC book won't work at BLM so they are getting you a DELL laptop.  
I have you assigned a Caiman Crocodile Skull - if you are taking it with you we need to do a property transfer for it.

That's all for now - my number is 703-358-1750 - I am sure you want to discuss this with me.

Kathy

--

**Kathy Scully**

Chief, Planning and Analysis  
Office of Law Enforcement  
U.S. Fish and Wildlife Service  
5275 Leesburg Pike  
MS: OLE  
Falls Church, VA 22041-3803

--

**Mary Pletcher**

Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-07-13T14:03:20-04:00  
**Importance:** Normal  
**Subject:** Re: Exit clearance + medical  
**Received:** 2017-07-13T14:04:16-04:00

I spoke with Jim Anderton and the Department's medical officer Dr. Kate Sawyer about this issue. Dr. Sawyer indicated the purpose of the exit physical is to assess the individual's condition at the time of departure to capture any medical conditions that might be compensable to manage liability for the Department. Since he is moving from one law enforcement position to another within the Department, they would recommend that the exit medical exam requirement be waived in this case. It is an FWS policy so they might give push back on this, but it is not a Departmental requirement.

### **Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

On Wed, Jul 12, 2017 at 3:27 PM, Oxyer, Michelle <[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)> wrote:

The Departmental Occupational Medicine Program Handbook requires an exit medical exam when an individual leaves a permanent law enforcement position. However, the FWS policy requires an exit medical exam when an individual serving in a law enforcement leaves FWS. I could not find anything in regards to BLM's requirements so I cannot explain why he did not get one when he left BLM.

### **Michelle Oxyer**

Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

On Wed, Jul 12, 2017 at 2:19 PM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Can you take a look at this? Is a medical exit required for law enforcement?

Mary

----- Forwarded message -----

**From:** William Woody <[william\\_c\\_woody@fws.gov](mailto:william_c_woody@fws.gov)>  
**Date:** Wed, Jul 12, 2017 at 11:54 AM  
**Subject:** Fwd: Exit clearance + medical  
**To:** [mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)

Hi Mary, is the exit medical LE related ? I didn't have an exit medical when I moved from BLM to USFWS in 2010. Thanks WW

William C. Woody  
Chief, Office of Law Enforcement  
United States Fish and Wildlife Service  
1849 C Street, N. W., Room 3041  
Washington, DC 20240  
202-208-3809  
703-785-0810 cell

Begin forwarded message:

**From:** "Scully, Kathleen" <kathleen\_scully@fws.gov>  
**Date:** July 12, 2017 at 8:56:31 AM MDT  
**To:** William Woody <william\_c\_woody@fws.gov>  
**Cc:** JoAn Mundt <joan\_mundt@fws.gov>, Denise Shorter <Denise\_Shorter@fws.gov>  
**Subject:** Exit clearance + medical

Woody,  
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Couple things -

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**Travel** - we will need to file your vouchers as quickly as possible to close out your credit card and other accounts. Was all the travel you have done since mid June BLM related? if not can you tell me which is which? We are supposed to get reimbursement from BLM for travel taken for BLM but which is currently being paid for by FWS.

**Property** -Other than your ipad, iphone, PIV card, an encrypted hard drive for whatever files you want to bring with you, what else are you taking with you? You MAC book won't work at BLM so they are getting you a DELL laptop.

I have you assigned a Caiman Crocodile Skull - if you are taking it with you we need to do a property transfer for it.

That's all for now - my number is 703-358-1750 - I am sure you want to discuss this with me.

**Kathy**

--

**Kathy Scully**

Chief, Planning and Analysis

Office of Law Enforcement

U.S. Fish and Wildlife Service

5275 Leesburg Pike

MS: OLE

Falls Church, VA 22041-3803

--

**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505

**To:** Todd Willens[todd\_willens@ios.doi.gov]  
**Cc:** Jorjani Daniel[daniel\_jorjani@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-07-14T15:54:07-04:00  
**Importance:** Normal  
**Subject:** follow up  
**Received:** 2017-07-14T15:54:11-04:00  
[Slack.doc](#)  
[Melius bio.pdf](#)

Todd,

Following up on our conversation, attached are bios for Jay Slack and Tom Melius. As you're getting up to speed, let me know if there are any other bios that would be helpful.

Thanks,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**Tom Melius**  
**Midwest Regional Director**  
**U.S. Fish and Wildlife Service**

Tom Melius is the Midwest Regional Director for the U.S. Fish and Wildlife Service (Service). Melius has lead the Midwest region since October of 2008. Prior to his Midwest region post, he completed a successful watch over the vast, rugged expanse of the Service's Alaska region.

In the Midwest, Melius leads a region that employs more than 1,000 people, manages 1.47 million acres of land and has field offices in eight states: Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin.

Aside from his duties as Regional Director, Melius stewards natural resources in several other capacities. Under his direction, the Midwest Region is leading the Service's national effort to conserve the North American monarch butterfly and working internationally with Canada and Mexico to ensure a future filled with monarchs. Melius also represents the Service on the Monarch Joint Venture, which brings experts and conservation groups together to help monarchs. Melius also gets his hands wet with underwater vampires like the invasive sea lamprey. In 2014, Melius was appointed as a U.S. Commissioner on The Great Lakes Fishery Commission. As one of eight commissioners (four from the U.S. and four from Canada), Melius advises the sea lamprey control program, one of the most successful invasive species programs in the history of international conservation. To top it off, Melius is also the co-chair of the Plains and Prairie Pothole Landscape Conservation Cooperative.

A native of the Great Plains, Melius brings a diverse background and a wealth of experience to the Midwest. Prior to his stewardship in Alaska, he served as Assistant Director for External Affairs in the Washington D.C. Office from March 2003 to April 2006. He oversaw the national programs for Public Affairs, Congressional and Legislative Affairs, and the office of the Native American Liaison. He also provided oversight to the Service's National Conservation Training Center located in Shepherdstown, West Virginia.

Prior to his time in External Affairs, Melius served as Assistant Director for Migratory Birds and State Programs. In that position he developed policy, advised the Directorate, and served as its representative on issues relating to the conservation and management of migratory birds, implementation of the North American Waterfowl Management Plan and wetlands programs, Federal Duck Stamps, federal grant



programs, and conservation partnerships. He was responsible for and directed the offices of Migratory Bird Management, Bird Habitat Conservation, Conservation Partnership Liaison, and Federal Aid.

From July 1997 to October 1998, Melius was the Director of Conservation Policy and served as Senior Advisor at the National Fish and Wildlife Foundation. From January 1995 to June 1997, he was a senior professional staff member on the U.S. Senate's Committee on Commerce, Science, and Transportation, where he formulated policy for fishery management with the National Marine Fisheries Service and the U.S. Coast Guard; and for coastal programs with the National Oceanic and Atmospheric Administration. He also advised the Committee on international conservation matters involving wildlife trade, marine mammals and endangered species.

From 1985 to 1995, Melius was a professional staff member on the Committee on Merchant Marine and Fisheries in the U.S. House of Representatives. There he advised the Committee on issues concerning fish and wildlife legislation.

In 1973 and 1975, Melius earned his bachelor's degree in wildlife biology and a master's degree in fish and wildlife science from South Dakota State University. His broad range of experience, both within and outside the Service, has well qualified him to deal with the challenges and conservation stewardship opportunities across our diverse Midwest landscape.



## **Biography Jay Slack**

James John (“Jay”) Slack became director of the U.S. Fish and Wildlife Service’s National Conservation Training Center on September 22, 2008, the second director of the center of training and education for the Interior Department agency, located in Shepherdstown, West Virginia.

Slack was born on December 18, 1963, in Pekin, Illinois, and was educated there in the local public schools. He received a B.S. in biology in 1986 and an M.S. in ecology in 1988, both from Illinois State University in Normal, Illinois, where his academic research in herpetology centered on the speciation of rare frogs in the United States.

After employment for the State of Illinois in fisheries research and in the development of indoor aquaculture systems, Slack joined the U.S. Fish and Wildlife Service in 1991 as a herpetologist in the agency’s Phoenix, Arizona, ecological services office. In 1993, Slack moved to the Fish and Wildlife Service’s headquarters office in Washington, D.C., when he became chief of its endangered species listing program and coordinator of its endangered species consultations with other Federal agencies. He went on to supervise its Vero Beach, Florida, ecological services office for 9 years, where nationally significant endangered species, water management, and wetlands conservation issues in this rapidly-developing Sunbelt state combined to make it one of the agency’s busiest and most high-profile responsibilities.

In 2006, Slack became deputy regional director for the Service’s eight-state Mountain/Prairie region, headquartered in Lakewood, Colorado, near Denver. There, he helped oversee operations in a sprawling, complex region, where endangered species protection, prairie pothole conservation for migratory birds, and water and fisheries management in some of North America’s greatest river systems typified the Service’s mission. Twelve national fish hatcheries and 110 national wildlife refuges – nearly one-quarter of the Nation’s total – are located in the Mountain/Prairie region.

Slack earned the U.S. Department of the Interior’s meritorious service award in 2005. His interests include a range of outdoor pursuits, including fishing, birding, and hunting, and working with fine woods in his home workshop.

The National Conservation Training Center provides professional training for the Nation’s Federal, state, and private sector conservationists and land managers on a 538-acre academic campus in Shepherdstown. It also serves as the institutional home of the U.S. Fish and Wildlife Service, housing the agency’s archives and historical collections, and hosting a variety of programs in academic research, collaborative partnerships in conservation with the public and private sectors, and community outreach.

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]; Sylvia Burns[sylvia\_burns@ios.doi.gov]  
**Cc:** Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; JONATHAN J. MACK[Jonathan\_Mack@ios.doi.gov]; Bruce Downs[bruce\_downs@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-07-17T10:03:37-04:00  
**Importance:** Normal  
**Subject:** Folder for SES Transfer Docs  
**Received:** 2017-07-17T10:03:45-04:00

Mary et al,

If pulled all the relevant documents from the recent transfer exercise into this folder. We can reuse the materials for future moves and continue to improve upon our processes. Jonathan and Michelle are great to work with -- thanks for coordinating with us.

Quick status update: We have two transfers to be completed today because they were on leave last week. Woody W and Darren C.

Thanks,  
Rotimi

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**Cc:** Mary Pletcher[mary\_pletcher@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]; Sylvia Burns[sylvia\_burns@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]; JONATHAN J. MACK[Jonathan\_Mack@ios.doi.gov]; Bruce Downs[bruce\_downs@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-07-17T10:35:33-04:00  
**Importance:** Normal  
**Subject:** Re: Folder for SES Transfer Docs  
**Received:** 2017-07-17T10:36:21-04:00

Thanks Rotimi.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Mon, Jul 17, 2017 at 10:03 AM, Rotimi Abimbola <[rotimi\\_abimbola@ios.doi.gov](mailto:rotimi_abimbola@ios.doi.gov)> wrote:

Mary et al,

If pulled all the relevant documents from the recent transfer exercise into this [folder](#). We can reuse the materials for future moves and continue to improve upon our processes. Jonathan and Michelle are great to work with -- thanks for coordinating with us.

Quick status update: We have two transfers to be completed today because they were on leave last week. Woody W and Darren C.

Thanks,  
Rotimi

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

## **Senior Executive Service Pay Setting Policy November 2014**

### **PURPOSE**

The purpose of this Regulation is to set forth the Department of the Interior's (DOI) policy on pay setting for Career and Limited-Term Senior Executive Service new appointments, reassignments, and transfer actions.

### **AUTHORITY**

This policy complies with 5 U.S.C. 5382 et seq. and Title 5 Code of Federal Regulations (CFR) 534, Subpart D, Pay and Performance Awards Under the SES.

### **DELEGATIONS OF AUTHORITY**

Bureau and Office Heads are responsible for recommending and justifying the salary levels for SES employees appointed, reassigned, and transferred to their Bureau or Office and for recommending category designations for positions under their area of authority in accordance with the guidance set out in this policy.

The Executive Resources Board (ERB), as delegated by the Secretary, retains the authority to approve final salary determinations for all SES employees and for approving exceptions to the 12-month rule.

### **DEFINITIONS**

**Bureaus:** Refers to mission areas or agencies within the Department of the Interior (such as National Park Service or Bureau of Land Management).

**Office:** Staff level office whose head reports to the Secretary of the Interior (such as Office of the Solicitor or Assistant Secretary – Policy, Management and budget)

**Agency Head:** The head of the Department of Interior (DOI) agency or an official who has been delegated the authority to act for the head of the agency in the matter concerned.

**Category Structure:** A five-level system that groups positions with common characteristics. Category levels delineate the importance of different positions by placing emphasis on the characteristics of positions such as impact on mission, level of complexity, span of control, inherent authority, scope and breath of responsibility and influence in national security matters.

## **RESPONSIBILITIES**

The ERB is responsible for setting policy and providing overall technical guidance and direction for this policy.

The Chief Human Capital Officer is responsible for serving as a key advisor to the ERB on SES pay, as well as providing executive oversight of the implementation of this policy.

Bureau and Office Heads are responsible for adhering to this policy and for reporting to ERD as requested. They are responsible for ensuring compliance with the provisions of this policy so that the processes associated with managing it are fair, equitable, credible, and transparent. They are responsible for recommending category designations for positions under their area of authority.

The Executive Resources Division (ERD), Office of Human Resources shall provide staff assistance to Bureaus and Offices and monitor compliance with Departmental policy. The ERD will report to the Office of Personnel Management as required.

## **GENERAL GUIDELINES FOR SETTING AND ADJUSTING OF SES PAY**

The SES pay range has a minimum rate of basic pay equal to 120 percent of the rate for GS-15, step 1, and a maximum rate of basic pay equal to the rate for Level III of the Executive Schedule. Agencies certified under 5 U.S.C. 5307(d) as having a performance appraisal system which, as designed and applied, makes meaningful distinctions based on relative performance, have a maximum rate of basic pay equal to the rate for Level II of the Executive Schedule.

## **12-MONTH RULE**

Pursuant to 5 CFR 534.404(c), a senior executive's rate of basic pay may not be adjusted more than once during a 12-month period. This is commonly referred to as the 12-month rule. A pay increase made as a result of a determination to approve an exception to the 12-month rule is considered a pay adjustment and begins a new 12-month period.

## **EXCEPTIONS TO THE 12-MONTH RULE**

SES employees may receive an increase in base pay more than once during a 12-month period for the following reasons:

- For an exceptionally meritorious accomplishment that significantly contributes to the Agency's performance;

- When it is necessary to reassign an executive to a position with substantially greater scope and responsibility or to recruit a senior executive with superior leadership or other competencies from a position in another agency;
- For the retention of a senior executive who is critical to the mission of the agency and who would be likely to leave the agency in the absence of a pay increase; and
- To align a senior executive with the agency's senior executive appraisal and pay adjustment cycle.

**CATEGORY STRUCTURE**

All DOI SES positions will be classified into 5 categories based upon the position characteristics described in Table 1 for initial salary setting purposes. The category structure is a tool to promote a common understanding of position differences, and a common perspective about the relationship of these differences on mission outcomes. If a position has a higher or greater scope and a bureau or office feels that an exception to the category needs to be granted, they can follow exhibit 3 to request approval. Exceptions should be rare and will require review by ERD and approval by the ERB.

**Table 1**

<b>Category</b>	<b>Description</b>	<b>Minimum Pay</b>
Category 1 <i>No more than 15% of Career SES positions shall be designated as Category 1 positions.</i>	Highest level of responsibility for organization performance or mission delivery at the Department or Bureau/Office headquarters level. Category 1 positions are the senior leadership positions that are most critical for mission success. The positions have the most significant levels of latitude and responsibility as indicated by degree of policy and decision-making authority. The impact is extraordinary and substantially furthers the Department's objectives and strategic goals.	5% above the GS-15 step 10 for the Washington, DC metropolitan area
Category 2	Has major impact on organizational performance or mission delivery at a regional or state level. Included within Category 2 are the BLM State Directors and Regional Directors (all other bureaus).	GS-15 step 08 in the locality of the position

Category	Description	Minimum Pay
Category 3	Has major impact on organizational performance or mission delivery at a headquarters level. The impact is tangible and furthers the Department's objectives and strategic goals. Category 3 positions have responsibility for Department-wide policy programs or operations and/or critical bureau operational or programmatic responsibilities.	GS-15 step 08 in the Washington, DC locality area
Category 4	Significant responsibility for organizational performance or mission delivery. Can be at the headquarters or field level.	GS-15 step 04 for the locality of the position
Category 5	Moderate degree of responsibility for organizational performance and mission delivery. The scope of responsibility is well-defined. Can be at the headquarters or field level.	SES pay range minimum

The salary levels will be adjusted commensurate with any annual adjustment awarded by Executive Order each year.

#### **UPON INITIAL APPOINTMENT TO THE SES**

An individual receiving an initial appointment to a DOI SES position will be placed in the category which their position has been designated. The category of each position will determine the pay minimum for that position. Individuals can be compensated above the minimum but not below. This category structure ensures comparability and transparency in SES positions and compensation management across the Department.

Note: Limited Term SES positions will be evaluated and assigned a category when they are established and classified.

#### *Initial Appointment of External Appointees*

Once a decision has been made regarding the appropriate category in which an employee should be placed, initial pay recommendations within the appropriate category should be based on the following factors:

- The nature and quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position.
- The individual's current pay.
- The individual's current responsibilities.
- The scope of authority and responsibility of the SES position to which the individual is being appointed.



- The geographic location of the position to which the employee is being appointed.

#### *Initial Appointment of Current Federal Employees*

The information below should be used as the guide when making recommendations to the ERB on establishing the initial pay rate for current Federal employees entering the SES.

**Below Six Percent:** This amount may be recommended for individuals who will be performing work similar to their current duties with respect to scope and responsibility. For example, individuals placed into the SES that are GS-15/10 will already be earning considerably more than the entry level pay for the SES, and in these instances, pay increases below six percent may be appropriate.

**Six to Nine Percent:** This is the typical amount recommended for individuals entering SES positions, i.e., the incumbent has strong credentials and will occupy a position with responsibility that is clearly greater than their current position.

**Above Nine to Twelve Percent:** This amount may be recommended when the position has a Department-wide impact and the candidate brings special skills and qualifications to the position that would be difficult to find even with a nationwide search.

**Above Twelve Percent:** This amount should only be recommended when the position has a nationwide impact and the individual leads a program critical to the Department's mission.

#### *Setting Pay Above Executive Level III Upon Initial Appointment*

In accordance with 5 CFR 534.403(a), rates of basic pay above the rate for level III of the Executive Schedule, but less than or equal to the rate of level II of the Executive Schedule generally are reserved for those newly appointed senior executives who possess superior leadership or other competencies. Cases reviewed by the ERB must present a strong business case for exceeding EX-III, including (but not limited to) the following criteria:

- Quality of the appointee's skills, competencies, and accomplishments,
- Candidate's existing salary and salary history, or a more competitive written offer from a different employer,
- Documented disparities between Federal and non-Federal salaries for the skills required in the position,
- Existing labor market conditions and employment trends,
- Availability of candidates for the position.

#### **UPON REASSIGNMENT OR TRANSFER IN THE SES**

Employees being reassigned to positions with similar scope and responsibility to their current positions are reassigned at their current pay rate. This observes OPM's "12-month" rule in 5 CFR 534.404(c), which permits agencies to adjust the pay of a senior executive "not more than once during any 12-month period."

OPM's regulations allow the ERB Chairperson to approve an increase if it can be determined through a business case presentation that "a pay increase is necessary to reassign a senior executive to a position with substantially greater scope and responsibility..."

In such an instance, the requesting office must produce an assessment of how the two positions differ and what the substantially greater scope and responsibilities are. In these cases, pay increases upon reassignment are typically 6% of current salary.

Additionally, when a geographic move is involved, and the cost of living is significantly higher at the new duty station, the ERB will consider a Bureau or Office's business case for exceeding 6%.

The following factors can be considered in these cases:

- Comparable pay for like SES positions;
- Loss of locality pay for employees moving from a GS or comparable position into the SES and for those employees who transfer to higher locality areas to accept DOI SES position;
- Functional and program responsibilities, including geographic scope (e.g., local, regional, national, or international), budget size, and impact on the accomplishment of the agency's and organization's mission;
- Organizational characteristics, including the level in the agency where the position is located, and the size and complexity of the organization (including subordinate organizational units);
- Degree and scope of executive, managerial, and/or supervisory authorities and responsibilities;
- Level and purpose of contacts (Contacts should be essential for successful performance of the work, be a recurring requirement of the position, and have a demonstrable impact on the difficulty and responsibility of the position).

This provision is not intended to replace a relocation allowance; rather, it is intended to provide Bureaus and Offices with flexibility to encourage service in SES in locations that have a higher cost of living.

## **PAY FOR PERFORMANCE SALARY SETTING DETERMINATION**

Pay adjustment and performance award decisions will be made by the Executive Resources Board annually, subject to budgetary constraints. Prior to convening the annual Performance Review Boards, the ERB will publish the approved ranges for pay increases and performance awards based on an executive's annual performance appraisal. The category system is to be used only for initial pay setting purposes. There is nothing in this policy to restrict an SES from exceeding any category level after initial pay setting through the pay for performance system or as an exception to the 12-month rule.

## **BUREAU AND STAFF PAY SETTING RECOMMENDATION REQUESTS**

Bureaus and Offices should follow the examples shown in Exhibits 1, 2, and 3, as appropriate, to request and justify an SES employee's pay for new appointments, reassignments, transfers and exceptions to the category structure.

Bureaus and Offices wishing to provide more than one pay adjustment in a 12-month period must specify in their selection or reassignment package that they are seeking an exception to the 12-month rules and specifically address why the exception might be justified. The pay rate analysis should also note the rationale supporting the request.

**EXHIBIT 1**

**SAMPLE**

**Pay Justification for Initial Pay Setting  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Upon conversion to the SES, he/she is eligible for a pay increase as recommended by the agency head/selecting official. (Selectee name) current salary is (amount) per year. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification: (provide rationale of agency's determination of the appropriate rate of pay based on the nature and the quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position, and the employee's current responsibilities as outlined in the SES pay policy.)

Recommendation: Based on (Selectee's name) experience, qualifications, and accomplishments as they relate to the requirements of the SES position, we are recommending a pay increase of \_\_\_\_\_ (percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 2**

**SAMPLE**

**Pay Justification for Reassignment or Transfer  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification:

Justification: (Bureau or Office name) requests an increase in (employee name) salary from (current salary) to (proposed salary). The (Bureau or Office name) has determined that this pay increase, an exception to the 12- month rule, is necessary to (Provide reason and rationale for the pay recommendation, including current salary, proposed salary, factors taken into consideration, and any applicable data/information to support the request). Consistent with the pay setting policy the position is in category \_\_\_\_.

Recommendation: Based on (Selectee's name) experience and qualifications, as well as the factors outlined above, we are recommending a pay increase of \_\_\_\_\_(percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 3**

**SAMPLE**

**Request for SES Category Change Recommendation  
(This document is to be included with the ERB recruitment request)**

Subject: Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Position) is currently in category \_\_\_\_\_. Positions meeting the criteria of band definitions can be placed into another existing band with the approval of an exception. Consistent with the pay setting policy and exhibit 1, the position is most closely in category \_\_\_\_\_.

JUSTIFICATION: (Bureau or Office name) requests a category change for (position), from (current category) to (proposed category). The Bureau or Office has determined that this position is an exception to the category system and has a substantially greater scope and responsibility than category \_\_\_\_\_. (Provide specific details of determination.)

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove

\_\_\_\_\_  
For the Executive Resources Board

\_\_\_\_\_  
Date

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
ASIA	THOMPSON, THOMAS D
BIA	BLACK, MICHAEL S.
BIE	ROESSEL, CHARLES M.
BLM	ELLIS, STEVEN A
BOEM	CRUICKSHANK, WALTER D.
BOR	MURILLO, DAVID G.
BOR	PIMLEY, LOWELL D.
BSEE	SCHNEIDER, MARGARET N.
FWS	GOULD, ROWAN W.
FWS	GUERTIN, STEPHEN D.
NPS	O'DELL, MARGARET G.
OS/PMB	PLETCHER, MARY F.
OS/PMB	
OS/PMB	BURNS, SYLVIA W.
OS/PMB	THORSEN, KIMBERLEY A.
OSM	OWENS, GLENDA HUDSON
OST	SINGER, MICHELE F.
SOL	LOFTIN, MELINDA J.
SOL	HAUGRUD, KEVIN JACK
SOL	KEABLE, EDWARD T.
USGS	
USGS	KIMBALL, SUZETTE M.
BIA	LOUDERMILK, WELDON B.
BLM	CRIBLEY, BUD C
BOEM	KENDALL, JAMES J. JR.
FWS	HASKETT, GEOFFREY L.
NPS	FROST, HERBERT C.
SOL	DARNELL, JOSEPH D.
USGS	VACANT
FWS	DOHNER, CYNTHIA
NPS	AUSTIN, STANLEY J.
SOL	CLARK, HORACE G.
USGS	WEAVER, JESS D.
SOL	
BLM	WELCH, RUTH L.
FWS	WALSH, NOREEN E.
NPS	MASICA, SUE E.
OSM	VACANT
SOL	MCKEOWN, MATTHEW J.
USGS	ETHRIDGE, MAX M.
BLM	RUHS, JOHN F

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY ASST SECRETARY - MANAGEMENT	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN EDUCATION	WASHINGTON,DC
DEPUTY DIRECTOR FOR OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
REGIONAL DIRECTOR - MID PACIFIC REGION	SACRAMENTO,CALIFORNIA
DEPUTY COMMISSIONER - OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
DEPUTY DIRECTOR (OPERATIONS)	WASHINGTON,DC
DEPUTY DIRECTOR (PROG. MGMT. & PLCY)	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OPERATIONS	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - HUMAN CAPITAL AND DIVERSITY	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - TECHNOLOGY, INFORMATION AND BUSINESS SERVICES	WASHINGTON,DC
CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - PUBLIC SAFETY, RESOURCE PROTECTION AND EMERGENCY SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
PRINCIPAL DEPUTY SPECIAL TRUSTEE	WASHINGTON,DC
DESIGNATED AGENCY ETHICS OFFICIAL	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR	RESTON,VIRGINIA
DEPUTY DIRECTOR	RESTON,VIRGINIA
REGIONAL DIRECTOR - ALASKA	ANCHORAGE,ALASKA
STATE DIRECTOR - ALASKA	ANCHORAGE,ALASKA
ALASKA REGIONAL DIRECTOR	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ANCHORAGE	ANCHORAGE,ALASKA
REGIONAL DIRECTOR, ALASKA	ANCHORAGE,ALASKA
REGIONAL SOLICITOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ATLANTA	ATLANTA,GEORGIA
REGIONAL DIRECTOR, SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL SOLICITOR - SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL DIRECTOR - SOUTHEAST REGION	NORCROSS,GEORGIA
REGIONAL SOLICITOR - NORTHEAST REGION	BOSTON, MASSACHUSETTS
STATE DIRECTOR - COLORADO	DENVER,COLORADO
REGIONAL DIRECTOR - DENVER	LAKWOOD,COLORADO
REGIONAL DIRECTOR, INTERMOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR, WESTERN REGION	DENVER,COLORADO
REGIONAL SOLICITOR - ROCKY MOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR - SOUTHWEST REGION	LAKWOOD,COLORADO
STATE DIRECTOR - EASTERN STATES	SPRINGFIELD,VIRGINIA



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	1710	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	SAC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	2210	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$154,160	\$166,635	\$168,315	\$169,995
ES	1301	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0905	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
		2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0340	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0905	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	1301	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
		2	BOSTON	\$154,879	\$156,432	\$158,491	\$161,900
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0480	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
		2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0905	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	1301	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
NPS	VACANT
USGS	RUSS, DAVID P.
USGS	CARL, LEON M.
FWS	WEBER, WENDI
BIA	ROSEN, DIANE K.
FWS	MELIUS, THOMAS O
NPS	CALDWELL, MICHAEL A.
BIA	BOWKER, BRYAN L.
BLM	SUAZO, RAYMOND
OSM	SHOPE, THOMAS D.
BIA	SPEAKS, STANLEY M.
BLM	PEREZ, JEROME E
FWS	THORSON, ROBYN
SOL	PETERSON, PENNY LYNN
BIA	PINTO, SHARON ANN
BIA	IMPSON, ROBERT K.
BIA	DEERINWATER, DANIEL J.
BIA	
BIA	
BIA	VACANT
BLM	PALMA, JUAN M
BLM	CONNELL, JAMIE E.
BLM	MURPHY, TIMOTHY M.
BLM	SIMPSON, DONALD A
BLM	LUEDERS, AMY L.
BOEM	RODI, JOHN L.
BOR	LEE, LORRI J
BOR	RYAN, MICHAEL J.
BOR	VACANT
BSEE	HERBST, LARS T.
NPS	VACANT
OS/PMB	BATHRICK, MARK L.
SOL	
BIA	WALKER, WILLIAM T.
BLM	JUEN, JESSE J.
FWS	TUGGLE, BENJAMIN N.
OST	CRAFF, ROBERT C.
OST	REYNOLDS, THOMAS G.
OST	RUGEN, CATHERINE E.
OST	BURCH, MELVIN E.
OST	WILLIAMS, MARGARET C.
OST	WHITE, JOHN ETHAN
OST	JAMES, JAMES D. JR.
OST	LORDS, DOUGLAS A.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL DIRECTOR, NATIONAL CAPITAL REGION	WASHINGTON,DC
REGIONAL DIRECTOR - NORTHEAST REGION	RESTON,VIRGINIA
REGIONAL DIRECTOR - MIDWEST REGION	ANN ARBOR,MICHIGAN
REGIONAL DIRECTOR - HADLEY	HADLEY,MASSACHUSETTS
REGIONAL DIRECTOR - MIDWEST	BLOOMINGTON,MINNESOTA
REGIONAL DIRECTOR - TWIN CITIES	MINNEAPOLIS,MINNESOTA
REGIONAL DIRECTOR, NORTHEAST REGION	PHILADELPHIA,PENNSYLVANIA
REGIONAL DIRECTOR - WESTERN	PHOENIX,ARIZONA
STATE DIRECTOR - ARIZONA	PHOENIX,ARIZONA
REGIONAL DIRECTOR, APPALACHIN REGION	GREEN TREE,PENNSYLVANIA
REGIONAL DIRECTOR - NORTHWEST	PORTLAND,OREGON
STATE DIRECTOR - OREGON	PORTLAND,OREGON
REGIONAL DIRECTOR - PORTLAND	PORTLAND,OREGON
REGIONAL SOLICITOR - PACIFIC NORTHWEST REGION	PORTLAND,OREGON
REGIONAL DIRECTOR - NAVAJO	GALLUP,NEW MEXICO
REGIONAL DIRECTOR - EASTERN OKLAHOMA	MUSKOGEE,OKLAHOMA
REGIONAL DIRECTOR - SOUTHERN PLAINS	ANADARKO,OKLAHOMA
REGIONAL DIRECTOR - GREAT PLAINS	ABERDEEN, SOUTH DAKOTA
REGIONAL DIRECTOR - ROCKY MOUNTAIN REGION	BILLINGS, MONTANA
REGIONAL DIRECTOR - EASTERN REGION	NASHVILLE, TENNESSEE
STATE DIRECTOR - UTAH	SALT LAKE CITY,UTAH
STATE DIRECTOR - MONTANA	BILLINGS,MONTANA
STATE DIRECTOR - IDAHO	BOISE,IDAHO
STATE DIRECTOR - WYOMING	CHEYENNE,WYOMING
STATE DIRECTOR - NEVADA	RENO,NEVADA
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR - PACIFIC NORTHWEST REGION	BOISE,IDAHO
REGIONAL DIRECTOR - GREAT PLAINS REGION	BILLINGS,MONTANA
REGIONAL DIRECTOR - UPPER COLORADO REGION	SALT LAKE CITY,UTAH
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR, MIDWEST REGION	OMAHA, NEBRASKA
DIRECTOR, OFFICE OF AVIATION SERVICES	BOISE,IDAHO
REGIONAL SOLICITOR - INTERMOUNTAIN REGION	SALT LAKE CITY,UTAH
REGIONAL DIRECTOR - SOUTHWEST	ALBUQUERQUE,NEW MEXICO
STATE DIRECTOR - NEW MEXICO	SANTA FE,NEW MEXICO
REGIONAL DIRECTOR - ALBUQUERQUE	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE FOR PROGRAM MANAGEMENT	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - FIELD OPERATIONS	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - TRUST SERVICES	ALBUQUERQUE,NEW MEXICO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1350	2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	2	DET	\$153,998	\$155,542	\$157,490	\$160,699
ES	0480	2	HART	\$156,145	\$157,710	\$159,769	\$161,900
ES	0340	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0480	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0340	2	PHIL	\$151,144	\$152,659	\$154,731	\$158,385
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PITT	\$144,417	\$145,865	\$147,717	\$150,701
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0480	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0905	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0480	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120

SES Pay Categories Minimum Pay Levels  
2014 to present



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
SOL	VACANT
BOR	FULP, TERRANCE J
OSM	BARCHENGER, ERVIN J
BIA	DUTSCHKE, AMY L.
BLM	KENNA, JAMES G
FWS	LOHOEFENER, RENNE R.
SOL	VACANT
USGS	SOGGE, MARK K.
USGS	VACANT
NPS	LEHNERTZ, CHRISTINE S.
ASIA	FREEMAN, SHAREE M.
BIA	CRUZAN, DARREN A.
BIA	ORTIZ, HANKIE P.
BIA	VACANT (HELEN RIGGS SELECTED)
BIA	SMITH, MICHAEL R.
BIE	FORREST, VICKI L.
BLM	ROBERSON, EDWIN L
BLM	LAURO, SALVATORE R.
BLM	CARTER-PFISTERER, CAROLE
BLM	VELASCO, JANINE M.
BLM	ROUNTREE, CARL D.
BLM	NEDD, MICHAEL D.
BLM	
BOEM	BROWN, WILLIAM Y
BOEM	ORR, L. RENEE
BOR	PAYNE, GRAYFORD F.
BSEE	MABRY, SCOTT L.
BSEE	MORRIS, DOUGLAS W.
FWS	HILDEBRANDT, BETSY J.
FWS	KURTH, JAMES W.
FWS	FRAZER, GARY D.
NPS	NEW (LENA MCDOWALL PROPOSED)
OS/PMB	CLEMENT, JOEL P.
OS/PMB	PULA, NIKOLAO IULI
OS/PMB	JOHNSTON, MICHAEL J.
OS/PMB	GLOMB, STEPHEN J.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL SOLICITOR - SOUTHWEST REGION	ALBUQUERQUE,NEW MEXICO
REGIONAL DIRECTOR - LOWER COLORADO REGION	BOULDER CITY,NEVADA
REGIONAL DIRECTOR, MID CONTINENT REGIONAL COORDINATING CENTER	ALTON,ILLINOIS
REGIONAL DIRECTOR - PACIFIC	SACRAMENTO,CALIFORNIA
STATE DIRECTOR - CALIFORNIA	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - SACRAMENTO	SACRAMENTO,CALIFORNIA
REGIONAL SOLICITOR - PACIFIC SOUTHWEST REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - PACIFIC REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - NORTHWEST REGION	SEATTLE, WASHINGTON
REGIONAL DIRECTOR, PACIFIC WEST REGION	OAKLAND,CALIFORNIA
DIRECTOR, OFFICE OF SELF GOVERNANCE	WASHINGTON,DC
DEPUTY DIRECTOR - JUSTICE SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - INDIAN SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - TRUST SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - FIELD OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR - SCHOOLS OPERATIONS	WASHINGTON,DC
ASSISTANT DIRECTOR, RENEWABLE RESOURCES AND PLANNING	WASHINGTON,DC
DIRECTOR, LAW ENFORCEMENT, SECURITY AND PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR, HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS, FISCAL AND INFORMATION RESOURCES MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, NATIONAL LANDSCAPE CONSERVATION SYSTEM AND COMMUNITY PARTNERSHIPS	WASHINGTON,DC
ASSISTANT DIRECTOR, MINERALS, REALTY AND RESOURCE PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR FOR COMMUNICATIONS AND PUBLIC RELATIONS	WASHINGTON,DC
CHIEF ENVIRONMENTAL OFFICER	WASHINGTON,DC
STRATEGIC RESOURCES CHIEF	WASHINGTON,DC
DEPUTY COMMISSIONER, PROGRAM, ADMINISTRATION AND BUDGET	WASHINGTON,DC
ASSOCIATE DIRECTOR FOR ADMINISTRATION	WASHINGTON,DC
REGULATORY PROGRAMS CHIEF	WASHINGTON,DC
ASSISTANT DIRECTOR - EXTERNAL AFFAIRS	WASHINGTON,DC
CHIEF, NATIONAL WILDLIFE REFUGE SYSTEM	WASHINGTON,DC
ASSISTANT DIRECTOR - ENDANGERED SPECIES	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DIRECTOR, OFFICE OF INSULAR AFFAIRS	WASHINGTON,DC
DIRECTOR, BUSINESS INTEGRATION OFFICE	HERNDON,VIRGINIA
DIRECTOR, OFFICE OF RESTORATION AND DAMAGE ASSESSMENT	WASHINGTON,DC



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/LV	\$141,675	\$143,095	\$145,020	\$147,120
ES	0340	2	RUS/STL	\$141,675	\$143,095	\$144,944	\$147,120
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0480	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0401	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SEA	\$151,169	\$152,684	\$154,871	\$158,858
ES	0340	2	SJ/SF/OAK	\$157,100	\$158,700	\$160,300	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC		Position est 2016	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	BURDEN, JOHN W.
OS/PMB	FLANAGAN, DENISE A.
OS/PMB	BROUN, LAURENCE I.
OS/PMB	MULHERN, THOMAS A.
OS/PMB	GLENN, DOUGLAS A
OS/PMB	ROSS, JOHN W
OS/PMB	HUMBERT, HARRY L
OS/PMB	GOULD, GREGORY J.
OS/PMB	WARD, JOSEPH M JR
OS/PMB	GOODWIN, JANET A.
OS/PMB	BECK, RICHARD T.
OS/PMB	IUDICELLO, FAY S.
OS/PMB	SONDERMAN, DEBRA E.
OS/PMB	DOUGLAS, JAMES C.
OS/PMB	TAYLOR, WILLIE R.
OS/PMB	VACANT
OSM	RIDEOUT, STERLING J. JR
OSM	WORONKA, THEODORE
OST	DAVIS, MARK H
SOL	HAWBECKER, KAREN S.
SOL	BROWN, LAURA B.
SOL	
SOL	ROTH, BARRY N.
SOL	BERRIGAN, MICHAEL J.
SOL	SIMMONS, SHAYLA F.
SOL	VACANT
USGS	THORNHILL, ALAN D.
USGS	VACANT (JOSE ARAGON SELECTED)
USGS	GALLAGHER, KEVIN T
USGS	WERKHEISER, WILLIAM H.
USGS	WAINMAN, BARBARA W.
USGS	APPLEGATE, JAMES D. R.
USGS	KINSINGER, ANNE E.
USGS	VACANT
USGS	VACANT

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
CHIEF DIVERSITY OFFICER/DIRECTOR, OFFICE OF CIVIL	WASHINGTON,DC
DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
DIRECTOR, OFFICE OF EMERGENCY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF HUMAN RESOURCES	WASHINGTON,DC
DIRECTOR, OFFICE OF FINANCIAL MNGT & DEPUTY CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF VALUATION SERVICES	WASHINGTON,DC
DIRECTOR, OFFICE OF LAW ENFORCEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE	WASHINGTON,DC
DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DIRECTOR, OFFICE OF PLANNING AND PERFORMANCE MANAGEMENT	WASHINGTON,DC
DIRECTOR, EXECUTIVE SECRETARIAT AND OFFICE OF REGULATORY AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF WILDLAND FIRE COORDINATION	WASHINGTON,DC
DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
CHIEF LEARNING OFFICER/DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, PROGRAM SUPPORT	WASHINGTON,DC
ASSISTANT DIRECTOR FOR FINANCE AND ADMINISTRATION	WASHINGTON,DC
DEPUTY SPECIAL TRUSTEE FOR BUSINESS MANAGEMENT	WASHINGTON,DC
ASSOCIATE SOLICITOR - MINERAL RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - LAND RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - WATER RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - PARKS AND WILDLIFE	WASHINGTON,DC
ASSOCIATE SOLICITOR - GENERAL LAW	WASHINGTON,DC
ASSOCIATE SOLICITOR - ADMINISTRATION	WASHINGTON,DC
ASSOCIATE SOLICITOR - INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF SCIENCE QUALITY AND INTEGRITY	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ADMINISTRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR CORE SCIENCE SYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR WATER	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR COMMUNICATIONS AND PUBLISHING	RESTON,VIRGINIA
ASSOCIATE DIR FOR NATURAL HAZARDS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ECOSYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR BUDGET, PLANNING AND INTEGRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ENERGY AND MINERALS AND ENVIRONMENTAL HEALTH	RESTON,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0560	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0201	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0505	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1102	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
USGS	VACANT
USGS	
USGS	BALES, JERAD D.
BLM	VACANT
BOR	LUEBKE, THOMAS A
BOR	MULLER, BRUCE C JR
BOR	CORDOVA-HARRISON, ELIZABE
BOR	GONZALES-SCHREINER, ROSEA
NPS	WHITTINGTON, SAMUEL Q.
OS/PMB	TSCHUDY, DEBORAH GIBBS
ASIA	BEARPAW, GEORGE WATIE
ASIA	SCHOCK, JAMES H.
ASIA	HART, PAULA L.
ASIA	LAROCHE, DARRELL WILLIAM
ASIA	ATKINSON, KAREN J
ASIA	BURCKMAN, JAMES N.
BOR	WOLF, ROBERT W
FWS	FORD, JEROME E.
FWS	SLACK, JAMES J.
FWS	ARROYO, BRYAN
FWS	SOUZA, PAUL
FWS	HOSKINS, DAVID WILLIAM
FWS	RAUCH, PAUL A.
FWS	BOLTON, HANNIBAL
FWS	WOODY, WILLIAM C.
FWS	SHEEHAN, DENISE E.
NPS	WASHBURN, JULIA L.
NPS	MCDOWALL, LENA E
NPS	VACANT (RAYMOND SAUVAJOT SELECTED)
NPS	VOGEL, ROBERT A.
NPS	TOOTHMAN, STEPHANIE S.
NPS	SHOLLY, CAMERON H
NPS	KNOX, VICTOR W.
NPS	REYNOLDS, MICHAEL T.
NPS	
OS/PMB	GROSS, LAWRENCE NMN JR.
OS/PMB	TABER, TERESA RENEE

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR CLIMATE AND LAND USE CHANGE	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR HUMAN CAPITAL	RESTON,VIRGINIA
CHIEF SCIENTIST FOR HYDROLOGY	RESTON,VIRGINIA
DIRECTOR, NATIONAL OPERATIONS CENTER	LAKWOOD,COLORADO
DIRECTOR, TECHNICAL SERVICE CENTER	LAKWOOD,COLORADO
DIRECTOR, SAFETY, SECURITY AND LAW ENFORCEMENT	LAKWOOD,COLORADO
DIRECTOR, MANAGEMENT SERVICES OFFICE	LAKWOOD,COLORADO
DIRECTOR, POLICY AND ADMINISTRATION	LAKWOOD,COLORADO
MANAGER, DENVER SERVICE CENTER	LAKWOOD,COLORADO
DEPUTY DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE MANAGEMENT	LAKWOOD,COLORADO
BUDGET OFFICER	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF INDIAN GAMING MANAGEMENT	WASHINGTON,DC
DIRECTOR, FACILITIES, PROPERTY AND SAFETY	RESTON,VIRGINIA
DIRECTOR, INDIAN ENERGY AND ECONOMIC DEVELOPMENT	WASHINGTON,DC
DIRECTOR OF HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
DIRECTOR, PROGRAM AND BUDGET	WASHINGTON,DC
ASSISTANT DIRECTOR - MIGRATORY BIRD PROGRAMS	ARLINGTON,VIRGINIA
DIRECTOR, NATIONAL CONSERVATION TRAINING CENTER	SHEPHERDSTOWN, WEST VIRGI
ASSISTANT DIRECTOR - INTERNATIONAL AFFAIRS	WASHINGTON,DC
ASSISTANT DIRECTOR FOR SCIENCE APPLICATION	WASHINGTON,DC
ASSISTANT DIRECTOR - FISHERIES AND HABITAT CONSERVATION	WASHINGTON,DC
ASSISTANT DIRECTOR - BUSINESS MANAGEMENT AND OPERATIONS	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - WILDLIFE AND SPORTFISH RESTORATION PROGRAMS	WASHINGTON,DC
CHIEF, OFFICE OF LAW ENFORCEMENT	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - BUDGET, PLANNING AND HUMAN CAPITAL	ARLINGTON,VIRGINIA
ASSOCIATE DIRECTOR, INTERPRETATION AND EDUCATION	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS SERVICES	WASHINGTON,DC
ASSOCIATE DIRECTOR, NATURAL RESOURCES STEWARDSHIP AND SCIENCE	WASHINGTON,DC
SUPERINTENDENT, NATIONAL MALL AND MEMORIAL PARKS	WASHINGTON,DC
ASSOCIATE DIRECTOR, CULTURAL RESOURCES	WASHINGTON,DC
ASSOCIATE DIRECTOR, VISITOR RESOURCE AND PROTECTION	WASHINGTON,DC
ASSOCIATE DIRECTOR, PARKS PLANNING, FACILITIES AND LANDS	WASHINGTON,DC
ASSOCIATE DIRECTOR, WORKFORCE MANAGEMENT	WASHINGTON,DC
COMPTRROLLER	WASHINGTON,DC
DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF FINANCIAL MANAGEMENT	WASHINGTON,DC



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$137,494	\$155,705	\$157,971	\$161,900
		4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0501	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1811	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0025	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0505	4	DC	\$137,494	\$138,871	\$140,892	\$144,945

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	GRAZIANO, ANGELA V.
OS/PMB	MCCAFFERY, JAMES G.
OS/PMB	MOSS, ADRIANNE L.
OS/PMB	MENTORE-SMITH, HOPE Y.
OS/PMB	GIDNER, JEROLD L.
OS/PMB	ESQUIVEL, FRANCIS O.
OS/PMB	FERRITER, OLIVIA B.
OS/PMB	BLANCHARD, MARY JOSIE
NPS	VACANT (PEDRO RAMOS SELECTED)
BIE	NEW
NPS	LAIRD, JOSHUA RADBILL
BLM	VACANT
NPS	VELA, RAYMOND DAVID
NPS	VACANT (CASSIUS CASH SELECTED)
NPS	UBERUAGA, DAVID V.
NPS	NEUBACHER, DONALD L.
NPS	WENK, DANIEL N.
USGS	KELLY, FRANCIS P.
BIE	
BIE	HAMLEY, JEFFREY L.
BIE	VACANT
NPS	DICKINSON, WILLIAM K.
NPS	DEAN, FRANCIS J.
BIA	HANNA, JEANETTE D.
BOR	QUINT, ROBERT J
OS/PMB	ESTENOZ, SHANNON A.
OS/PMB	WILLIAMS, LC
OS/PMB	HARTLEY, DEBORAH J.
OS/PMB	STEWART, JAMES D.
OS/PMB	BEALL, JAMES W
OS/PMB	AWNI, MUHAMMAD H.
OS/PMB	GOKLANY, INDUR M.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
SUPERINTENDENT, EVERGLADES NATIONAL PARK	MIAMI-DADE,FLORIDA
ASSOCIATE DEPUTY DIRECTOR - TRIBALLY CONTROLLED SCHOOLS	BLOOMINGTON,MINNESOTA
EXECUTIVE DIRECTOR, NATIONAL PARKS OF NEW YORK HARBOR	NEW YORK, NEW YORK
ASSISTANT DIRECTOR, FIRE AND AVIATION	BOISE,IDAHO
SUPERINTENDENT, GRAND TETON NATIONAL PARK	MOOSE,WYOMING
SUPERINTENDENT, GREAT SMOKY MOUNTAIN NATIONAL PARK	GATLINBURG,TENNESSEE
SUPERINTENDENT, GRAND CANYON NATIONAL PARK	GRAND CANYON,ARIZONA
SUPERINTENDENT, YOSEMITE NATIONAL PARK	YOSEMITE NATL PARK,CALIF
SUPERINTENDENT, YELLOWSTONE NATIONAL PARK	YELLOWSTONE PARK,WYOMING
DIRECTOR, EARTH RESOURCES OBSERVATION AND SCIENCE CENTER AND SPACE POLICY ADVISOR	SIoux FALLS,SOUTH DAKOTA
ASSOCIATE DEPUTY DIRECTOR - BIE CONTROLLED SCHOOLS	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - COMPLIANCE, MONITORING AND ACCOUNTABILITY	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - NAVAJO	ALBUQUERQUE,NEW MEXICO
SUPERINTENDENT, LAKE MEAD NATIONAL RECREATION AREA	BOULDER CITY,NEVADA
PARK MANAGER, GOLDEN GATE NATIONAL RECREATION AREA	SAN FRANCISCO,CALIFORNIA
SPECIAL ASST TO THE DIRECTOR, BUREAU OF INDIAN SENIOR ADVISOR	WASHINGTON,DC
DIRECTOR, EVERGLADES RESTORATION INITIATIVES/EXECUTIVE DIRECTOR, SOUTH FLORIDA ECOSYSTEM RESTORATION TASK FORCE	MIAMI,FLORIDA
ASSOCIATE DIRECTOR, HUMAN RESOURCES DIRECTORATE	LAKEWOOD,COLORADO
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	LAKEWOOD,COLORADO
PROGRAM DIRECTOR FOR FINANCIAL AND PROGRAM MANAGEMENT	LAKEWOOD,COLORADO
CHIEF FINANCIAL OFFICER	HERNDON,VIRGINIA
ASSOCIATE DIRECTOR, FACILITY AND PROPERTY SENIOR ADVISOR	WASHINGTON,DC
CHIEF STRATEGY AND PERFORMANCE MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1102	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0201	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	MIAMI	\$133,698	\$135,036	\$136,680	\$139,277
		4	MINN	\$126,359	\$135,226	\$136,962	\$139,950
ES	0301	4	NY	\$142,475	\$143,901	\$145,882	\$149,643
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1301	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1701	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	1720	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
		4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	0025	4	RUS/LV	\$126,359	\$127,624	\$129,341	\$131,214
ES	0025	4	SJ/SF/OAK	\$149,592	\$151,090	\$153,278	\$157,569
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	MIAMI	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	2210	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0501	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	ONEILL, KEITH JAMES
OS/PMB	
OS/PMB	WAYSON, THOMAS C.
OS/PMB	ANDREW, JONATHAN M.
OS/PMB	SALOTTI, CHRISTOPHER P.
OS/PMB	BAYANI, THERESA WALSH
OS/PMB	MEHLHOFF, JOHN J.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR ACQUISITION SERVICES	WASHINGTON,DC
CHIEF, DIVISION OF BUDGET AND PROGRAM REVIEW	WASHINGTON,DC
CHIEF, BUDGET ADMINISTRATION AND	WASHINGTON,DC
INTERAGENCY BORDERLAND COORDINATOR	WASHINGTON,DC
LEGISLATIVE COUNSEL	WASHINGTON,DC
PROGRAM DIRECTOR FOR AUDIT AND COMPLIANCE MANAGEMENT	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR COORDINATION, ENFORCEMENT, VALUATION AND APPEALS	LAKWOOD,COLORADO
ASSOCIATE DIRECTOR, FINANCIAL MANAGEMENT DIRECTORATE	LAKWOOD,COLORADO



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	1102	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0560	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0905	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
		5	CO	\$120,748	\$121,956	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-07-27T14:59:32-04:00  
**Importance:** Normal  
**Subject:** Prob Period  
**Received:** 2017-07-27T14:59:40-04:00  
[Probationary Periods Cyberfeds Quickstart Guide.pdf](#)

Couldn't find an OPM fact sheet so I pulled this from Cyberfeds which the most consolidated thing I could find. Cindy is looking to see if she has something as well...will forward if she does. He has completed his probationary period as of 06/30/17.

**Michelle Oxyer**  
Executive Resources Division  
Office of Human Resources  
Department of the Interior  
Phone 202-208-6943  
[michelle\\_oxyer@ios.doi.gov](mailto:michelle_oxyer@ios.doi.gov)

# Probationary Employees -- Limited Appeal Rights

## Overview

The probationary/trial period is the final step in the examination process of a new employee. The probationary period can be a highly effective tool to evaluate a candidate's potential to be an asset to an agency before an appointment becomes final. However, for the probationary period to be used effectively, agencies must understand when an individual is considered to have full procedural and appeal rights, regardless of any probationary status.

Until the probationary period has been completed, a probationer is technically still an applicant for an appointment. The term "probationary period" generally applies to employees in the competitive service. "Trial period," by contrast, generally applies to employees in the excepted service, as well as to some appointments in the competitive service, such as term appointments, which have a one-year trial period set by the Office of Personnel Management.

During this period, probationary employees can be terminated for any perceived deficiency in performance or conduct, with minimal procedural requirements and without the need to meet the stringent "efficiency of the service" standard that governs the removal of tenured employees. However, a probationary employee does have some limited appeal rights to the MSPB.

A different type of probationary period occurs when an employee is initially appointed to a supervisory or managerial position. This type is covered in our [Quick Start Guide: Supervisory Probationary Periods](#).

This Quick Start Guide covers the following Key Points:

1. [Duration of probationary period on initial appointment to a competitive position](#)
2. [Probationary terminations](#)
3. [MSPB appeals](#)
4. [Partisan political reasons](#)
5. [Marital status](#)
6. [Pre-appointment conditions](#)

## Key Points

These key-point summaries cannot reflect every fact or point of law contained within a source document. For the full text, follow the link to the cited source. The references to **Broida** in this Quick Start Guide are to federal employment law expert Peter Broida's treatise, *A Guide to Merit Systems Protection Board Law and Practice* (Dewey Publishing Inc.), to which **cyberFEDS**<sup>®</sup> has exclusive Web rights.

### Duration of probationary period on initial appointment to a competitive position

- In the competitive service, the probationary period is set by law to one year. [5 CFR 315.802](#) (a).
- At the Department of Defense, the probationary period for competitive service positions is two years. [10 USC 1599e](#).
- In the excepted service, a trial period of up to two years can be set by individual agencies. [5 USC 7511](#) (a)(1)(C)(ii).
- Preference eligibles in the excepted service serve a trial period of one year. [5 USC 7511](#) (a)(1)(B).
- Term employees serve a trial period of one year. [5 CFR 316.304](#).
- An individual who is transferred, promoted, demoted or reassigned before completing probation must complete the probationary period in the new position. [5 CFR 315.801](#) (b).
- The probationary period usually begins as of the effective date reflected on the Standard Form 50, though that has not been found determinative in all cases. *Hintz v. Department of the Army*, [94 FMSR 7006](#), 21 F.3d 407 (Fed. Cir. 1994); *Lopez v. Department of the Navy*, [106 LRP 47307](#), [103 MSPR 55](#) (MSPB 2006).
- If a probationary employee is absent more than 22 workdays during probation, the number of days in excess of 22 can be added to the length of the probationary period. [5 CFR 315.802](#) (c).
- The probationary period ends when the employee completes her scheduled tour of duty on the day before the anniversary date of her appointment. [5 CFR 315.804](#) (b).
- The probationary period for part-time employees is computed on the basis of calendar time, in the same manner as for full-time employees. [5 CFR 315.802](#) (d).
- For intermittent employees, each day or part of a day in pay status counts as one day of credit toward the 260 days in a pay status required for completion of probation. However, the probationary period cannot be completed in less than one year of calendar time. [5 CFR 315.802](#) (d).

### Probationary terminations

- **Broida:** Agency personnel offices typically send notices to supervisors prior to the completion of an employee's probation asking the supervisor if the employee should be retained. If the notices are sent out a month or two prior to the completion of probation, no problem with the timing of a termination should occur. Nonetheless, agencies frequently allow a probationer to work almost the full year of the initial appointment and then terminate the probationer on the last day of duty. This is risky business. If the agency incorrectly calculates the expiration of the probation period, the employee will be terminated without the procedural protections due a tenured employee. The removal may then be reversed for harmful error if the termination lacks constitutional safeguards. *Broida Guide to MSPB Law: Incorrect Determination of End of First Year of Employment*.
- An agency must use a probationary period to determine the fitness of the employee for a position. The agency must terminate the employee's services during this period if he fails to demonstrate fully his qualifications for continued employment. 5 CFR 315.803 (a).
- When an agency decides to terminate an employee serving a probationary or trial period because his work performance or conduct fails to demonstrate his fitness or his qualifications for continued employment, it must terminate his services by notifying him in writing as to why he is being separated and the effective date of the action. 5 CFR 315.804 (a).
- If an agency wants to terminate a probationary employee for reasons based on conditions arising before her appointment (such as discovery of a failure to complete a claimed educational requirement for the position), she is entitled to: 1) notice of proposed adverse action; 2) file a written answer to the notice of proposed adverse action; and 3) written notice of adverse decision at the earliest practicable date. The notice must inform the employee of the reasons for the action and her right of appeal to the Merit Systems Protection Board. 5 CFR 315.805.
- Probationary employees terminated for pre-appointment reasons who contend that the agency did not comply with the procedural requirements of 5 CFR 315.805 can appeal to the MSPB. 5 CFR 315.806 (c); *Tolbert v. Small Business Administration*, 107 LRP 2669, 104 MSPR 418 (MSPB 2007); *Gamble v. Department of the Army*, 109 LRP 37044, 111 MSPR 529 (MSPB 2009).
- **Broida:** Under 5 CFR 315.805 (a), if an agency decides to terminate a probationer for pre-appointment reasons, the agency must give advance notice with reasons stated specifically and in detail. If the basis for the termination is a pre-appointment criminal record, for example, the agency should state in the notice to the probationer specifically what charges it relied upon and whether they were citations or arrests, as well as the dates of the charges and the places of the charges or misconduct. Lacking such specificity, the board holds that there is no statutory or regulatory requirement that the employee seek clarification of the charges. The agency bears the responsibility for providing details in the notice to the probationer. If the appellant is deprived of fair notice of the charges and is hampered, if not obstructed, in his right to respond, the error is substantially prejudicial to the employee's rights under 5 CFR 315.805. *Broida Guide to MSPB Law: Harmful Error Analysis, citing Hibbard v. Department of the Interior*, 81 FMSR 1964, 6 MSPR 181 (MSPB 1981).
- A probationary employee in the competitive service alleging that the agency denied him his procedural rights where he is being terminated for pre-appointment reasons does not have a statutory right to a pre-termination hearing. *Peery v. Department of the Navy*, 89 FMSR 5251, 40 MSPR 377 (MSPB 1989).
- To terminate an individual while he is still a probationer, the separation action must be effected prior to the end of the probationer's tour of duty on the last day of probation, which is the day before the anniversary date of his appointment. *Honea v. Department of Homeland Security*, 112 LRP 35132, 118 MSPR 282 (MSPB 2012).
- If the anniversary date falls on a weekend or holiday, the employee must be terminated no later than the day before the last regular workday; e.g., on a Friday if the last scheduled workday during the probationary period would fall on that Saturday. *Hannon v. Department of the Air Force*, 84 FMSR 5183, 19 MSPR 510 (MSPB 1984).
- Under the revised 5 CFR 731.203 (g), agencies no longer need approval from OPM prior to taking unfavorable suitability actions within their delegated authority, but they are required to report to OPM all unfavorable suitability actions taken under 5 CFR Part 731 within 30 days after they take the action. *Gamble v. Department of the Army*, 109 LRP 37044, 111 MSPR 529 (MSPB 2009).

### MSPB appeals

- **Broida:** Critical to assessment of tenure is the determination of whether an employee is serving as a probationer. That determination requires an understanding of the nature of the employee's appointment. The determination of status is important. Occasionally the litigation is not over the merits of the discharge of the probationer, but over the question of whether the employee was a probationer at all. If the individual discharged as a probationer was in fact tenured, the discharge may be reversed for lack of minimum due process. *Broida Guide to MSPB Law: Probationary Classification Problems*.
- **Broida:** A probationer's lot is not a happy one. This maxim is confirmed by OPM regulations that grant probationers' termination appeals under only limited circumstances. The theme is developed in many board and judicial decisions denying review of termination of probationary appointments, no matter how egregious the circumstances. The board is dedicated to the preservation of probationary status. *Broida Guide to MSPB Law: Appeal Rights of Probationers*.

- A probationary employee in the competitive service may appeal a termination if she alleges that it was based on partisan political reasons or marital status. *Marynowski v. Department of the Navy*, [112 LRP 36291](#) , [118 MSPR 321](#) (MSPB 2012), *citing* [5 CFR 315.806](#) (b).
- An individual in an excepted service position does not have MSPB appeal rights during her probationary period based on discrimination because of marital status or partisan political reasons, as those are regulatory grounds for appeal that are available only to individuals in the competitive service. *Ramirez-Evans v. Department of Veterans Affairs*, [110 LRP 10947](#) , [113 MSPR 297](#) (MSPB 2010).
- In determining whether an appellant has established jurisdiction under [5 CFR 315.806](#) (b), the MSPB follows a two-step process. First, the appellant must make nonfrivolous claims of jurisdiction, i.e., factual allegations that, if proven, would establish that her termination was based on partisan political reasons or marital status. An appellant who makes such claims must then prove the basis for jurisdiction, i.e., that her termination was based on partisan political reasons or marital status, by a preponderance of the evidence. *Marynowski v. Department of the Navy*, [112 LRP 36291](#) , [118 MSPR 321](#) (MSPB 2012).
- A probationary employee can appeal a termination she alleges was based on discrimination because of race, color, religion, sex, national origin, age, or disability. However, such an allegation can be raised only in conjunction with a termination appeal based on partisan political reasons or marital status or on procedural improprieties in a termination for conditions arising before appointment. [5 CFR 315.806](#) (d); *Jafri v. Department of the Treasury*, [95 FMSR 5255](#) , [68 MSPR 216](#) (MSPB 1995), *aff'd* 78 F.3d 604 (Fed. Cir. 1996).
- An individual who separated during her probationary period may have appeal rights to the MSPB if she can show that she involuntarily resigned and she is an "employee" as defined at [5 USC 7511](#). *Robinson v. Department of the Army*, [106 LRP 43311](#) , [102 MSPR 546](#) (MSPB 2006).

### Partisan political reasons

- Discrimination based on "partisan political reasons" under [5 CFR 315.806](#) (b) means discrimination based on affiliation with any political party or candidate. *Marynowski v. Department of the Navy*, [112 LRP 36291](#) , [118 MSPR 321](#) (MSPB 2012).
- **Broida:** A religious organization was found not to qualify as a political party or candidate in *Smith v. Department of the Army*, [111 LRP 65649](#) (MSPB 2011, *nonprecedential*). *Broida Guide to MSPB Law: Partisan Political Reasons*.

### Marital status

- To make a nonfrivolous allegation of marital status discrimination, an appellant must allege facts that, taken as true, would show that she was treated differently because of her marital status or facts that go to the essence of her status as married, single, or divorced. *Marynowski v. Department of the Navy*, [112 LRP 36291](#) , [118 MSPR 321](#) (MSPB 2012).
- **Broida:** Family or child care responsibilities were found to be an insufficient basis to invoke marital status discrimination jurisdiction over a probationer's discharge in *Merritt v. Department of the Navy*, [110 LRP 74669](#) (MSPB 2010, *nonprecedential*). *Broida Guide to MSPB Law: Marital Status*.
- **Broida:** Conclusory assertions centering upon sexual orientation did not establish marital status discrimination jurisdiction over a probationer's termination in *Miller v. Department of the Treasury*, [110 LRP 74746](#) (MSPB 2010, *nonprecedential*). *Broida Guide to MSPB Law: Marital Status*.
- **Broida:** The marital status discrimination jurisdiction of the board is unique to probationary competitive service appointees, as the board suggested in *Lee v. Office of Personnel Management*, [110 LRP 70903](#) (MSPB 2010, *nonprecedential*). *Broida Guide to MSPB Law: Marital Status*.

### Pre-appointment conditions

- A probationer who was terminated pursuant to [5 CFR 315.805](#) for reasons based wholly or partially on pre-appointment conditions, may appeal her termination if she alleges the agency failed to follow the procedural requirements of [5 CFR 315.805](#) , i.e., advance written notice of the proposed termination and the opportunity to provide a written response. [5 CFR 315.806](#) (a), (c); *Gamble v. Department of the Army*, [109 LRP 37044](#) , [111 MSPR 529](#) (MSPB 2009).
- If a probationer's termination is based on conditions arising before his appointment, he may appeal on the ground that the agency did not provide him with the procedural rights to which he was entitled as a probationary employee. However, there is a distinction between a preexisting condition and the effect that condition has on an employee's performance during his probationary period. "Tracing back" a performance deficiency to a pre-appointment condition could transform almost every separation of a probationer into a case involving a condition arising before appointment. *Rivera v. Department of the Navy*, [110 LRP 27189](#) , [114 MSPR 52](#) (MSPB 2010).
- **Broida:** The probationer who is terminated for post-appointment reasons has no right to substantive review of the actions causing his dismissal. He may file an appeal complaining of discrimination. Normally the only litigation that occurs, other than contests over whether the probationary period has or has not been fully served at the time of

termination, concerns the characterization of the reasons for the removal; i.e., whether the reasons are for pre-appointment problems, entitling the probationer to greater procedural rights, or for post-appointment reasons. *Broida Guide to MSPB Law: Post-Appointment Reasons.*

## Other Resources

- [Quick Start Guide: Probationary Employees -- Full Appeal Rights](#)
- [Quick Start Guide: Supervisory Probationary Periods](#)
- [Quick Start Guide: Jurisdiction -- Categories of Employees](#)
- [Quick Start Guide: Jurisdiction -- Types of Actions](#)
- [Quick Start Guide: Career and Career-Conditional Appointments](#)
- [Checklist Plus+: Probationary Period -- Using It as an Assessment Tool](#)
- [Checklist Plus+: Delivering Removal and Termination Notices](#)
- [MSPB Report: Navigating the Probationary Period After \*Van Wersch\* and \*McCormick\*, January 2007](#)
- [MSPB Report: The Probationary Period -- A Critical Assessment Opportunity, August 2005](#)
- [Broida Guide to MSPB Law: Appeal Rights of Probationers](#)

Please share your experience and expertise. Forward any suggested additions or changes to this or other Quick Start Guides to [QSGeditor@lrp.com](mailto:QSGeditor@lrp.com).

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**To:** cynthia.piper@bsee.gov[cynthia.piper@bsee.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-07-31T09:19:36-04:00  
**Importance:** Normal  
**Subject:** out of office Re: OCR Reassignments  
**Received:** 2017-07-31T09:19:43-04:00

I will be out of the office beginning July 28, 2017 and returning August 1, 2017. I will be checking my messages periodically. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



## **Senior Executive Service Pay Setting Policy November 2014**

### **PURPOSE**

The purpose of this Regulation is to set forth the Department of the Interior's (DOI) policy on pay setting for Career and Limited-Term Senior Executive Service new appointments, reassignments, and transfer actions.

### **AUTHORITY**

This policy complies with 5 U.S.C. 5382 et seq. and Title 5 Code of Federal Regulations (CFR) 534, Subpart D, Pay and Performance Awards Under the SES.

### **DELEGATIONS OF AUTHORITY**

Bureau and Office Heads are responsible for recommending and justifying the salary levels for SES employees appointed, reassigned, and transferred to their Bureau or Office and for recommending category designations for positions under their area of authority in accordance with the guidance set out in this policy.

The Executive Resources Board (ERB), as delegated by the Secretary, retains the authority to approve final salary determinations for all SES employees and for approving exceptions to the 12-month rule.

### **DEFINITIONS**

**Bureaus:** Refers to mission areas or agencies within the Department of the Interior (such as National Park Service or Bureau of Land Management).

**Office:** Staff level office whose head reports to the Secretary of the Interior (such as Office of the Solicitor or Assistant Secretary – Policy, Management and budget)

**Agency Head:** The head of the Department of Interior (DOI) agency or an official who has been delegated the authority to act for the head of the agency in the matter concerned.

**Category Structure:** A five-level system that groups positions with common characteristics. Category levels delineate the importance of different positions by placing emphasis on the characteristics of positions such as impact on mission, level of complexity, span of control, inherent authority, scope and breath of responsibility and influence in national security matters.

## **RESPONSIBILITIES**

The ERB is responsible for setting policy and providing overall technical guidance and direction for this policy.

The Chief Human Capital Officer is responsible for serving as a key advisor to the ERB on SES pay, as well as providing executive oversight of the implementation of this policy.

Bureau and Office Heads are responsible for adhering to this policy and for reporting to ERD as requested. They are responsible for ensuring compliance with the provisions of this policy so that the processes associated with managing it are fair, equitable, credible, and transparent. They are responsible for recommending category designations for positions under their area of authority.

The Executive Resources Division (ERD), Office of Human Resources shall provide staff assistance to Bureaus and Offices and monitor compliance with Departmental policy. The ERD will report to the Office of Personnel Management as required.

## **GENERAL GUIDELINES FOR SETTING AND ADJUSTING OF SES PAY**

The SES pay range has a minimum rate of basic pay equal to 120 percent of the rate for GS-15, step 1, and a maximum rate of basic pay equal to the rate for Level III of the Executive Schedule. Agencies certified under 5 U.S.C. 5307(d) as having a performance appraisal system which, as designed and applied, makes meaningful distinctions based on relative performance, have a maximum rate of basic pay equal to the rate for Level II of the Executive Schedule.

## **12-MONTH RULE**

Pursuant to 5 CFR 534.404(c), a senior executive's rate of basic pay may not be adjusted more than once during a 12-month period. This is commonly referred to as the 12-month rule. A pay increase made as a result of a determination to approve an exception to the 12-month rule is considered a pay adjustment and begins a new 12-month period.

## **EXCEPTIONS TO THE 12-MONTH RULE**

SES employees may receive an increase in base pay more than once during a 12-month period for the following reasons:

- For an exceptionally meritorious accomplishment that significantly contributes to the Agency's performance;

- When it is necessary to reassign an executive to a position with substantially greater scope and responsibility or to recruit a senior executive with superior leadership or other competencies from a position in another agency;
- For the retention of a senior executive who is critical to the mission of the agency and who would be likely to leave the agency in the absence of a pay increase; and
- To align a senior executive with the agency's senior executive appraisal and pay adjustment cycle.

**CATEGORY STRUCTURE**

All DOI SES positions will be classified into 5 categories based upon the position characteristics described in Table 1 for initial salary setting purposes. The category structure is a tool to promote a common understanding of position differences, and a common perspective about the relationship of these differences on mission outcomes. If a position has a higher or greater scope and a bureau or office feels that an exception to the category needs to be granted, they can follow exhibit 3 to request approval. Exceptions should be rare and will require review by ERD and approval by the ERB.

**Table 1**

<b>Category</b>	<b>Description</b>	<b>Minimum Pay</b>
Category 1 <i>No more than 15% of Career SES positions shall be designated as Category 1 positions.</i>	Highest level of responsibility for organization performance or mission delivery at the Department or Bureau/Office headquarters level. Category 1 positions are the senior leadership positions that are most critical for mission success. The positions have the most significant levels of latitude and responsibility as indicated by degree of policy and decision-making authority. The impact is extraordinary and substantially furthers the Department's objectives and strategic goals.	5% above the GS-15 step 10 for the Washington, DC metropolitan area
Category 2	Has major impact on organizational performance or mission delivery at a regional or state level. Included within Category 2 are the BLM State Directors and Regional Directors (all other bureaus).	GS-15 step 08 in the locality of the position

Category	Description	Minimum Pay
Category 3	Has major impact on organizational performance or mission delivery at a headquarters level. The impact is tangible and furthers the Department's objectives and strategic goals. Category 3 positions have responsibility for Department-wide policy programs or operations and/or critical bureau operational or programmatic responsibilities.	GS-15 step 08 in the Washington, DC locality area
Category 4	Significant responsibility for organizational performance or mission delivery. Can be at the headquarters or field level.	GS-15 step 04 for the locality of the position
Category 5	Moderate degree of responsibility for organizational performance and mission delivery. The scope of responsibility is well-defined. Can be at the headquarters or field level.	SES pay range minimum

The salary levels will be adjusted commensurate with any annual adjustment awarded by Executive Order each year.

#### **UPON INITIAL APPOINTMENT TO THE SES**

An individual receiving an initial appointment to a DOI SES position will be placed in the category which their position has been designated. The category of each position will determine the pay minimum for that position. Individuals can be compensated above the minimum but not below. This category structure ensures comparability and transparency in SES positions and compensation management across the Department.

Note: Limited Term SES positions will be evaluated and assigned a category when they are established and classified.

#### *Initial Appointment of External Appointees*

Once a decision has been made regarding the appropriate category in which an employee should be placed, initial pay recommendations within the appropriate category should be based on the following factors:

- The nature and quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position.
- The individual's current pay.
- The individual's current responsibilities.
- The scope of authority and responsibility of the SES position to which the individual is being appointed.

- The geographic location of the position to which the employee is being appointed.

#### *Initial Appointment of Current Federal Employees*

The information below should be used as the guide when making recommendations to the ERB on establishing the initial pay rate for current Federal employees entering the SES.

**Below Six Percent:** This amount may be recommended for individuals who will be performing work similar to their current duties with respect to scope and responsibility. For example, individuals placed into the SES that are GS-15/10 will already be earning considerably more than the entry level pay for the SES, and in these instances, pay increases below six percent may be appropriate.

**Six to Nine Percent:** This is the typical amount recommended for individuals entering SES positions, i.e., the incumbent has strong credentials and will occupy a position with responsibility that is clearly greater than their current position.

**Above Nine to Twelve Percent:** This amount may be recommended when the position has a Department-wide impact and the candidate brings special skills and qualifications to the position that would be difficult to find even with a nationwide search.

**Above Twelve Percent:** This amount should only be recommended when the position has a nationwide impact and the individual leads a program critical to the Department's mission.

#### *Setting Pay Above Executive Level III Upon Initial Appointment*

In accordance with 5 CFR 534.403(a), rates of basic pay above the rate for level III of the Executive Schedule, but less than or equal to the rate of level II of the Executive Schedule generally are reserved for those newly appointed senior executives who possess superior leadership or other competencies. Cases reviewed by the ERB must present a strong business case for exceeding EX-III, including (but not limited to) the following criteria:

- Quality of the appointee's skills, competencies, and accomplishments,
- Candidate's existing salary and salary history, or a more competitive written offer from a different employer,
- Documented disparities between Federal and non-Federal salaries for the skills required in the position,
- Existing labor market conditions and employment trends,
- Availability of candidates for the position.

#### **UPON REASSIGNMENT OR TRANSFER IN THE SES**

Employees being reassigned to positions with similar scope and responsibility to their current positions are reassigned at their current pay rate. This observes OPM's "12-month" rule in 5 CFR 534.404(c), which permits agencies to adjust the pay of a senior executive "not more than once during any 12-month period."

OPM's regulations allow the ERB Chairperson to approve an increase if it can be determined through a business case presentation that "a pay increase is necessary to reassign a senior executive to a position with substantially greater scope and responsibility..."

In such an instance, the requesting office must produce an assessment of how the two positions differ and what the substantially greater scope and responsibilities are. In these cases, pay increases upon reassignment are typically 6% of current salary.

Additionally, when a geographic move is involved, and the cost of living is significantly higher at the new duty station, the ERB will consider a Bureau or Office's business case for exceeding 6%.

The following factors can be considered in these cases:

- Comparable pay for like SES positions;
- Loss of locality pay for employees moving from a GS or comparable position into the SES and for those employees who transfer to higher locality areas to accept DOI SES position;
- Functional and program responsibilities, including geographic scope (e.g., local, regional, national, or international), budget size, and impact on the accomplishment of the agency's and organization's mission;
- Organizational characteristics, including the level in the agency where the position is located, and the size and complexity of the organization (including subordinate organizational units);
- Degree and scope of executive, managerial, and/or supervisory authorities and responsibilities;
- Level and purpose of contacts (Contacts should be essential for successful performance of the work, be a recurring requirement of the position, and have a demonstrable impact on the difficulty and responsibility of the position).

This provision is not intended to replace a relocation allowance; rather, it is intended to provide Bureaus and Offices with flexibility to encourage service in SES in locations that have a higher cost of living.

## **PAY FOR PERFORMANCE SALARY SETTING DETERMINATION**

Pay adjustment and performance award decisions will be made by the Executive Resources Board annually, subject to budgetary constraints. Prior to convening the annual Performance Review Boards, the ERB will publish the approved ranges for pay increases and performance awards based on an executive's annual performance appraisal. The category system is to be used only for initial pay setting purposes. There is nothing in this policy to restrict an SES from exceeding any category level after initial pay setting through the pay for performance system or as an exception to the 12-month rule.

## **BUREAU AND STAFF PAY SETTING RECOMMENDATION REQUESTS**

Bureaus and Offices should follow the examples shown in Exhibits 1, 2, and 3, as appropriate, to request and justify an SES employee's pay for new appointments, reassignments, transfers and exceptions to the category structure.

Bureaus and Offices wishing to provide more than one pay adjustment in a 12-month period must specify in their selection or reassignment package that they are seeking an exception to the 12-month rules and specifically address why the exception might be justified. The pay rate analysis should also note the rationale supporting the request.

**EXHIBIT 1**

**SAMPLE**

**Pay Justification for Initial Pay Setting  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Upon conversion to the SES, he/she is eligible for a pay increase as recommended by the agency head/selecting official. (Selectee name) current salary is (amount) per year. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification: (provide rationale of agency's determination of the appropriate rate of pay based on the nature and the quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position, and the employee's current responsibilities as outlined in the SES pay policy.)

Recommendation: Based on (Selectee's name) experience, qualifications, and accomplishments as they relate to the requirements of the SES position, we are recommending a pay increase of \_\_\_\_\_ (percentage) for total salary of \_\_\_\_\_ (dollar amount).



## EXHIBIT 2

### SAMPLE

#### **Pay Justification for Reassignment or Transfer (This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification:

Justification: (Bureau or Office name) requests an increase in (employee name) salary from (current salary) to (proposed salary). The (Bureau or Office name) has determined that this pay increase, an exception to the 12- month rule, is necessary to (Provide reason and rationale for the pay recommendation, including current salary, proposed salary, factors taken into consideration, and any applicable data/information to support the request). Consistent with the pay setting policy the position is in category \_\_\_\_.

Recommendation: Based on (Selectee's name) experience and qualifications, as well as the factors outlined above, we are recommending a pay increase of \_\_\_\_\_(percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 3**

**SAMPLE**

**Request for SES Category Change Recommendation  
(This document is to be included with the ERB recruitment request)**

Subject: Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Position) is currently in category \_\_\_\_\_. Positions meeting the criteria of band definitions can be placed into another existing band with the approval of an exception. Consistent with the pay setting policy and exhibit 1, the position is most closely in category \_\_\_\_\_.

JUSTIFICATION: (Bureau or Office name) requests a category change for (position), from (current category) to (proposed category). The Bureau or Office has determined that this position is an exception to the category system and has a substantially greater scope and responsibility than category \_\_\_\_\_. (Provide specific details of determination.)

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove

\_\_\_\_\_  
For the Executive Resources Board

\_\_\_\_\_  
Date

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
ASIA	THOMPSON, THOMAS D
BIA	BLACK, MICHAEL S.
BIE	ROESSEL, CHARLES M.
BLM	ELLIS, STEVEN A
BOEM	CRUICKSHANK, WALTER D.
BOR	MURILLO, DAVID G.
BOR	PIMLEY, LOWELL D.
BSEE	SCHNEIDER, MARGARET N.
FWS	GOULD, ROWAN W.
FWS	GUERTIN, STEPHEN D.
NPS	O'DELL, MARGARET G.
OS/PMB	PLETCHER, MARY F.
OS/PMB	
OS/PMB	BURNS, SYLVIA W.
OS/PMB	THORSEN, KIMBERLEY A.
OSM	OWENS, GLENDA HUDSON
OST	SINGER, MICHELE F.
SOL	LOFTIN, MELINDA J.
SOL	HAUGRUD, KEVIN JACK
SOL	KEABLE, EDWARD T.
USGS	
USGS	KIMBALL, SUZETTE M.
BIA	LOUDERMILK, WELDON B.
BLM	CRIBLEY, BUD C
BOEM	KENDALL, JAMES J. JR.
FWS	HASKETT, GEOFFREY L.
NPS	FROST, HERBERT C.
SOL	DARNELL, JOSEPH D.
USGS	VACANT
FWS	DOHNER, CYNTHIA
NPS	AUSTIN, STANLEY J.
SOL	CLARK, HORACE G.
USGS	WEAVER, JESS D.
SOL	
BLM	WELCH, RUTH L.
FWS	WALSH, NOREEN E.
NPS	MASICA, SUE E.
OSM	VACANT
SOL	MCKEOWN, MATTHEW J.
USGS	ETHRIDGE, MAX M.
BLM	RUHS, JOHN F

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY ASST SECRETARY - MANAGEMENT	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN EDUCATION	WASHINGTON,DC
DEPUTY DIRECTOR FOR OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
REGIONAL DIRECTOR - MID PACIFIC REGION	SACRAMENTO,CALIFORNIA
DEPUTY COMMISSIONER - OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
DEPUTY DIRECTOR (OPERATIONS)	WASHINGTON,DC
DEPUTY DIRECTOR (PROG. MGMT. & PLCY)	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OPERATIONS	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - HUMAN CAPITAL AND DIVERSITY	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - TECHNOLOGY, INFORMATION AND BUSINESS SERVICES	WASHINGTON,DC
CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - PUBLIC SAFETY, RESOURCE PROTECTION AND EMERGENCY SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
PRINCIPAL DEPUTY SPECIAL TRUSTEE	WASHINGTON,DC
DESIGNATED AGENCY ETHICS OFFICIAL	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR	RESTON,VIRGINIA
DEPUTY DIRECTOR	RESTON,VIRGINIA
REGIONAL DIRECTOR - ALASKA	ANCHORAGE,ALASKA
STATE DIRECTOR - ALASKA	ANCHORAGE,ALASKA
ALASKA REGIONAL DIRECTOR	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ANCHORAGE	ANCHORAGE,ALASKA
REGIONAL DIRECTOR, ALASKA	ANCHORAGE,ALASKA
REGIONAL SOLICITOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ATLANTA	ATLANTA,GEORGIA
REGIONAL DIRECTOR, SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL SOLICITOR - SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL DIRECTOR - SOUTHEAST REGION	NORCROSS,GEORGIA
REGIONAL SOLICITOR - NORTHEAST REGION	BOSTON, MASSACHUSETTS
STATE DIRECTOR - COLORADO	DENVER,COLORADO
REGIONAL DIRECTOR - DENVER	LAKWOOD,COLORADO
REGIONAL DIRECTOR, INTERMOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR, WESTERN REGION	DENVER,COLORADO
REGIONAL SOLICITOR - ROCKY MOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR - SOUTHWEST REGION	LAKWOOD,COLORADO
STATE DIRECTOR - EASTERN STATES	SPRINGFIELD,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	1710	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	SAC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	2210	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$154,160	\$166,635	\$168,315	\$169,995
ES	1301	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0905	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
		2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0340	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0905	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	1301	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
		2	BOSTON	\$154,879	\$156,432	\$158,491	\$161,900
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0480	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
		2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0905	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	1301	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
NPS	VACANT
USGS	RUSS, DAVID P.
USGS	CARL, LEON M.
FWS	WEBER, WENDI
BIA	ROSEN, DIANE K.
FWS	MELIUS, THOMAS O
NPS	CALDWELL, MICHAEL A.
BIA	BOWKER, BRYAN L.
BLM	SUAZO, RAYMOND
OSM	SHOPE, THOMAS D.
BIA	SPEAKS, STANLEY M.
BLM	PEREZ, JEROME E
FWS	THORSON, ROBYN
SOL	PETERSON, PENNY LYNN
BIA	PINTO, SHARON ANN
BIA	IMPSON, ROBERT K.
BIA	DEERINWATER, DANIEL J.
BIA	
BIA	
BIA	VACANT
BLM	PALMA, JUAN M
BLM	CONNELL, JAMIE E.
BLM	MURPHY, TIMOTHY M.
BLM	SIMPSON, DONALD A
BLM	LUEDERS, AMY L.
BOEM	RODI, JOHN L.
BOR	LEE, LORRI J
BOR	RYAN, MICHAEL J.
BOR	VACANT
BSEE	HERBST, LARS T.
NPS	VACANT
OS/PMB	BATHRICK, MARK L.
SOL	
BIA	WALKER, WILLIAM T.
BLM	JUEN, JESSE J.
FWS	TUGGLE, BENJAMIN N.
OST	CRAFF, ROBERT C.
OST	REYNOLDS, THOMAS G.
OST	RUGEN, CATHERINE E.
OST	BURCH, MELVIN E.
OST	WILLIAMS, MARGARET C.
OST	WHITE, JOHN ETHAN
OST	JAMES, JAMES D. JR.
OST	LORDS, DOUGLAS A.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL DIRECTOR, NATIONAL CAPITAL REGION	WASHINGTON,DC
REGIONAL DIRECTOR - NORTHEAST REGION	RESTON,VIRGINIA
REGIONAL DIRECTOR - MIDWEST REGION	ANN ARBOR,MICHIGAN
REGIONAL DIRECTOR - HADLEY	HADLEY,MASSACHUSETTS
REGIONAL DIRECTOR - MIDWEST	BLOOMINGTON,MINNESOTA
REGIONAL DIRECTOR - TWIN CITIES	MINNEAPOLIS,MINNESOTA
REGIONAL DIRECTOR, NORTHEAST REGION	PHILADELPHIA,PENNSYLVANIA
REGIONAL DIRECTOR - WESTERN	PHOENIX,ARIZONA
STATE DIRECTOR - ARIZONA	PHOENIX,ARIZONA
REGIONAL DIRECTOR, APPALACHIN REGION	GREEN TREE,PENNSYLVANIA
REGIONAL DIRECTOR - NORTHWEST	PORTLAND,OREGON
STATE DIRECTOR - OREGON	PORTLAND,OREGON
REGIONAL DIRECTOR - PORTLAND	PORTLAND,OREGON
REGIONAL SOLICITOR - PACIFIC NORTHWEST REGION	PORTLAND,OREGON
REGIONAL DIRECTOR - NAVAJO	GALLUP,NEW MEXICO
REGIONAL DIRECTOR - EASTERN OKLAHOMA	MUSKOGEE,OKLAHOMA
REGIONAL DIRECTOR - SOUTHERN PLAINS	ANADARKO,OKLAHOMA
REGIONAL DIRECTOR - GREAT PLAINS	ABERDEEN, SOUTH DAKOTA
REGIONAL DIRECTOR - ROCKY MOUNTAIN REGION	BILLINGS, MONTANA
REGIONAL DIRECTOR - EASTERN REGION	NASHVILLE, TENNESSEE
STATE DIRECTOR - UTAH	SALT LAKE CITY,UTAH
STATE DIRECTOR - MONTANA	BILLINGS,MONTANA
STATE DIRECTOR - IDAHO	BOISE,IDAHO
STATE DIRECTOR - WYOMING	CHEYENNE,WYOMING
STATE DIRECTOR - NEVADA	RENO,NEVADA
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR - PACIFIC NORTHWEST REGION	BOISE,IDAHO
REGIONAL DIRECTOR - GREAT PLAINS REGION	BILLINGS,MONTANA
REGIONAL DIRECTOR - UPPER COLORADO REGION	SALT LAKE CITY,UTAH
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR, MIDWEST REGION	OMAHA, NEBRASKA
DIRECTOR, OFFICE OF AVIATION SERVICES	BOISE,IDAHO
REGIONAL SOLICITOR - INTERMOUNTAIN REGION	SALT LAKE CITY,UTAH
REGIONAL DIRECTOR - SOUTHWEST	ALBUQUERQUE,NEW MEXICO
STATE DIRECTOR - NEW MEXICO	SANTA FE,NEW MEXICO
REGIONAL DIRECTOR - ALBUQUERQUE	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE FOR PROGRAM MANAGEMENT	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - FIELD OPERATIONS	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - TRUST SERVICES	ALBUQUERQUE,NEW MEXICO



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1350	2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	2	DET	\$153,998	\$155,542	\$157,490	\$160,699
ES	0480	2	HART	\$156,145	\$157,710	\$159,769	\$161,900
ES	0340	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0480	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0340	2	PHIL	\$151,144	\$152,659	\$154,731	\$158,385
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PITT	\$144,417	\$145,865	\$147,717	\$150,701
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0480	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0905	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0480	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120

SES Pay Categories Minimum Pay Levels  
2014 to present



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
SOL	VACANT
BOR	FULP, TERRANCE J
OSM	BARCHENGER, ERVIN J
BIA	DUTSCHKE, AMY L.
BLM	KENNA, JAMES G
FWS	LOHOEFENER, RENNE R.
SOL	VACANT
USGS	SOGGE, MARK K.
USGS	VACANT
NPS	LEHNERTZ, CHRISTINE S.
ASIA	FREEMAN, SHAREE M.
BIA	CRUZAN, DARREN A.
BIA	ORTIZ, HANKIE P.
BIA	VACANT (HELEN RIGGS SELECTED)
BIA	SMITH, MICHAEL R.
BIE	FORREST, VICKI L.
BLM	ROBERSON, EDWIN L
BLM	LAURO, SALVATORE R.
BLM	CARTER-PFISTERER, CAROLE
BLM	VELASCO, JANINE M.
BLM	ROUNTREE, CARL D.
BLM	NEDD, MICHAEL D.
BLM	
BOEM	BROWN, WILLIAM Y
BOEM	ORR, L. RENEE
BOR	PAYNE, GRAYFORD F.
BSEE	MABRY, SCOTT L.
BSEE	MORRIS, DOUGLAS W.
FWS	HILDEBRANDT, BETSY J.
FWS	KURTH, JAMES W.
FWS	FRAZER, GARY D.
NPS	NEW (LENA MCDOWALL PROPOSED)
OS/PMB	CLEMENT, JOEL P.
OS/PMB	PULA, NIKOLAO IULI
OS/PMB	JOHNSTON, MICHAEL J.
OS/PMB	GLOMB, STEPHEN J.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL SOLICITOR - SOUTHWEST REGION	ALBUQUERQUE,NEW MEXICO
REGIONAL DIRECTOR - LOWER COLORADO REGION	BOULDER CITY,NEVADA
REGIONAL DIRECTOR, MID CONTINENT REGIONAL COORDINATING CENTER	ALTON,ILLINOIS
REGIONAL DIRECTOR - PACIFIC	SACRAMENTO,CALIFORNIA
STATE DIRECTOR - CALIFORNIA	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - SACRAMENTO	SACRAMENTO,CALIFORNIA
REGIONAL SOLICITOR - PACIFIC SOUTHWEST REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - PACIFIC REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - NORTHWEST REGION	SEATTLE, WASHINGTON
REGIONAL DIRECTOR, PACIFIC WEST REGION	OAKLAND,CALIFORNIA
DIRECTOR, OFFICE OF SELF GOVERNANCE	WASHINGTON,DC
DEPUTY DIRECTOR - JUSTICE SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - INDIAN SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - TRUST SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - FIELD OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR - SCHOOLS OPERATIONS	WASHINGTON,DC
ASSISTANT DIRECTOR, RENEWABLE RESOURCES AND PLANNING	WASHINGTON,DC
DIRECTOR, LAW ENFORCEMENT, SECURITY AND PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR, HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS, FISCAL AND INFORMATION RESOURCES MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, NATIONAL LANDSCAPE CONSERVATION SYSTEM AND COMMUNITY PARTNERSHIPS	WASHINGTON,DC
ASSISTANT DIRECTOR, MINERALS, REALTY AND RESOURCE PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR FOR COMMUNICATIONS AND PUBLIC RELATIONS	WASHINGTON,DC
CHIEF ENVIRONMENTAL OFFICER	WASHINGTON,DC
STRATEGIC RESOURCES CHIEF	WASHINGTON,DC
DEPUTY COMMISSIONER, PROGRAM, ADMINISTRATION AND BUDGET	WASHINGTON,DC
ASSOCIATE DIRECTOR FOR ADMINISTRATION	WASHINGTON,DC
REGULATORY PROGRAMS CHIEF	WASHINGTON,DC
ASSISTANT DIRECTOR - EXTERNAL AFFAIRS	WASHINGTON,DC
CHIEF, NATIONAL WILDLIFE REFUGE SYSTEM	WASHINGTON,DC
ASSISTANT DIRECTOR - ENDANGERED SPECIES	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DIRECTOR, OFFICE OF INSULAR AFFAIRS	WASHINGTON,DC
DIRECTOR, BUSINESS INTEGRATION OFFICE	HERNDON,VIRGINIA
DIRECTOR, OFFICE OF RESTORATION AND DAMAGE ASSESSMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/LV	\$141,675	\$143,095	\$145,020	\$147,120
ES	0340	2	RUS/STL	\$141,675	\$143,095	\$144,944	\$147,120
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0480	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0401	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SEA	\$151,169	\$152,684	\$154,871	\$158,858
ES	0340	2	SJ/SF/OAK	\$157,100	\$158,700	\$160,300	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC		Position est 2016	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	BURDEN, JOHN W.
OS/PMB	FLANAGAN, DENISE A.
OS/PMB	BROUN, LAURENCE I.
OS/PMB	MULHERN, THOMAS A.
OS/PMB	GLENN, DOUGLAS A
OS/PMB	ROSS, JOHN W
OS/PMB	HUMBERT, HARRY L
OS/PMB	GOULD, GREGORY J.
OS/PMB	WARD, JOSEPH M JR
OS/PMB	GOODWIN, JANET A.
OS/PMB	BECK, RICHARD T.
OS/PMB	IUDICELLO, FAY S.
OS/PMB	SONDERMAN, DEBRA E.
OS/PMB	DOUGLAS, JAMES C.
OS/PMB	TAYLOR, WILLIE R.
OS/PMB	VACANT
OSM	RIDEOUT, STERLING J. JR
OSM	WORONKA, THEODORE
OST	DAVIS, MARK H
SOL	HAWBECKER, KAREN S.
SOL	BROWN, LAURA B.
SOL	
SOL	ROTH, BARRY N.
SOL	BERRIGAN, MICHAEL J.
SOL	SIMMONS, SHAYLA F.
SOL	VACANT
USGS	THORNHILL, ALAN D.
USGS	VACANT (JOSE ARAGON SELECTED)
USGS	GALLAGHER, KEVIN T
USGS	WERKHEISER, WILLIAM H.
USGS	WAINMAN, BARBARA W.
USGS	APPLEGATE, JAMES D. R.
USGS	KINSINGER, ANNE E.
USGS	VACANT
USGS	VACANT

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
CHIEF DIVERSITY OFFICER/DIRECTOR, OFFICE OF CIVIL	WASHINGTON,DC
DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
DIRECTOR, OFFICE OF EMERGENCY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF HUMAN RESOURCES	WASHINGTON,DC
DIRECTOR, OFFICE OF FINANCIAL MNGT & DEPUTY CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF VALUATION SERVICES	WASHINGTON,DC
DIRECTOR, OFFICE OF LAW ENFORCEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE	WASHINGTON,DC
DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DIRECTOR, OFFICE OF PLANNING AND PERFORMANCE MANAGEMENT	WASHINGTON,DC
DIRECTOR, EXECUTIVE SECRETARIAT AND OFFICE OF REGULATORY AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF WILDLAND FIRE COORDINATION	WASHINGTON,DC
DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
CHIEF LEARNING OFFICER/DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, PROGRAM SUPPORT	WASHINGTON,DC
ASSISTANT DIRECTOR FOR FINANCE AND ADMINISTRATION	WASHINGTON,DC
DEPUTY SPECIAL TRUSTEE FOR BUSINESS MANAGEMENT	WASHINGTON,DC
ASSOCIATE SOLICITOR - MINERAL RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - LAND RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - WATER RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - PARKS AND WILDLIFE	WASHINGTON,DC
ASSOCIATE SOLICITOR - GENERAL LAW	WASHINGTON,DC
ASSOCIATE SOLICITOR - ADMINISTRATION	WASHINGTON,DC
ASSOCIATE SOLICITOR - INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF SCIENCE QUALITY AND INTEGRITY	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ADMINISTRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR CORE SCIENCE SYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR WATER	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR COMMUNICATIONS AND PUBLISHING	RESTON,VIRGINIA
ASSOCIATE DIR FOR NATURAL HAZARDS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ECOSYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR BUDGET, PLANNING AND INTEGRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ENERGY AND MINERALS AND ENVIRONMENTAL HEALTH	RESTON,VIRGINIA



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0560	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0201	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0505	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1102	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
USGS	VACANT
USGS	
USGS	BALES, JERAD D.
BLM	VACANT
BOR	LUEBKE, THOMAS A
BOR	MULLER, BRUCE C JR
BOR	CORDOVA-HARRISON, ELIZABE
BOR	GONZALES-SCHREINER, ROSEA
NPS	WHITTINGTON, SAMUEL Q.
OS/PMB	TSCHUDY, DEBORAH GIBBS
ASIA	BEARPAW, GEORGE WATIE
ASIA	SCHOCK, JAMES H.
ASIA	HART, PAULA L.
ASIA	LAROCHE, DARRELL WILLIAM
ASIA	ATKINSON, KAREN J
ASIA	BURCKMAN, JAMES N.
BOR	WOLF, ROBERT W
FWS	FORD, JEROME E.
FWS	SLACK, JAMES J.
FWS	ARROYO, BRYAN
FWS	SOUZA, PAUL
FWS	HOSKINS, DAVID WILLIAM
FWS	RAUCH, PAUL A.
FWS	BOLTON, HANNIBAL
FWS	WOODY, WILLIAM C.
FWS	SHEEHAN, DENISE E.
NPS	WASHBURN, JULIA L.
NPS	MCDOWALL, LENA E
NPS	VACANT (RAYMOND SAUVAJOT SELECTED)
NPS	VOGEL, ROBERT A.
NPS	TOOTHMAN, STEPHANIE S.
NPS	SHOLLY, CAMERON H
NPS	KNOX, VICTOR W.
NPS	REYNOLDS, MICHAEL T.
NPS	
OS/PMB	GROSS, LAWRENCE NMN JR.
OS/PMB	TABER, TERESA RENEE

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR CLIMATE AND LAND USE CHANGE	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR HUMAN CAPITAL	RESTON,VIRGINIA
CHIEF SCIENTIST FOR HYDROLOGY	RESTON,VIRGINIA
DIRECTOR, NATIONAL OPERATIONS CENTER	LAKWOOD,COLORADO
DIRECTOR, TECHNICAL SERVICE CENTER	LAKWOOD,COLORADO
DIRECTOR, SAFETY, SECURITY AND LAW ENFORCEMENT	LAKWOOD,COLORADO
DIRECTOR, MANAGEMENT SERVICES OFFICE	LAKWOOD,COLORADO
DIRECTOR, POLICY AND ADMINISTRATION	LAKWOOD,COLORADO
MANAGER, DENVER SERVICE CENTER	LAKWOOD,COLORADO
DEPUTY DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE MANAGEMENT	LAKWOOD,COLORADO
BUDGET OFFICER	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF INDIAN GAMING MANAGEMENT	WASHINGTON,DC
DIRECTOR, FACILITIES, PROPERTY AND SAFETY	RESTON,VIRGINIA
DIRECTOR, INDIAN ENERGY AND ECONOMIC DEVELOPMENT	WASHINGTON,DC
DIRECTOR OF HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
DIRECTOR, PROGRAM AND BUDGET	WASHINGTON,DC
ASSISTANT DIRECTOR - MIGRATORY BIRD PROGRAMS	ARLINGTON,VIRGINIA
DIRECTOR, NATIONAL CONSERVATION TRAINING CENTER	SHEPHERDSTOWN,WEST VIRGI
ASSISTANT DIRECTOR - INTERNATIONAL AFFAIRS	WASHINGTON,DC
ASSISTANT DIRECTOR FOR SCIENCE APPLICATION	WASHINGTON,DC
ASSISTANT DIRECTOR - FISHERIES AND HABITAT CONSERVATION	WASHINGTON,DC
ASSISTANT DIRECTOR - BUSINESS MANAGEMENT AND OPERATIONS	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - WILDLIFE AND SPORTFISH RESTORATION PROGRAMS	WASHINGTON,DC
CHIEF, OFFICE OF LAW ENFORCEMENT	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - BUDGET, PLANNING AND HUMAN CAPITAL	ARLINGTON,VIRGINIA
ASSOCIATE DIRECTOR, INTERPRETATION AND EDUCATION	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS SERVICES	WASHINGTON,DC
ASSOCIATE DIRECTOR, NATURAL RESOURCES STEWARDSHIP AND SCIENCE	WASHINGTON,DC
SUPERINTENDENT, NATIONAL MALL AND MEMORIAL PARKS	WASHINGTON,DC
ASSOCIATE DIRECTOR, CULTURAL RESOURCES	WASHINGTON,DC
ASSOCIATE DIRECTOR, VISITOR RESOURCE AND PROTECTION	WASHINGTON,DC
ASSOCIATE DIRECTOR, PARKS PLANNING, FACILITIES AND LANDS	WASHINGTON,DC
ASSOCIATE DIRECTOR, WORKFORCE MANAGEMENT	WASHINGTON,DC
COMPTRROLLER	WASHINGTON,DC
DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF FINANCIAL MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$137,494	\$155,705	\$157,971	\$161,900
		4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0501	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1811	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0025	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0505	4	DC	\$137,494	\$138,871	\$140,892	\$144,945

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	GRAZIANO, ANGELA V.
OS/PMB	MCCAFFERY, JAMES G.
OS/PMB	MOSS, ADRIANNE L.
OS/PMB	MENTORE-SMITH, HOPE Y.
OS/PMB	GIDNER, JEROLD L.
OS/PMB	ESQUIVEL, FRANCIS O.
OS/PMB	FERRITER, OLIVIA B.
OS/PMB	BLANCHARD, MARY JOSIE
NPS	VACANT (PEDRO RAMOS SELECTED)
BIE	NEW
NPS	LAIRD, JOSHUA RADBILL
BLM	VACANT
NPS	VELA, RAYMOND DAVID
NPS	VACANT (CASSIUS CASH SELECTED)
NPS	UBERUAGA, DAVID V.
NPS	NEUBACHER, DONALD L.
NPS	WENK, DANIEL N.
USGS	KELLY, FRANCIS P.
BIE	
BIE	HAMLEY, JEFFREY L.
BIE	VACANT
NPS	DICKINSON, WILLIAM K.
NPS	DEAN, FRANCIS J.
BIA	HANNA, JEANETTE D.
BOR	QUINT, ROBERT J
OS/PMB	ESTENOZ, SHANNON A.
OS/PMB	WILLIAMS, LC
OS/PMB	HARTLEY, DEBORAH J.
OS/PMB	STEWARD, JAMES D.
OS/PMB	BEALL, JAMES W
OS/PMB	AWNI, MUHAMMAD H.
OS/PMB	GOKLANY, INDUR M.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
SUPERINTENDENT, EVERGLADES NATIONAL PARK	MIAMI-DADE,FLORIDA
ASSOCIATE DEPUTY DIRECTOR - TRIBALLY CONTROLLED SCHOOLS	BLOOMINGTON,MINNESOTA
EXECUTIVE DIRECTOR, NATIONAL PARKS OF NEW YORK HARBOR	NEW YORK, NEW YORK
ASSISTANT DIRECTOR, FIRE AND AVIATION	BOISE,IDAHO
SUPERINTENDENT, GRAND TETON NATIONAL PARK	MOOSE,WYOMING
SUPERINTENDENT, GREAT SMOKY MOUNTAIN NATIONAL PARK	GATLINBURG,TENNESSEE
SUPERINTENDENT, GRAND CANYON NATIONAL PARK	GRAND CANYON,ARIZONA
SUPERINTENDENT, YOSEMITE NATIONAL PARK	YOSEMITE NATL PARK,CALIF
SUPERINTENDENT, YELLOWSTONE NATIONAL PARK	YELLOWSTONE PARK,WYOMING
DIRECTOR, EARTH RESOURCES OBSERVATION AND SCIENCE CENTER AND SPACE POLICY ADVISOR	SIoux FALLS,SOUTH DAKOTA
ASSOCIATE DEPUTY DIRECTOR - BIE CONTROLLED SCHOOLS	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - COMPLIANCE, MONITORING AND ACCOUNTABILITY	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - NAVAJO	ALBUQUERQUE,NEW MEXICO
SUPERINTENDENT, LAKE MEAD NATIONAL RECREATION AREA	BOULDER CITY,NEVADA
PARK MANAGER, GOLDEN GATE NATIONAL RECREATION AREA	SAN FRANCISCO,CALIFORNIA
SPECIAL ASST TO THE DIRECTOR, BUREAU OF INDIAN SENIOR ADVISOR	WASHINGTON,DC
DIRECTOR, EVERGLADES RESTORATION INITIATIVES/EXECUTIVE DIRECTOR, SOUTH FLORIDA ECOSYSTEM RESTORATION TASK FORCE	MIAMI,FLORIDA
ASSOCIATE DIRECTOR, HUMAN RESOURCES DIRECTORATE	LAKWOOD,COLORADO
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR FINANCIAL AND PROGRAM MANAGEMENT	LAKWOOD,COLORADO
CHIEF FINANCIAL OFFICER	HERNDON,VIRGINIA
ASSOCIATE DIRECTOR, FACILITY AND PROPERTY SENIOR ADVISOR	WASHINGTON,DC
CHIEF STRATEGY AND PERFORMANCE MANAGEMENT	WASHINGTON,DC



SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1102	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0201	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	MIAMI	\$133,698	\$135,036	\$136,680	\$139,277
		4	MINN	\$126,359	\$135,226	\$136,962	\$139,950
ES	0301	4	NY	\$142,475	\$143,901	\$145,882	\$149,643
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1301	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1701	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	1720	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
		4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	0025	4	RUS/LV	\$126,359	\$127,624	\$129,341	\$131,214
ES	0025	4	SJ/SF/OAK	\$149,592	\$151,090	\$153,278	\$157,569
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	MIAMI	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	2210	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0501	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	ONEILL, KEITH JAMES
OS/PMB	
OS/PMB	WAYSON, THOMAS C.
OS/PMB	ANDREW, JONATHAN M.
OS/PMB	SALOTTI, CHRISTOPHER P.
OS/PMB	BAYANI, THERESA WALSH
OS/PMB	MEHLHOFF, JOHN J.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR ACQUISITION SERVICES	WASHINGTON,DC
CHIEF, DIVISION OF BUDGET AND PROGRAM REVIEW	WASHINGTON,DC
CHIEF, BUDGET ADMINISTRATION AND	WASHINGTON,DC
INTERAGENCY BORDERLAND COORDINATOR	WASHINGTON,DC
LEGISLATIVE COUNSEL	WASHINGTON,DC
PROGRAM DIRECTOR FOR AUDIT AND COMPLIANCE MANAGEMENT	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR COORDINATION, ENFORCEMENT, VALUATION AND APPEALS	LAKWOOD,COLORADO
ASSOCIATE DIRECTOR, FINANCIAL MANAGEMENT DIRECTORATE	LAKWOOD,COLORADO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	1102	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0560	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0905	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
		5	CO	\$120,748	\$121,956	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

**To:** Amy Holley[Amy\_Holley@ios.doi.gov]; Scott Cameron[scott\_cameron@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Olivia Ferriter[Olivia\_Ferriter@ios.doi.gov]; Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Summers, Christina  
**Sent:** 2017-08-25T13:40:13-04:00  
**Importance:** Normal  
**Subject:** Agency Reform Plan - For your review/edit  
**Received:** 2017-08-25T14:40:00-04:00  
[Agency Reform Plan - September 8.25.17.docx](#)  
[Agency Reform Plan - September 8.25.17.pdf](#)

Attached is the Agency Reform Plan DRAFT for your review and edit (Word and PDF versions). I have included notes in red font for areas that still need to be addressed or need input. I used track changes to show what still remains from the original narrative in the June submission of the Agency Reform Plan. We are still waiting on additional input from Exec Sec on the Regulatory Reform, so we can also include it in this plan.

Per Olivia, we will need to send the "Secretary's Message," at the beginning of the Agency Reform Plan, to Exec Sec soon for clearance. If you could take a look at that section first and provide any comments/edits back to Olivia and I as soon as possible, that would be appreciated.

Christina

--

Christina Summers, FAC P/PM

On detail to the Office of the Assistant Secretary/Policy, Management & Budget  
202-208-4030 (Work)

Office of the Director  
Interior Business Center  
202-802-6174 (Cell) [christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)  
US Department of the Interior  
Office of the Secretary  
[www.ibc.doi.gov](http://www.ibc.doi.gov)

Your Focus: Your Mission  
Our Focus: You



# Agency Reform Plan

U.S. Department of the Interior

*Preparing Land and Water Management for the Next 100 Years*



U.S. DEPARTMENT OF THE INTERIOR  
Agency Reform Plan

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U.S. DEPARTMENT OF THE INTERIOR  
Agency Reform Plan

## Secretary's Message

The Department of the Interior's Agency Reform Plan presents a bold agency-wide transformation that will prepare federal land and water management for the next 100 years. Within our proposed plan to the Office of Management and Budget (OMB), we seek to achieve the President's Vision of reforming the federal government to work better for the American taxpayer, as outlined in the President's Executive Order "Comprehensive Plan for Reorganizing the Executive Branch," and further delineated through OMB Memo M-17-22.

Our plan centers on Interior's core mission as the primary federal land and water management agency of the federal government, and on enhancing federal, state, local and tribal partnerships, while honoring our fiduciary trust responsibilities.

As also directed in the "Executive Order on Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure," our plan seeks to further the development of the nation's infrastructure by establishing a stronger partnership amongst federal agencies involved with the permitting process and authorization decisions. Interior proposes to achieve this through a close review of the existing regional structures across Interior and other federal partner agencies and through implementation of a common regional structure, building a solid framework for future collaboration. This unified cross-agency framework will set the groundwork for driving significant efficiencies in approval processes and timeliness of new major infrastructure projects. Through this framework we aim to establish more comprehensive, effective natural resource policy across agencies, to reduce duplication of effort across agencies, and to facilitate permitting and responsible resource use and development. Interior and the other agencies will have the opportunity for better cooperation and shared resources across agencies.

Interior also seeks to enhance our service delivery by "putting more boots on the ground," by shifting staff closer to the lands which we manage. Our field employees need to be empowered with the tools and resources they need to do their jobs. We plan to shift more of the decision-making from Washington, D.C., and Denver, CO, to the front-line employees, who interact with the American public we serve. In addition, Interior plans to complete internal organizational realignments and consolidations to streamline operations and improve how we manage our resources. Our existing organizational structure is built to serve the needs of America over 150 years ago. Our mission of serving the American public, honoring our tribal and fiduciary trust responsibilities, and managing and protecting our land, water and natural resources, still continues, but an opportunity now exists for us to reevaluate our organizational model to determine how we can best achieve our mission for the next 100 years.

Within the President's FY 2018 budget, programs were identified for elimination which will reduce annual costs by \$132 Million. We have also identified areas to gain efficiencies and cost savings, through the proposed elimination of unnecessary reports, which require over 16,000 annual labor hours from our staff.

U.S. DEPARTMENT OF THE INTERIOR  
*Agency Reform Plan*

Through our reform, we seek to become a better partner with local communities we serve and with the federal agencies with whom we work alongside. While continuing to protect and conserve our nation's treasures, we want to boldly prepare federal land and water management for the next 100 years, and transform the way the federal government serves the American public.

Secretary Ryan Zinke

U.S. DEPARTMENT OF THE INTERIOR  
Agency Reform Plan

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## Agency Reform: Mission Focus

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The Department of the Interior proposes a bold transformation in the mission area of land and water management within Interior, and with potential alignments across other federal government agencies which execute complementary missions to Interior. Interior's plan focuses on the core mission to be good stewards of the land, water and natural resources in our care, and to honor our tribal and trust responsibilities. Through this agency-wide reform, Interior seeks to evaluate existing agency programs and operations through a thoughtful and critical lens to ensure they align and are in scope with Interior's mission and purpose.

## Analytical Framework

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Interior's reform proposals are developed based upon management analysis, to include in-depth reviews and discussions, with the overarching focus on scoping Interior's programs and operations to ensure alignment with Interior's mission. Through observations of existing structures and processes, and supported by public comments, Interior leadership identified areas that could be streamlined through realignment and/or consolidation, or elimination of unnecessary programs. This analytical approach ensures Interior continues to focus on the areas which are most closely tied to Interior's mission, and to eliminate and/or realign programs to ensure Interior continues to leverage its resources effectively and efficiently for the American public.

## Agency Reform: Public Input

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Interior received over 6,755 separate comments from the public on reform recommendations. All of the comments were reviewed and organized based on relevance to DOI's mission area, within one of the 3 following categories: 1) General comments, not directly or specifically relevant to DOI – 5986 comments (89% of total); 2) Generally relevant to DOI – 533 comments (8% of total); 3) Specifically relevant to DOI and potentially applicable – 236 comments (3% of total). Interior's reform proposal incorporates and addresses several of the recommendations from the public, with a focus on enhancing the customer service experience the American public receives from Interior's offices and bureaus.

For additional information on specific public input Interior received, see *Appendix A: Public Input*.

U.S. DEPARTMENT OF THE INTERIOR  
Agency Reform Plan

## Performance Goals and Indicators

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Interior has included performance goals and indicators in Interior's Strategic Plan, to track and report progress on Interior's agency reform proposal.

For the specific list of goals and indicators, see Interior's Strategic Plan.

## Costs, Budget Impacts and Timeline

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Due to the magnitude and complexity of Interior's reform proposal, the overall budget implications and net cost decreases and/or increases for Interior's Budget are not yet known. The timing of each proposal is also estimated based upon the information gathered to date, but may evolve as Interior continues with the planning process. For the FY19 Budget, Interior plans to include an FY19 budget over target request of \$100 Million for the Agency Reform and will work with OMB on identifying the costs and fiscal year timing for each proposal.

As Interior continues to build out the implementation plans for the agency reform initiatives, a clearer picture will emerge of the detailed timeline, investment costs and potential long-term savings. We also expect more clarity on space needs over time with the goal of reducing space requirements nationwide. In the near term, plans are underway to consolidate space in Washington, D.C. and Denver, CO, with the goal of reducing Interior's footprint and costs. For the cross-agency initiative proposals within Interior's plan, development of a comprehensive budget estimate for the initiatives will require further consultation and planning with the other impacted agencies, and close coordination with OMB.

# Interior Reform Proposals

## Realign Office of the Special Trustee to the Assistant Secretary of Indian Affairs

Interior plans to internally realign the Office of the Special Trustee (OST) to the Assistant Secretary of Indian Affairs to increase efficiency and improve coordination efforts.

The Office of the Special Trustee currently resides in the Office of the Secretary and is not co-located organizationally with the bureaus responsible for Indian services. This creates coordination and communication challenges in delivering services to the tribes. By moving OST to the Assistant Secretary of Indian Affairs, Interior will provide better service to the tribes through enhanced communication and coordination efforts within shared mission areas.

Interior has developed the budget reprogramming letter and drafted the Secretarial Order. Interior is currently awaiting approval from the Hill on the reprogramming. In conjunction with realigning OST, Interior also plans to move the Land Buy Back Program from the Immediate Office of the Secretary, into OST. This will also lead to greater efficiency in day-to-day operations and coordination efforts of administering this program for the tribes.

Interior anticipates no budget impact for this internal realignment, and anticipates completing this initiative in FY 2018.

## Reorganize and consolidate BOEM/BSEE

Interior plans to reorganize and consolidate the Bureau of Ocean Energy Management (BOEM) and the Bureau of Safety and Environmental Enforcement (BSEE) to improve the management and oversight of the nation's ocean energy resources. Previously these two organizations existed as functional areas within the Minerals Management Service before being split apart in 2010 to address oversight issues in the wake of the BP oil spill. However, a management review has determined an overlap in management chains which slows decision making.

Interior is currently working to determine a future structure that will enhance coordination and communication at the field level, streamline decision-making, and eliminate duplicative management reporting chains while still maintaining adequate management controls. This reorganization will provide one-stop services for ocean energy management and environmental enforcement issues to the American public and other federal and non-federal agencies.

As the BOEM and BSEE consolidation planning is still in its initial stages, the short and long-term budget implications for the reorganization are still yet to be determined.

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Realign the Offices of International Affairs and Native Hawaiian Relations to the Assistant Secretary for Insular Areas

Interior plans to realign the Office of International Affairs and the Office of Native Hawaiian Relations from the Assistant Secretary of Policy, Management and Budget (AS PMB) to the Assistant Secretary for Insular Areas (AS IA). This internal realignment will enhance the coordination and management efforts of the Insular Areas, which is tied to the mission of the Department.

Interior anticipates no budget impact for this internal realignment, and anticipates completing this initiative in FY 2018. [Is this correct re: budget impact and timing?]

Eliminate funding for unnecessary programs

The President's Budget for FY 2018 proposes to eliminate funding for the following three program areas, resulting in a cost savings of at least \$132 Million.

The Budget proposes to eliminate funding introduced in 2016 for Grants to Appalachian States for economic development projects in conjunction with coal Abandoned Mine Land (AML) Reclamation. The AML grant pilot program was developed by Congress in response to the 2016 budget mandatory proposal to convert \$1 billion from the unappropriated balance of the AML Fund to funding for states to expedite the cleanup and redevelopment of eligible lands and waters affected by historic coal mining practices and thus promote economic development. Congress appropriated \$90 million in 2016 discretionary funding for these activities in three Appalachian states (KY, WV, and PA). In 2017, Congress added an additional \$15 million to provide a total of \$105 million for Kentucky, West Virginia, Pennsylvania and three additional states. These grants are not central to the Office of Surface Mining Reclamation and Enforcement's (OSMRE) mission and overlap with existing funds to reclaim abandoned coal mines. In addition, OSMRE would have to build capacity and leverage expertise from other agencies to implement this approach.

The Budget also proposes to eliminate grant funding for the Heritage Partnership Program, a \$19 million reduction. This program provides financial and technical assistance to congressionally designated National Heritage Areas, which are managed by non-Federal organizations to promote the conservation of natural, historic, scenic, and cultural resources. This program is secondary to the primary mission of the National Park Service and would be better sustained by partners. As noted in a Government Accountability Office report, there is no systematic process for designating Heritage Partnership Areas or determining their effectiveness. A Heritage Foundation report raised concerns that these grants are diverting resources from core National Park Service responsibilities, such as protecting resources and providing services in national parks. These grants to state and local entities are not clearly a Federal responsibility; instead,



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National Heritage Area managers should use the national designation to open doors to more sustainable funding opportunities from local and private beneficiaries.

In addition, the Budget proposes to eliminate discretionary funding for the National Wildlife Refuge Fund. The National Wildlife Refuge Fund was intended to compensate communities for lost tax revenue from Federal land acquisitions. However, evidence shows that refuges often generate tax revenue for communities in excess of what was lost by increasing property values and creating tourism opportunities for the American public to connect with nature. In 2013, refuges generated an estimated \$2.4 billion for local economies, supported over 35,000 jobs, and generated over \$340 million in tax revenues at the local, state, and Federal level. A study by North Carolina State University in 2012, found that property values surrounding refuges are higher than equivalent property values elsewhere. In addition, approximately \$8 million per year in mandatory appropriations is provided to communities from the National Wildlife Refuge Fund.

#### Eliminate reports to decrease agency reporting burden

In an effort to improve operations, Interior has identified at least 22 reports that are candidates for elimination that will help to increase Interior's efficiency. Through a management review of the Department's current reporting requirements, Interior identified several reports that did not add significant value to the Department and created a reporting burden.

If adopted by OMB, Interior's recommendation to eliminate the 22 reports will save Interior an estimated 16,000 annual labor hours and provide an annual cost avoidance within Interior of \$1.3 million. Interior believes this reform is a 'quick-win' for OMB and the federal government that will have a meaningful impact on reducing the workload for Interior and other federal agencies.

See *Appendix B: Reports Recommended for Elimination* for a detailed list of the reports.

#### Propose restructure of DOI regions

Interior is proposing a common regional structure for Interior's bureaus and offices to improve cross-collaboration within the Department and to better serve the public through a more holistic focus on local issues. This common regional structure would also serve as an ideal model for adoption across the other federal agencies with complementary missions to Interior: US Forest Service (USFS), Environmental Protection Agency (EPA), National Marine Fisheries Service (NMFS), and US Army Corps of Engineers (USACE). Interior has initiated discussions with each of these federal agencies on the proposal to develop a regional model that will provide an optimal fit across all agencies. Interior plans to first focus on working collaboratively with these agencies on cross-agency policy framework.

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To prepare federal land and water management for the next 100 years, the strategy for how best to manage this challenge and execute our agency missions requires a more holistic government-wide view. As outlined in the President's Executive Order "Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure," a significant opportunity exists for agencies to collaborate on the environmental review, permitting process and NEPA compliance efforts. Interior believes this can be best achieved through a unified regional structure adopted across Interior and the other complementary federal agencies, which focuses on the same issues within the same geographical boundaries. As this is a bold and transformational reform across the federal government which will take many years, for the shorter term horizon, Interior plans to start with reshaping the regional structure within Interior as it is currently today, and to focus on building stronger partnerships with the other agencies, USFS, EPA, NMFS and USACE, via the establishment of cross-agency policies. As outlined in the President's Executive Order, these future shared policies across Interior and these other agencies will provide a greater focus and discipline in the environmental review and permitting process for infrastructure, to include NEPA compliance efforts.

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By relocating some of the headquarters to the west, bureau leadership will be in closer proximity to the issues impacting the land and resources under their management, and may gain deeper insight into potential solutions, that will most benefit the public which the bureaus serve. This headquarters move will also support and lay the foundation for Interior's broader goal to shift the decision-making from Washington, D.C., to the front-line employees in the field.

Interior is currently working with the General Services Administration (GSA) to identify leasing options for a new shared campus location for the three bureaus. No location(s) have been selected at this time.

Interior anticipates moving the three bureau headquarters beginning in FY 2019, and has included this funding request in the FY 2019 budget submission. [PMB needs to check on this; may need to modify this statement]

#### Management of FTEs in Washington, DC, and Denver, CO

In addition to the transfer of the BLM, BOR, and FWS headquarters, Interior plans to reshape the remaining workforce in Washington, D.C., and Denver, CO. Interior has nearly 70,000 employees in 2,400 locations across the United States, Puerto Rico, U.S. Territories, and Freely Associated States. Interior's diverse mission, wide geographic presence, direct public service programs, and trust and stewardship responsibilities, make it a personnel intensive and field oriented agency. Based upon a strategic review of the size and location of the workforce, a large portion of the workforce is concentrated in Washington, D.C., and Denver, CO, while Interior has a need for more resources at the field operations level to better serve the American people. For this reason the Department is implementing hiring controls to enable limited hiring, prioritizing filling field positions rather than office positions, and limiting hires in the Washington, D.C., and Denver, CO, areas. This approach enables the Department to continue to fill important positions while focusing on the number of positions filled at the field level that directly interface with and serve the American public.

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As workforce reshaping planning continues, a more detailed budget estimate of potential upfront investment costs and long-term budget needs will be available in the future. [If available, insert workforce cost savings/budget estimates from the Workforce Reduction Plan and related narrative]

### Transfer Bureau of Indian Education to the Department of Education

Interior proposes the transfer of the Bureau of Indian Education (BIE) from Interior to the Department of Education.

This transfer would provide better mission alignment and would ensure the educational standards within BIE align with the Department of Education. The Department of Education also has the dedicated resources and subject matter expertise in the education field to best deliver these services to the Native American people.

Interior initiated preliminary discussions with the Department of Education beginning in May 2017.

The initial upfront investment costs for the proposed transfer are undetermined at this time. The long term budget implications for Interior is a net decrease equivalent to BIE's current budget.

### Consolidate and co-locate DOI regional offices

To further enhance the regional coordination across Interior's bureaus, Interior seeks to consolidate and co-locate the bureaus' regional offices. Currently, each of Interior's bureaus have distinct regional headquarters and field offices, which presents challenges in working together on common issues across Interior's bureaus.

The upfront investment costs for the regional offices consolidation is undetermined at this time. Long-term cost savings are dependent on the future geographic locations selected for the future consolidated offices, the workforce composition, and potential relocation costs.

[Needs more narrative in this section]

### Implement shared leadership model

Interior seeks to implement a shared leadership model across DOI bureaus through the establishment of a virtual regional directorship, with the goal of a larger implementation in the

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future. This shared leadership approach is similar to the existing Joint Mission Areas (JMA) leadership model found within the military branch.

Implemented within Interior, the JMA leadership model will ensure good organization, conflict management, and crisis management (as needed) and will drive a focus on joint coordination and problem solving across Interior's mission areas. Interior seeks to streamline inter-regional coordination and processes across the bureaus, in an effort to address conflict at the lowest level possible, and to provide a holistic focus on issues within each region.

Within the JMA model, the directorship role will be filled by a non-career SES member within each region. Each bureau and/or functional lead within a region will report directly to the JMA leader.

Interior is determining the best strategy for how to implement this model, and how to define future roles and responsibilities for each bureau and function within each region. The initial upfront investment costs and long-term budget impacts for the JMA model are undetermined at this time.

Emphasize shared administrative support services and coherent management (FBMS, IBC, FITARA)

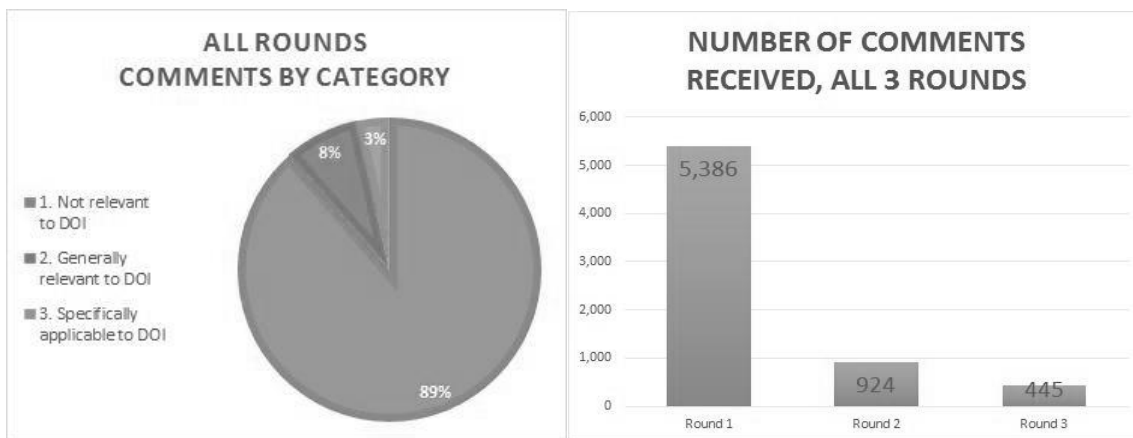
Interior plans to emphasize the use of shared administrative support services and focus on a coherent management approach. As Interior moves forward with implementing the internal co-location and consolidation actions previously identified, Interior plans to focus on standardizing and sharing administrative services and support within each region.

This will drive more efficient use of resources and ensure employees within each region and at the local level receive adequate support.

Interior will also continue emphasizing shared administrative support services through the utilization of the Interior Business Center (IBC) and the Department's consolidated Financial and Business Management System (FBMS). Interior is continuing to implement actions related to FITARA to best position IT management and the IT portfolio for the future. [Elena, I added this as placeholder language on FITARA; please advise on how you would like this addressed/refined]

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## Appendix A: Public Input



**Figures 1 (left) and 2 (right). Breakdown of all comments by category, and total number of comments for each round.**

In FY 2017, OMB solicited input from the public on recommendations for federal agency reforms. OMB collected the comments from the public via a form on the White House website from April through June 2017, and provided the comments in three rounds to Interior. Interior received the most comments from the public in the first round.

### Comments specifically relevant to DOI and potentially applicable

About 3% of comments were categorized as specific to DOI and potentially applicable to agency management responsibilities. These comments directly mentioned a DOI bureau, program, policy or management activity and made recommendations that were potentially applicable for leadership consideration.

Major themes were:

- **Transferring public land to states and local governments.** Some of these comments suggested that the federal government owns too much land in the West or in general.
- **Consolidating, merging or reorganizing federal land agencies and natural resource agencies.** Some comments suggested this would reduce redundancy. The Bureau of Land Management and US Forest Service were frequently suggested for consolidation.
- **Privatizing elements of DOI agencies.** Some comments favored privatization of federal programs or resources, including elements of the National Park Service.
- **Targeted funding increases or decreases.** Many comments identified specific DOI programs and activities for funding increases or cuts. Requests to increase or maintain funding for the National Park Service was especially common.

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- **Indian Affairs management issues.** Recommendations were made to give all Indian Affairs program funding directly to Tribes or serve Indians through other programs.
- **DOI law enforcement management activities.** Several comments called for disarming DOI law enforcement.
- **Partnerships.** Some comments encouraged the use of partnerships between the federal government/DOI and non-federal partners.
- **Management of BLM's Wild Horse and Burro program.** Many comments called for the protection of wild horses and burros and called for changes to the existing Wild Horse and Burro program. Suggested changes included ending roundups, eliminating funding, managing animals on-range and maintaining limits on sales.

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## Appendix B: Reports Recommended for Elimination

[PLACEHOLDER for table listing all of the reports recommended by DOI for elimination]



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## Appendix C: Workforce Reduction Plan

[PLACEHOLDER for the Workforce Reduction Plan from Mary]



# Agency Reform Plan

U.S. Department of the Interior

*Preparing Land and Water Management for the Next 100 Years*

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Agency Reform Plan

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## Secretary's Message

The Department of the Interior's Agency Reform Plan presents a bold agency-wide transformation that will prepare federal land and water management for the next 100 years. Within our proposed plan to the Office of Management and Budget (OMB), we seek to achieve the President's Vision of reforming the federal government to work better for the American taxpayer, as outlined in the President's Executive Order "Comprehensive Plan for Reorganizing the Executive Branch," and further delineated through OMB Memo M-17-22.

Our plan centers on Interior's core mission as the primary federal land and water management agency of the federal government, and on enhancing federal, state, local and tribal partnerships, while honoring our fiduciary trust responsibilities.

As also directed in the "Executive Order on Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure," our plan seeks to further the development of the nation's infrastructure by establishing a stronger partnership amongst federal agencies involved with the permitting process and authorization decisions. Interior proposes to achieve this through a close review of the existing regional structures across Interior and other federal partner agencies and through implementation of a common regional structure, building a solid framework for future collaboration. This unified cross-agency framework will set the groundwork for driving significant efficiencies in approval processes and timeliness of new major infrastructure projects. Through this framework we aim to establish more comprehensive, effective natural resource policy across agencies, to reduce duplication of effort across agencies, and to facilitate permitting and responsible resource use and development. Interior and the other agencies will have the opportunity for better cooperation and shared resources across agencies.

Interior also seeks to enhance our service delivery by "putting more boots on the ground," by shifting staff closer to the lands which we manage. Our field employees need to be empowered with the tools and resources they need to do their jobs. We plan to shift more of the decision-making from Washington, D.C., and Denver, CO, to the front-line employees, who interact with the American public we serve. In addition, Interior plans to complete internal organizational realignments and consolidations to streamline operations and improve how we manage our resources. Our existing organizational structure is built to serve the needs of America over 150 years ago. Our mission of serving the American public, honoring our tribal and fiduciary trust responsibilities, and managing and protecting our land, water and natural resources, still continues, but an opportunity now exists for us to reevaluate our organizational model to determine how we can best achieve our mission for the next 100 years.

Within the President's FY 2018 budget, programs were identified for elimination which will reduce annual costs by \$132 Million. We have also identified areas to gain efficiencies and cost savings, through the proposed elimination of unnecessary reports, which require over 16,000 annual labor hours from our staff.

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Through our reform, we seek to become a better partner with local communities we serve and with the federal agencies with whom we work alongside. While continuing to protect and conserve our nation's treasures, we want to boldly prepare federal land and water management for the next 100 years, and transform the way the federal government serves the American public.

Secretary Ryan Zinke

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## Agency Reform: Mission Focus

The Department of the Interior proposes a bold transformation in the mission area of land and water management within Interior, and with potential alignments across other federal government agencies which execute complementary missions to Interior. Interior's plan focuses on the core mission to be good stewards of the land, water and natural resources in our care, and to honor our tribal and trust responsibilities. Through this agency-wide reform, Interior seeks to evaluate existing agency programs and operations through a thoughtful and critical lens to ensure they align and are in scope with Interior's mission and purpose.

## Analytical Framework

Interior's reform proposals are developed based upon management analysis, to include in-depth reviews and discussions, with the overarching focus on scoping Interior's programs and operations to ensure alignment with Interior's mission. Through observations of existing structures and processes, and supported by public comments, Interior leadership identified areas that could be streamlined through realignment and/or consolidation, or elimination of unnecessary programs. This analytical approach ensures Interior continues to focus on the areas which are most closely tied to Interior's mission, and to eliminate and/or realign programs to ensure Interior continues to leverage its resources effectively and efficiently for the American public.

## Agency Reform: Public Input

Interior received over 6,755 separate comments from the public on reform recommendations. All of the comments were reviewed and organized based on relevance to DOI's mission area, within one of the 3 following categories: 1) General comments, not directly or specifically relevant to DOI – 5986 comments (89% of total); 2) Generally relevant to DOI – 533 comments (8% of total); 3) Specifically relevant to DOI and potentially applicable – 236 comments (3% of total). Interior's reform proposal incorporates and addresses several of the recommendations from the public, with a focus on enhancing the customer service experience the American public receives from Interior's offices and bureaus.

For additional information on specific public input Interior received, see *Appendix A: Public Input*.

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## Performance Goals and Indicators

Interior has included performance goals and indicators in Interior's Strategic Plan, to track and report progress on Interior's agency reform proposal.

For the specific list of goals and indicators, see Interior's Strategic Plan.

## Costs, Budget Impacts and Timeline

Due to the magnitude and complexity of Interior's reform proposal, the overall budget implications and net cost decreases and/or increases for Interior's Budget are not yet known. The timing of each proposal is also estimated based upon the information gathered to date, but may evolve as Interior continues with the planning process. For the FY19 Budget, Interior plans to include an FY19 budget over target request of \$100 Million for the Agency Reform and will work with OMB on identifying the costs and fiscal year timing for each proposal.

As Interior continues to build out the implementation plans for the agency reform initiatives, a clearer picture will emerge of the detailed timeline, investment costs and potential long-term savings. We also expect more clarity on space needs over time with the goal of reducing space requirements nationwide. In the near term, plans are underway to consolidate space in Washington, D.C. and Denver, CO, with the goal of reducing Interior's footprint and costs. For the cross-agency initiative proposals within Interior's plan, development of a comprehensive budget estimate for the initiatives will require further consultation and planning with the other impacted agencies, and close coordination with OMB.



# Interior Reform Proposals

## Realign Office of the Special Trustee to the Assistant Secretary of Indian Affairs

Interior plans to internally realign the Office of the Special Trustee (OST) to the Assistant Secretary of Indian Affairs to increase efficiency and improve coordination efforts.

The Office of the Special Trustee currently resides in the Office of the Secretary and is not co-located organizationally with the bureaus responsible for Indian services. This creates coordination and communication challenges in delivering services to the tribes. By moving OST to the Assistant Secretary of Indian Affairs, Interior will provide better service to the tribes through enhanced communication and coordination efforts within shared mission areas.

Interior has developed the budget reprogramming letter and drafted the Secretarial Order. Interior is currently awaiting approval from the Hill on the reprogramming. In conjunction with realigning OST, Interior also plans to move the Land Buy Back Program from the Immediate Office of the Secretary, into OST. This will also lead to greater efficiency in day-to-day operations and coordination efforts of administering this program for the tribes.

Interior anticipates no budget impact for this internal realignment, and anticipates completing this initiative in FY 2018.

## Reorganize and consolidate BOEM/BSEE

Interior plans to reorganize and consolidate the Bureau of Ocean Energy Management (BOEM) and the Bureau of Safety and Environmental Enforcement (BSEE) to improve the management and oversight of the nation's ocean energy resources. Previously these two organizations existed as functional areas within the Minerals Management Service before being split apart in 2010 to address oversight issues in the wake of the BP oil spill. However, a management review has determined an overlap in management chains which slows decision making.

Interior is currently working to determine a future structure that will enhance coordination and communication at the field level, streamline decision-making, and eliminate duplicative management reporting chains while still maintaining adequate management controls. This reorganization will provide one-stop services for ocean energy management and environmental enforcement issues to the American public and other federal and non-federal agencies.

As the BOEM and BSEE consolidation planning is still in its initial stages, the short and long-term budget implications for the reorganization are still yet to be determined.

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Realign the Offices of International Affairs and Native Hawaiian Relations to the Assistant Secretary for Insular Areas

Interior plans to realign the Office of International Affairs and the Office of Native Hawaiian Relations from the Assistant Secretary of Policy, Management and Budget (AS PMB) to the Assistant Secretary for Insular Areas (AS IA). This internal realignment will enhance the coordination and management efforts of the Insular Areas, which is tied to the mission of the Department.

Interior anticipates no budget impact for this internal realignment, and anticipates completing this initiative in FY 2018. [Is this correct re: budget impact and timing?]

Eliminate funding for unnecessary programs

The President's Budget for FY 2018 proposes to eliminate funding for the following three program areas, resulting in a cost savings of at least \$132 Million.

The Budget proposes to eliminate funding introduced in 2016 for Grants to Appalachian States for economic development projects in conjunction with coal Abandoned Mine Land (AML) Reclamation. The AML grant pilot program was developed by Congress in response to the 2016 budget mandatory proposal to convert \$1 billion from the unappropriated balance of the AML Fund to funding for states to expedite the cleanup and redevelopment of eligible lands and waters affected by historic coal mining practices and thus promote economic development. Congress appropriated \$90 million in 2016 discretionary funding for these activities in three Appalachian states (KY, WV, and PA). In 2017, Congress added an additional \$15 million to provide a total of \$105 million for Kentucky, West Virginia, Pennsylvania and three additional states. These grants are not central to the Office of Surface Mining Reclamation and Enforcement's (OSMRE) mission and overlap with existing funds to reclaim abandoned coal mines. In addition, OSMRE would have to build capacity and leverage expertise from other agencies to implement this approach.

The Budget also proposes to eliminate grant funding for the Heritage Partnership Program, a \$19 million reduction. This program provides financial and technical assistance to congressionally designated National Heritage Areas, which are managed by non-Federal organizations to promote the conservation of natural, historic, scenic, and cultural resources. This program is secondary to the primary mission of the National Park Service and would be better sustained by partners. As noted in a Government Accountability Office report, there is no systematic process for designating Heritage Partnership Areas or determining their effectiveness. A Heritage Foundation report raised concerns that these grants are diverting resources from core National Park Service responsibilities, such as protecting resources and providing services in national parks. These grants to state and local entities are not clearly a Federal responsibility; instead,

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National Heritage Area managers should use the national designation to open doors to more sustainable funding opportunities from local and private beneficiaries.

In addition, the Budget proposes to eliminate discretionary funding for the National Wildlife Refuge Fund. The National Wildlife Refuge Fund was intended to compensate communities for lost tax revenue from Federal land acquisitions. However, evidence shows that refuges often generate tax revenue for communities in excess of what was lost by increasing property values and creating tourism opportunities for the American public to connect with nature. In 2013, refuges generated an estimated \$2.4 billion for local economies, supported over 35,000 jobs, and generated over \$340 million in tax revenues at the local, state, and Federal level. A study by North Carolina State University in 2012, found that property values surrounding refuges are higher than equivalent property values elsewhere. In addition, approximately \$8 million per year in mandatory appropriations is provided to communities from the National Wildlife Refuge Fund.

#### Eliminate reports to decrease agency reporting burden

In an effort to improve operations, Interior has identified at least 22 reports that are candidates for elimination that will help to increase Interior's efficiency. Through a management review of the Department's current reporting requirements, Interior identified several reports that did not add significant value to the Department and created a reporting burden.

If adopted by OMB, Interior's recommendation to eliminate the 22 reports will save Interior an estimated 16,000 annual labor hours and provide an annual cost avoidance within Interior of \$1.3 million. Interior believes this reform is a 'quick-win' for OMB and the federal government that will have a meaningful impact on reducing the workload for Interior and other federal agencies.

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#### Propose restructure of DOI regions

Interior is proposing a common regional structure for Interior's bureaus and offices to improve cross-collaboration within the Department and to better serve the public through a more holistic focus on local issues. This common regional structure would also serve as an ideal model for adoption across the other federal agencies with complementary missions to Interior: US Forest Service (USFS), Environmental Protection Agency (EPA), National Marine Fisheries Service (NMFS), and US Army Corps of Engineers (USACE). Interior has initiated discussions with each of these federal agencies on the proposal to develop a regional model that will provide an optimal fit across all agencies. Interior plans to first focus on working collaboratively with these agencies on cross-agency policy framework.

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### Transfer Bureau of Indian Education to the Department of Education

Interior proposes the transfer of the Bureau of Indian Education (BIE) from Interior to the Department of Education.

This transfer would provide better mission alignment and would ensure the educational standards within BIE align with the Department of Education. The Department of Education also has the dedicated resources and subject matter expertise in the education field to best deliver these services to the Native American people.

Interior initiated preliminary discussions with the Department of Education beginning in May 2017.

The initial upfront investment costs for the proposed transfer are undetermined at this time. The long term budget implications for Interior is a net decrease equivalent to BIE's current budget.

### Consolidate and co-locate DOI regional offices

To further enhance the regional coordination across Interior's bureaus, Interior seeks to consolidate and co-locate the bureaus' regional offices. Currently, each of Interior's bureaus have distinct regional headquarters and field offices, which presents challenges in working together on common issues across Interior's bureaus.

The upfront investment costs for the regional offices consolidation is undetermined at this time. Long-term cost savings are dependent on the future geographic locations selected for the future consolidated offices, the workforce composition, and potential relocation costs.

[Needs more narrative in this section]

### Implement shared leadership model

Interior seeks to implement a shared leadership model across DOI bureaus through the establishment of a virtual regional directorship, with the goal of a larger implementation in the

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future. This shared leadership approach is similar to the existing Joint Mission Areas (JMA) leadership model found within the military branch.

Implemented within Interior, the JMA leadership model will ensure good organization, conflict management, and crisis management (as needed) and will drive a focus on joint coordination and problem solving across Interior's mission areas. Interior seeks to streamline inter-regional coordination and processes across the bureaus, in an effort to address conflict at the lowest level possible, and to provide a holistic focus on issues within each region.

Within the JMA model, the directorship role will be filled by a non-career SES member within each region. Each bureau and/or functional lead within a region will report directly to the JMA leader.

Interior is determining the best strategy for how to implement this model, and how to define future roles and responsibilities for each bureau and function within each region. The initial upfront investment costs and long-term budget impacts for the JMA model are undetermined at this time.

Emphasize shared administrative support services and coherent management (FBMS, IBC, FITARA)

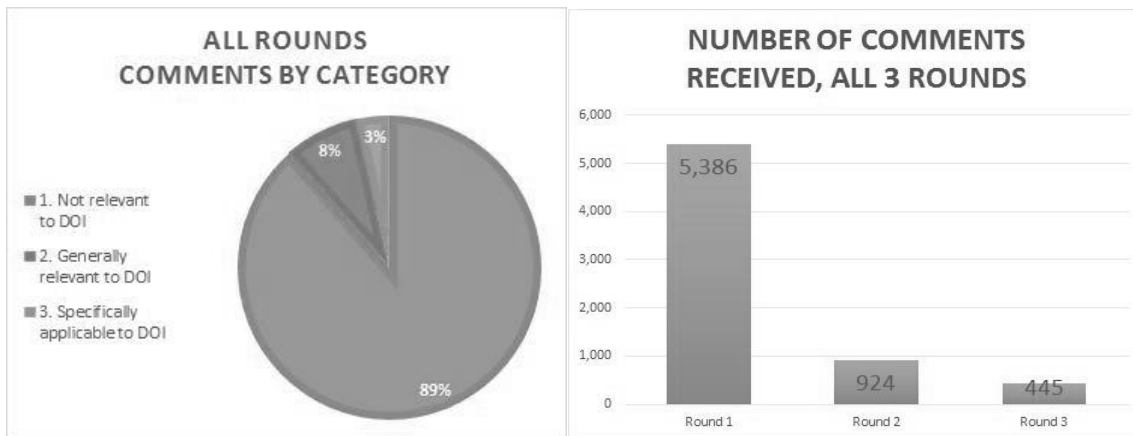
Interior plans to emphasize the use of shared administrative support services and focus on a coherent management approach. As Interior moves forward with implementing the internal co-location and consolidation actions previously identified, Interior plans to focus on standardizing and sharing administrative services and support within each region.

This will drive more efficient use of resources and ensure employees within each region and at the local level receive adequate support.

Interior will also continue emphasizing shared administrative support services through the utilization of the Interior Business Center (IBC) and the Department's consolidated Financial and Business Management System (FBMS). Interior is continuing to implement actions related to FITARA to best position IT management and the IT portfolio for the future. [Elena, I added this as placeholder language on FITARA; please advise on how you would like this addressed/refined]

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## Appendix A: Public Input



**Figures 1 (left) and 2 (right). Breakdown of all comments by category, and total number of comments for each round.**

In FY 2017, OMB solicited input from the public on recommendations for federal agency reforms. OMB collected the comments from the public via a form on the White House website from April through June 2017, and provided the comments in three rounds to Interior. Interior received the most comments from the public in the first round.

### Comments specifically relevant to DOI and potentially applicable

About 3% of comments were categorized as specific to DOI and potentially applicable to agency management responsibilities. These comments directly mentioned a DOI bureau, program, policy or management activity and made recommendations that were potentially applicable for leadership consideration.

Major themes were:

- **Transferring public land to states and local governments.** Some of these comments suggested that the federal government owns too much land in the West or in general.
- **Consolidating, merging or reorganizing federal land agencies and natural resource agencies.** Some comments suggested this would reduce redundancy. The Bureau of Land Management and US Forest Service were frequently suggested for consolidation.
- **Privatizing elements of DOI agencies.** Some comments favored privatization of federal programs or resources, including elements of the National Park Service.
- **Targeted funding increases or decreases.** Many comments identified specific DOI programs and activities for funding increases or cuts. Requests to increase or maintain funding for the National Park Service was especially common.



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- **Indian Affairs management issues.** Recommendations were made to give all Indian Affairs program funding directly to Tribes or serve Indians through other programs.
- **DOI law enforcement management activities.** Several comments called for disarming DOI law enforcement.
- **Partnerships.** Some comments encouraged the use of partnerships between the federal government/DOI and non-federal partners.
- **Management of BLM's Wild Horse and Burro program.** Many comments called for the protection of wild horses and burros and called for changes to the existing Wild Horse and Burro program. Suggested changes included ending roundups, eliminating funding, managing animals on-range and maintaining limits on sales.

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## Appendix B: Reports Recommended for Elimination

[PLACEHOLDER for table listing all of the reports recommended by DOI for elimination]

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## Appendix C: Workforce Reduction Plan

[PLACEHOLDER for the Workforce Reduction Plan from Mary]

**To:** Summers, Christina[christina\_summers@ibc.doi.gov]  
**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Olivia Ferriter[Olivia\_Ferriter@ios.doi.gov]; Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Cameron, Scott  
**Sent:** 2017-08-26T22:36:15-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-26T22:36:59-04:00  
[Agency Reform Plan sjc edits.docx](#)

Christina,  
Good effort! My edits and comments are attached.

We are going to need to create a table that shows how many SES slots before and after the reorg, by bureau, and how many bureau regional office locations we have before and after, to help with budgeting.

Thanks,  
Scott  
Scott J. Cameron  
Principal Deputy Assistant Secretary for Policy, Management and Budget  
Office of the Secretary of the Interior  
Desk 202 208 4242  
Cell 202 706 9031

On Fri, Aug 25, 2017 at 1:40 PM, Summers, Christina <[christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)> wrote:

Attached is the Agency Reform Plan DRAFT for your review and edit (Word and PDF versions).  
I have included notes in **red** font for areas that still need to be addressed or need input. I used track changes to show what still remains from the original narrative in the June submission of the Agency Reform Plan. We are still waiting on additional input from Exec Sec on the Regulatory Reform, so we can also include it in this plan.  
Per Olivia, we will need to send the "Secretary's Message," at the beginning of the Agency Reform Plan, to Exec Sec soon for clearance. If you could take a look at that section first and provide any comments/edits back to Olivia and I as soon as possible, that would be appreciated.

Christina

--

Christina Summers, FAC P/PM

On detail to the Office of the Assistant Secretary/Policy, Management & Budget  
202-208-4030 (Work)

Office of the Director  
Interior Business Center  
202-802-6174 (Cell) [christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)

US Department of the Interior  
Office of the Secretary  
[www.ibr.doi.gov](http://www.ibr.doi.gov)

Your Focus: Your Mission  
Our Focus: You



# Agency Reform Plan

U.S. Department of the Interior

*Preparing Land and Water Management for the Next 100 Years*

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## Secretary's Message

The Department of the Interior's Agency Reform Plan presents a bold agency-wide transformation that will prepare federal land and water management for the next 100 years. Within our proposed plan to the Office of Management and Budget (OMB), we seek to achieve the President's Vision of reforming the federal government to work better for the American taxpayer, as outlined in the President's Executive Order "Comprehensive Plan for Reorganizing the Executive Branch," and further delineated through OMB Memo M-17-22.

Our plan centers on Interior's core mission as the primary federal land and water management agency of the federal government, and on enhancing federal, state, local and tribal partnerships, while honoring our fiduciary trust responsibilities.

As also directed in the "Executive Order on Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure," our plan seeks to further the development of the nation's infrastructure by establishing a stronger partnership amongst federal agencies involved with the project permitting process and authorization decisions. Interior proposes to achieve this through a close review of the existing regional structures across Interior and other federal partner agencies and through implementation of a common regional structure, building a solid framework for future collaboration. This unified cross-agency framework will set the groundwork for driving significant efficiencies in approval processes and timeliness of new major infrastructure projects. Through this framework we aim to establish more coordinated, effective natural resource policy across agencies, to reduce duplication of effort across agencies, and to facilitate permitting worthy projects and resulting responsible resource use and development. Interior and the other agencies will benefit from better cooperation and shared resources across agencies.

Interior also seeks to enhance our service delivery by "putting more boots on the ground," by shifting staff closer to the lands that we manage. Our field employees need to be empowered with the tools and resources they need to do their jobs. We plan to shift more of the decision-making from Washington, D.C., and Denver, CO, to the front-line employees, who interact most closely with the American public we serve. In addition, Interior plans to complete internal organizational realignments and consolidations to streamline operations and improve how we manage our budgetary resources. Our existing organizational structure is built to serve the needs of nineteenth century America. Our mission of serving the American public, honoring our tribal and fiduciary trust responsibilities, and managing and protecting our land, water and natural resources, still continues, but an opportunity now exists for us to reevaluate our organizational model to determine how we can best achieve our mission for the next 100 years.

The President's FY 2018 budget identified programs for elimination that would reduce annual spending by \$132 Million. We have also identified areas to gain efficiencies and cost savings, through the proposed elimination of unnecessary reports, which waste over 16,000 annual labor hours from our staff.



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Through our reform, we seek to become a better partner with local communities we serve and with the other federal agencies with whom we work. While continuing to protect and conserve our nation's treasures, we want to boldly prepare federal land and water management for the next 100 years, and transform the way we serve the American public.

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Secretary Ryan Zinke

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Agency Reform: Mission Focus

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The Department of the Interior proposes a bold transformation in the way we perform our mission area of land and water management, and how we align with other federal government agencies whose missions touch Interior. Interior’s plan focuses on the core mission to be good stewards of the land, water and natural resources in our care, and to honor our tribal and trust responsibilities. Through this agency-wide reform, Interior seeks to restructure existing agency programs and operations through a thoughtful and critical lens to ensure they better align with Interior’s mission and purpose.

Analytical Framework

Interior’s reform proposals are developed based upon management analysis, to include in-depth reviews and discussions, with the overarching focus on scoping Interior’s programs and operations to ensure alignment with Interior’s mission. Through observations of existing structures and processes, and supported by public comments, Interior leadership identified areas that could be streamlined through realignment and/or consolidation, or elimination of unnecessary programs. This analytical approach ensures Interior continues to focus on the areas that are most closely tied to Interior’s mission, and eliminates and/or realigns programs to ensure Interior continues to leverage its resources effectively and efficiently for the American public.

Agency Reform: Public Input

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Interior received over 6,755 separate comments from the public on reform recommendations. All of the comments were reviewed and sorted into one of the three following categories: 1) General comments, not directly or specifically relevant to DOI – 5,986 comments (89% of total); 2) Generally relevant to DOI – 533 comments (8% of total); 3) Specifically relevant to DOI and potentially applicable – 236 comments (3% of total). Interior’s reform proposal incorporates and addresses recommendations from the public, with a focus on enhancing the customer service experience the American public receives from Interior’s offices and bureaus.

For additional information on specific public input Interior received, see *Appendix A: Public Input*.

Performance Goals and Indicators

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Interior has included performance goals and milestones in our draft Government Performance and Results Act Strategic Plan, to track and report progress on our reform proposal.

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For the specific list of goals and indicators, see Interior's Strategic Plan.

Costs, Budget Impacts and Timeline

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Due to the magnitude, duration, and complexity of Interior's reform proposal, the overall budget implications and net budetary impact are not yet fully identified. The phasing of each proposal component is estimated based upon the information gathered to date, but may change as Interior advances the planning process. For the FY19 Budget, Interior plans to include an over target request of \$100 million to support agency reform. We will work with OMB to associate specific components with their costs, and identify outyear implications.

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As Interior continues to build out the implementation plans for the agency reform initiatives, a clearer picture will emerge of the detailed timeline, investment costs and potential long-term savings and citizen service improvements. We also expect more clarity on space needs over time with the goal of reducing space costs over time nationwide. In the near term, plans are underway to reduce space in Washington, D.C. and Denver, CO, with the goal of reducing Interior's footprint and costs in these expensive areas. For the cross-agency components of our proposal, development of a comprehensive budget estimate will require further consultation and planning with the other impacted agencies, and close coordination with OMB.

Interior Reform Proposals

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Realign Office of the Special Trustee to the Assistant Secretary of Indian Affairs

Interior plans to internally realign the Office of the Special Trustee (OST) to the Assistant Secretary of Indian Affairs to increase efficiency and improve coordination efforts.

The Office of the Special Trustee currently resides in the Office of the Secretary and is not in the same chain of command as the bureaus responsible for Indian services. This creates coordination and communication challenges in delivering services to the tribes. By moving OST to the Assistant Secretary of Indian Affairs, Interior will provide better service to the tribes through enhanced communication and coordination efforts within shared mission areas.

Interior has developed the associated budget reprogramming letter and Secretarial Order. Interior is currently awaiting approval from Congress on the reprogramming. In conjunction with realigning OST, Interior also plans to move the Land Buy Back Program from the Immediate Office of the Secretary, into OST. This will also lead to greater efficiency in day-to-day operations and coordination efforts of administering this program for the tribes.

Commented [SJC2]: Will this reprogramming actually be submitted by 9/11?

Interior estimates no budget impact for this internal realignment, and anticipates completing this component in FY 2018.

Reorganize and consolidate BOEM/BSEE

Interior plans to reorganize and consolidate the Bureau of Ocean Energy Management (BOEM) and the Bureau of Safety and Environmental Enforcement (BSEE) to improve the management and oversight of the nation's ocean energy resources. Previously these two organizations existed as functional areas within the Minerals Management Service before being split apart in 2010 to address oversight issues in the wake of the BP oil spill. However, a management review has identified redundancy that slows decision making, increases costs, and impedes citizen service.

Interior is currently working to determine a future structure that will enhance coordination and communication at the field level, streamline decision-making, and eliminate duplicative management reporting chains while maintaining management controls. This reorganization will provide one-stop services for ocean energy management and environmental enforcement for the American public and other federal and non-federal agencies.

As the BOEM and BSEE consolidation planning is still in its initial stages, the short and long-term budget implications for the reorganization are still to be determined. We tentatively associate this component with \$1 million of the requested \$100 million over-target request.

Realign the Offices of International Affairs and Native Hawaiian Relations to the Assistant Secretary for Insular Areas

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Interior plans to realign the Office of International Affairs and the Office of Native Hawaiian Relations from the Assistant Secretary of Policy, Management and Budget (AS PMB) to the Assistant Secretary for Insular Areas (AS IA). This internal realignment will more closely tie our work in Hawaii to our other work in the Pacific, leverage the Department's international expertise in work involving US territories and other nations, and emphasize the increasingly important Pacific Rim in the existing Departmental international work.

Interior anticipates no budget impact for this internal realignment, and anticipates completing this initiative in FY 2018 through a reprogramming. [Is this correct re: budget impact and timing?]

Commented [SJC3]: If we are moving money between appropriations accounts we will require a FY 19 statutory change. Is Insular Affairs in the same appropriations account as PMB?

**Eliminate funding for unnecessary programs**

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The President's Budget for FY 2018 proposes to eliminate funding for the following three program areas, resulting in a cost savings of at least \$132 Million.

The Budget proposes to eliminate funding introduced in 2016 for Grants to Appalachian States for economic development projects in conjunction with coal Abandoned Mine Land (AML) Reclamation. The AML grant pilot program was developed by Congress in response to the 2016 budget mandatory proposal to convert \$1 billion from the unappropriated balance of the AML Fund to funding for states to expedite the cleanup and redevelopment of eligible lands and waters affected by historic coal mining practices and thus promote economic development. Congress appropriated \$90 million in 2016 discretionary funding for these activities in three Appalachian states (KY, WV, and PA). In 2017, Congress added an additional \$15 million to provide a total of \$105 million for Kentucky, West Virginia, Pennsylvania and three additional states. These grants are not central to the Office of Surface Mining Reclamation and Enforcement's (OSMRE) mission and overlap with existing funds to reclaim abandoned coal mines. In addition, OSMRE would have to build capacity and leverage expertise from other agencies to implement this approach.

The Budget also proposes to eliminate grant funding for the Heritage Partnership Program, a \$19 million reduction. This program provides financial and technical assistance to congressionally designated National Heritage Areas, which are managed by non-Federal organizations to promote the conservation of natural, historic, scenic, and cultural resources. This program is secondary to the primary mission of the National Park Service and would be better sustained by partners. As noted in a Government Accountability Office report, there is no systematic process for designating Heritage Partnership Areas or determining their effectiveness. A Heritage Foundation report raised concerns that these grants are diverting resources from core National Park Service responsibilities, such as protecting resources and providing services in national parks. These grants to state and local entities are not clearly a Federal responsibility; instead,

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National Heritage Area managers should use the national designation to open doors to more sustainable funding opportunities from local and private beneficiaries.

In addition, the Budget proposes to eliminate discretionary funding for the National Wildlife Refuge Fund. The National Wildlife Refuge Fund was intended to compensate communities for lost tax revenue from Federal land acquisitions. However, evidence shows that refuges often generate tax revenue for communities in excess of what was lost by increasing property values and creating tourism opportunities for the American public to connect with nature. In 2013, refuges generated an estimated \$2.4 billion for local economies, supported over 35,000 jobs, and generated over \$340 million in tax revenues at the local, state, and Federal level. A study by North Carolina State University in 2012, found that property values surrounding refuges are higher than equivalent property values elsewhere. In addition, approximately \$8 million per year in mandatory appropriations is provided to communities from the National Wildlife Refuge Fund.

#### Eliminate reports to decrease agency reporting burden

In an effort to improve operations, Interior has identified at least 22 reports that are candidates for elimination that will help to increase Interior's efficiency. Through a management review of the Department's current reporting requirements, Interior identified several reports that did not add significant value to the Department and created a reporting burden.

If adopted by OMB, Interior's recommendation to eliminate the 22 reports will save Interior an estimated 16,000 annual labor hours and provide an annual cost avoidance within Interior of \$1.3 million. Interior believes this reform is a 'quick-win' for OMB and the federal government that will have a meaningful impact on reducing the workload for Interior and other federal agencies.

See *Appendix B: Reports Recommended for Elimination* for a detailed list of the reports.

#### Propose restructure of DOI regions

Interior is proposing a common regional structure for Interior's bureaus and offices to improve interbureau collaboration within the Department and to better serve the public by making it easier for the public to interact with federal employees who are collocated and equally familiar with a shared geography. This common regional structure has been suggested for adoption by other federal agencies with which Interior regularly interacts: US Forest Service (USFS), Environmental Protection Agency (EPA), National Marine Fisheries Service (NMFS), and US Army Corps of Engineers (USACE). Interior has initiated discussions with each of these federal agencies on the proposal to develop a regional model that will provide an optimal fit across all agencies. Interior plans to first focus on working collaboratively with these agencies on cross-agency policy framework.

Commented [SJC4]: What does this mean?

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Currently, each Interior bureau has a regional structure that follows unique geographical boundaries. With regional offices in different cities, this inhibits effective communication and makes it difficult for bureaus to have an equally complete understanding of the details of a local issue. This is also the case for USFS, EPA, NMFS and USACE, which each operate under distinct regional structures. The multiple regional structures across Interior and the other federal agencies slows the coordination efforts on local issues across the federal agencies and ultimately impacts the American public, which these agencies serve. A good example of the practical challenges to the existing regional models can be seen in a natural part of our ecosystem: a stream. In one stream, there can be a Bureau of Reclamation dam upstream, a downstream Indian reservation, anadromous salmon that are managed by NMFS within the Department of Commerce, and resident fish listed under the Endangered Species Act that are regulated by the Fish and Wildlife Service within Interior, while the Army Corps of Engineers regulates private sector activities in the riparian wetlands. In this case, this one stream can be subject to the jurisdictions of agencies whose regional offices are in five different cities, which may impede efficient citizen service and coordinated agency decisions that best serve the resources.

Commented [SJC5]: Programmatically inaccurate statement

Commented [SJC6]: It is unlikely that the stream will be covered by multiple regions of the same agency; more likely that the Regional offices of the agencies will be in different cities; that's the problem

Commented [SJC7]: This is not a geographic example. It is a jurisdictional example.

To prepare federal land and water management for the next 100 years, the strategy for how best to manage this challenge and execute our agency missions requires a more integrated and geographically coordinated view. As outlined in the President's Executive Order "Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure," a significant opportunity exists for agencies to collaborate on the environmental review, permitting process and NEPA compliance efforts. Interior believes this can be best achieved through a unified regional structure adopted across Interior and the other agencies with related missions, which focuses on the same issues within the same geographical boundaries. As this is a bold and transformational reform across the federal government which will take many years, for the shorter term horizon, Interior plans to start with reshaping the regional structure within Interior as it is currently today, and to focus on building stronger partnerships with the other agencies, USFS, EPA, NMFS and USACE, via the establishment of cross-agency policies. As outlined in the President's Executive Order, these future shared policies across Interior and these other agencies will provide a greater focus and discipline in the environmental review and permitting process for infrastructure, to include NEPA compliance efforts.

Interior has begun discussions with USFS, EPA, NMFS and USACE, and they expressed enthusiasm in first looking at the nexus of all of our agency missions, to identify commonalities and points of intersection for future areas of collaboration. As outlined in the President's Executive Order, these agencies are also aligned with the necessity for finding better ways of working together in the areas of environmental review, permitting, authorization decisions and NEPA compliance, which are most prime for cross-agency reform and collaboration.

In an effort to address the existing regional challenge within Interior, Interior researched alternative options for regional structures and selected the hydrologic ecosystems (watershed-based) regions approach as a potential solution for Interior to adopt, with the option for a hybrid approach. The watershed-based regions (if adapted to county lines within each state) follow a pattern that is easy to recognize, and aligns well with natural boundaries. A common regional



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structure adopted across Interior will remove communication barriers, and make collaboration easier within and across Interior's mission areas.

Interior anticipates adoption of the common regional structure and regional city headquarters across Interior starting in FY 2018, and phasing its implementation over several years as offices can be efficiently and cost-effectively relocated. For the longer term cross-cutting government-wide goal, the timeline for potential implementation of the common regional structure across USFS, EPA, USACE and NMFS is dependent on each of these agencies' interest and agreement to adopt a common regional structure and the available funding for this large scale reform. We anticipate that employee relocation costs will represent \$30 million of the \$100 million over target request, and that the cost of moving office locations and associated space modification will amount to another \$20 million.

Commented [SJC8]: I just made this up. Anyone have a better number?

#### Move BLM, BOR and FWS bureau headquarters west

Interior plans to move the DOI bureau headquarters of the Bureau of Land Management (BLM), Bureau of Reclamation (BOR), and Fish and Wildlife Service (FWS) out west in order to improve mission delivery. The BLM, BOR and FWS headquarters currently reside in the Washington, D.C. metropolitan area, which is geographically distant from the majority of the locations where these bureaus perform their work. The majority of the land, water and natural resources which these bureaus manage and oversee are located in the west.

By relocating headquarters to the west, bureau leadership will be in closer proximity to the places affected by their decisions, and may gain deeper insight into potential solutions, that will most benefit the people the bureaus serve. [This headquarters move will also support and lay the foundation for Interior's broader goal to shift the decision-making from Washington, D.C., to the front-line employees in the field.]

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Commented [SJC9]: How? A bureau director in Cheyenne can be just as arbitrary as one in DC. This is a different issue from delegation of authority, which empowering the field is all about.

Interior is currently working with the General Services Administration (GSA) to identify leasing options for a new shared campus location for the three bureaus. No location(s) have been selected at this time.

Interior anticipates moving the three bureau headquarters beginning in FY 2019, and has included this funding request in the FY 2019 budget submission. [PMB needs to check on this; may need to modify this statement] Since the Bureau of Reclamation headquarters function is already largely located in the Denver area, we estimate moving the remaining headquarters function West for that bureau will cost \$2 million, while the move for FWS and BLM will cost \$10 million each.

Commented [SJC10]: Can we derive analytically valid numbers for these moves based on the number of employees moving?

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#### Management of FTEs in Washington, DC, and Denver, CO

In addition to the transfer of the BLM, BOR, and FWS headquarters, Interior plans to reshape the remaining workforce in Washington, D.C., and Denver, CO. Interior has nearly 70,000 employees in 2,400 locations across the United States, Puerto Rico, U.S. Territories, and Freely

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Associated States. Interior's diverse mission, wide geographic presence, direct public service programs, and trust and stewardship responsibilities, make it a personnel intensive and field oriented agency. Based upon a strategic review of the size and location of the workforce, a large portion of the workforce is concentrated in Washington, D.C., and Denver, CO, while Interior has a need for more resources at the field operations level to better serve the American people. For this reason the Department is implementing hiring controls to enable limited hiring, prioritizing filling field positions rather than office positions, and limiting hires in the Washington, D.C., and Denver, CO, areas. This approach enables the Department to continue to fill important positions while focusing on the number of positions filled at the field level that directly interface with and serve the American public.

In D.C., and Denver, Interior plans to also gain efficiencies by consolidating and merging office locations to reduce facilities costs and the physical footprint of the Department, and to promote collaboration of the mission areas within the Department. Interior is taking the first steps with the move of the workforce from the South Interior Building into the Main Interior Building and by reviewing all current commercial leases in the DC and Denver areas to plan on further space consolidation efforts.

As workforce reshaping planning continues, a more detailed budget estimate of potential up-front investment costs and long-term budget needs will be available in the future. [If available, insert workforce cost savings/budget estimates from the Workforce Reduction Plan and related narrative]

**Transfer Bureau of Indian Education to the Department of Education**

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Interior proposes the transfer of the Bureau of Indian Education (BIE) from Interior to the Department of Education.

This transfer would provide better mission alignment and would ensure the educational standards within BIE align with those of the Department of Education. The Department of Education also has the dedicated resources and subject matter expertise in the education field to best deliver these services to the Native American people.

Interior initiated preliminary discussions with the Department of Education beginning in May 2017.

The initial upfront investment costs for the proposed transfer are undetermined at this time. The long term budget implications for Interior is a net decrease equivalent to BIE's current budget.

**Consolidate and co-locate DOI regional offices**

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To further enhance the regional coordination across Interior's bureaus, Interior seeks to consolidate and co-locate the bureaus' regional offices. Currently, each of Interior's bureaus have distinct regional headquarters and field offices, which presents challenges in working together on common issues across Interior's bureaus.

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The upfront investment costs for the regional offices consolidation is undetermined at this time. Long-term cost savings are dependent on the future geographic locations selected for the future consolidated offices, the workforce composition, and potential relocation costs.  
[Needs more narrative in this section]

**Commented [SJC11]:** Isn't this topic addressed above? How many regional offices do we have now in how many cities, and how many will we have after migration is completed?

Implement shared leadership model

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Interior seeks to implement a joint leadership model across DOI bureaus through the establishment of an overarching virtual regional directorship, with the goal of a more formally structured implementation in the future. This shared leadership approach is similar to the existing Joint Mission Areas (JMA) leadership model found within the military branch.

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Implemented within Interior, the JMA leadership model will ensure good organization, conflict management, and crisis management (as needed) and will drive a focus on integrated and problem solving across Interior's mission areas. Interior seeks to streamline intra-regional coordination and processes across the bureaus, in an effort to address conflict at the lowest level possible, and to provide a holistic focus on issues within each region.

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Within the JMA model, the directorship role will be filled by a non-career SES member within each region. Each bureau and/or functional lead within a region will report directly to the JMA leader.

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Interior is determining the best strategy for how to implement this model, and how to define future roles and responsibilities for each bureau and function within each region. The initial upfront investment costs and long-term budget impacts for the JMA model are undetermined at this time.

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Emphasize shared administrative support services and coherent management (FBMS, IBC, FITARA)

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Interior plans to emphasize the use of shared administrative support services and focus on a coherent management approach. As Interior moves forward with implementing the internal co-location and consolidation actions previously identified, Interior plans to focus on standardizing and sharing administrative services and support within each region. For instance, each region may have a single procurement office and a single servicing human resources office serving all bureau components within that region.

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This will drive more efficient use of resources and ensure employees within each region and at the local level receive adequate support.

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Interior will also continue emphasizing shared administrative support services through the utilization of the Interior Business Center (IBC) and the Department's consolidated Financial and

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**Commented [SJC12]:** What does this mean?

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Business Management System (FBMS). Interior is continuing to implement actions related to FITARA to best position IT management and the IT portfolio for the future. [Elena, I added this as placeholder language on FITARA; please advise on how you would like this addressed/refined]

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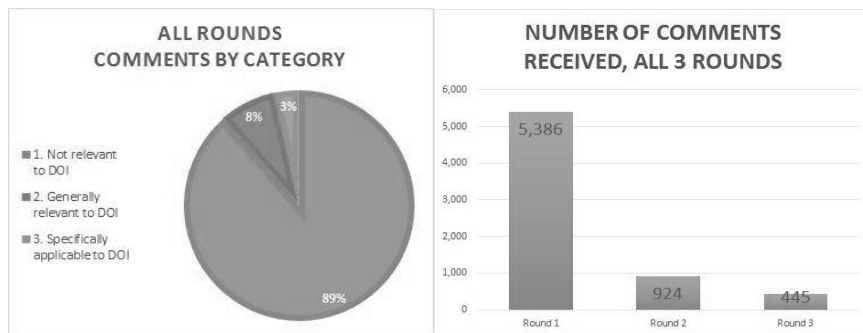
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## Appendix A: Public Input

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Figures 1 (left) and 2 (right). Breakdown of all comments by category, and total number of comments for each round.

In FY 2017, OMB solicited input from the public on recommendations for federal agency reforms. OMB collected the comments from the public via a form on the White House website from April through June 2017, and provided the comments in three rounds to Interior. Interior received the most comments from the public in the first round.

### *Comments specifically relevant to DOI and potentially applicable*

About 3% of comments were categorized as specific to DOI and potentially applicable to agency management responsibilities. These comments directly mentioned a DOI bureau, program, policy or management activity and made recommendations that were potentially applicable for leadership consideration.

Major themes were:

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- **Transferring public land to states and local governments.** Some of these comments suggested that the federal government owns too much land in the West or in general.
- **Consolidating, merging or reorganizing federal land agencies and natural resource agencies.** Some comments suggested this would reduce redundancy. The Bureau of Land Management and US Forest Service were frequently suggested for consolidation.
- **Privatizing elements of DOI agencies.** Some comments favored privatization of federal programs or resources, including elements of the National Park Service.
- **Targeted funding increases or decreases.** Many comments identified specific DOI programs and activities for funding increases or cuts. Requests to increase or maintain funding for the National Park Service was especially common.
- **Indian Affairs management issues.** Recommendations were made to give all Indian Affairs program funding directly to Tribes or serve Indians through other programs.
- **DOI law enforcement management activities.** Several comments called for disarming DOI law enforcement.
- **Partnerships.** Some comments encouraged the use of partnerships between the federal government/DOI and non-federal partners.
- **Management of BLM's Wild Horse and Burro program.** Many comments called for the protection of wild horses and burros and called for changes to the existing Wild Horse and Burro program. Suggested changes included ending roundups, eliminating funding, managing animals on-range and maintaining limits on sales.

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## Appendix B: Reports Recommended for Elimination

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[PLACEHOLDER for table listing all of the reports recommended by DOI for elimination]

## Appendix C: Workforce Reduction Plan

[PLACEHOLDER for the Workforce Reduction Plan from Mary]

**To:** Cameron, Scott[scott\_cameron@ios.doi.gov]  
**Cc:** Summers, Christina[christina\_summers@ibc.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Olivia Ferriter  
**Sent:** 2017-08-27T08:45:35-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-27T08:45:43-04:00

Scott, I do not think we have that information in time for this submission.

Sent from my iPad

On Aug 26, 2017, at 10:36 PM, Cameron, Scott <[scott\\_cameron@ios.doi.gov](mailto:scott_cameron@ios.doi.gov)> wrote:

Christina,  
Good effort! My edits and comments are attached.

We are going to need to create a table that shows how many SES slots before and after the reorg, by bureau, and how many bureau regional office locations we have before and after, to help with budgeting.

Thanks,  
Scott  
Scott J. Cameron  
Principal Deputy Assistant Secretary for Policy, Management and Budget  
Office of the Secretary of the Interior  
Desk 202 208 4242  
Cell 202 706 9031

On Fri, Aug 25, 2017 at 1:40 PM, Summers, Christina  
<[christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)> wrote:

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Christina



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Christina Summers, FAC P/PM

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202-208-4030 (Work)

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202-802-6174 (Cell) [christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)  
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Our Focus: You

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**From:** Cameron, Scott  
**Sent:** 2017-08-27T09:15:31-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-27T09:16:12-04:00  
[Reorg SES Implications.xlsx](#)

Olivia et at,

Good morning. I think if we could get direction on which regional map to use we could get at least the SES slots figured out pretty easily. See the attached as a hypothetical examples based on 13 regions.

Is someone setting up a meeting with the acting A/Ss and acting bureau directors to identify the preferred map of regional boundaries?

Sorry to be emailing on the weekend, but I have some downtime waiting for my son the college student to get out of bed and meet me for breakfast.

Thanks,  
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## SES Slots in the Regional Offices at DOI Before and After Reorganization

	Before	After
FWS	8	13
BLM	11	8
NPS	6	13
BSEE	3	3
BOEM	2	2
OSM	3	3
Reclamation	5	7
USGS	4	0
BIA	?	13
Non-Career JMA Leader	N/A	13
Total	42	75

**To:** Cameron, Scott[scott\_cameron@ios.doi.gov]  
**Cc:** Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Summers, Christina[christina\_summers@ibc.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Christopher B Lawson[Christopher\_Lawson@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-08-27T09:33:14-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-27T09:33:24-04:00

Scott,

We certainly have the current SES Regional Directors. Chris Lawson and Michelle Oxyer can help with that information. However, not all of the new Regions would have every bureau represented (Reclamation, BLM in the Northeast or Midwest (?), BOEM, BSEE, OSM). We would need to make some assumptions about the new Regions where bureaus would not have presence.

Thanks,  
Mary

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Summers, Christina[christina\_summers@ibc.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Christopher B Lawson[Christopher\_Lawson@ios.doi.gov]  
**From:** Scott Cameron  
**Sent:** 2017-08-27T09:43:01-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-27T09:43:09-04:00

Yes, we'd need to make some reasonable assumptions.

(b)(5)

(b)(5)

Thanks,  
Scott  
Scott J. Cameron  
Principal Deputy Assistant Secretary  
Policy, Management and Budget  
Department of the Interior

Cell 202-706-9031  
Desk 292-208-4242

Sent from my iPhone

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**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Cameron, Scott[scott\_cameron@ios.doi.gov]; Olivia Ferriter[olivia\_ferriter@ios.doi.gov]; Summers, Christina[christina\_summers@ibc.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Christopher B Lawson[Christopher\_Lawson@ios.doi.gov]  
**From:** Elena Gonzalez  
**Sent:** 2017-08-27T09:57:15-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-27T09:57:26-04:00

That meeting is being scheduled. I think the challenge is Jim's calendar. Amy has been working on it with a Gareth and Cathy for a couple of weeks.

Elena Gonzalez  
Deputy Assistant Secretary - Technology, Information and Business Services  
US Department of the Interior  
202-208-7966

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**From:** Summers, Christina  
**Sent:** 2017-08-28T09:21:27-04:00  
**Importance:** Normal  
**Subject:** Re: Agency Reform Plan - For your review/edit  
**Received:** 2017-08-28T09:21:54-04:00

Scott,  
Thank you! I will work on incorporating your changes, and will look into addressing your questions listed in the doc.

Christina

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Scott  
Scott J. Cameron  
Principal Deputy Assistant Secretary for Policy, Management and Budget  
Office of the Secretary of the Interior  
Desk 202 208 4242  
Cell 202 706 9031

On Fri, Aug 25, 2017 at 1:40 PM, Summers, Christina <[christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)> wrote:

Attached is the Agency Reform Plan DRAFT for your review and edit (Word and PDF versions).

I have included notes in red font for areas that still need to be addressed or need input. I used track changes to show what still remains from the original narrative in the June submission of the Agency Reform Plan. We are still waiting on additional input from Exec Sec on the Regulatory Reform, so we can also include it in this plan.

Per Olivia, we will need to send the "Secretary's Message," at the beginning of the Agency Reform Plan, to Exec Sec soon for clearance. If you could take a look at that section first and provide any comments/edits back to Olivia and I as soon as possible, that would be appreciated.

Christina

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Christina Summers, FAC P/PM

On detail to the Office of the Assistant Secretary/Policy, Management & Budget  
202-208-4030 (Work)

Office of the Director  
Interior Business Center  
202-802-6174 (Cell) [christina\\_summers@ibc.doi.gov](mailto:christina_summers@ibc.doi.gov)  
US Department of the Interior  
Office of the Secretary  
[www.ibc.doi.gov](http://www.ibc.doi.gov)

Your Focus: Your Mission  
Our Focus: You

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Christina Summers, FAC P/PM

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Your Focus: Your Mission  
Our Focus: You

**To:** Young, Patrick J.[Patrick.Young@opm.gov]; Mashburn, Lori[lori\_mashburn@ios.doi.gov]; Bullock, Katja EOP/WHO[Katja.Bullock@who.eop.gov]  
**Cc:** Doocey, Sean E. EOP/WHO[Sean.E.Doocey@who.eop.gov]  
**From:** Locetta, Jennifer R. EOP/WHO  
**Sent:** 2017-08-28T10:36:52-04:00  
**Importance:** Normal  
**Subject:** PPO/Interior/OPM Meeting  
**Received:** 2017-08-28T10:37:08-04:00  
[New SES Pay Policy November 2014 \(1\).pdf](#)  
[MASTER LIST - PAY CATEGORIES DEC 2015 \(1\).xlsx](#)

Hi Everyone,

I wanted to connect PPO, Interior, and OPM on a pay scale discussion that has come up with the Department of Interior. Interior for SES Staff, primarily career, has placed positions on a payscale justified by the type and level position. This payscale setting is operating outside of the pay setting memos that PPO issues in accordance with political precedents. There are three individuals current TTC'd to Interior that this pay setting impacts and I need to resolve it this week. Could we get together on Wednesday or Thursday to make a determination on these individuals and how PPO/Interior/OPM work together moving forward on pay setting? Please let me know everyone's available and I will setup a meeting at PPO for us.

Thanks,  
Jennifer R. Locetta  
Special Assistant to the President  
Associate Director for Presidential Personnel



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
ASIA	THOMPSON, THOMAS D
BIA	BLACK, MICHAEL S.
BIE	ROESSEL, CHARLES M.
BLM	ELLIS, STEVEN A
BOEM	CRUICKSHANK, WALTER D.
BOR	MURILLO, DAVID G.
BOR	PIMLEY, LOWELL D.
BSEE	SCHNEIDER, MARGARET N.
FWS	GOULD, ROWAN W.
FWS	GUERTIN, STEPHEN D.
NPS	O'DELL, MARGARET G.
OS/PMB	PLETCHER, MARY F.
OS/PMB	
OS/PMB	BURNS, SYLVIA W.
OS/PMB	THORSEN, KIMBERLEY A.
OSM	OWENS, GLENDA HUDSON
OST	SINGER, MICHELE F.
SOL	LOFTIN, MELINDA J.
SOL	HAUGRUD, KEVIN JACK
SOL	KEABLE, EDWARD T.
USGS	
USGS	KIMBALL, SUZETTE M.
BIA	LOUDERMILK, WELDON B.
BLM	CRIBLEY, BUD C
BOEM	KENDALL, JAMES J. JR.
FWS	HASKETT, GEOFFREY L.
NPS	FROST, HERBERT C.
SOL	DARNELL, JOSEPH D.
USGS	VACANT
FWS	DOHNER, CYNTHIA
NPS	AUSTIN, STANLEY J.
SOL	CLARK, HORACE G.
USGS	WEAVER, JESS D.
SOL	
BLM	WELCH, RUTH L.
FWS	WALSH, NOREEN E.
NPS	MASICA, SUE E.
OSM	VACANT
SOL	MCKEOWN, MATTHEW J.
USGS	ETHRIDGE, MAX M.
BLM	RUHS, JOHN F

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY ASST SECRETARY - MANAGEMENT	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, BUREAU OF INDIAN EDUCATION	WASHINGTON,DC
DEPUTY DIRECTOR FOR OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
REGIONAL DIRECTOR - MID PACIFIC REGION	SACRAMENTO,CALIFORNIA
DEPUTY COMMISSIONER - OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
DEPUTY DIRECTOR (OPERATIONS)	WASHINGTON,DC
DEPUTY DIRECTOR (PROG. MGMT. & PLCY)	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OPERATIONS	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - HUMAN CAPITAL AND DIVERSITY	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - TECHNOLOGY, INFORMATION AND BUSINESS SERVICES	WASHINGTON,DC
CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY ASSISTANT SECRETARY - PUBLIC SAFETY, RESOURCE PROTECTION AND EMERGENCY SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR	WASHINGTON,DC
PRINCIPAL DEPUTY SPECIAL TRUSTEE	WASHINGTON,DC
DESIGNATED AGENCY ETHICS OFFICIAL	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
DEPUTY SOLICITOR	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR	RESTON,VIRGINIA
DEPUTY DIRECTOR	RESTON,VIRGINIA
REGIONAL DIRECTOR - ALASKA	ANCHORAGE,ALASKA
STATE DIRECTOR - ALASKA	ANCHORAGE,ALASKA
ALASKA REGIONAL DIRECTOR	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ANCHORAGE	ANCHORAGE,ALASKA
REGIONAL DIRECTOR, ALASKA	ANCHORAGE,ALASKA
REGIONAL SOLICITOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ALASKA REGION	ANCHORAGE,ALASKA
REGIONAL DIRECTOR - ATLANTA	ATLANTA,GEORGIA
REGIONAL DIRECTOR, SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL SOLICITOR - SOUTHEAST REGION	ATLANTA,GEORGIA
REGIONAL DIRECTOR - SOUTHEAST REGION	NORCROSS,GEORGIA
REGIONAL SOLICITOR - NORTHEAST REGION	BOSTON, MASSACHUSETTS
STATE DIRECTOR - COLORADO	DENVER,COLORADO
REGIONAL DIRECTOR - DENVER	LAKWOOD,COLORADO
REGIONAL DIRECTOR, INTERMOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR, WESTERN REGION	DENVER,COLORADO
REGIONAL SOLICITOR - ROCKY MOUNTAIN REGION	LAKWOOD,COLORADO
REGIONAL DIRECTOR - SOUTHWEST REGION	LAKWOOD,COLORADO
STATE DIRECTOR - EASTERN STATES	SPRINGFIELD,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	1710	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	SAC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0480	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	2210	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0905	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
		1	DC	\$154,160	\$166,635	\$168,315	\$169,995
ES	1301	1	DC	\$164,955	\$166,635	\$168,315	\$169,995
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0340	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0905	2	AK	\$154,743	\$156,294	\$158,453	\$161,900
		2	AK	\$154,743	\$156,294	\$158,453	\$161,900
ES	0480	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0340	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	0905	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
ES	1301	2	ATL	\$148,041	\$149,525	\$151,388	\$154,332
		2	BOSTON	\$154,879	\$156,432	\$158,491	\$161,900
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0480	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
		2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0905	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	1301	2	CO	\$152,050	\$153,574	\$155,629	\$159,382
ES	0340	2	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
NPS	VACANT
USGS	RUSS, DAVID P.
USGS	CARL, LEON M.
FWS	WEBER, WENDI
BIA	ROSEN, DIANE K.
FWS	MELIUS, THOMAS O
NPS	CALDWELL, MICHAEL A.
BIA	BOWKER, BRYAN L.
BLM	SUAZO, RAYMOND
OSM	SHOPE, THOMAS D.
BIA	SPEAKS, STANLEY M.
BLM	PEREZ, JEROME E
FWS	THORSON, ROBYN
SOL	PETERSON, PENNY LYNN
BIA	PINTO, SHARON ANN
BIA	IMPSON, ROBERT K.
BIA	DEERINWATER, DANIEL J.
BIA	
BIA	
BIA	VACANT
BLM	PALMA, JUAN M
BLM	CONNELL, JAMIE E.
BLM	MURPHY, TIMOTHY M.
BLM	SIMPSON, DONALD A
BLM	LUEDERS, AMY L.
BOEM	RODI, JOHN L.
BOR	LEE, LORRI J
BOR	RYAN, MICHAEL J.
BOR	VACANT
BSEE	HERBST, LARS T.
NPS	VACANT
OS/PMB	BATHRICK, MARK L.
SOL	
BIA	WALKER, WILLIAM T.
BLM	JUEN, JESSE J.
FWS	TUGGLE, BENJAMIN N.
OST	CRAFF, ROBERT C.
OST	REYNOLDS, THOMAS G.
OST	RUGEN, CATHERINE E.
OST	BURCH, MELVIN E.
OST	WILLIAMS, MARGARET C.
OST	WHITE, JOHN ETHAN
OST	JAMES, JAMES D. JR.
OST	LORDS, DOUGLAS A.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL DIRECTOR, NATIONAL CAPITAL REGION	WASHINGTON,DC
REGIONAL DIRECTOR - NORTHEAST REGION	RESTON,VIRGINIA
REGIONAL DIRECTOR - MIDWEST REGION	ANN ARBOR,MICHIGAN
REGIONAL DIRECTOR - HADLEY	HADLEY,MASSACHUSETTS
REGIONAL DIRECTOR - MIDWEST	BLOOMINGTON,MINNESOTA
REGIONAL DIRECTOR - TWIN CITIES	MINNEAPOLIS,MINNESOTA
REGIONAL DIRECTOR, NORTHEAST REGION	PHILADELPHIA,PENNSYLVANIA
REGIONAL DIRECTOR - WESTERN	PHOENIX,ARIZONA
STATE DIRECTOR - ARIZONA	PHOENIX,ARIZONA
REGIONAL DIRECTOR, APPALACHIN REGION	GREEN TREE,PENNSYLVANIA
REGIONAL DIRECTOR - NORTHWEST	PORTLAND,OREGON
STATE DIRECTOR - OREGON	PORTLAND,OREGON
REGIONAL DIRECTOR - PORTLAND	PORTLAND,OREGON
REGIONAL SOLICITOR - PACIFIC NORTHWEST REGION	PORTLAND,OREGON
REGIONAL DIRECTOR - NAVAJO	GALLUP,NEW MEXICO
REGIONAL DIRECTOR - EASTERN OKLAHOMA	MUSKOGEE,OKLAHOMA
REGIONAL DIRECTOR - SOUTHERN PLAINS	ANADARKO,OKLAHOMA
REGIONAL DIRECTOR - GREAT PLAINS	ABERDEEN, SOUTH DAKOTA
REGIONAL DIRECTOR - ROCKY MOUNTAIN REGION	BILLINGS, MONTANA
REGIONAL DIRECTOR - EASTERN REGION	NASHVILLE, TENNESSEE
STATE DIRECTOR - UTAH	SALT LAKE CITY,UTAH
STATE DIRECTOR - MONTANA	BILLINGS,MONTANA
STATE DIRECTOR - IDAHO	BOISE,IDAHO
STATE DIRECTOR - WYOMING	CHEYENNE,WYOMING
STATE DIRECTOR - NEVADA	RENO,NEVADA
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR - PACIFIC NORTHWEST REGION	BOISE,IDAHO
REGIONAL DIRECTOR - GREAT PLAINS REGION	BILLINGS,MONTANA
REGIONAL DIRECTOR - UPPER COLORADO REGION	SALT LAKE CITY,UTAH
GULF OF MEXICO REGIONAL DIRECTOR	JEFFERSON,LOUISIANA
REGIONAL DIRECTOR, MIDWEST REGION	OMAHA, NEBRASKA
DIRECTOR, OFFICE OF AVIATION SERVICES	BOISE,IDAHO
REGIONAL SOLICITOR - INTERMOUNTAIN REGION	SALT LAKE CITY,UTAH
REGIONAL DIRECTOR - SOUTHWEST	ALBUQUERQUE,NEW MEXICO
STATE DIRECTOR - NEW MEXICO	SANTA FE,NEW MEXICO
REGIONAL DIRECTOR - ALBUQUERQUE	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
REGIONAL FIDUCIARY TRUST ADMINISTRATOR	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE FOR PROGRAM MANAGEMENT	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - FIELD OPERATIONS	ALBUQUERQUE,NEW MEXICO
DEPUTY SPECIAL TRUSTEE - TRUST SERVICES	ALBUQUERQUE,NEW MEXICO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1350	2	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	2	DET	\$153,998	\$155,542	\$157,490	\$160,699
ES	0480	2	HART	\$156,145	\$157,710	\$159,769	\$161,900
ES	0340	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0480	2	MINN	\$150,114	\$151,619	\$153,566	\$156,915
ES	0340	2	PHIL	\$151,144	\$152,659	\$154,731	\$158,385
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PHOE	\$144,901	\$146,354	\$148,274	\$151,608
ES	0340	2	PITT	\$144,417	\$145,865	\$147,717	\$150,701
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0480	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0905	2	PORT	\$149,357	\$150,854	\$152,794	\$155,930
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
		2	RUS	\$141,675	\$143,095	\$144,767	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0480	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120

SES Pay Categories Minimum Pay Levels  
2014 to present





SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
SOL	VACANT
BOR	FULP, TERRANCE J
OSM	BARCHENGER, ERVIN J
BIA	DUTSCHKE, AMY L.
BLM	KENNA, JAMES G
FWS	LOHOEFENER, RENNE R.
SOL	VACANT
USGS	SOGGE, MARK K.
USGS	VACANT
NPS	LEHNERTZ, CHRISTINE S.
ASIA	FREEMAN, SHAREE M.
BIA	CRUZAN, DARREN A.
BIA	ORTIZ, HANKIE P.
BIA	VACANT (HELEN RIGGS SELECTED)
BIA	SMITH, MICHAEL R.
BIE	FORREST, VICKI L.
BLM	ROBERSON, EDWIN L
BLM	LAURO, SALVATORE R.
BLM	CARTER-PFISTERER, CAROLE
BLM	VELASCO, JANINE M.
BLM	ROUNTREE, CARL D.
BLM	NEDD, MICHAEL D.
BLM	
BOEM	BROWN, WILLIAM Y
BOEM	ORR, L. RENEE
BOR	PAYNE, GRAYFORD F.
BSEE	MABRY, SCOTT L.
BSEE	MORRIS, DOUGLAS W.
FWS	HILDEBRANDT, BETSY J.
FWS	KURTH, JAMES W.
FWS	FRAZER, GARY D.
NPS	NEW (LENA MCDOWALL PROPOSED)
OS/PMB	CLEMENT, JOEL P.
OS/PMB	PULA, NIKOLAO IULI
OS/PMB	JOHNSTON, MICHAEL J.
OS/PMB	GLOMB, STEPHEN J.

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
REGIONAL SOLICITOR - SOUTHWEST REGION	ALBUQUERQUE,NEW MEXICO
REGIONAL DIRECTOR - LOWER COLORADO REGION	BOULDER CITY,NEVADA
REGIONAL DIRECTOR, MID CONTINENT REGIONAL COORDINATING CENTER	ALTON,ILLINOIS
REGIONAL DIRECTOR - PACIFIC	SACRAMENTO,CALIFORNIA
STATE DIRECTOR - CALIFORNIA	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - SACRAMENTO	SACRAMENTO,CALIFORNIA
REGIONAL SOLICITOR - PACIFIC SOUTHWEST REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - PACIFIC REGION	SACRAMENTO,CALIFORNIA
REGIONAL DIRECTOR - NORTHWEST REGION	SEATTLE, WASHINGTON
REGIONAL DIRECTOR, PACIFIC WEST REGION	OAKLAND,CALIFORNIA
DIRECTOR, OFFICE OF SELF GOVERNANCE	WASHINGTON,DC
DEPUTY DIRECTOR - JUSTICE SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - INDIAN SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - TRUST SERVICES	WASHINGTON,DC
DEPUTY DIRECTOR - FIELD OPERATIONS	WASHINGTON,DC
DEPUTY DIRECTOR - SCHOOLS OPERATIONS	WASHINGTON,DC
ASSISTANT DIRECTOR, RENEWABLE RESOURCES AND PLANNING	WASHINGTON,DC
DIRECTOR, LAW ENFORCEMENT, SECURITY AND PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR, HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS, FISCAL AND INFORMATION RESOURCES MANAGEMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, NATIONAL LANDSCAPE CONSERVATION SYSTEM AND COMMUNITY PARTNERSHIPS	WASHINGTON,DC
ASSISTANT DIRECTOR, MINERALS, REALTY AND RESOURCE PROTECTION	WASHINGTON,DC
ASSISTANT DIRECTOR FOR COMMUNICATIONS AND PUBLIC RELATIONS	WASHINGTON,DC
CHIEF ENVIRONMENTAL OFFICER	WASHINGTON,DC
STRATEGIC RESOURCES CHIEF	WASHINGTON,DC
DEPUTY COMMISSIONER, PROGRAM, ADMINISTRATION AND BUDGET	WASHINGTON,DC
ASSOCIATE DIRECTOR FOR ADMINISTRATION	WASHINGTON,DC
REGULATORY PROGRAMS CHIEF	WASHINGTON,DC
ASSISTANT DIRECTOR - EXTERNAL AFFAIRS	WASHINGTON,DC
CHIEF, NATIONAL WILDLIFE REFUGE SYSTEM	WASHINGTON,DC
ASSISTANT DIRECTOR - ENDANGERED SPECIES	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DIRECTOR, OFFICE OF INSULAR AFFAIRS	WASHINGTON,DC
DIRECTOR, BUSINESS INTEGRATION OFFICE	HERNDON,VIRGINIA
DIRECTOR, OFFICE OF RESTORATION AND DAMAGE ASSESSMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		2	RUS/ALB	\$141,675	\$143,095	\$144,792	\$147,120
ES	0340	2	RUS/LV	\$141,675	\$143,095	\$145,020	\$147,120
ES	0340	2	RUS/STL	\$141,675	\$143,095	\$144,944	\$147,120
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0340	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0480	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
ES	0401	2	SAC	\$151,653	\$153,173	\$155,224	\$158,730
		2	SEA	\$151,169	\$152,684	\$154,871	\$158,858
ES	0340	2	SJ/SF/OAK	\$157,100	\$158,700	\$160,300	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC		Position est 2016	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0480	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	BURDEN, JOHN W.
OS/PMB	FLANAGAN, DENISE A.
OS/PMB	BROUN, LAURENCE I.
OS/PMB	MULHERN, THOMAS A.
OS/PMB	GLENN, DOUGLAS A
OS/PMB	ROSS, JOHN W
OS/PMB	HUMBERT, HARRY L
OS/PMB	GOULD, GREGORY J.
OS/PMB	WARD, JOSEPH M JR
OS/PMB	GOODWIN, JANET A.
OS/PMB	BECK, RICHARD T.
OS/PMB	IUDICELLO, FAY S.
OS/PMB	SONDERMAN, DEBRA E.
OS/PMB	DOUGLAS, JAMES C.
OS/PMB	TAYLOR, WILLIE R.
OS/PMB	VACANT
OSM	RIDEOUT, STERLING J. JR
OSM	WORONKA, THEODORE
OST	DAVIS, MARK H
SOL	HAWBECKER, KAREN S.
SOL	BROWN, LAURA B.
SOL	
SOL	ROTH, BARRY N.
SOL	BERRIGAN, MICHAEL J.
SOL	SIMMONS, SHAYLA F.
SOL	VACANT
USGS	THORNHILL, ALAN D.
USGS	VACANT (JOSE ARAGON SELECTED)
USGS	GALLAGHER, KEVIN T
USGS	WERKHEISER, WILLIAM H.
USGS	WAINMAN, BARBARA W.
USGS	APPLEGATE, JAMES D. R.
USGS	KINSINGER, ANNE E.
USGS	VACANT
USGS	VACANT

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
CHIEF DIVERSITY OFFICER/DIRECTOR, OFFICE OF CIVIL	WASHINGTON,DC
DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
DIRECTOR, OFFICE OF EMERGENCY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF HUMAN RESOURCES	WASHINGTON,DC
DIRECTOR, OFFICE OF FINANCIAL MNGT & DEPUTY CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF VALUATION SERVICES	WASHINGTON,DC
DIRECTOR, OFFICE OF LAW ENFORCEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE	WASHINGTON,DC
DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DIRECTOR, OFFICE OF PLANNING AND PERFORMANCE MANAGEMENT	WASHINGTON,DC
DIRECTOR, EXECUTIVE SECRETARIAT AND OFFICE OF REGULATORY AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DIRECTOR, OFFICE OF WILDLAND FIRE COORDINATION	WASHINGTON,DC
DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
CHIEF LEARNING OFFICER/DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSISTANT DIRECTOR, PROGRAM SUPPORT	WASHINGTON,DC
ASSISTANT DIRECTOR FOR FINANCE AND ADMINISTRATION	WASHINGTON,DC
DEPUTY SPECIAL TRUSTEE FOR BUSINESS MANAGEMENT	WASHINGTON,DC
ASSOCIATE SOLICITOR - MINERAL RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - LAND RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - WATER RESOURCES	WASHINGTON,DC
ASSOCIATE SOLICITOR - PARKS AND WILDLIFE	WASHINGTON,DC
ASSOCIATE SOLICITOR - GENERAL LAW	WASHINGTON,DC
ASSOCIATE SOLICITOR - ADMINISTRATION	WASHINGTON,DC
ASSOCIATE SOLICITOR - INDIAN AFFAIRS	WASHINGTON,DC
DIRECTOR, OFFICE OF SCIENCE QUALITY AND INTEGRITY	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ADMINISTRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR CORE SCIENCE SYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR WATER	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR COMMUNICATIONS AND PUBLISHING	RESTON,VIRGINIA
ASSOCIATE DIR FOR NATURAL HAZARDS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ECOSYSTEMS	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR BUDGET, PLANNING AND INTEGRATION	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR ENERGY AND MINERALS AND ENVIRONMENTAL HEALTH	RESTON,VIRGINIA

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0560	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0201	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0505	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1811	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1102	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0905	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0340	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1301	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	0401	3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900

SES Pay Categories Minimum Pay Levels  
2014 to present



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
USGS	VACANT
USGS	
USGS	BALES, JERAD D.
BLM	VACANT
BOR	LUEBKE, THOMAS A
BOR	MULLER, BRUCE C JR
BOR	CORDOVA-HARRISON, ELIZABE
BOR	GONZALES-SCHREINER, ROSEA
NPS	WHITTINGTON, SAMUEL Q.
OS/PMB	TSCHUDY, DEBORAH GIBBS
ASIA	BEARPAW, GEORGE WATIE
ASIA	SCHOCK, JAMES H.
ASIA	HART, PAULA L.
ASIA	LAROCHE, DARRELL WILLIAM
ASIA	ATKINSON, KAREN J
ASIA	BURCKMAN, JAMES N.
BOR	WOLF, ROBERT W
FWS	FORD, JEROME E.
FWS	SLACK, JAMES J.
FWS	ARROYO, BRYAN
FWS	SOUZA, PAUL
FWS	HOSKINS, DAVID WILLIAM
FWS	RAUCH, PAUL A.
FWS	BOLTON, HANNIBAL
FWS	WOODY, WILLIAM C.
FWS	SHEEHAN, DENISE E.
NPS	WASHBURN, JULIA L.
NPS	MCDOWALL, LENA E
NPS	VACANT (RAYMOND SAUVAJOT SELECTED)
NPS	VOGEL, ROBERT A.
NPS	TOOTHMAN, STEPHANIE S.
NPS	SHOLLY, CAMERON H
NPS	KNOX, VICTOR W.
NPS	REYNOLDS, MICHAEL T.
NPS	
OS/PMB	GROSS, LAWRENCE NMN JR.
OS/PMB	TABER, TERESA RENEE

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR CLIMATE AND LAND USE CHANGE	RESTON,VIRGINIA
ASSOCIATE DIRECTOR FOR HUMAN CAPITAL	RESTON,VIRGINIA
CHIEF SCIENTIST FOR HYDROLOGY	RESTON,VIRGINIA
DIRECTOR, NATIONAL OPERATIONS CENTER	LAKWOOD,COLORADO
DIRECTOR, TECHNICAL SERVICE CENTER	LAKWOOD,COLORADO
DIRECTOR, SAFETY, SECURITY AND LAW ENFORCEMENT	LAKWOOD,COLORADO
DIRECTOR, MANAGEMENT SERVICES OFFICE	LAKWOOD,COLORADO
DIRECTOR, POLICY AND ADMINISTRATION	LAKWOOD,COLORADO
MANAGER, DENVER SERVICE CENTER	LAKWOOD,COLORADO
DEPUTY DIRECTOR, OFFICE OF NATURAL RESOURCES REVENUE MANAGEMENT	LAKWOOD,COLORADO
BUDGET OFFICER	WASHINGTON,DC
CHIEF FINANCIAL OFFICER	WASHINGTON,DC
DIRECTOR, OFFICE OF INDIAN GAMING MANAGEMENT	WASHINGTON,DC
DIRECTOR, FACILITIES, PROPERTY AND SAFETY	RESTON,VIRGINIA
DIRECTOR, INDIAN ENERGY AND ECONOMIC DEVELOPMENT	WASHINGTON,DC
DIRECTOR OF HUMAN CAPITAL MANAGEMENT	WASHINGTON,DC
DIRECTOR, PROGRAM AND BUDGET	WASHINGTON,DC
ASSISTANT DIRECTOR - MIGRATORY BIRD PROGRAMS	ARLINGTON,VIRGINIA
DIRECTOR, NATIONAL CONSERVATION TRAINING CENTER	SHEPHERDSTOWN, WEST VIRGI
ASSISTANT DIRECTOR - INTERNATIONAL AFFAIRS	WASHINGTON,DC
ASSISTANT DIRECTOR FOR SCIENCE APPLICATION	WASHINGTON,DC
ASSISTANT DIRECTOR - FISHERIES AND HABITAT CONSERVATION	WASHINGTON,DC
ASSISTANT DIRECTOR - BUSINESS MANAGEMENT AND OPERATIONS	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - WILDLIFE AND SPORTFISH RESTORATION PROGRAMS	WASHINGTON,DC
CHIEF, OFFICE OF LAW ENFORCEMENT	ARLINGTON,VIRGINIA
ASSISTANT DIRECTOR - BUDGET, PLANNING AND HUMAN CAPITAL	ARLINGTON,VIRGINIA
ASSOCIATE DIRECTOR, INTERPRETATION AND EDUCATION	WASHINGTON,DC
ASSISTANT DIRECTOR, BUSINESS SERVICES	WASHINGTON,DC
ASSOCIATE DIRECTOR, NATURAL RESOURCES STEWARDSHIP AND SCIENCE	WASHINGTON,DC
SUPERINTENDENT, NATIONAL MALL AND MEMORIAL PARKS	WASHINGTON,DC
ASSOCIATE DIRECTOR, CULTURAL RESOURCES	WASHINGTON,DC
ASSOCIATE DIRECTOR, VISITOR RESOURCE AND PROTECTION	WASHINGTON,DC
ASSOCIATE DIRECTOR, PARKS PLANNING, FACILITIES AND LANDS	WASHINGTON,DC
ASSOCIATE DIRECTOR, WORKFORCE MANAGEMENT	WASHINGTON,DC
COMPTRROLLER	WASHINGTON,DC
DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF FINANCIAL MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
		3	DC	\$154,160	\$155,705	\$157,971	\$161,900
ES	1315	3	DC	\$137,494	\$155,705	\$157,971	\$161,900
		4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0340	4	CO	\$135,612	\$136,970	\$138,803	\$142,151
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0501	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0301	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0480	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1811	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0341	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0025	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0505	4	DC	\$137,494	\$138,871	\$140,892	\$144,945

SES Pay Categories Minimum Pay Levels  
2014 to present

SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	GRAZIANO, ANGELA V.
OS/PMB	MCCAFFERY, JAMES G.
OS/PMB	MOSS, ADRIANNE L.
OS/PMB	MENTORE-SMITH, HOPE Y.
OS/PMB	GIDNER, JEROLD L.
OS/PMB	ESQUIVEL, FRANCIS O.
OS/PMB	FERRITER, OLIVIA B.
OS/PMB	BLANCHARD, MARY JOSIE
NPS	VACANT (PEDRO RAMOS SELECTED)
BIE	NEW
NPS	LAIRD, JOSHUA RADBILL
BLM	VACANT
NPS	VELA, RAYMOND DAVID
NPS	VACANT (CASSIUS CASH SELECTED)
NPS	UBERUAGA, DAVID V.
NPS	NEUBACHER, DONALD L.
NPS	WENK, DANIEL N.
USGS	KELLY, FRANCIS P.
BIE	
BIE	HAMLEY, JEFFREY L.
BIE	VACANT
NPS	DICKINSON, WILLIAM K.
NPS	DEAN, FRANCIS J.
BIA	HANNA, JEANETTE D.
BOR	QUINT, ROBERT J
OS/PMB	ESTENOZ, SHANNON A.
OS/PMB	WILLIAMS, LC
OS/PMB	HARTLEY, DEBORAH J.
OS/PMB	STEWART, JAMES D.
OS/PMB	BEALL, JAMES W
OS/PMB	AWNI, MUHAMMAD H.
OS/PMB	GOKLANY, INDUR M.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
DEPUTY DIRECTOR, INTERIOR BUSINESS CENTER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ACQUISITION AND PROPERTY MANAGEMENT	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF BUDGET	WASHINGTON,DC
PRINCIPAL DEPUTY DIRECTOR, OFFICE OF HEARINGS AND APPEALS	ARLINGTON,VIRGINIA
DEPUTY DIRECTOR, OFFICE OF STRATEGIC EMPLOYEE AND ORGANIZATION DEVELOPMENT	WASHINGTON,DC
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF POLICY ANALYSIS	WASHINGTON,DC
DEPUTY DIRECTOR, OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE	WASHINGTON,DC
SUPERINTENDENT, EVERGLADES NATIONAL PARK	MIAMI-DADE,FLORIDA
ASSOCIATE DEPUTY DIRECTOR - TRIBALLY CONTROLLED SCHOOLS	BLOOMINGTON,MINNESOTA
EXECUTIVE DIRECTOR, NATIONAL PARKS OF NEW YORK HARBOR	NEW YORK, NEW YORK
ASSISTANT DIRECTOR, FIRE AND AVIATION	BOISE,IDAHO
SUPERINTENDENT, GRAND TETON NATIONAL PARK	MOOSE,WYOMING
SUPERINTENDENT, GREAT SMOKY MOUNTAIN NATIONAL PARK	GATLINBURG,TENNESSEE
SUPERINTENDENT, GRAND CANYON NATIONAL PARK	GRAND CANYON,ARIZONA
SUPERINTENDENT, YOSEMITE NATIONAL PARK	YOSEMITE NATL PARK,CALIF
SUPERINTENDENT, YELLOWSTONE NATIONAL PARK	YELLOWSTONE PARK,WYOMING
DIRECTOR, EARTH RESOURCES OBSERVATION AND SCIENCE CENTER AND SPACE POLICY ADVISOR	SIoux FALLS,SOUTH DAKOTA
ASSOCIATE DEPUTY DIRECTOR - BIE CONTROLLED SCHOOLS	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - COMPLIANCE, MONITORING AND ACCOUNTABILITY	ALBUQUERQUE,NEW MEXICO
ASSOCIATE DEPUTY DIRECTOR - NAVAJO	ALBUQUERQUE,NEW MEXICO
SUPERINTENDENT, LAKE MEAD NATIONAL RECREATION AREA	BOULDER CITY,NEVADA
PARK MANAGER, GOLDEN GATE NATIONAL RECREATION AREA	SAN FRANCISCO,CALIFORNIA
SPECIAL ASST TO THE DIRECTOR, BUREAU OF INDIAN SENIOR ADVISOR	WASHINGTON,DC
DIRECTOR, EVERGLADES RESTORATION INITIATIVES/EXECUTIVE DIRECTOR, SOUTH FLORIDA ECOSYSTEM RESTORATION TASK FORCE	MIAMI,FLORIDA
ASSOCIATE DIRECTOR, HUMAN RESOURCES DIRECTORATE	LAKWOOD,COLORADO
ASSOCIATE DEPUTY CHIEF INFORMATION OFFICER	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR FINANCIAL AND PROGRAM MANAGEMENT	LAKWOOD,COLORADO
CHIEF FINANCIAL OFFICER	HERNDON,VIRGINIA
ASSOCIATE DIRECTOR, FACILITY AND PROPERTY SENIOR ADVISOR	WASHINGTON,DC
CHIEF STRATEGY AND PERFORMANCE MANAGEMENT	WASHINGTON,DC

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	1102	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0560	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0201	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	2210	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
ES	0340	4	DC	\$137,494	\$138,871	\$140,892	\$144,945
		4	MIAMI	\$133,698	\$135,036	\$136,680	\$139,277
		4	MINN	\$126,359	\$135,226	\$136,962	\$139,950
ES	0301	4	NY	\$142,475	\$143,901	\$145,882	\$149,643
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
		4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	0025	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1301	4	RUS	\$126,359	\$127,624	\$129,115	\$131,214
ES	1701	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	1720	4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
		4	RUS/ALB	\$126,359	\$127,624	\$129,137	\$131,214
ES	0025	4	RUS/LV	\$126,359	\$127,624	\$129,341	\$131,214
ES	0025	4	SJ/SF/OAK	\$149,592	\$151,090	\$153,278	\$157,569
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	MIAMI	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	2210	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0501	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present



SES Pay Categories Minimum Pay Levels  
2014 to present

Bureau	Name
OS/PMB	ONEILL, KEITH JAMES
OS/PMB	
OS/PMB	WAYSON, THOMAS C.
OS/PMB	ANDREW, JONATHAN M.
OS/PMB	SALOTTI, CHRISTOPHER P.
OS/PMB	BAYANI, THERESA WALSH
OS/PMB	MEHLHOFF, JOHN J.
OS/PMB	

SES Pay Categories Minimum Pay Levels  
2014 to present

Position Title	Location
ASSOCIATE DIRECTOR FOR ACQUISITION SERVICES	WASHINGTON,DC
CHIEF, DIVISION OF BUDGET AND PROGRAM REVIEW	WASHINGTON,DC
CHIEF, BUDGET ADMINISTRATION AND	WASHINGTON,DC
INTERAGENCY BORDERLAND COORDINATOR	WASHINGTON,DC
LEGISLATIVE COUNSEL	WASHINGTON,DC
PROGRAM DIRECTOR FOR AUDIT AND COMPLIANCE MANAGEMENT	LAKWOOD,COLORADO
PROGRAM DIRECTOR FOR COORDINATION, ENFORCEMENT, VALUATION AND APPEALS	LAKWOOD,COLORADO
ASSOCIATE DIRECTOR, FINANCIAL MANAGEMENT DIRECTORATE	LAKWOOD,COLORADO

SES Pay Categories Minimum Pay Levels  
2014 to present

Pay Plan	Occ Ser	ERB Approved Category	Locality Area	Minimum Salary 2014	Minimum Salary 2015	Minimum Salary 2016	Minimum Salary 2017
ES	1102	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
		5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0560	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0301	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0905	5	DC	\$120,748	\$121,953	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
ES	0340	5	CO	\$120,748	\$121,956	\$123,175	\$124,406
		5	CO	\$120,748	\$121,956	\$123,175	\$124,406

SES Pay Categories Minimum Pay Levels  
2014 to present

## **Senior Executive Service Pay Setting Policy November 2014**

### **PURPOSE**

The purpose of this Regulation is to set forth the Department of the Interior's (DOI) policy on pay setting for Career and Limited-Term Senior Executive Service new appointments, reassignments, and transfer actions.

### **AUTHORITY**

This policy complies with 5 U.S.C. 5382 et seq. and Title 5 Code of Federal Regulations (CFR) 534, Subpart D, Pay and Performance Awards Under the SES.

### **DELEGATIONS OF AUTHORITY**

Bureau and Office Heads are responsible for recommending and justifying the salary levels for SES employees appointed, reassigned, and transferred to their Bureau or Office and for recommending category designations for positions under their area of authority in accordance with the guidance set out in this policy.

The Executive Resources Board (ERB), as delegated by the Secretary, retains the authority to approve final salary determinations for all SES employees and for approving exceptions to the 12-month rule.

### **DEFINITIONS**

**Bureaus:** Refers to mission areas or agencies within the Department of the Interior (such as National Park Service or Bureau of Land Management).

**Office:** Staff level office whose head reports to the Secretary of the Interior (such as Office of the Solicitor or Assistant Secretary – Policy, Management and budget)

**Agency Head:** The head of the Department of Interior (DOI) agency or an official who has been delegated the authority to act for the head of the agency in the matter concerned.

**Category Structure:** A five-level system that groups positions with common characteristics. Category levels delineate the importance of different positions by placing emphasis on the characteristics of positions such as impact on mission, level of complexity, span of control, inherent authority, scope and breath of responsibility and influence in national security matters.

## **RESPONSIBILITIES**

The ERB is responsible for setting policy and providing overall technical guidance and direction for this policy.

The Chief Human Capital Officer is responsible for serving as a key advisor to the ERB on SES pay, as well as providing executive oversight of the implementation of this policy.

Bureau and Office Heads are responsible for adhering to this policy and for reporting to ERD as requested. They are responsible for ensuring compliance with the provisions of this policy so that the processes associated with managing it are fair, equitable, credible, and transparent. They are responsible for recommending category designations for positions under their area of authority.

The Executive Resources Division (ERD), Office of Human Resources shall provide staff assistance to Bureaus and Offices and monitor compliance with Departmental policy. The ERD will report to the Office of Personnel Management as required.

## **GENERAL GUIDELINES FOR SETTING AND ADJUSTING OF SES PAY**

The SES pay range has a minimum rate of basic pay equal to 120 percent of the rate for GS-15, step 1, and a maximum rate of basic pay equal to the rate for Level III of the Executive Schedule. Agencies certified under 5 U.S.C. 5307(d) as having a performance appraisal system which, as designed and applied, makes meaningful distinctions based on relative performance, have a maximum rate of basic pay equal to the rate for Level II of the Executive Schedule.

## **12-MONTH RULE**

Pursuant to 5 CFR 534.404(c), a senior executive's rate of basic pay may not be adjusted more than once during a 12-month period. This is commonly referred to as the 12-month rule. A pay increase made as a result of a determination to approve an exception to the 12-month rule is considered a pay adjustment and begins a new 12-month period.

## **EXCEPTIONS TO THE 12-MONTH RULE**

SES employees may receive an increase in base pay more than once during a 12-month period for the following reasons:

- For an exceptionally meritorious accomplishment that significantly contributes to the Agency's performance;

- When it is necessary to reassign an executive to a position with substantially greater scope and responsibility or to recruit a senior executive with superior leadership or other competencies from a position in another agency;
- For the retention of a senior executive who is critical to the mission of the agency and who would be likely to leave the agency in the absence of a pay increase; and
- To align a senior executive with the agency's senior executive appraisal and pay adjustment cycle.

**CATEGORY STRUCTURE**

All DOI SES positions will be classified into 5 categories based upon the position characteristics described in Table 1 for initial salary setting purposes. The category structure is a tool to promote a common understanding of position differences, and a common perspective about the relationship of these differences on mission outcomes. If a position has a higher or greater scope and a bureau or office feels that an exception to the category needs to be granted, they can follow exhibit 3 to request approval. Exceptions should be rare and will require review by ERD and approval by the ERB.

**Table 1**

<b>Category</b>	<b>Description</b>	<b>Minimum Pay</b>
Category 1 <i>No more than 15% of Career SES positions shall be designated as Category 1 positions.</i>	Highest level of responsibility for organization performance or mission delivery at the Department or Bureau/Office headquarters level. Category 1 positions are the senior leadership positions that are most critical for mission success. The positions have the most significant levels of latitude and responsibility as indicated by degree of policy and decision-making authority. The impact is extraordinary and substantially furthers the Department's objectives and strategic goals.	5% above the GS-15 step 10 for the Washington, DC metropolitan area
Category 2	Has major impact on organizational performance or mission delivery at a regional or state level. Included within Category 2 are the BLM State Directors and Regional Directors (all other bureaus).	GS-15 step 08 in the locality of the position

<b>Category</b>	<b>Description</b>	<b>Minimum Pay</b>
Category 3	Has major impact on organizational performance or mission delivery at a headquarters level. The impact is tangible and furthers the Department's objectives and strategic goals. Category 3 positions have responsibility for Department-wide policy programs or operations and/or critical bureau operational or programmatic responsibilities.	GS-15 step 08 in the Washington, DC locality area
Category 4	Significant responsibility for organizational performance or mission delivery. Can be at the headquarters or field level.	GS-15 step 04 for the locality of the position
Category 5	Moderate degree of responsibility for organizational performance and mission delivery. The scope of responsibility is well-defined. Can be at the headquarters or field level.	SES pay range minimum

The salary levels will be adjusted commensurate with any annual adjustment awarded by Executive Order each year.

#### **UPON INITIAL APPOINTMENT TO THE SES**

An individual receiving an initial appointment to a DOI SES position will be placed in the category which their position has been designated. The category of each position will determine the pay minimum for that position. Individuals can be compensated above the minimum but not below. This category structure ensures comparability and transparency in SES positions and compensation management across the Department.

Note: Limited Term SES positions will be evaluated and assigned a category when they are established and classified.

#### *Initial Appointment of External Appointees*

Once a decision has been made regarding the appropriate category in which an employee should be placed, initial pay recommendations within the appropriate category should be based on the following factors:

- The nature and quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position.
- The individual's current pay.
- The individual's current responsibilities.
- The scope of authority and responsibility of the SES position to which the individual is being appointed.



- The geographic location of the position to which the employee is being appointed.

#### *Initial Appointment of Current Federal Employees*

The information below should be used as the guide when making recommendations to the ERB on establishing the initial pay rate for current Federal employees entering the SES.

**Below Six Percent:** This amount may be recommended for individuals who will be performing work similar to their current duties with respect to scope and responsibility. For example, individuals placed into the SES that are GS-15/10 will already be earning considerably more than the entry level pay for the SES, and in these instances, pay increases below six percent may be appropriate.

**Six to Nine Percent:** This is the typical amount recommended for individuals entering SES positions, i.e., the incumbent has strong credentials and will occupy a position with responsibility that is clearly greater than their current position.

**Above Nine to Twelve Percent:** This amount may be recommended when the position has a Department-wide impact and the candidate brings special skills and qualifications to the position that would be difficult to find even with a nationwide search.

**Above Twelve Percent:** This amount should only be recommended when the position has a nationwide impact and the individual leads a program critical to the Department's mission.

#### *Setting Pay Above Executive Level III Upon Initial Appointment*

In accordance with 5 CFR 534.403(a), rates of basic pay above the rate for level III of the Executive Schedule, but less than or equal to the rate of level II of the Executive Schedule generally are reserved for those newly appointed senior executives who possess superior leadership or other competencies. Cases reviewed by the ERB must present a strong business case for exceeding EX-III, including (but not limited to) the following criteria:

- Quality of the appointee's skills, competencies, and accomplishments,
- Candidate's existing salary and salary history, or a more competitive written offer from a different employer,
- Documented disparities between Federal and non-Federal salaries for the skills required in the position,
- Existing labor market conditions and employment trends,
- Availability of candidates for the position.

#### **UPON REASSIGNMENT OR TRANSFER IN THE SES**

Employees being reassigned to positions with similar scope and responsibility to their current positions are reassigned at their current pay rate. This observes OPM's "12-month" rule in 5 CFR 534.404(c), which permits agencies to adjust the pay of a senior executive "not more than once during any 12-month period."

OPM's regulations allow the ERB Chairperson to approve an increase if it can be determined through a business case presentation that "a pay increase is necessary to reassign a senior executive to a position with substantially greater scope and responsibility..."

In such an instance, the requesting office must produce an assessment of how the two positions differ and what the substantially greater scope and responsibilities are. In these cases, pay increases upon reassignment are typically 6% of current salary.

Additionally, when a geographic move is involved, and the cost of living is significantly higher at the new duty station, the ERB will consider a Bureau or Office's business case for exceeding 6%.

The following factors can be considered in these cases:

- Comparable pay for like SES positions;
- Loss of locality pay for employees moving from a GS or comparable position into the SES and for those employees who transfer to higher locality areas to accept DOI SES position;
- Functional and program responsibilities, including geographic scope (e.g., local, regional, national, or international), budget size, and impact on the accomplishment of the agency's and organization's mission;
- Organizational characteristics, including the level in the agency where the position is located, and the size and complexity of the organization (including subordinate organizational units);
- Degree and scope of executive, managerial, and/or supervisory authorities and responsibilities;
- Level and purpose of contacts (Contacts should be essential for successful performance of the work, be a recurring requirement of the position, and have a demonstrable impact on the difficulty and responsibility of the position).

This provision is not intended to replace a relocation allowance; rather, it is intended to provide Bureaus and Offices with flexibility to encourage service in SES in locations that have a higher cost of living.

## **PAY FOR PERFORMANCE SALARY SETTING DETERMINATION**

Pay adjustment and performance award decisions will be made by the Executive Resources Board annually, subject to budgetary constraints. Prior to convening the annual Performance Review Boards, the ERB will publish the approved ranges for pay increases and performance awards based on an executive's annual performance appraisal. The category system is to be used only for initial pay setting purposes. There is nothing in this policy to restrict an SES from exceeding any category level after initial pay setting through the pay for performance system or as an exception to the 12-month rule.

## **BUREAU AND STAFF PAY SETTING RECOMMENDATION REQUESTS**

Bureaus and Offices should follow the examples shown in Exhibits 1, 2, and 3, as appropriate, to request and justify an SES employee's pay for new appointments, reassignments, transfers and exceptions to the category structure.

Bureaus and Offices wishing to provide more than one pay adjustment in a 12-month period must specify in their selection or reassignment package that they are seeking an exception to the 12-month rules and specifically address why the exception might be justified. The pay rate analysis should also note the rationale supporting the request.

**EXHIBIT 1**

**SAMPLE**

**Pay Justification for Initial Pay Setting  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Upon conversion to the SES, he/she is eligible for a pay increase as recommended by the agency head/selecting official. (Selectee name) current salary is (amount) per year. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification: (provide rationale of agency's determination of the appropriate rate of pay based on the nature and the quality of the individual's experience, qualifications, and accomplishments as they relate to the requirements of the SES position, and the employee's current responsibilities as outlined in the SES pay policy.)

Recommendation: Based on (Selectee's name) experience, qualifications, and accomplishments as they relate to the requirements of the SES position, we are recommending a pay increase of \_\_\_\_\_ (percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 2**

**SAMPLE**

**Pay Justification for Reassignment or Transfer  
(This document is to be included with the ERB appointment request)**

Subject: Pay Justification for (name), tentative selectee for Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Selectee name) was recently selected for the subject position. Consistent with the pay setting policy the position is most closely in category \_\_\_\_\_.

Justification:

Justification: (Bureau or Office name) requests an increase in (employee name) salary from (current salary) to (proposed salary). The (Bureau or Office name) has determined that this pay increase, an exception to the 12- month rule, is necessary to (Provide reason and rationale for the pay recommendation, including current salary, proposed salary, factors taken into consideration, and any applicable data/information to support the request). Consistent with the pay setting policy the position is in category \_\_\_\_.

Recommendation: Based on (Selectee's name) experience and qualifications, as well as the factors outlined above, we are recommending a pay increase of \_\_\_\_\_(percentage) for total salary of \_\_\_\_\_ (dollar amount).

**EXHIBIT 3**

**SAMPLE**

**Request for SES Category Change Recommendation  
(This document is to be included with the ERB recruitment request)**

Subject: Senior Executive Service (SES) position of (position title), (series), (organization)

Background: (Position) is currently in category \_\_\_\_\_. Positions meeting the criteria of band definitions can be placed into another existing band with the approval of an exception. Consistent with the pay setting policy and exhibit 1, the position is most closely in category \_\_\_\_\_.

JUSTIFICATION: (Bureau or Office name) requests a category change for (position), from (current category) to (proposed category). The Bureau or Office has determined that this position is an exception to the category system and has a substantially greater scope and responsibility than category \_\_\_\_\_. (Provide specific details of determination.)

\_\_\_\_\_ Approve

\_\_\_\_\_ Disapprove

\_\_\_\_\_  
For the Executive Resources Board

\_\_\_\_\_  
Date

**To:** dts@fws.gov[dts@fws.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-08-29T06:25:00-04:00  
**Importance:** Normal  
**Subject:** out of office Re: DTS Assignment--SES Reassignments: Document and information request  
**Received:** 2017-08-29T06:26:03-04:00

I will be out of the office beginning August 28, 2017 and returning September 11, 2017. While I am out of the office, Alesia Pierre-Louis will be acting. Alesia can be reached at (202) 513-7671. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** karen.richardson@sol.doi.gov[karen.richardson@sol.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-08-29T08:25:00-04:00  
**Importance:** Normal  
**Subject:** out of office Re: DTS Assignment--SES Reassignments: Document and information request  
**Received:** 2017-08-29T09:23:46-04:00

I will be out of the office beginning August 28, 2017 and returning September 11, 2017. While I am out of the office, Alesia Pierre-Louis will be acting. Alesia can be reached at (202) 513-7671. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



**To:** joseph.austin@bia.gov[joseph.austin@bia.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-09-05T10:53:58-04:00  
**Importance:** Normal  
**Subject:** out of office RE: Guidance on Bureau To Bureau Transfer  
**Received:** 2017-09-05T10:54:14-04:00

I will be out of the office beginning August 28, 2017 and returning September 11, 2017. While I am out of the office, Alesia Pierre-Louis will be acting. Alesia can be reached at (202) 513-7671. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** john\_montel@ost.doi.gov[john\_montel@ost.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-09-05T11:09:07-04:00  
**Importance:** Normal  
**Subject:** out of office Re: Guidance on Bureau To Bureau Transfer  
**Received:** 2017-09-05T11:09:16-04:00

I will be out of the office beginning August 28, 2017 and returning September 11, 2017. While I am out of the office, Alesia Pierre-Louis will be acting. Alesia can be reached at (202) 513-7671. If you need immediate assistance, please contact Jean Parrish at (202) 208-2468.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** mary\_pletcher@ios.doi.gov[mary\_pletcher@ios.doi.gov]  
**From:** Michelle Oxyer (via Google Drive)  
**Sent:** 2017-10-02T16:39:37-04:00  
**Importance:** Normal  
**Subject:** Documentation - Reassignments - Invitation to collaborate  
**Received:** 2017-10-02T16:39:41-04:00

michelle\_oxyer@ios.doi.gov has invited you to **contribute to** the following shared folder:

## Documentation - Reassignments

Open

Google Drive: Have all your files within reach from any device.

Google Inc. 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**From:** Oxyer, Michelle  
**Sent:** 2017-10-18T11:25:45-04:00  
**Importance:** Normal  
**Subject:** IPA  
**Received:** 2017-10-18T11:25:52-04:00  
[2016 Desk Guide IPA info.pdf](#)  
[2016 SES Desk Guide 81.pdf](#)

It was in two different places in the guide.

**Michelle Oxyer**

Acting Human Resources Officer  
Office of Surface Mining Reclamation and Enforcement  
Phone 202-208-2590  
[moxyer@osmre.gov](mailto:moxyer@osmre.gov)

Select agencies will phase this annual process in over the period of 3 years (beginning in October 2016); however, OPM recommends every agency participating in executive rotations (agencies with 20 or more SES positions) establish and implement this or a similar process, to inform selection of executives for rotation or reassignment.

The annual talent management and succession planning process should take into consideration the capacity, potential, and career development needs of an executive before recommending development activities (e.g. reassignment, detail, coaching). The process is a series of structured, facilitated meetings involving the review of each executive's key strengths, career goals, stage of readiness, and areas for development. The agency Executive Resources Board (ERB), or equivalent, and the executive's supervisor should participate in the meeting. The information from these meetings is used to inform the executive's formal development activities for the year. The information should also be captured on a summary spreadsheet (or an alternative appropriate method) and used as a working tool for managing talent. It is important to note that the talent review process is meant to be a regular, ongoing process. Organizational goals and career plans change over both the short- and long-term and it is essential to keep the information current. The talent review information should be a working document that changes regularly.

### ***Intergovernmental Personnel Act Temporary Assignments***

Career SES appointees are eligible for temporary assignments to or from State, local, and Indian tribal governments, institutions of higher education, and other eligible organizations, under provisions of the Intergovernmental Personnel Act (IPA) of 1970 and title VI of the Civil Service Reform Act, in accordance with requirements in 5 U.S.C. 3373 and 5 CFR part 334. See <http://www.opm.gov/programs/ipa/mobility.asp> for more information on this program for Federal employees and non-Federal employees.

**Means of Assignment.** The executive may be detailed to the assignment or placed on leave without pay and appointed by the receiving organization during the assignment.

**Length of Assignment.** Assignments may be made for up to 2 years and may be extended by the head of the agency (or designee) for another 2 years.

**Detail.** The executive will continue to encumber the position held before the temporary assignment, and remain an employee of the agency. Executives on detail receive SES pay, earn and are charged for leave, are evaluated under the SES performance appraisal system, and maintain retirement and insurance coverage. The 720-hour limit on annual leave carryover remains in effect, as applicable.

**Leave Without Pay.** The executive is entitled to receive supplemental pay from the agency in the amount of the difference between pay in the receiving organization and the agency rate. The executive may choose to retain full retirement and life and health insurance benefits by continuing to pay the employee share of the costs. See 5 U.S.C. 3373(c) for further information.

**End of IPA Assignment.** When IPA assignments end, executives return to the positions occupied before the IPA assignments, or may be reassigned to other SES positions.

HR use only

**IPA Agreement.** Executives must agree in writing to serve with the Federal Government upon completion of IPA assignments for a period equal to the length of the assignments. The executives and the organization to which they are temporarily assigned shall enter into written agreements that record the obligations and responsibilities of all parties, as specified in 5 U.S.C. 3373 and 3375. The participating organizations determine the cost-sharing arrangements in IPA assignments and, Federal agencies may pay all, some or none of the costs of assignments.

### ***Sabbaticals***

Agency heads may grant sabbaticals for up to 11 months to SES career appointees for full-time study or uncompensated work experience which will contribute to their development and effectiveness (5 U.S.C. 3396(c); 5 CFR 412.401(b)). Sabbaticals can broaden professional skills and provide an opportunity for personal growth. Sabbatical activities can include—

- teaching, study (independent or structured), research, or some combination of these at a college or university;
- non-institutional study or research (independent or guided);
- periods of relevant and developmental work experience in the private sector; with non-profit organizations, or with State or local governments; and
- activities or projects not covered above (e.g., bench research, invention, design, development; trouble-shooting or problem-solving assignments; writing).

**Eligibility.** Career appointees must have completed 7 years of service in SES positions or equivalent civil service positions (i.e., classified above GS-15 and having responsibilities consistent with SES functions described in 5 U.S.C. 3132(a)(2)), and at least 2 of the 7 years specifically must have been in the SES. The appointee cannot be eligible for voluntary (optional) retirement at the time the sabbatical begins. A sabbatical may not be granted to the same individual more than once in a 10-year period.

**Conditions.** Agencies must assure that sabbaticals do not violate conflict-of-interest regulations. A sabbatical is a prolonged period of time away from work with all the benefits and is not a part-time activity. An agency's designated ethics official should advise on procedures appropriate to the agency's needs.

The SES member must sign an agreement to continue in the civil service for a period of 2 consecutive years following the sabbatical. The agency head may waive this requirement for "good and sufficient reasons" (e.g., disability retirement, reduction in force, or other involuntary separation). The following is suggested language for the agreement:

"I \_\_\_\_\_ agree, as a condition of accepting the sabbatical, to serve in the civil service upon completion of the sabbatical for a period of 2 consecutive years. I further agree that if I fail to carry out this agreement (except for good and sufficient reasons as determined by the agency head), I am liable to the United States for payment of all expenses (including salary) of the sabbatical. The amount shall be treated as a debt due the United States."

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- The position description listing the duties and responsibilities the appointee will perform to address the emergency need over a maximum of 18 months;
- The proposed appointee's current resume; and
- The applicable agency organizational chart.

### ***Intergovernmental Personnel Act (IPA) Assignments***

The Intergovernmental Personnel Act (IPA) provides for IPA assignments to or from state and local governments, institutions of higher education, Indian tribal governments and other eligible organizations (as defined in the Act) in order to facilitate cooperation between the Federal Government and those non-Federal entities through the temporary assignment of skilled personnel (5 U.S.C. 3374 and 5 CFR Part 334).

#### **IPA Assignment of a Career SES member to non-Federal entity**

An agency may enter into an agreement for a career SES member to serve in a position in a covered non-Federal entity. The executive may be detailed to the assignment or placed on leave without pay and appointed by the receiving organization during the assignment.

[See also Chapter 7, Executive Development, concerning IPA assignments for SES members.]

#### **Appointment of a Non-Federal IPA assignee to an SES general position**

An agency may enter into an agreement providing for appointment of a non-Federal IPA assignee to an SES general position, but the IPA appointing authority provided in 5 U.S.C. 3374(a)(1) may not be used for that purpose. The agency may request an SES limited term appointment authority from OPM to appoint an IPA assignee to a position the duties of which will expire within a 3 year period. If an agency requests limited term authority to appoint an IPA assignee to such a position for only 2 years and later decides to extend the individual, OPM can authorize an extension of not more than 1 year. The agency must submit its request in time for OPM to approve and the agency to extend the IPA assignee's appointment before it expires. An SES limited term appointment is nonrenewable. Also, an individual may not serve more than 36 months during any 48 month period under any combination of SES limited term or limited emergency appointments.

#### **Detail of a Non-Federal IPA assignee to an SES general position**

Alternatively, an agency may enter into an agreement under which a non-Federal IPA assignee is deemed on detail to a Federal agency (5 U.S.C. 3374(a)(2)). An IPA agreement providing for the IPA assignee to be deemed on detail to an SES general position under this provision is not subject to restrictions in 5 CFR 317.903. However, an IPA assignee serving in a GS-15 position, whether by detail or appointment, may only be detailed to an SES position subject to 5 CFR 317.903. This does not preclude amendment of an IPA agreement to provide for assignment to an SES position.

### ***Transitions and Presidential Nominees***

To assist in transitions, OPM may make noncareer and limited term appointment authorities available to agencies following the inauguration of a new President, or the nomination of a new agency head. OPM must approve use of the appointing authority.

HR use only

**To:** Jorjani Daniel[daniel\_jorjani@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-10-18T11:29:17-04:00  
**Importance:** Normal  
**Subject:** Fwd: IPA  
**Received:** 2017-10-18T11:29:25-04:00  
[2016 Desk Guide IPA info.pdf](#)

Dan,  
Following up on our conversation earlier, here are the rules around IPAs and sabbaticals.

Thanks,  
Mary

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



Select agencies will phase this annual process in over the period of 3 years (beginning in October 2016); however, OPM recommends every agency participating in executive rotations (agencies with 20 or more SES positions) establish and implement this or a similar process, to inform selection of executives for rotation or reassignment.

The annual talent management and succession planning process should take into consideration the capacity, potential, and career development needs of an executive before recommending development activities (e.g. reassignment, detail, coaching). The process is a series of structured, facilitated meetings involving the review of each executive's key strengths, career goals, stage of readiness, and areas for development. The agency Executive Resources Board (ERB), or equivalent, and the executive's supervisor should participate in the meeting. The information from these meetings is used to inform the executive's formal development activities for the year. The information should also be captured on a summary spreadsheet (or an alternative appropriate method) and used as a working tool for managing talent. It is important to note that the talent review process is meant to be a regular, ongoing process. Organizational goals and career plans change over both the short- and long-term and it is essential to keep the information current. The talent review information should be a working document that changes regularly.

### ***Intergovernmental Personnel Act Temporary Assignments***

Career SES appointees are eligible for temporary assignments to or from State, local, and Indian tribal governments, institutions of higher education, and other eligible organizations, under provisions of the Intergovernmental Personnel Act (IPA) of 1970 and title VI of the Civil Service Reform Act, in accordance with requirements in 5 U.S.C. 3373 and 5 CFR part 334. See <http://www.opm.gov/programs/ipa/mobility.asp> for more information on this program for Federal employees and non-Federal employees.

**Means of Assignment.** The executive may be detailed to the assignment or placed on leave without pay and appointed by the receiving organization during the assignment.

**Length of Assignment.** Assignments may be made for up to 2 years and may be extended by the head of the agency (or designee) for another 2 years.

**Detail.** The executive will continue to encumber the position held before the temporary assignment, and remain an employee of the agency. Executives on detail receive SES pay, earn and are charged for leave, are evaluated under the SES performance appraisal system, and maintain retirement and insurance coverage. The 720-hour limit on annual leave carryover remains in effect, as applicable.

**Leave Without Pay.** The executive is entitled to receive supplemental pay from the agency in the amount of the difference between pay in the receiving organization and the agency rate. The executive may choose to retain full retirement and life and health insurance benefits by continuing to pay the employee share of the costs. See 5 U.S.C. 3373(c) for further information.

**End of IPA Assignment.** When IPA assignments end, executives return to the positions occupied before the IPA assignments, or may be reassigned to other SES positions.

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**IPA Agreement.** Executives must agree in writing to serve with the Federal Government upon completion of IPA assignments for a period equal to the length of the assignments. The executives and the organization to which they are temporarily assigned shall enter into written agreements that record the obligations and responsibilities of all parties, as specified in 5 U.S.C. 3373 and 3375. The participating organizations determine the cost-sharing arrangements in IPA assignments and, Federal agencies may pay all, some or none of the costs of assignments.

### ***Sabbaticals***

Agency heads may grant sabbaticals for up to 11 months to SES career appointees for full-time study or uncompensated work experience which will contribute to their development and effectiveness (5 U.S.C. 3396(c); 5 CFR 412.401(b)). Sabbaticals can broaden professional skills and provide an opportunity for personal growth. Sabbatical activities can include—

- teaching, study (independent or structured), research, or some combination of these at a college or university;
- non-institutional study or research (independent or guided);
- periods of relevant and developmental work experience in the private sector; with non-profit organizations, or with State or local governments; and
- activities or projects not covered above (e.g., bench research, invention, design, development; trouble-shooting or problem-solving assignments; writing).

**Eligibility.** Career appointees must have completed 7 years of service in SES positions or equivalent civil service positions (i.e., classified above GS-15 and having responsibilities consistent with SES functions described in 5 U.S.C. 3132(a)(2)), and at least 2 of the 7 years specifically must have been in the SES. The appointee cannot be eligible for voluntary (optional) retirement at the time the sabbatical begins. A sabbatical may not be granted to the same individual more than once in a 10-year period.

**Conditions.** Agencies must assure that sabbaticals do not violate conflict-of-interest regulations. A sabbatical is a prolonged period of time away from work with all the benefits and is not a part-time activity. An agency's designated ethics official should advise on procedures appropriate to the agency's needs.

The SES member must sign an agreement to continue in the civil service for a period of 2 consecutive years following the sabbatical. The agency head may waive this requirement for "good and sufficient reasons" (e.g., disability retirement, reduction in force, or other involuntary separation). The following is suggested language for the agreement:

"I \_\_\_\_\_ agree, as a condition of accepting the sabbatical, to serve in the civil service upon completion of the sabbatical for a period of 2 consecutive years. I further agree that if I fail to carry out this agreement (except for good and sufficient reasons as determined by the agency head), I am liable to the United States for payment of all expenses (including salary) of the sabbatical. The amount shall be treated as a debt due the United States."

HR use only

**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]; Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-10-19T15:24:34-04:00  
**Importance:** Normal  
**Subject:** 2017 SES/SL/ST performance close out timeline  
**Received:** 2017-10-19T15:24:38-04:00  
[DOI SL & ST Performance Plan Template.docx](#)  
[DOI SES Performance Plan Template.doc](#)  
[2017 SESSLST Performance Close out Timeline.pdf](#)

Dear Senior Executives, Senior Leaders and Senior Professionals:

Attached is a memorandum that details the timeline for the FY 2017 SES/SL/ST performance close out. I have also attached the SES and SL/ST Performance Forms. Separate guidance will be issued on ranges for performance recognition (pay and awards).

We will be scheduling training sessions that will be held in the Main Interior Building and broadcast via webEX to answer any questions you have regarding completing the form or preparing the executive's accomplishments and rating official's narrative. This is especially important for SL/ST employees as we are using a new Performance Form.

If you or your staff have any questions or need assistance, please contact me, Jonathan Mack (202-208-5590), or Carrie Soave (202-513-0874).

Thanks,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



**SES Performance Management System**  
**Department of the Interior Executive Performance Agreement**



<b>Part 1. Consultation.</b> <i>I have reviewed this plan and have been consulted on its development.</i>						
Executive's Name ( <i>Last, First, MI</i> ):				Appraisal Pd. -		
Executive's Signature:				Date:		
Title:				Organization:		
Rating Official's Name ( <i>Last, First, MI</i> ):				CA <input type="checkbox"/> NC <input type="checkbox"/> LT/LE <input type="checkbox"/>		
Rating Official's Signature:				Date:		
<b>Part 2. Progress Review</b>						
Executive's Signature:				Date:		
Rating Official's Signature:				Date:		
Reviewing Official's Signature ( <i>Optional</i> ):				Date:		
<b>Part 3. Summary Rating</b>						
<b>Initial Summary Rating</b>	<input type="checkbox"/> Level 5 Outstanding	<input type="checkbox"/> Level 4 Exceeds Fully Successful	<input type="checkbox"/> Level 3 Fully Successful	<input type="checkbox"/> Level 2 Minimally Satisfactory	<input type="checkbox"/> Level 1 Unsatisfactory	
Rating Official's Name ( <i>Last, First, MI</i> ):						
Rating Official's Signature:				Date:		
Executive's Signature:				Date:		
Reviewing Official's Signature ( <i>Optional</i> ):				Date:		
<b>Higher Level Review (if applicable)</b>						
<input type="checkbox"/> I request a higher level review. Executive's Initials:				Date:		
Higher Level Review Completed <input type="checkbox"/>				Date:		
Higher Level Reviewer Signature:						
<b>Performance Review Board Recommendation</b>						
		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
PRB Chair Signature:				Date:		
<b>Annual Summary Rating</b>						
		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Appointing Authority Signature:				Date:		
<b>Part 4. Derivation Formula and Calculation of Annual Summary Rating</b>						
Critical Element	Element Rating		Weight	Score		Summary Level Ranges
	Initial	Final (if changed)		Initial	Final (if changed)	
1. Leading Change						475-500 = Level 5 400-474 = Level 4 300-399 = Level 3 200-299 = Level 2 Any CE rated Level 1 = Level 1
2. Leading People						
3. Business Acumen						
4. Building Coalitions						
5. Results Driven						
Total			100%			

**Part 5. Critical Elements**

**Performance Standards for Critical Elements** (The performance standard for each critical element is specified below; examples for the top three performance levels can be found in the system description)

- **Level 5:** The executive demonstrates exceptional performance, fostering a climate that sustains excellence and optimizes results in the executive's organization, agency, department or government-wide. This represents the highest level of executive performance, as evidenced by the extraordinary impact on the achievement of the organization's mission. The executive is an inspirational leader and is considered a role model by agency leadership, peers, and employees. The executive continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals, consistently achieves expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes assignments ahead of schedule at every step along the way.
- **Level 4:** The executive demonstrates a very high level of performance beyond that required for successful performance in the executive's position and scope of responsibilities. The executive is a proven, highly effective leader who builds trust and instills confidence in agency leadership, peers, and employees. The executive consistently exceeds established performance expectations, timelines, or targets, as applicable.
- **Level 3:** The executive demonstrates the high level of performance expected and the executive's actions and leadership contribute positively toward the achievement of strategic goals and meaningful results. The executive is an effective, solid, and dependable leader who delivers high-quality results based on measures of quality, quantity, efficiency, and/or effectiveness within agreed upon timelines. The executive meets and often exceeds challenging performance expectations established for the position.
- **Level 2:** The executive's contributions to the organization are acceptable in the short term but do not appreciably advance the organization towards achievement of its goals and objectives. While the executive generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish work through others, the executive may demonstrate limited ability to inspire subordinates to give their best efforts or to marshal those efforts effectively to address problems characteristic of the organization and its work.
- **Level 1:** In repeated instances, the executive demonstrates performance deficiencies that detract from mission goals and objectives. The executive generally is viewed as ineffectual by agency leadership, peers, or employees. The executive does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.

**Element Rating Level Points**

**Level 5 = 5 points**  
**Level 4 = 4 points**  
**Level 3 = 3 points**  
**Level 2 = 2 points**  
**Level 1 = 0 points**

Executive Name and ID:

Appraisal Period:

<b>Critical Element 1. Leading Change</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>			
<p>Develops and implements an organizational vision that integrates key organizational and program goals, priorities, values, and other factors. Assesses and adjusts to changing situations, implementing innovative solutions to make organizational improvements, ranging from incremental improvements to major shifts in direction or approach, as appropriate. Balances change and continuity; continually strives to improve service and program performance; creates a work environment that encourages creative thinking, collaboration, and transparency; and maintains program focus, even under adversity.</p>					
<p>Agency-Specific Performance Requirements</p>					
<p>Rating Official Narrative: <i>(Optional)</i></p>					
<p><i>Critical Element Rating – Leading Change</i></p>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

<b>Critical Element 2. Leading People</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>			
<p>Designs and implements strategies that maximize employee potential, connects the organization horizontally and vertically, and fosters high ethical standards in meeting the organization's vision, mission, and goals. Provides an inclusive workplace that fosters the development of others to their full potential; allows for full participation by all employees; facilitates collaboration, cooperation, and teamwork, and supports constructive resolution of conflicts. Ensures employee performance plans are aligned with the organization's mission and goals, that employees receive constructive feedback, and that employees are realistically appraised against clearly defined and communicated performance standards. Holds employees accountable for appropriate levels of performance and conduct. Seeks and considers employee input. Recruits, retains, and develops the talent needed to achieve a high quality, diverse workforce that reflects the nation, with the skills needed to accomplish organizational performance objectives while supporting workforce diversity, workplace inclusion, and equal employment policies and programs.</p>					
<p>Agency-Specific Performance Requirements</p>					
<p>Rating Official Narrative: <i>(Optional)</i></p>					
<p><i>Critical Element Rating – Leading People</i></p>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

Executive Name and ID:

Appraisal Period:

<b>Critical Element 3. Business Acumen</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
Assesses, analyzes, acquires, and administers human, financial, material, and information resources in a manner that instills public trust and accomplishes the organization's mission. Uses technology to enhance processes and decision making. Executes the operating budget; prepares budget requests with justifications; and manages resources.		
Agency-Specific Performance Requirements		
Rating Official Narrative: <i>(Optional)</i>		
<i>Critical Element Rating – Business Acumen</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

<b>Critical Element 4. Building Coalitions</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
Solicits and considers feedback from internal and external stakeholders or customers. Coordinates with appropriate parties to maximize input from the widest range of appropriate stakeholders to facilitate an open exchange of opinion from diverse groups and strengthen internal and external support. Explains, advocates, and expresses facts and ideas in a convincing manner and negotiates with individuals and groups internally and externally, as appropriate. Develops a professional network with other organizations and identifies the internal and external politics that affect the work of the organization.		
Agency-Specific Performance Requirements		
Rating Official Narrative: <i>(Optional)</i>		
<i>Critical Element Rating – Building Coalitions</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

Executive Name and ID:

Appraisal Period:

<b>Critical Element 5. Results Driven</b>		<b>(Minimum Weight 20%)</b>			Weight
<b>Agency Goals/Objectives for current FY: Must have at least 3 results and not more than 5</b>					
<p>This critical element includes specific performance requirements expected of the executive during the appraisal period, focusing on measurable outcomes from the strategic plan or other measurable outputs and outcomes clearly aligned to organizational goals and objectives. At a minimum, the performance plan will include performance requirements (including measures, targets, timelines, or quality descriptors, as appropriate) describing the range of performance at Level 3 for each result specified. It is recommended to also establish the threshold measures/targets for Levels 5 and 2.</p> <p>Alignment--cite relevant goals/objectives, page numbers, from the Strategic Plan, Congressional Budget Justification/Annual Performance Plan, or other organizational planning document in the designated section for each performance requirement specified.</p>					
Performance Requirement 1:			Strategic Alignment:		
<i>Performance Requirement 1 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 2:			Strategic Alignment:		
<i>Performance Requirement 2 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 3:			Strategic Alignment:		
<i>Performance Requirement 3 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 4:			Strategic Alignment:		
<i>Performance Requirement 4 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 5:			Strategic Alignment:		
<i>Performance Requirement 5 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Rating Official Narrative: <i>(Optional)</i>					
<i>Critical Element Rating – Results Driven</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1



Executive Name and ID:

Appraisal Period:

**Part 6: Summary Rating Narrative (Mandatory)**

**Part 7: Executive's Accomplishment Narrative (Optional)**

**Part 8: Agency Use**



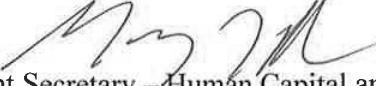
# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

**OCT 18 2017**

Memorandum:

To: Solicitor  
Assistant Secretaries  
Heads of Bureaus and Equivalent Offices

From: Mary Pletcher   
Deputy Assistant Secretary – Human Capital and Diversity  
Chief Human Capital Officer

Subject: FY 2017 Performance Closeout Information for Senior Executive Service (SES),  
Senior Level (SL) and Scientific and Professional (ST) Employees

This memorandum provides guidance on the timeline for completing FY 2017 performance appraisals for SES, SL and ST employees. It is critical that this timeline is met. Performance Review Boards will convene in late November in Washington, DC. The Executive Resources Board must complete all rating and recognition decisions so that the decisions may be effective the first pay period in 2018.

## **TIMELINE**

### **October-November 2017**

Performance close out training will be conducted for SES/SL/ST employees.

The Departmental Organizational Assessments will be distributed to Bureau Directors/  
Equivalent Office Heads.

Rating officials finalize performance appraisals, meet with their executives, and communicate the initial summary rating level.

Recommendations for pay increases/performance awards/special act awards/time-off awards will be made by the rating official in consultation with the Bureau Director/Equivalent Office Head and the appropriate Assistant Secretary and submitted with all completed appraisals to the Executive Resources Division by **Tuesday, November 21, 2017**. These recommendations could change and therefore are not to be communicated to the executive. Guidance on the ranges for pay increases and recognition will be provided in a subsequent memorandum.

### **November 28, 2017**

Training for Performance Review Board members will be held. Completed appraisals will be distributed to PRB members.

**November 28 – December 13, 2017**

PRB panels review performance appraisal documents.

**December 14 – December 15, 2017**

PRB recommendations for summary ratings and awards will be recorded by the Executive Resources Division and forwarded to the appropriate Assistant Secretary. If the PRB recommendation for a summary rating differs from that of the Rating Officer, the PRB will provide a written explanation for their recommendation.

**December 18, 2017 – January 4, 2018**

The Executive Resources Division will review information for adherence to guidance and provide record of recommendations to the ERB for consideration. The ERB will determine final summary ratings and recognition for all executives.

**January 5, 2018**

Final summary ratings and recognition for all executives will be communicated to each Assistant Secretary/Equivalent Official and Bureau Director/Equivalent Office Head. Final decisions are provided to Bureau Executive Resources staff for immediate processing.

**PERFORMANCE AWARDS AND PAY ADJUSTMENTS**

Specific guidance for SES/SL/ST performance awards and pay adjustments will be provided in a subsequent memorandum. Pay adjustment recommendations must be documented on spreadsheets that will be provided to you by your Executive Resources point of contact for your respective Bureaus. These recommendations must be documented and received by the Executive Resources Division, room 4042, Main Interior Building by **Tuesday, November 21, 2017**.

Pay increases and performance awards will be effective the first full pay period in January (January 7, 2018) and must be processed in FPPS by January 24, 2018 to be paid in the January 30, 2018 paycheck.

**PERFORMANCE AND CONDUCT**

OPM now requires that rating officials, reviewing officials, PRB members, and the ERB consider evidence of misconduct of an SES/SL/ST employee in assessing performance against the applicable requirements or standards.

If you or your staff have any questions or need assistance, please contact Jonathan Mack at 202-208-5590 or [jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov) or Carrie Soave, 202-513-0874 or [caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov).

cc: All Senior Executives by email  
All SL/ST employees by email  
Bureau/Equivalent Human Resources Officers and Executive Resources Managers



**Senior-Level (SL) and Scientific or Professional (ST) Appraisal Program**  
**Performance Plan for the Department of the Interior**  
**Appraisal Period: [Start Date] through [End Date]**

**Part 1. Consultation.** *I have reviewed this plan and have been consulted on its development.*

Senior Professional's Name (Last, First, MI):		<input type="checkbox"/> SL	<input type="checkbox"/> ST
		CA <input type="checkbox"/> Exc <input type="checkbox"/> Term <input type="checkbox"/> Temp <input type="checkbox"/>	
Title:	<input type="checkbox"/> Supervisory <input type="checkbox"/> Non-Supervisory	Organization:	
Senior Professional's Signature:		Date:	
Rating Official's Name:	Rating Official's Signature:	Date:	
Reviewing Official's Name (Optional):	Reviewing Official's Signature (Optional):	Date:	

**Part 2. Progress Review.** *I have participated in a conversation regarding progress toward meeting the critical elements in the performance plan.*

Senior Professional's Signature:		Date:
Rating Official's Name:	Rating Official's Signature:	Date:

**Part 3. Rating of Record.** *The rating of record is final when it is issued to a Senior Professional with all appropriate reviews and signatures.*

Rating Official's Recommendation	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Rating Official's Name:	Rating Official's Signature:			Date:	
Reviewing Official's Recommendation	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Reviewing Official's Name (Optional):	Reviewing Official's Signature (Optional):			Date:	
Senior Professional's Signature:	<input type="checkbox"/> Higher-Level Review Requested (Optional)			Date:	
Higher-Level Review Recommendation (Optional):	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Higher-Level Reviewer Name (Optional):	Higher-Level Reviewer Signature (Optional):			Date:	

**Senior Professional Review Panel (SPRP) Recommendation**

<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
SPRP Chair Name:	SPRP Chair Signature:			Date:

**Rating of Record**

<input type="checkbox"/> Level 5 Outstanding	<input type="checkbox"/> Level 4 Exceeds Fully Successful	<input type="checkbox"/> Level 3 Fully Successful	<input type="checkbox"/> Level 2 Minimally Satisfactory	<input type="checkbox"/> Level 1 Unacceptable
Approving Official's Name:	Approving Official's Signature:			Date:

**Part 4. Performance Standards for Critical Elements.** *Performance toward Critical Elements 1-3 (Project/Program Management, Interpersonal Leadership/Responsibilities, and Leading Innovation) shall be appraised using the performance standards specified below. Within Critical Element 4 (Business Results), the performance objectives must include quality indicators at the Fully Successful Level that reflect the same level of performance as the Level 3 performance standard below. Within Critical Element 5 (Position Specific), if the performance objective is a competency, it is rated using the performance standards described below. If the performance objective is a result, commitment, or activity, it must include quality indicators that reflect the same level of performance as the Level 3 performance standard below. Examples for the top three performance levels can be found in the program description.*

- **Level 5:** The Senior Professional demonstrates exceptional performance, directly contributes toward sustaining organizational excellence, and enhances the ability to achieve results in the Senior Professional’s organization, agency, department or Governmentwide. This level represents the highest level of Senior Professional performance, as evidenced by the extraordinary impact on the achievement of the organization’s mission. The Senior Professional continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals. The Senior Professional consistently exceeds expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes high-quality assignments ahead of schedule.
- **Level 4:** The Senior Professional demonstrates a very high level of performance beyond that required for successful performance in the Senior Professional’s position. The Senior Professional often exceeds established performance expectations, timelines, or targets, as applicable. The Senior Professional is consistently highly-effective and delivers high-quality results.
- **Level 3:** The Senior Professional demonstrates the high level of performance expected of Senior Professionals and the Senior Professional’s actions contribute positively toward the achievement of project/program goals and meaningful results. The Senior Professional is effective, dependable and delivers project/program results based on indicators of quality, or measures of quantity, efficiency, and/or effectiveness within agreed upon timelines. The Senior Professional meets and occasionally exceeds challenging performance expectations established for the position.
- **Level 2:** The Senior Professional’s contributions to the organization are acceptable in the short term, but do not appreciably advance the project/program or organization toward achievement of its goals and objectives. While the Senior Professional generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish assigned project/program(s), the Senior Professional may demonstrate limited ability to address problems characteristic of the project/program or organization and its work.
- **Level 1:** In repeated instances, the Senior Professional demonstrates performance deficiencies that detract from project/program goals and objectives or the agency mission. The Senior Professional generally is viewed as ineffectual by agency leadership or peers. The Senior Professional does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.

**Part 5. Deriving the Rating of Record.** *The derivation formula to calculate the Rating of Record is below.*

Critical Element Point Values	Level 5 = 5 points	Level 4 = 4 points	Level 3 = 3 points	Level 2 = 2 points	Level 1 = 0 points
Critical Element	Critical Element Point Value	Element Weight	Element Score	Rating of Record Point Ranges	
1. Project/Program Management				475-500 = Level 5 400-474 = Level 4 300-399 = Level 3 200-299 = Level 2 Any Critical Element rated Level 1 = Level 1	
2. Interpersonal Leadership/Responsibilities					
3. Leading Innovation					
4. Business Results					
5. Position Specific (Optional)					
Total		100 points			

Senior Professional Name and/or ID:

Appraisal Period:

<b>Part 6. Critical Elements.</b> <i>Each Senior Professional performance plan shall include Critical Elements 1-4; Critical Element 5 is optional for agency use.</i>						
<b>Critical Element 1: Project/Program Management</b>		<b>Weight:</b>		<b>points</b>		
<b>Competencies</b> <i>Review and select the competencies below that contribute to the SL/ST's performance toward work assignments or responsibilities. Check all that apply; a minimum of one competency must be selected.</i>		<b>Individual Competency Weight, if applicable (total must equal 100 points)</b>		<b>Individual Competency Rating, if applicable</b>		
<input type="checkbox"/> <b>Decision Making</b> – Makes sound, well-informed, and objective decisions; perceives the impact and implications of decisions; commits to appropriate action, even in uncertain situations, to accomplish work assignments and applicable organizational goals.						
<input type="checkbox"/> <b>Financial Management</b> – Understands the organization's financial processes. Prepares, justifies, and administers the project/program budget. Oversees procurement and contracting to achieve desired results. Monitors expenditures and uses cost-benefit thinking to set priorities.						
<input type="checkbox"/> <b>Information Management</b> – Identifies a need for and knows where or how to gather information; organizes and maintains information on information management systems; retrieves and applies information appropriately in various situations.						
<input type="checkbox"/> <b>Legal, Government and Jurisprudence</b> – Knowledge of applicable laws, legal codes, court procedures, precedents, legal practices or documents, government regulations, executive orders, agency rules, government organization or functions, and/or the democratic political process as they apply to area of responsibility.						
<input type="checkbox"/> <b>Planning and Evaluating</b> – Organizes work, sets priorities, and determines resource requirements; determines short- or long- term goals and strategies to achieve them; coordinates with other organizations or parts of the organization to accomplish goals; monitors progress and evaluates outcomes.						
<input type="checkbox"/> <b>Problem Solving</b> – Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.						
<input type="checkbox"/> <b>Project Management</b> – Applies principles, methods, or tools for developing, scheduling, coordinating, monitoring, evaluating, and managing projects and resources, including technical performance.						
<input type="checkbox"/> <b>Reasoning</b> – Identifies rules, principles, or relationships that explain facts, data, or other information; analyzes information and makes correct inferences or draws accurate conclusions.						
<input type="checkbox"/> <b>Research</b> – Applies knowledge of the scientific principles, methods, and processes used to conduct a systematic and objective inquiry; including study design, collection, analysis, and interpretation of data; and the reporting of results.						
<input type="checkbox"/> <b>Technical Competence/Subject Matter Expertise</b> – Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Project/Program Management</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1



<b>Critical Element 3: Leading Innovation</b>		<b>Weight:</b>		<b>points</b>		
<p align="center"><b>Competencies (Check all that apply)</b>  <i>Review and select the competencies below that contribute to the SL/ST's performance toward work assignments or responsibilities. Check all that apply; a minimum of one competency must be selected.</i></p>		<b>Individual Competency Weight, if applicable (total must equal 100 points)</b>	<b>Individual Competency Rating, if applicable</b>			
<input type="checkbox"/> <b>Creative Thinking</b> – Uses imagination to develop new insights into situations and applies innovative solutions to problems; designs new methods where established methods and procedures are inapplicable or are unavailable.						
<input type="checkbox"/> <b>Flexibility/Adaptability</b> – Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.						
<input type="checkbox"/> <b>Organizational Awareness</b> – Knows the organization’s mission and functions, and how its social, political, and technological systems work and operates effectively within them; this includes the programs, policies, procedures, rules, and regulations of the organization.						
<input type="checkbox"/> <b>Strategic Thinking</b> – Formulates effective strategies consistent with the business and competitive strategy of the organization in a global environment; examines policy issues and strategic planning with a long term perspective; determines objectives and sets priorities; anticipates potential threats or opportunities.						
<input type="checkbox"/> <b>Vision</b> – Takes a long-term view and builds a shared vision with others; acts as a catalyst for change. Influences others to translate vision into action.						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Leading Innovation</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1



<b>Critical Element 4: Business Results</b>		<b>Weight:</b>		<b>points</b>	
<p>This critical element includes specific performance results expected from the Senior Professional during the appraisal period, focusing on measurable outputs and outcomes that are aligned to organizational or agency goals and objectives, and/or program and policy objectives. At a minimum, Senior Professionals and their Rating Officials will include this element results and their quality indicators describing the range of performance at the Fully Successful level for each result specified. In addition to the quality indicators, applicable measures of quantity, timeliness, and/or cost-effectiveness may be included to describe the appropriate level of accomplishment expected. It is recommended to also establish the threshold quality indicators and/or other applicable measures for Levels 2 and 5. Each performance objective of the Business Results critical element must contain results and quality indicators that are <u>clearly and differentially identified</u> so that it is readily evident on what the Senior Professional will be rated and what is expected for success. Activities that lead to the specified result may be included. However, the quality indicators and the related markup must clearly measure the result – not any associated activity.</p>		<p><b>Individual Competency Weight, if applicable (total must equal 100 points)</b></p>		<p><b>Individual Competency Rating, if applicable</b></p>	
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 1:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 2:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 3:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 4:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 5:</b>				
<b>Rating Official Narrative (Optional):</b>					
<b>Critical Element Rating – Business Results</b>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

<b>Critical Element 5: Position Specific (Optional)</b>		<b>Weight:</b>		<b>points</b>		
<p>The Position Specific critical element includes additional agency-specific performance objectives - written as competencies or specific measurable results/commitments/activities - that are not already accounted for in the previous mandatory critical elements. For example, additional results that support selected competencies or address agency administrative goals rather than mission goals may be included in this element. This means Rating Officials may not include competencies or business results that are contained within another critical element in the performance plan (i.e., upon which the Senior Professional will be rated elsewhere). The use of this element is not mandatory, but rather available for agency specific or position specific aspects of the job the Rating Official/Senior Professional determines are important to assess. <i>For agencies seeking certification of their performance appraisal system, this critical element must include a performance objective that holds Supervisory Senior Professionals accountable for employee perspective, aligning subordinate performance plans with organizational goals and thoroughly appraising employee performance.</i></p>		<p><b>Individual Competency Weight, if applicable (total must equal 100 points)</b></p>		<p><b>Individual Competency Rating, if applicable</b></p>		
<b>Position Specific Performance Objective 1:</b>						
<b>Position Specific Performance Objective 2:</b>						
<b>Position Specific Performance Objective 3:</b>						
<b>Position Specific Performance Objective 4:</b>						
<b>Position Specific Performance Objective 5:</b>						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Position Specific</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

Senior Professional Name and/or ID:

Appraisal Period:

<b>Part 7: Rating Official's Progress Review Narrative (Optional)</b>
<b>Part 8: Senior Professional's Accomplishment Narrative (Optional)</b>
<b>Part 9: Rating Official's Recommended Rating of Record Narrative (Mandatory)</b>
<b>Part 10: Reviewing Official's Recommended Rating of Record Narrative (Optional)</b>
<b>Part 11: Higher-Level Review Narrative (Optional)</b>
<b>Part 12: Senior Professional Review Panel (SPRP) Narrative (Optional)</b>
<b>Part 13: Approving Official Narrative (Optional)</b>
<b>Part 14: Agency Use (Optional)</b>

**To:** elinor\_renner@ios.doi.gov[elinor\_renner@ios.doi.gov]  
**From:** Scott Hommel  
**Sent:** 2017-10-19T18:09:31-04:00  
**Importance:** Normal  
**Subject:** Fwd: 2017 SES/SL/ST performance close out timeline  
**Received:** 2017-10-19T18:09:36-04:00  
[ATT00001.htm](#)  
[DOI SL & ST Performance Plan Template.docx](#)  
[DOI SES Performance Plan Template.doc](#)  
[ATT00002.htm](#)  
[2017 SESSLST Performance Close out Timeline.pdf](#)  
[ATT00003.htm](#)

Can you start a file on this?

Scott C. Hommel  
Chief of Staff  
Department of the Interior

Begin forwarded message:

**From:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**Date:** October 19, 2017 at 3:24:34 PM EDT  
**Cc:** Jonathan Mack <[jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov)>, "Caroline (Carrie) Soave" <[caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov)>  
**Subject:** 2017 SES/SL/ST performance close out timeline

Dear Senior Executives, Senior Leaders and Senior Professionals:

Attached is a memorandum that details the timeline for the FY 2017 SES/SL/ST performance close out. I have also attached the SES and SL/ST Performance Forms. Separate guidance will be issued on ranges for performance recognition (pay and awards).

We will be scheduling training sessions that will be held in the Main Interior Building and broadcast via webEX to answer any questions you have regarding completing the form or preparing the executive's accomplishments and rating official's narrative. This is especially important for SL/ST employees as we are using a new Performance Form.

If you or your staff have any questions or need assistance, please contact me, Jonathan Mack (202-208-5590), or Carrie Soave (202-513-0874).

Thanks,  
Mary

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**Mary Pletcher**

Department of the Interior

Deputy Assistant Secretary for Human Capital and Diversity

Chief Human Capital Officer

(202) 208-4505







**Senior-Level (SL) and Scientific or Professional (ST) Appraisal Program**  
**Performance Plan for the Department of the Interior**  
**Appraisal Period: [Start Date] through [End Date]**

<b>Part 1. Consultation.</b> <i>I have reviewed this plan and have been consulted on its development.</i>						
Senior Professional's Name (Last, First, MI):				<input type="checkbox"/> SL <input type="checkbox"/> ST		
				CA <input type="checkbox"/> Exc <input type="checkbox"/> Term <input type="checkbox"/> Temp <input type="checkbox"/>		
Title:		<input type="checkbox"/> Supervisory <input type="checkbox"/> Non-Supervisory		Organization:		
Senior Professional's Signature:				Date:		
Rating Official's Name:		Rating Official's Signature:		Date:		
Reviewing Official's Name (Optional):		Reviewing Official's Signature (Optional):		Date:		
<b>Part 2. Progress Review.</b> <i>I have participated in a conversation regarding progress toward meeting the critical elements in the performance plan.</i>						
Senior Professional's Signature:				Date:		
Rating Official's Name:		Rating Official's Signature:		Date:		
<b>Part 3. Rating of Record.</b> <i>The rating of record is final when it is issued to a Senior Professional with all appropriate reviews and signatures.</i>						
Rating Official's Recommendation		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Rating Official's Name:		Rating Official's Signature:		Date:		
Reviewing Official's Recommendation		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Reviewing Official's Name (Optional):		Reviewing Official's Signature (Optional):		Date:		
Senior Professional's Signature:		<input type="checkbox"/> Higher-Level Review Requested (Optional)		Date:		
Higher-Level Review Recommendation (Optional):		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Higher-Level Reviewer Name (Optional):		Higher-Level Reviewer Signature (Optional):		Date:		
<b>Senior Professional Review Panel (SPRP) Recommendation</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
SPRP Chair Name:		SPRP Chair Signature:		Date:		
<b>Rating of Record</b>		<input type="checkbox"/> Level 5 Outstanding	<input type="checkbox"/> Level 4 Exceeds Fully Successful	<input type="checkbox"/> Level 3 Fully Successful	<input type="checkbox"/> Level 2 Minimally Satisfactory	<input type="checkbox"/> Level 1 Unacceptable
Approving Official's Name:		Approving Official's Signature:		Date:		



**Part 4. Performance Standards for Critical Elements.** *Performance toward Critical Elements 1-3 (Project/Program Management, Interpersonal Leadership/Responsibilities, and Leading Innovation) shall be appraised using the performance standards specified below. Within Critical Element 4 (Business Results), the performance objectives must include quality indicators at the Fully Successful Level that reflect the same level of performance as the Level 3 performance standard below. Within Critical Element 5 (Position Specific), if the performance objective is a competency, it is rated using the performance standards described below. If the performance objective is a result, commitment, or activity, it must include quality indicators that reflect the same level of performance as the Level 3 performance standard below. Examples for the top three performance levels can be found in the program description.*

- **Level 5:** The Senior Professional demonstrates exceptional performance, directly contributes toward sustaining organizational excellence, and enhances the ability to achieve results in the Senior Professional’s organization, agency, department or Governmentwide. This level represents the highest level of Senior Professional performance, as evidenced by the extraordinary impact on the achievement of the organization’s mission. The Senior Professional continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals. The Senior Professional consistently exceeds expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes high-quality assignments ahead of schedule.
- **Level 4:** The Senior Professional demonstrates a very high level of performance beyond that required for successful performance in the Senior Professional’s position. The Senior Professional often exceeds established performance expectations, timelines, or targets, as applicable. The Senior Professional is consistently highly-effective and delivers high-quality results.
- **Level 3:** The Senior Professional demonstrates the high level of performance expected of Senior Professionals and the Senior Professional’s actions contribute positively toward the achievement of project/program goals and meaningful results. The Senior Professional is effective, dependable and delivers project/program results based on indicators of quality, or measures of quantity, efficiency, and/or effectiveness within agreed upon timelines. The Senior Professional meets and occasionally exceeds challenging performance expectations established for the position.
- **Level 2:** The Senior Professional’s contributions to the organization are acceptable in the short term, but do not appreciably advance the project/program or organization toward achievement of its goals and objectives. While the Senior Professional generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish assigned project/program(s), the Senior Professional may demonstrate limited ability to address problems characteristic of the project/program or organization and its work.
- **Level 1:** In repeated instances, the Senior Professional demonstrates performance deficiencies that detract from project/program goals and objectives or the agency mission. The Senior Professional generally is viewed as ineffectual by agency leadership or peers. The Senior Professional does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.

**Part 5. Deriving the Rating of Record.** *The derivation formula to calculate the Rating of Record is below.*

Critical Element Point Values	Level 5 = 5 points	Level 4 = 4 points	Level 3 = 3 points	Level 2 = 2 points	Level 1 = 0 points
Critical Element	Critical Element Point Value	Element Weight	Element Score	Rating of Record Point Ranges	
1. Project/Program Management				475-500 = Level 5 400-474 = Level 4 300-399 = Level 3 200-299 = Level 2 Any Critical Element rated Level 1 = Level 1	
2. Interpersonal Leadership/Responsibilities					
3. Leading Innovation					
4. Business Results					
5. Position Specific (Optional)					
Total		100 points			

Senior Professional Name and/or ID:

Appraisal Period:

<b>Part 6. Critical Elements.</b> <i>Each Senior Professional performance plan shall include Critical Elements 1-4; Critical Element 5 is optional for agency use.</i>						
<b>Critical Element 1: Project/Program Management</b>		<b>Weight:</b>		<b>points</b>		
<b>Competencies</b> <i>Review and select the competencies below that contribute to the SL/ST's performance toward work assignments or responsibilities. Check all that apply; a minimum of one competency must be selected.</i>		<b>Individual Competency Weight, if applicable (total must equal 100 points)</b>		<b>Individual Competency Rating, if applicable</b>		
<input type="checkbox"/> <b>Decision Making</b> – Makes sound, well-informed, and objective decisions; perceives the impact and implications of decisions; commits to appropriate action, even in uncertain situations, to accomplish work assignments and applicable organizational goals.						
<input type="checkbox"/> <b>Financial Management</b> – Understands the organization's financial processes. Prepares, justifies, and administers the project/program budget. Oversees procurement and contracting to achieve desired results. Monitors expenditures and uses cost-benefit thinking to set priorities.						
<input type="checkbox"/> <b>Information Management</b> – Identifies a need for and knows where or how to gather information; organizes and maintains information on information management systems; retrieves and applies information appropriately in various situations.						
<input type="checkbox"/> <b>Legal, Government and Jurisprudence</b> – Knowledge of applicable laws, legal codes, court procedures, precedents, legal practices or documents, government regulations, executive orders, agency rules, government organization or functions, and/or the democratic political process as they apply to area of responsibility.						
<input type="checkbox"/> <b>Planning and Evaluating</b> – Organizes work, sets priorities, and determines resource requirements; determines short- or long- term goals and strategies to achieve them; coordinates with other organizations or parts of the organization to accomplish goals; monitors progress and evaluates outcomes.						
<input type="checkbox"/> <b>Problem Solving</b> – Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.						
<input type="checkbox"/> <b>Project Management</b> – Applies principles, methods, or tools for developing, scheduling, coordinating, monitoring, evaluating, and managing projects and resources, including technical performance.						
<input type="checkbox"/> <b>Reasoning</b> – Identifies rules, principles, or relationships that explain facts, data, or other information; analyzes information and makes correct inferences or draws accurate conclusions.						
<input type="checkbox"/> <b>Research</b> – Applies knowledge of the scientific principles, methods, and processes used to conduct a systematic and objective inquiry; including study design, collection, analysis, and interpretation of data; and the reporting of results.						
<input type="checkbox"/> <b>Technical Competence/Subject Matter Expertise</b> – Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Project/Program Management</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

<b>Critical Element 2: Interpersonal Leadership/Responsibilities</b>		<b>Weight:</b>		<b>points</b>	
<p align="center"><b>Competencies (Check all that apply)</b></p> <p align="center"><i>Review and select the competencies below that contribute to the SL/ST's performance toward work assignments or responsibilities. Check all that apply; a minimum of one competency must be selected. For agencies seeking certification of their performance appraisal system, the Customer Service competency must be selected.</i></p>		<b>Individual Competency Weight, if applicable (total must equal 100 points)</b>		<b>Individual Competency Rating, if applicable</b>	
<input type="checkbox"/> <b>Collaboration/Partnership</b> – Encourages and facilitates cooperation and trust; fosters commitment; works with others to achieve goals.					
<input type="checkbox"/> <b>Conflict Management</b> – Anticipates and takes steps to prevent counter-productive confrontations. Manages and resolves conflicts and disagreements in a constructive manner.					
<input type="checkbox"/> <b>Customer Service</b> – Engages with customers (that is, any individuals who use or receive the services or products the work unit produces, including the general public, individuals who work in the agency, other agencies, or organizations outside the Government) to seek input (assess their needs, obtain information), resolve their problems, or satisfy their expectations. Uses customer input to inform quality products and services.					
<input type="checkbox"/> <b>Influencing/Negotiating</b> – Persuades others to accept recommendations, cooperate, or change their behavior, works with others towards an agreement; negotiates to find mutually acceptable solutions.					
<input type="checkbox"/> <b>Leadership</b> – Influences, motivates, and challenges others; adapts leadership styles to a variety of situations. Accepts leadership roles as appropriate. Conducts oneself in a manner that sets a positive example.					
<input type="checkbox"/> <b>Leveraging Diversity/Civil Rights Compliance</b> – Relates well to people from varied backgrounds and different situations; is sensitive to cultural diversity, race, gender, disabilities, and other individual differences. Complies with all laws, regulations, and agency policies regarding the treatment and acceptance of all individuals. Acts in ways that protect civil rights.					
<input type="checkbox"/> <b>Mentorship</b> – Provides guidance, direction, and career advice through mentoring– either a standalone program, part of a training and development program within an organization, or individually. Establishes mentoring relationships with one or more individuals.					
<input type="checkbox"/> <b>Political Savvy</b> – Identifies the internal and external politics that impact the work of the Senior Professional or the organization. Perceives organizational and political reality and acts accordingly.					
<b>Rating Official Narrative (Optional):</b>					
<p><b>Critical Element Rating – Interpersonal Leadership/Responsibilities</b></p> <input type="checkbox"/> Level 5 <input type="checkbox"/> Level 4 <input type="checkbox"/> Level 3 <input type="checkbox"/> Level 2 <input type="checkbox"/> Level 1					

<b>Critical Element 3: Leading Innovation</b>		<b>Weight:</b>		<b>points</b>		
<p align="center"><b>Competencies (Check all that apply)</b></p> <p align="center"><i>Review and select the competencies below that contribute to the SL/ST's performance toward work assignments or responsibilities. Check all that apply; a minimum of one competency must be selected.</i></p>		<b>Individual Competency Weight, if applicable (total must equal 100 points)</b>		<b>Individual Competency Rating, if applicable</b>		
<input type="checkbox"/> <b>Creative Thinking</b> – Uses imagination to develop new insights into situations and applies innovative solutions to problems; designs new methods where established methods and procedures are inapplicable or are unavailable.						
<input type="checkbox"/> <b>Flexibility/Adaptability</b> – Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.						
<input type="checkbox"/> <b>Organizational Awareness</b> – Knows the organization's mission and functions, and how its social, political, and technological systems work and operates effectively within them; this includes the programs, policies, procedures, rules, and regulations of the organization.						
<input type="checkbox"/> <b>Strategic Thinking</b> – Formulates effective strategies consistent with the business and competitive strategy of the organization in a global environment; examines policy issues and strategic planning with a long term perspective; determines objectives and sets priorities; anticipates potential threats or opportunities.						
<input type="checkbox"/> <b>Vision</b> – Takes a long-term view and builds a shared vision with others; acts as a catalyst for change. Influences others to translate vision into action.						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Leading Innovation</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

<b>Critical Element 4: Business Results</b>		<b>Weight:</b>		<b>points</b>	
<p>This critical element includes specific performance results expected from the Senior Professional during the appraisal period, focusing on measurable outputs and outcomes that are aligned to organizational or agency goals and objectives, and/or program and policy objectives. At a minimum, Senior Professionals and their Rating Officials will include this element results and their quality indicators describing the range of performance at the Fully Successful level for each result specified. In addition to the quality indicators, applicable measures of quantity, timeliness, and/or cost-effectiveness may be included to describe the appropriate level of accomplishment expected. It is recommended to also establish the threshold quality indicators and/or other applicable measures for Levels 2 and 5. Each performance objective of the Business Results critical element must contain results and quality indicators that are <u>clearly and differentially identified</u> so that it is readily evident on what the Senior Professional will be rated and what is expected for success. Activities that lead to the specified result may be included. However, the quality indicators and the related markup must clearly measure the result – not any associated activity.</p>		<p><b>Individual Competency Weight, if applicable (total must equal 100 points)</b></p>		<p><b>Individual Competency Rating, if applicable</b></p>	
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 1:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 2:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 3:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 4:</b>				
<b>Agency/Program Goal Alignment:</b>	<b>Business Results Objective 5:</b>				
<b>Rating Official Narrative (Optional):</b>					
<b>Critical Element Rating – Business Results</b>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

<b>Critical Element 5: Position Specific (Optional)</b>		<b>Weight:</b>		<b>points</b>		
<p>The Position Specific critical element includes additional agency-specific performance objectives - written as competencies or specific measurable results/commitments/activities - that are not already accounted for in the previous mandatory critical elements. For example, additional results that support selected competencies or address agency administrative goals rather than mission goals may be included in this element. This means Rating Officials may not include competencies or business results that are contained within another critical element in the performance plan (i.e., upon which the Senior Professional will be rated elsewhere). The use of this element is not mandatory, but rather available for agency specific or position specific aspects of the job the Rating Official/Senior Professional determines are important to assess. <i>For agencies seeking certification of their performance appraisal system, this critical element must include a performance objective that holds Supervisory Senior Professionals accountable for employee perspective, aligning subordinate performance plans with organizational goals and thoroughly appraising employee performance.</i></p>		<p><b>Individual Competency Weight, if applicable (total must equal 100 points)</b></p>		<p><b>Individual Competency Rating, if applicable</b></p>		
<b>Position Specific Performance Objective 1:</b>						
<b>Position Specific Performance Objective 2:</b>						
<b>Position Specific Performance Objective 3:</b>						
<b>Position Specific Performance Objective 4:</b>						
<b>Position Specific Performance Objective 5:</b>						
<b>Rating Official Narrative (Optional):</b>						
<b>Critical Element Rating – Position Specific</b>		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

Senior Professional Name and/or ID:

Appraisal Period:

<b>Part 7: Rating Official's Progress Review Narrative (Optional)</b>
<b>Part 8: Senior Professional's Accomplishment Narrative (Optional)</b>
<b>Part 9: Rating Official's Recommended Rating of Record Narrative (Mandatory)</b>
<b>Part 10: Reviewing Official's Recommended Rating of Record Narrative (Optional)</b>
<b>Part 11: Higher-Level Review Narrative (Optional)</b>
<b>Part 12: Senior Professional Review Panel (SPRP) Narrative (Optional)</b>
<b>Part 13: Approving Official Narrative (Optional)</b>
<b>Part 14: Agency Use (Optional)</b>







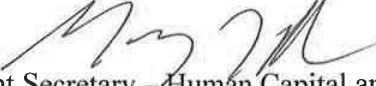
# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

**OCT 18 2017**

Memorandum:

To: Solicitor  
Assistant Secretaries  
Heads of Bureaus and Equivalent Offices

From: Mary Pletcher   
Deputy Assistant Secretary – Human Capital and Diversity  
Chief Human Capital Officer

Subject: FY 2017 Performance Closeout Information for Senior Executive Service (SES),  
Senior Level (SL) and Scientific and Professional (ST) Employees

This memorandum provides guidance on the timeline for completing FY 2017 performance appraisals for SES, SL and ST employees. It is critical that this timeline is met. Performance Review Boards will convene in late November in Washington, DC. The Executive Resources Board must complete all rating and recognition decisions so that the decisions may be effective the first pay period in 2018.

## **TIMELINE**

### **October-November 2017**

Performance close out training will be conducted for SES/SL/ST employees.

The Departmental Organizational Assessments will be distributed to Bureau Directors/  
Equivalent Office Heads.

Rating officials finalize performance appraisals, meet with their executives, and communicate the initial summary rating level.

Recommendations for pay increases/performance awards/special act awards/time-off awards will be made by the rating official in consultation with the Bureau Director/Equivalent Office Head and the appropriate Assistant Secretary and submitted with all completed appraisals to the Executive Resources Division by **Tuesday, November 21, 2017**. These recommendations could change and therefore are not to be communicated to the executive. Guidance on the ranges for pay increases and recognition will be provided in a subsequent memorandum.

### **November 28, 2017**

Training for Performance Review Board members will be held. Completed appraisals will be distributed to PRB members.

**November 28 – December 13, 2017**

PRB panels review performance appraisal documents.

**December 14 – December 15, 2017**

PRB recommendations for summary ratings and awards will be recorded by the Executive Resources Division and forwarded to the appropriate Assistant Secretary. If the PRB recommendation for a summary rating differs from that of the Rating Officer, the PRB will provide a written explanation for their recommendation.

**December 18, 2017 – January 4, 2018**

The Executive Resources Division will review information for adherence to guidance and provide record of recommendations to the ERB for consideration. The ERB will determine final summary ratings and recognition for all executives.

**January 5, 2018**

Final summary ratings and recognition for all executives will be communicated to each Assistant Secretary/Equivalent Official and Bureau Director/Equivalent Office Head. Final decisions are provided to Bureau Executive Resources staff for immediate processing.

**PERFORMANCE AWARDS AND PAY ADJUSTMENTS**

Specific guidance for SES/SL/ST performance awards and pay adjustments will be provided in a subsequent memorandum. Pay adjustment recommendations must be documented on spreadsheets that will be provided to you by your Executive Resources point of contact for your respective Bureaus. These recommendations must be documented and received by the Executive Resources Division, room 4042, Main Interior Building by **Tuesday, November 21, 2017**.

Pay increases and performance awards will be effective the first full pay period in January (January 7, 2018) and must be processed in FPPS by January 24, 2018 to be paid in the January 30, 2018 paycheck.

**PERFORMANCE AND CONDUCT**

OPM now requires that rating officials, reviewing officials, PRB members, and the ERB consider evidence of misconduct of an SES/SL/ST employee in assessing performance against the applicable requirements or standards.

If you or your staff have any questions or need assistance, please contact Jonathan Mack at 202-208-5590 or [jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov) or Carrie Soave, 202-513-0874 or [caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov).

cc: All Senior Executives by email  
All SL/ST employees by email  
Bureau/Equivalent Human Resources Officers and Executive Resources Managers



## SES Performance Management System Department of the Interior Executive Performance Agreement



<b>Part 1. Consultation.</b> <i>I have reviewed this plan and have been consulted on its development.</i>						
Executive's Name ( <i>Last, First, MI</i> ):				Appraisal Pd. -		
Executive's Signature:				Date:		
Title:				Organization:		
Rating Official's Name ( <i>Last, First, MI</i> ):				CA <input type="checkbox"/> NC <input type="checkbox"/> LT/LE <input type="checkbox"/>		
Rating Official's Signature:				Date:		
<b>Part 2. Progress Review</b>						
Executive's Signature:				Date:		
Rating Official's Signature:				Date:		
Reviewing Official's Signature ( <i>Optional</i> ):				Date:		
<b>Part 3. Summary Rating</b>						
<b>Initial Summary Rating</b>	<input type="checkbox"/> Level 5 Outstanding	<input type="checkbox"/> Level 4 Exceeds Fully Successful	<input type="checkbox"/> Level 3 Fully Successful	<input type="checkbox"/> Level 2 Minimally Satisfactory	<input type="checkbox"/> Level 1 Unsatisfactory	
Rating Official's Name ( <i>Last, First, MI</i> ):						
Rating Official's Signature:				Date:		
Executive's Signature:				Date:		
Reviewing Official's Signature ( <i>Optional</i> ):				Date:		
<b>Higher Level Review (if applicable)</b>						
<input type="checkbox"/> I request a higher level review. Executive's Initials:				Date:		
Higher Level Review Completed <input type="checkbox"/>				Date:		
Higher Level Reviewer Signature:						
<b>Performance Review Board Recommendation</b>						
		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
PRB Chair Signature:				Date:		
<b>Annual Summary Rating</b>						
		<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Appointing Authority Signature:				Date:		
<b>Part 4. Derivation Formula and Calculation of Annual Summary Rating</b>						
Critical Element	Element Rating		Weight	Score		Summary Level Ranges
	Initial	Final (if changed)		Initial	Final (if changed)	
1. Leading Change						475-500 = Level 5 400-474 = Level 4 300-399 = Level 3 200-299 = Level 2 Any CE rated Level 1 = Level 1
2. Leading People						
3. Business Acumen						
4. Building Coalitions						
5. Results Driven						
<b>Total</b>			100%			

**Part 5. Critical Elements**

**Performance Standards for Critical Elements** (The performance standard for each critical element is specified below; examples for the top three performance levels can be found in the system description)

- **Level 5:** The executive demonstrates exceptional performance, fostering a climate that sustains excellence and optimizes results in the executive's organization, agency, department or government-wide. This represents the highest level of executive performance, as evidenced by the extraordinary impact on the achievement of the organization's mission. The executive is an inspirational leader and is considered a role model by agency leadership, peers, and employees. The executive continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals, consistently achieves expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes assignments ahead of schedule at every step along the way.
- **Level 4:** The executive demonstrates a very high level of performance beyond that required for successful performance in the executive's position and scope of responsibilities. The executive is a proven, highly effective leader who builds trust and instills confidence in agency leadership, peers, and employees. The executive consistently exceeds established performance expectations, timelines, or targets, as applicable.
- **Level 3:** The executive demonstrates the high level of performance expected and the executive's actions and leadership contribute positively toward the achievement of strategic goals and meaningful results. The executive is an effective, solid, and dependable leader who delivers high-quality results based on measures of quality, quantity, efficiency, and/or effectiveness within agreed upon timelines. The executive meets and often exceeds challenging performance expectations established for the position.
- **Level 2:** The executive's contributions to the organization are acceptable in the short term but do not appreciably advance the organization towards achievement of its goals and objectives. While the executive generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish work through others, the executive may demonstrate limited ability to inspire subordinates to give their best efforts or to marshal those efforts effectively to address problems characteristic of the organization and its work.
- **Level 1:** In repeated instances, the executive demonstrates performance deficiencies that detract from mission goals and objectives. The executive generally is viewed as ineffectual by agency leadership, peers, or employees. The executive does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.

**Element Rating Level Points**

**Level 5 = 5 points**  
**Level 4 = 4 points**  
**Level 3 = 3 points**  
**Level 2 = 2 points**  
**Level 1 = 0 points**

Executive Name and ID:

Appraisal Period:

<b>Critical Element 1. Leading Change</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
<p>Develops and implements an organizational vision that integrates key organizational and program goals, priorities, values, and other factors. Assesses and adjusts to changing situations, implementing innovative solutions to make organizational improvements, ranging from incremental improvements to major shifts in direction or approach, as appropriate. Balances change and continuity; continually strives to improve service and program performance; creates a work environment that encourages creative thinking, collaboration, and transparency; and maintains program focus, even under adversity.</p>		
<p>Agency-Specific Performance Requirements</p>		
<p>Rating Official Narrative: <i>(Optional)</i></p>		
<i>Critical Element Rating – Leading Change</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

<b>Critical Element 2. Leading People</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
<p>Designs and implements strategies that maximize employee potential, connects the organization horizontally and vertically, and fosters high ethical standards in meeting the organization's vision, mission, and goals. Provides an inclusive workplace that fosters the development of others to their full potential; allows for full participation by all employees; facilitates collaboration, cooperation, and teamwork, and supports constructive resolution of conflicts. Ensures employee performance plans are aligned with the organization's mission and goals, that employees receive constructive feedback, and that employees are realistically appraised against clearly defined and communicated performance standards. Holds employees accountable for appropriate levels of performance and conduct. Seeks and considers employee input. Recruits, retains, and develops the talent needed to achieve a high quality, diverse workforce that reflects the nation, with the skills needed to accomplish organizational performance objectives while supporting workforce diversity, workplace inclusion, and equal employment policies and programs.</p>		
<p>Agency-Specific Performance Requirements</p>		
<p>Rating Official Narrative: <i>(Optional)</i></p>		
<i>Critical Element Rating – Leading People</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

Executive Name and ID:

Appraisal Period:

<b>Critical Element 3. Business Acumen</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
Assesses, analyzes, acquires, and administers human, financial, material, and information resources in a manner that instills public trust and accomplishes the organization's mission. Uses technology to enhance processes and decision making. Executes the operating budget; prepares budget requests with justifications; and manages resources.		
Agency-Specific Performance Requirements		
Rating Official Narrative: <i>(Optional)</i>		
<i>Critical Element Rating – Business Acumen</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

<b>Critical Element 4. Building Coalitions</b>	<b>(Minimum weight 5%)</b>	<b>Weight</b>
Solicits and considers feedback from internal and external stakeholders or customers. Coordinates with appropriate parties to maximize input from the widest range of appropriate stakeholders to facilitate an open exchange of opinion from diverse groups and strengthen internal and external support. Explains, advocates, and expresses facts and ideas in a convincing manner and negotiates with individuals and groups internally and externally, as appropriate. Develops a professional network with other organizations and identifies the internal and external politics that affect the work of the organization.		
Agency-Specific Performance Requirements		
Rating Official Narrative: <i>(Optional)</i>		
<i>Critical Element Rating – Building Coalitions</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4
	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2
		<input type="checkbox"/> Level 1

Executive Name and ID:

Appraisal Period:

<b>Critical Element 5. Results Driven</b>		<b>(Minimum Weight 20%)</b>			<b>Weight</b>
<b>Agency Goals/Objectives for current FY: Must have at least 3 results and not more than 5</b>					
<p>This critical element includes specific performance requirements expected of the executive during the appraisal period, focusing on measurable outcomes from the strategic plan or other measurable outputs and outcomes clearly aligned to organizational goals and objectives. At a minimum, the performance plan will include performance requirements (including measures, targets, timelines, or quality descriptors, as appropriate) describing the range of performance at Level 3 for each result specified. It is recommended to also establish the threshold measures/targets for Levels 5 and 2.</p> <p>Alignment--cite relevant goals/objectives, page numbers, from the Strategic Plan, Congressional Budget Justification/Annual Performance Plan, or other organizational planning document in the designated section for each performance requirement specified.</p>					
Performance Requirement 1:			Strategic Alignment:		
<i>Performance Requirement 1 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 2:			Strategic Alignment:		
<i>Performance Requirement 2 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 3:			Strategic Alignment:		
<i>Performance Requirement 3 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 4:			Strategic Alignment:		
<i>Performance Requirement 4 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Performance Requirement 5:			Strategic Alignment:		
<i>Performance Requirement 5 Rating</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1
Rating Official Narrative: <i>(Optional)</i>					
<i>Critical Element Rating – Results Driven</i>	<input type="checkbox"/> Level 5	<input type="checkbox"/> Level 4	<input type="checkbox"/> Level 3	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 1

Executive Name and ID:

Appraisal Period:

**Part 6: Summary Rating Narrative (Mandatory)**

**Part 7: Executive's Accomplishment Narrative (Optional)**

**Part 8: Agency Use**



**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov]  
**From:** Mack, Jonathan  
**Sent:** 2017-10-23T10:38:48-04:00  
**Importance:** Normal  
**Subject:** Fwd: Outstanding Recruit Actions  
**Received:** 2017-10-23T10:38:55-04:00

Bureau	Position	Pay Plan	Incumbent/ Previous Incumbent	Remarks
FWS	Assistant Director, International Affairs	SES	Vacant	Sent Back to FWS for Asst. Secretary Signature; Not yet received in Exec Resources
SOL	Regional Solicitor - Northeast Region	SES	Peg Romanik	ERB Hold
NPS	Superintendent, Yosemite National Park	SES		Rating Panel Decision; ERB Hold
BIA	Regional Director - Southern Plains	SES	Dan Deerinwater	
BIA	Regional Director - Midwest	SES	Diane Rosen	Hiring Waiver Approved 5-01-17
BIA	Regional Director - Northwest	SES	Stanley Speaks	
BIA	Regional Director - Alaska	SES	Bruce Loudermilk	Hiring Waiver Approved 5-01-17
NPS	Superintendent, National Mall and Memorial Parks	SES	Gay Vietzke	

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**Carrie Soave**  
 HR Specialist, Executive Resources Division  
 Office of Human Resources  
 Department of the Interior  
 Phone: 202-513-0874  
 Fax: 202-208-5285

**To:** Pletcher, Mary[mary\_pletcher@ios.doi.gov]  
**Cc:** Jonathan Mack[jonathan\_mack@ios.doi.gov]; Pierre-Louis, Alesia[alesia\_pierre-louis@ios.doi.gov]  
**From:** Rotimi Abimbola  
**Sent:** 2017-10-24T11:30:14-04:00  
**Importance:** Normal  
**Subject:** Re: Mike Black - onboarding/ off boarding  
**Received:** 2017-10-24T11:30:21-04:00

Acknowledging receipt, Mary. We'll get moving on this. Are the personnel actions already in process?

On Tue, Oct 24, 2017 at 11:13 AM, Pletcher, Mary <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)> wrote:

Mike Black will be moving to Bureau of Reclamation effective October 29. Can you all work with the onboarding/offboarding team on his transfer?

Rotimi - Mike Black is going to need to do some end of year performance assessments for several members of the SES. Please keep that in mind from an IT perspective - he will likely need access to some files, may need access to emails, etc.

Thanks,  
Mary

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

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**Rotimi Abimbola**  
Chief of Staff  
OCIO, U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Jonathan Mack[jonathan\_mack@ios.doi.gov]; Michelle Oxyer[michelle\_oxyer@ios.doi.gov];  
Caroline (Carrie) Soave[caroline\_soave@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-10-25T08:55:37-04:00  
**Importance:** Normal  
**Subject:** agenda and supporting documents  
**Received:** 2017-10-25T08:55:46-04:00  
[1027 Executive Resources Board Agenda.docx](#)  
[2017 Award Guidance Memo \(2\).docx](#)  
[2017 Performance Review Board Counts.docx](#)  
[Award Form 2017.docx](#)  
[FY 2017 SES SL ST Performance Recognition Guidance.docx](#)  
[M-16-22 - Guidance on Awards for SES and SLST employees for FY2017.pdf](#)  
[2017 SESSLST Performance Close out Timeline.pdf](#)

I need to create three ERB agenda binders for today that I can deliver to David, Jim and one for me. My proposed agenda is attached. For the guidance framework, I also want the 2016 report and the three snapshots.

Most of these are for Agenda item one. Please go ahead and include the drafts for all of the other topics.

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**FY 2017 Career, Noncareer, and Limited Term SES Performance Recognition Guidance  
Performance Standards for Critical Elements**

<b>Summary Performance Rating</b>	<b>Level</b>	<b>Definition</b>
<b>Outstanding</b>	<b>5</b>	The executive demonstrates exceptional performance, fostering a climate that sustains excellence and optimizes results in the executive's organization, agency, department or government-wide. This represents the highest level of executive performance, as evidenced by the extraordinary impact on the achievement of the organization's mission. The executive is an inspirational leader and is considered a role model by agency leadership, peers, and employees. The executive continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals, consistently achieves expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes assignments ahead of schedule at every step along the way.
<b>Exceeds Fully Successful</b>	<b>4</b>	The executive demonstrates a very high level of performance beyond that required for successful performance in the executive's position and scope of responsibilities. The executive is a proven, highly effective leader who builds trust and instills confidence in agency leadership, peers, and employees. The executive consistently exceeds established performance expectations, timelines, or targets, as applicable.
<b>Fully Successful</b>	<b>3</b>	The executive demonstrates the high level of performance expected and the executive's actions and leadership contribute positively toward the achievement of strategic goals and meaningful results. The executive is an effective, solid, and dependable leader who delivers high-quality results based on measures of quality, quantity, efficiency, and/or effectiveness within agreed upon timelines. The executive meets and often exceeds challenging performance expectations established for the position.
<b>Minimally Successful</b>	<b>2</b>	The executive's contributions to the organization are acceptable in the short term but do not appreciably advance the organization towards achievement of its goals and objectives. While the executive generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish work through others, the executive may demonstrate limited ability to inspire subordinates to give their best efforts or to marshal those efforts effectively to address problems characteristic of the organization and its work.
<b>Unsatisfactory</b>	<b>1</b>	In repeated instances, the executive demonstrates performance deficiencies that detract from mission goals and objectives. The executive generally is viewed as ineffectual by agency leadership, peers, or employees. The executive does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.

**FY 2017 CAREER SES Performance Recognition Guidance**  
**Pay range for 2017 is \$124,406 to \$187,000**

<b>Summary Performance Rating</b>	<b>Pay Increase</b>	<b>Bonus</b>	<b>Special Act Award</b>	<b>Time Off Award*</b>	<b>Total Recognition Package</b>
<b>Outstanding</b>	Up to 8% Maximum Pay Level EX-II	8% to 15% performance bonus		Up to 80 hours* (80 hours equals 3.84% of salary)	9%-16%
<b>Exceeds Fully Successful</b>	Up to 4% Maximum Pay Level EX-II	5% to 7.5% performance bonus		Up to 80 hours* (80 hours equals 3.84% of salary)	5%-8%
<b>Fully Successful</b>	Up to 1% Maximum Pay Level EX-II		Special Act Award – up to 3%	Up to 40 hours* (40 hours equals up to 1.9% of salary)	Up to 4%

\*Time Off awards require the attached Special Act Incentive Award form be completed.

**Special Act Awards:** Special Act Awards may be used to recognize individual and specific special acts that occurred during the performance cycle and are not to be used to recognize overall performance. The maximum Special Act Award is \$10,000. The amount of the award must be commensurate with the special act or achievement being recognized. The Special Act Award recommendations require the completion of the attached Special Act Award form.

**FY 2017 NON CAREER SES Performance Recognition Guidance**

<b>Summary Performance Rating</b>	<b>Pay Increase</b>	<b>Time Off Award</b>	<b>Total Recognition Package</b>
<b>Outstanding</b>	*Up to 8% Maximum Pay Level EX-IV	Up to 80 hours** (80 hours equals 3.84% of salary)	Value of time-off plus pay increase cannot exceed 10%.
<b>Exceeds Fully Successful</b>	*Up to 4% Maximum Pay Level EX-IV	Up to 60 hours** (60 hours equals 2.9% of salary)	Value of time-off plus pay increase cannot exceed 7%
<b>Fully Successful</b>	*Up to 1.0% Maximum Pay Level EX-IV	Up to 40 hours** (40 hours equals up to 1.9% of salary)	Value of time-off plus pay increase cannot exceed 2%

\*\*Time Off awards require the Special Act Award form be completed.

**\*Pay Increase:** Political pay freeze continues through calendar year 2017 under the Consolidated Appropriations Act. Under the pay freeze, Executives paid under EX-IV (\$161,900) can receive pay increases up to EX-IV (\$161,900). Executive paid at and above EX-IV (\$161,900) are not eligible for pay increases.

**Performance Bonuses:** On August 3, 2010, President Obama froze discretionary awards for all political employees, including Non Career SES and political Limited Term SES appointees. This freeze remains in effect. OPM guidance permits only non-monetary performance awards or time-off awards.

**FY 2017 Limited Term SES Performance Recognition Guidance**  
**Pay range for 2017 is \$124,406 to \$187,000**

<b>Summary Performance Rating</b>	<b>Pay Increase</b>	<b>Special Act Award</b>	<b>Time Off Award</b>	<b>Total Recognition Package</b>	<b>NOTES</b>
<b>Outstanding</b>	Up to 8% Maximum Pay Level EX-II	Up to \$10,000	Up to 80 hours* (80 hours equals 3.84% of salary)	\$10,000 to \$15,200	Cannot get 6%, 7% or 8% pay increase and receive a special act award. Total compensation cannot exceed \$15,200.
<b>Exceeds Fully Successful</b>	Up to 4% Maximum Pay Level EX-II	Up to \$7,500	Up to 60 hours* (60 hours equals 2.9% of salary)	\$7,500 to 10,000	Cannot get a 4% pay increase and receive a special act award. Total compensation cannot exceed \$10,000.
<b>Fully Successful</b>	Up to 1.0% Maximum Pay Level EX-II	None	Up to 20 hours* (20 hours equals up to 1% of salary)	Up to \$1,870	

**\*Special Act and Time Off awards require the attached Special Act Award form be completed.**

**\*\*Special Act Awards:** Special Act Awards may be used to recognize individual and specific special acts that occurred during the performance cycle and are not to be used to recognize overall performance. The maximum Special Act Award is \$10,000. The amount of the award must be commensurate with the special act or achievement being recognized. The Special Act Award recommendations require the completion of the attached Special Act Award form.

**FY 2017 SL/ST Performance Recognition Guidance  
Performance Standards for Critical Elements**

<b>Summary Performance Rating</b>	<b>Level</b>	<b>Definition</b>
<b>Outstanding</b>	<b>5</b>	The Senior Professional demonstrates exceptional performance, directly contributes toward sustaining organizational excellence, and enhances the ability to achieve results in the Senior Professional's organization, agency, department or Government-wide. This level represents the highest level of Senior Professional performance, as evidenced by the extraordinary impact on the achievement of the organization's mission. The Senior Professional continually contributes materially to or spearheads agency efforts that address or accomplish important agency goals. The Senior Professional consistently exceeds expectations at the highest level of quality possible, and consistently handles challenges, exceeds targets, and completes high-quality assignments ahead of schedule.
<b>Exceeds Fully Successful</b>	<b>4</b>	The Senior Professional demonstrates a very high level of performance beyond that required for successful performance in the Senior Professional's position. The Senior Professional often exceeds established performance expectations, timelines, or targets, as applicable. The Senior Professional is consistently highly-effective and delivers high-quality results.
<b>Fully Successful</b>	<b>3</b>	The Senior Professional demonstrates the high level of performance expected of Senior Professionals and the Senior Professional's actions contribute positively toward the achievement of project/program goals and meaningful results. The Senior Professional is effective, dependable and delivers project/program results based on indicators of quality, or measures of quantity, efficiency, and/or effectiveness within agreed upon timelines. The Senior Professional meets and occasionally exceeds challenging performance expectations established for the position.
<b>Minimally Successful</b>	<b>2</b>	The Senior Professional's contributions to the organization are acceptable in the short term, but do not appreciably advance the project/program or organization toward achievement of its goals and objectives. While the Senior Professional generally meets established performance expectations, timelines and targets, there are occasional lapses that impair operations and/or cause concern from management. While showing basic ability to accomplish assigned project/program(s), the Senior Professional may demonstrate limited ability to address problems characteristic of the project/program or organization and its work.
<b>Unsatisfactory</b>	<b>1</b>	In repeated instances, the Senior Professional demonstrates performance deficiencies that detract from project/program goals and objectives or the agency mission. The Senior Professional generally is viewed as ineffectual by agency leadership or peers. The Senior Professional does not meet established performance expectations/timelines/targets and fails to produce – or produces unacceptable – work products, services, or outcomes.



**FY 2017 SL/ST Performance Recognition Guidance**  
**Pay range for 2017 is \$124,406 to \$187,000**

<b>Summary Performance Rating</b>	<b>Pay Increase</b>	<b>Sustained Superior Performance Award</b>	<b>Special Act Award**</b>	<b>Time Off Award*</b>	<b>Total Recognition Package</b>	<b>NOTES</b>
<b>Outstanding</b>	Up to 8% Maximum Pay Level EX-II	\$7,000 to \$10,000	Up to \$10,000	Up to 80 hours (80 hours equals 3.84% of salary)	\$10,000 to \$20,000	Cannot get a 6%, 7% or 8% pay increase and receive a performance award.
<b>Exceeds Fully Successful</b>	Up to 4% Maximum Pay Level EX-II	Up to \$6,999	Up to \$5,000	Up to 60 hours (60 hours equals 2.9% of salary)	\$7,500 to 10,000	Cannot get a 6% pay increase and receive a performance award.
<b>Fully Successful</b>	Up to 1% Maximum Pay Level EX-II	None	Up to \$1,000	Up to 20 hours (20 hours equals up to 1% of salary)	Up to \$3,000	

**\*Time Off awards require the attached Special Act Award form be completed.**

**\*\*Special Act Awards:** Special Act Awards may be used to recognize individual and specific special acts that occurred during the performance cycle and are not to be used to recognize overall performance. The maximum Special Act Award is \$10,000. The amount of the award must be commensurate with the special act or achievement being recognized. The Special Act Award recommendations require the completion of the attached Special Act Award form.



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

August 12, 2016

THE DIRECTOR

M-16-22

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: BETH F. COBERT   
ACTING DIRECTOR, OFFICE OF PERSONNEL MANAGEMENT

SHAUN DONOVAN   
DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET

SUBJECT: Guidance on Awards for SES and SL/ST employees for Fiscal Year 2017

As required by Executive Order (EO) 13714, – “Strengthening the Senior Executive Service (SES)” (<https://www.whitehouse.gov/the-press-office/2015/12/15/executive-order-strengthening-senior-executive-service>), issued on December 15, 2015, the U.S. Office of Personnel Management (OPM) and the U.S. Office of Management and Budget (OMB) are providing additional guidance related to performance awards for members of the SES and Senior Level (SL) and Senior Professional and Scientific (ST) employees. In EO 13714, the President stated that starting in Fiscal Year (FY) 2017 agencies should limit their aggregate spending on agency performance awards for SES and SL/ST employees to 7.5 percent. Prior to 2010, there was no spending limit on SL/ST performance awards and the statutory limit of 10 percent applied to SES performance awards. The President also stated that agencies should grant awards in a manner that provides meaningfully greater rewards to top performers. Pursuant to EO 13714’s direction to provide additional guidance as to the distribution of such awards, OPM now further advises that agencies should allocate awards made under the new recommended limit to be able to reward and retain more top performers by:

- providing substantial monetary awards for the very best SES and SL/ST performers; and,
- allowing more variance of award amounts among rating levels, which is a common attribute of pay-for-performance systems.

Agencies are encouraged to support good performance management throughout the year by providing ongoing feedback and promptly and appropriately recognizing excellent achievements. Agencies should use all authorized categories of awards, as appropriate, to recognize the accomplishments of their executives throughout the year, including time-off and individual contribution awards (e.g., special act, suggestion, invention, etc.). Agencies are reminded, however, that individual contribution awards must be granted in adherence with 5 CFR Part 451 and not as a substitute or an enhancement of annual performance-based awards granted pursuant to 5 CFR 534.405. In addition, agencies can use such awards to recognize executives’ significant contributions toward mission even if they are not rated at the highest rating levels, which is also a common attribute of pay for performance.

## **Budgetary Limitations for Individual Monetary Awards**

For FY 2017, these recommended budgetary limits apply to agency spending for individual monetary awards only, which include rating-based performance awards and individual contribution (e.g., special act) awards. The funding limits for the different award categories for SES and SL/ST are to be managed separately.

Agencies are advised to limit total awards spending on the following categories of awards:

- **SES individual rating-based performance awards:** Agencies may spend up to 7.5 percent of the aggregate salaries of their career executives at the end of the previous fiscal year on individual rating-based performance awards for career members of the SES.
- **SL/ST individual rating-based performance awards:** Agencies may spend up to 7.5 percent of the aggregate salaries of their SL/ST employees in career, career-conditional, or equivalent positions in the excepted service at the end of the previous fiscal year on individual rating-based performance awards for those SL/ST employees.
- **SES individual contribution awards:** Agencies may spend up to 1.0 percent of the aggregate salaries of their career executives at the end of the previous fiscal year on individual contribution awards (e.g., special act awards) that are paid throughout the fiscal year for career members of the SES.
- **SL/ST individual contribution awards:** Agencies may spend up to 1.0 percent of the aggregate salaries of their SL/ST employees in career, career-conditional, or equivalent positions in the excepted service at the end of the previous fiscal year on individual contribution awards (e.g., special act awards) that are paid throughout the fiscal year for those SL/ST employees.

Previous awards spending guidance focused on the following two groups of awards and set spending limitations on each: (1) SES/SL/ST rating-based performance awards and (2) individual contribution awards for SES/SL/ST combined with both ratings-based performance awards and individual contribution awards for non-SES/SL/ST. To promote clarity and increased precision in applying and tracking awards spending, this guidance is now further separating the respective award categories and spending limitations to address SES and SL/ST personnel separate from non-SES/SL/ST personnel (e.g., General Schedule employees).

Guidance on funding for non-SES/SL/ST awards will be addressed in a separate memorandum.

### **Additional Guidance on Meaningful Use of Individual Monetary Awards for Top SES and SL/ST Performers**

Recognizing that the impact of the application of an agency's revised program may not be determined until the performance ratings are received and finalized, agencies should start discussing the philosophy of how the agency expects to apply the new 7.5 percent limit, solicit input and ideas, and generally communicate what changes can be expected.

To ensure the continued integrity of the awards programs, agencies should allocate awards in a manner that provides meaningfully greater rewards to top performers. Agencies should ensure only SES and SL/ST employees who have demonstrated the highest levels of individual performance and/or contribution to the agency's performance receive the highest annual summary ratings and the largest corresponding performance awards, pay adjustments, and rates of pay. Agencies are encouraged to use these awards to recognize those senior leaders who take on the most challenging assignments, use exemplary innovative and collaborative methods, take on challenging rotational assignments, and/or have the greatest impact on agency priorities and mission imperatives in a given performance period. Agencies should ensure differentiation is evident individually in the performance awards, pay adjustments, and rates of pay; and OPM and OMB will review and verify this through the appraisal system certification process.

OPM and OMB will continue to monitor awards data that agencies provide to OPM under the agencies' regular reporting procedures for compliance with these limitations. Agencies may be asked to provide additional data regarding award categories and amounts, and OPM would use this data to conduct further analysis at a more granular level. OPM will provide more information to agencies regarding specific data requests as needed.

### **Coverage**

These recommended budgetary limits apply to all departments and agencies for all members of the SES and SL/ST employees, except political appointees covered by the freeze on discretionary spending. The President's August 3, 2010, memorandum freezing discretionary awards, bonuses, and similar payments for political appointees continues to be in effect. Agencies should continue to apply this freeze in accordance with OPM's guidance at <https://www.chcoc.gov/content/guidance-freeze-discretionary-awards-bonuses-and-similar-payments-federal-employees-serving>.

### **Effective Date**

The budgetary limits specified in this memorandum apply to awards paid during FY 2017, with effective dates from October 1, 2016 through September 30, 2017.

### **Additional Information**

Agency Chief Human Capital Officers and/or Human Resources Directors should contact Stephen T. Shih, Deputy Associate Director for Senior Executive Services and Performance Management, in OPM's Employee Services, at (202) 606-8046 or [performance-management@opm.gov](mailto:performance-management@opm.gov), for any questions regarding this policy. Employees should contact their agency human resources offices for assistance.

cc: Chief Human Capital Officers  
Human Resources Directors  
Council of the Inspectors General on Integrity and Efficiency  
Inspectors General  
Small Agency Council



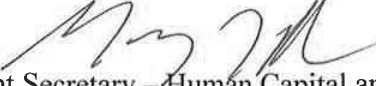
# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

**OCT 18 2017**

Memorandum:

To: Solicitor  
Assistant Secretaries  
Heads of Bureaus and Equivalent Offices

From: Mary Pletcher   
Deputy Assistant Secretary – Human Capital and Diversity  
Chief Human Capital Officer

Subject: FY 2017 Performance Closeout Information for Senior Executive Service (SES), Senior Level (SL) and Scientific and Professional (ST) Employees

This memorandum provides guidance on the timeline for completing FY 2017 performance appraisals for SES, SL and ST employees. It is critical that this timeline is met. Performance Review Boards will convene in late November in Washington, DC. The Executive Resources Board must complete all rating and recognition decisions so that the decisions may be effective the first pay period in 2018.

## **TIMELINE**

### **October-November 2017**

Performance close out training will be conducted for SES/SL/ST employees.

The Departmental Organizational Assessments will be distributed to Bureau Directors/Equivalent Office Heads.

Rating officials finalize performance appraisals, meet with their executives, and communicate the initial summary rating level.

Recommendations for pay increases/performance awards/special act awards/time-off awards will be made by the rating official in consultation with the Bureau Director/Equivalent Office Head and the appropriate Assistant Secretary and submitted with all completed appraisals to the Executive Resources Division by **Tuesday, November 21, 2017**. These recommendations could change and therefore are not to be communicated to the executive. Guidance on the ranges for pay increases and recognition will be provided in a subsequent memorandum.

### **November 28, 2017**

Training for Performance Review Board members will be held. Completed appraisals will be distributed to PRB members.

**November 28 – December 13, 2017**

PRB panels review performance appraisal documents.

**December 14 – December 15, 2017**

PRB recommendations for summary ratings and awards will be recorded by the Executive Resources Division and forwarded to the appropriate Assistant Secretary. If the PRB recommendation for a summary rating differs from that of the Rating Officer, the PRB will provide a written explanation for their recommendation.

**December 18, 2017 – January 4, 2018**

The Executive Resources Division will review information for adherence to guidance and provide record of recommendations to the ERB for consideration. The ERB will determine final summary ratings and recognition for all executives.

**January 5, 2018**

Final summary ratings and recognition for all executives will be communicated to each Assistant Secretary/Equivalent Official and Bureau Director/Equivalent Office Head. Final decisions are provided to Bureau Executive Resources staff for immediate processing.

**PERFORMANCE AWARDS AND PAY ADJUSTMENTS**

Specific guidance for SES/SL/ST performance awards and pay adjustments will be provided in a subsequent memorandum. Pay adjustment recommendations must be documented on spreadsheets that will be provided to you by your Executive Resources point of contact for your respective Bureaus. These recommendations must be documented and received by the Executive Resources Division, room 4042, Main Interior Building by **Tuesday, November 21, 2017**.

Pay increases and performance awards will be effective the first full pay period in January (January 7, 2018) and must be processed in FPPS by January 24, 2018 to be paid in the January 30, 2018 paycheck.

**PERFORMANCE AND CONDUCT**

OPM now requires that rating officials, reviewing officials, PRB members, and the ERB consider evidence of misconduct of an SES/SL/ST employee in assessing performance against the applicable requirements or standards.

If you or your staff have any questions or need assistance, please contact Jonathan Mack at 202-208-5590 or [jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov) or Carrie Soave, 202-513-0874 or [caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov).

cc: All Senior Executives by email  
All SL/ST employees by email  
Bureau/Equivalent Human Resources Officers and Executive Resources Managers

Memorandum

To: Solicitor  
Assistant Secretaries  
Heads of Bureaus and Equivalent Offices

From: Mary Pletcher  
Deputy Assistant Secretary – Human Capital and Diversity  
Chief Human Capital Officer

Subject: Guidance on Awards for FY 2017 for SES/SL/ST Employees

Interior bureaus and offices can now proceed with planning and execution of FY 2017 performance awards for SES/SL/ST employees based on the guidance issued in this memorandum.

The total recognition package model used for the 2016 performance close out cycle will be used again this year. The model is in accordance with the August 12, 2016 guidance issued by the Office of Personnel Management (OPM) and Office of Management and Budget (OMB) on SES/SL/ST awards. Award spending for SES/SL/ST employees is limited to no more than 7.5% of total aggregate salaries for performance awards. Special act award spending is limited to no more than 1% of aggregate salary.

Performance recommendations must be documented on spreadsheets that will be provided to you by your Executive Resources Coordinator for your respective bureau/office. These recommendations must be documented and returned to your Executive Resources Coordinator by Wednesday, November 21, 2017.

If you or your staff needs assistance, please contact Jonathan Mack at 202-208-5590, [jonathan\\_mack@ios.doi.gov](mailto:jonathan_mack@ios.doi.gov) or Carrie Soave at 202-513-0874, [caroline\\_soave@ios.doi.gov](mailto:caroline_soave@ios.doi.gov) with the Executive Resources Division.

Attachments

1. 2016 OPM/OMB Guidance on SES/SL/ST Awards
2. FY 2017 Recognition Guidance
3. Special Act Award Form

Cc: Senior Executives, Senior Leaders and Scientific and Technical Professionals  
Bureau or Equivalent Offices HR Officers and Executive Resources Coordinators

**Performance Review Boards  
FY-2017 Performance Cycle**

<b>Organization (approximate # of appraisals)</b>	<b>Total Approximate # of Appraisals To Review</b>	<b>Performance Review Board Members</b>
PMB (incl ONRR & IBC) (45) Insular Affairs (1) IOS (5)	51	<i>Assisted by Peyton Hardaway and Erica Williams</i>
BIA/BIE (18) AS-IA (7) OST (10) SOL (16)	51	<i>Assisted by Allison Beard</i>
FWS (20) NPS (24) BOR (13)	57	<i>Assisted by Pat Casey</i>
USGS (17) BLM (15) OSM (6) BOEM (6) BSEE (4)	48	<i>Assisted by Carrie Soave</i>
Non-Career	21	<i>Assisted by Michelle Oxyer</i>
Senior Level (SL)	49	<i>Assisted by Jonathan Mack</i>
Scientific and Professional (ST)	47	<i>Assisted by Sharon Benitez</i>



**Executive Resources Board Agenda**  
**10/27/2017**

- 1) 2017 Performance Close-out
  - a. Decision: Performance recognition guidance (pay and awards)
  - b. Decision: Performance Review Boards (Number and composition of boards)
  
- 2) Reassignment Decision: Thomas Melius  
From: Regional Director, Twin Cities in FWS in Minneapolis, MN  
To: Assistant Director, International Affairs in FWS in Washington, DC
  
- 3) Change in Duty Station Decision: Michele Singer (Director of the Interior Business Center)  
From: Queens, NY  
To: Washington, DC
  
- 4) Selection Decision: Charles Addington  
To: Bureau of Indian Affairs, Deputy Director for Office of Justice Services
  
- 5) Review requests to announce vacancies and approve rating and ranking and interview panels.
  - a) BLM – Assistant Director for Fire and Aviation
  - b) BLM – Alaska State Director
  - c) BLM – New Mexico State Director
  - d) BLM – Assistant Director for Communications and Public Relations
  - e) BIA – Northwest Regional Director
  - f) BIA – Alaska Regional Director
  - g) PMB – Director, Office of Wildland Fire

**On Deck – Next Executive Resources Board Meeting**

- ***Target timeframe: 2 weeks***
- 2018 SES/SL/ST Performance Plan Elements
- PMB – Reassign Kaprice Tucker from Associate Solicitor for General Law to Associate Director for Contracts and Grants Management within the Office of Property and Acquisition Management
- BOR – Reassign Michael Ryan from Great Plains Regional Director to BOR Senior Advisor effective January 8, 2018
- BOR – Reassign Michael Black from BOR Senior Advisor to BOR Great Plains Regional Director effective January 8, 2018

**SES/SL/ST SPECIAL ACT AWARD FORM**  
*(09/2017 edition)*

<b>Name (print or type)</b>	<b>Position Title</b>	<b>Bureau/Office</b>
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**Special Act Award: Enter the amount of recommended award in the appropriate space below. A rating of at least “Fully Successful” is required.**

\_\_\_\_\_ **Special Act Award**

\_\_\_\_\_ **Hours for Time Off Award (80 hours maximum)**

**Describe the specific special act, with a justification, to show that amount recommended is commensurate with the achievement:**

<b>Recommending Official,</b> <b>Date</b> <b>Print Name and Title</b>	<b>Signature</b>
<b>Approving Official Signature</b> <b>Date</b>	
<b>For the Executive Resources Board</b>	

**To:** Robert Howarth[robert\_howarth@ios.doi.gov]  
**From:** Pletcher, Mary  
**Sent:** 2017-10-25T13:32:17-04:00  
**Importance:** Normal  
**Subject:** updated ERB memo  
**Received:** 2017-10-25T13:32:23-04:00

Hi Rob,  
Did the updated ERB memo get sent out? Can you send me the electronic copy?

Thanks,  
Mary

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**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505

**To:** jaruhs[REDACTED] (b)(6)  
**From:** John Ruhs  
**Sent:** 2017-12-04T23:35:33-05:00  
**Importance:** Normal  
**Subject:** Fwd: memo on SES management  
**Received:** 2017-12-04T23:36:52-05:00  
[ATT00001.htm](#)  
[DS Memo SES.pdf](#)  
[CSRA.pdf](#)  
[ATT00002.htm](#)

John F. Ruhs  
State Director, Nevada  
Bureau of Land Management  
O - 775-861-6590  
C - 307-214-5271  
Sent from my iPhone

Begin forwarded message:

**From:** "Pletcher, Mary" <[mary\\_pletcher@ios.doi.gov](mailto:mary_pletcher@ios.doi.gov)>  
**To:** DOI\_Career\_SES <[doi\\_career\\_ses@ios.doi.gov](mailto:doi_career_ses@ios.doi.gov)>, DOI NON-Career SES <[doi\\_non-career\\_ses@ios.doi.gov](mailto:doi_non-career_ses@ios.doi.gov)>  
**Subject:** memo on SES management

Dear Senior Executives,

Attached is a memorandum from the Deputy Secretary on Senior Executive Service management. The text of the Civil Service Reform Act (CSRA) is included as an enclosure to the memorandum.

Best,  
Mary

--

**Mary Pletcher**  
Department of the Interior  
Deputy Assistant Secretary for Human Capital and Diversity  
Chief Human Capital Officer  
(202) 208-4505



Public Law 95-454  
95th Congress

An Act

To reform the civil service laws.

Oct. 13, 1978

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,*

[S. 2640]  
Civil Service  
Reform Act of  
1978.  
5 USC 1101 note.

SHORT TITLE

SECTION 1. This Act may be cited as the "Civil Service Reform Act of 1978".

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- Sec. 1. Short title.
- Sec. 2. Table of contents.
- Sec. 3. Findings and statement of purpose.

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- Sec. 101. Merit system principles ; prohibited personnel practices.

TITLE II—CIVIL SERVICE FUNCTIONS ; PERFORMANCE APPRAISAL ; ADVERSE ACTIONS

- Sec. 201. Office of Personnel Management.
- Sec. 202. Merit Systems Protection Board and Special Counsel.
- Sec. 203. Performance appraisals.
- Sec. 204. Adverse actions.
- Sec. 205. Appeals.
- Sec. 206. Technical and conforming amendments.

TITLE III—STAFFING

- Sec. 301. Volunteer service.
- Sec. 302. Interpreting assistants for deaf employees.
- Sec. 303. Probationary period.
- Sec. 304. Training.
- Sec. 305. Travel, transportation, and subsistence.
- Sec. 306. Retirement.
- Sec. 307. Veterans and preference eligibles.
- Sec. 308. Dual pay for retired members of the uniformed services.
- Sec. 309. Civil service employment information.
- Sec. 310. Minority recruitment program.
- Sec. 311. Temporary employment limitation.

TITLE IV—SENIOR EXECUTIVE SERVICE

- Sec. 401. General provisions.
- Sec. 402. Authority for employment.
- Sec. 403. Examination, certification, and appointment.
- Sec. 404. Retention preference.
- Sec. 405. Performance rating.
- Sec. 406. Awarding of ranks.
- Sec. 407. Pay rates and systems.
- Sec. 408. Pay administration.
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- Sec. 701. Federal service labor-management relations.
- Sec. 702. Backpay in case of unfair labor practices and grievances.
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- Sec. 904. Powers of President unaffected except by express provisions.
- Sec. 905. Reorganizations plans.
- Sec. 906. Technical and conforming amendments.
- Sec. 907. Effective date.

## FINDINGS AND STATEMENT OF PURPOSE

5 USC 1101 note.

## SEC. 3. It is the policy of the United States that—

(1) in order to provide the people of the United States with a competent, honest, and productive Federal work force reflective of the Nation's diversity, and to improve the quality of public service, Federal personnel management should be implemented consistent with merit system principles and free from prohibited personnel practices;

(2) the merit system principles which shall govern in the competitive service and in the executive branch of the Federal Government should be expressly stated to furnish guidance to Federal agencies in carrying out their responsibilities in administering the public business, and prohibited personnel practices should be statutorily defined to enable Federal employees to avoid conduct which undermines the merit system principles and the integrity of the merit system;

(3) Federal employees should receive appropriate protection through increasing the authority and powers of the Merit Systems Protection Board in processing hearings and appeals affecting Federal employees;

(4) the authority and power of the Special Counsel should be increased so that the Special Counsel may investigate allegations involving prohibited personnel practices and reprisals against Federal employees for the lawful disclosure of certain information and may file complaints against agency officials and employees who engage in such conduct;

(5) the function of filling positions and other personnel functions in the competitive service and in the executive branch should

be delegated in appropriate cases to the agencies to expedite processing appointments and other personnel actions, with the control and oversight of this delegation being maintained by the Office of Personnel Management to protect against prohibited personnel practices and the use of unsound management practices by the agencies;

(6) a Senior Executive Service should be established to provide the flexibility needed by agencies to recruit and retain the highly competent and qualified executives needed to provide more effective management of agencies and their functions, and the more expeditious administration of the public business;

(7) in appropriate instances, pay increases should be based on quality of performance rather than length of service;

(8) research programs and demonstration projects should be authorized to permit Federal agencies to experiment, subject to congressional oversight, with new and different personnel management concepts in controlled situations to achieve more efficient management of the Government's human resources and greater productivity in the delivery of service to the public;

(9) the training program of the Government should include retraining of employees for positions in other agencies to avoid separations during reductions in force and the loss to the Government of the knowledge and experience that these employees possess; and

(10) the right of Federal employees to organize, bargain collectively, and participate through labor organizations in decisions which affect them, with full regard for the public interest and the effective conduct of public business, should be specifically recognized in statute.

## TITLE I—MERIT SYSTEM PRINCIPLES

### MERIT SYSTEM PRINCIPLES; PROHIBITED PERSONNEL PRACTICES

SEC. 101. (a) Title 5, United States Code, is amended by inserting after chapter 21 the following new chapter:

#### “CHAPTER 23—MERIT SYSTEM PRINCIPLES

“Sec.

“2301. Merit system principles.

“2302. Prohibited personnel practices.

“2303. Prohibited personnel practices in the Federal Bureau of Investigation.

“2304. Responsibility of the General Accounting Office.

“2305. Coordination with certain other provisions of law.

#### “§ 2301. Merit system principles

5 USC 2301.

“(a) This section shall apply to—

“(1) an Executive agency;

“(2) the Administrative Office of the United States Courts;

and

“(3) the Government Printing Office.

“(b) Federal personnel management should be implemented consistent with the following merit system principles:

“(1) Recruitment should be from qualified individuals from appropriate sources in an endeavor to achieve a work force from all segments of society, and selection and advancement should be determined solely on the basis of relative ability, knowledge, and skills, after fair and open competition which assures that all receive equal opportunity.



“(2) All employees and applicants for employment should receive fair and equitable treatment in all aspects of personnel management without regard to political affiliation, race, color, religion, national origin, sex, marital status, age, or handicapping condition, and with proper regard for their privacy and constitutional rights.

“(3) Equal pay should be provided for work of equal value, with appropriate consideration of both national and local rates paid by employers in the private sector, and appropriate incentives and recognition should be provided for excellence in performance.

“(4) All employees should maintain high standards of integrity, conduct, and concern for the public interest.

“(5) The Federal work force should be used efficiently and effectively.

“(6) Employees should be retained on the basis of the adequacy of their performance, inadequate performance should be corrected, and employees should be separated who cannot or will not improve their performance to meet required standards.

“(7) Employees should be provided effective education and training in cases in which such education and training would result in better organizational and individual performance.

“(8) Employees should be—

“(A) protected against arbitrary action, personal favoritism, or coercion for partisan political purposes, and

“(B) prohibited from using their official authority or influence for the purpose of interfering with or affecting the result of an election or a nomination for election.

“(9) Employees should be protected against reprisal for the lawful disclosure of information which the employees reasonably believe evidences—

“(A) a violation of any law, rule, or regulation, or

“(B) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety.

“(c) In administering the provisions of this chapter—

“(1) with respect to any agency (as defined in section 2302(a)(2)(C) of this title), the President shall, pursuant to the authority otherwise available under this title, take any action, including the issuance of rules, regulations, or directives; and

“(2) with respect to any entity in the executive branch which is not such an agency or part of such an agency, the head of such entity shall, pursuant to authority otherwise available, take any action, including the issuance of rules, regulations, or directives; which is consistent with the provisions of this title and which the President or the head, as the case may be, determines is necessary to ensure that personnel management is based on and embodies the merit system principles.

*Infra.*

5 USC 2302.

Definitions.

**“§ 2302. Prohibited personnel practices**

“(a) (1) For the purpose of this title, ‘prohibited personnel practice’ means any action described in subsection (b) of this section.

“(2) For the purpose of this section—

“(A) ‘personnel action’ means—

“(i) an appointment;

“(ii) a promotion;

“(iii) an action under chapter 75 of this title or other disciplinary or corrective action;

“(iv) a detail, transfer, or reassignment;

“(v) a reinstatement;

“(vi) a restoration;

“(vii) a reemployment;

“(viii) a performance evaluation under chapter 43 of this title;

“(ix) a decision concerning pay, benefits, or awards, or concerning education or training if the education or training may reasonably be expected to lead to an appointment, promotion, performance evaluation, or other action described in this subparagraph; and

“(x) any other significant change in duties or responsibilities which is inconsistent with the employee's salary or grade level;

with respect to an employee in, or applicant for, a covered position in an agency;

“(B) ‘covered position’ means any position in the competitive service, a career appointee position in the Senior Executive Service, or a position in the excepted service, but does not include—

“(i) a position which is excepted from the competitive service because of its confidential, policy-determining, policy-making, or policy-advocating character; or

“(ii) any position excluded from the coverage of this section by the President based on a determination by the President that it is necessary and warranted by conditions of good administration.

“(C) ‘agency’ means an Executive agency, the Administrative Office of the United States Courts, and the Government Printing Office, but does not include—

“(i) a Government corporation;

“(ii) the Federal Bureau of Investigation, the Central Intelligence Agency, the Defense Intelligence Agency, the National Security Agency, and, as determined by the President, any Executive agency or unit thereof the principal function of which is the conduct of foreign intelligence or counterintelligence activities; or

“(iii) the General Accounting Office.

“(b) Any employee who has authority to take, direct others to take, recommend, or approve any personnel action, shall not, with respect to such authority—

“(1) discriminate for or against any employee or applicant for employment—

“(A) on the basis of race, color, religion, sex, or national origin, as prohibited under section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16);

“(B) on the basis of age, as prohibited under sections 12 and 15 of the Age Discrimination in Employment Act of 1967 (29 U.S.C. 631, 633a);

“(C) on the basis of sex, as prohibited under section 6(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(d));

“(D) on the basis of handicapping condition, as prohibited under section 501 of the Rehabilitation Act of 1973 (29 U.S.C. 791); or

“(E) on the basis of marital status or political affiliation, as prohibited under any law, rule, or regulation;

“(2) solicit or consider any recommendation or statement, oral or written, with respect to any individual who requests or is under consideration for any personnel action unless such recommendation or statement is based on the personal knowledge or records of the person furnishing it and consists of—

“(A) an evaluation of the work performance, ability, aptitude, or general qualifications of such individual; or

“(B) an evaluation of the character, loyalty, or suitability of such individual;

“(3) coerce the political activity of any person (including the providing of any political contribution or service), or take any action against any employee or applicant for employment as a reprisal for the refusal of any person to engage in such political activity;

“(4) deceive or willfully obstruct any person with respect to such person's right to compete for employment;

“(5) influence any person to withdraw from competition for any position for the purpose of improving or injuring the prospects of any other person for employment;

“(6) grant any preference or advantage not authorized by law, rule, or regulation to any employee or applicant for employment (including defining the scope or manner of competition or the requirements for any position) for the purpose of improving or injuring the prospects of any particular person for employment;

“(7) appoint, employ, promote, advance, or advocate for appointment, employment, promotion, or advancement, in or to a civilian position any individual who is a relative (as defined in section 3110(a)(3) of this title) of such employee if such position is in the agency in which such employee is serving as a public official (as defined in section 3110(a)(2) of this title) or over which such employee exercises jurisdiction or control as such an official;

“(8) take or fail to take a personnel action with respect to any employee or applicant for employment as a reprisal for—

“(A) a disclosure of information by an employee or applicant which the employee or applicant reasonably believes evidences—

“(i) a violation of any law, rule, or regulation, or

“(ii) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety,

if such disclosure is not specifically prohibited by law and if such information is not specifically required by Executive order to be kept secret in the interest of national defense or the conduct of foreign affairs; or

“(B) a disclosure to the Special Counsel of the Merit Systems Protection Board, or to the Inspector General of an agency or another employee designated by the head of the agency to receive such disclosures, of information which the employee or applicant reasonably believes evidences—

“(i) a violation of any law, rule, or regulation, or

“(ii) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety;

“(9) take or fail to take any personnel action against any employee or applicant for employment as a reprisal for the exercise of any appeal right granted by any law, rule, or regulation;

5 USC 3110.

“(10) discriminate for or against any employee or applicant for employment on the basis of conduct which does not adversely affect the performance of the employee or applicant or the performance of others; except that nothing in this paragraph shall prohibit an agency from taking into account in determining suitability or fitness any conviction of the employee or applicant for any crime under the laws of any State, of the District of Columbia, or of the United States; or

“(11) take or fail to take any other personnel action if the taking of or failure to take such action violates any law, rule, or regulation implementing, or directly concerning, the merit system principles contained in section 2301 of this title.

This subsection shall not be construed to authorize the withholding of information from the Congress or the taking of any personnel action against an employee who discloses information to the Congress.

“(c) The head of each agency shall be responsible for the prevention of prohibited personnel practices, for the compliance with and enforcement of applicable civil service laws, rules, and regulations, and other aspects of personnel management. Any individual to whom the head of an agency delegates authority for personnel management, or for any aspect thereof, shall be similarly responsible within the limits of the delegation.

“(d) This section shall not be construed to extinguish or lessen any effort to achieve equal employment opportunity through affirmative action or any right or remedy available to any employee or applicant for employment in the civil service under—

“(1) section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16), prohibiting discrimination on the basis of race, color, religion, sex, or national origin;

“(2) sections 12 and 15 of the Age Discrimination in Employment Act of 1967 (29 U.S.C. 631, 633a), prohibiting discrimination on the basis of age;

“(3) under section 6(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(d)), prohibiting discrimination on the basis of sex;

“(4) section 501 of the Rehabilitation Act of 1973 (29 U.S.C. 791), prohibiting discrimination on the basis of handicapping condition; or

“(5) the provisions of any law, rule, or regulation prohibiting discrimination on the basis of marital status or political affiliation.

**“2303. Prohibited personnel practices in the Federal Bureau of Investigation** 5 USC 2303.

“(a) Any employee of the Federal Bureau of Investigation who has authority to take, direct others to take, recommend, or approve any personnel action, shall not, with respect to such authority, take or fail to take a personnel action with respect to any employee of the Bureau as a reprisal for a disclosure of information by the employee to the Attorney General (or an employee designated by the Attorney General for such purpose) which the employee or applicant reasonably believes evidences—

“(1) a violation of any law, rule, or regulation, or

“(2) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety.

For the purpose of this subsection, ‘personnel action’ means any action described in clauses (i) through (x) of section 2302(a) (2) (A) of this

“Personnel action.”

title with respect to an employee in, or applicant for, a position in the Bureau (other than a position of a confidential, policy-determining, policymaking, or policy-advocating character).

Regulations.

“(b) The Attorney General shall prescribe regulations to ensure that such a personnel action shall not be taken against an employee of the Bureau as a reprisal for any disclosure of information described in subsection (a) of this section.

Presidential enforcement.  
Post, p. 1125.  
5 USC 2304.

“(c) The President shall provide for the enforcement of this section in a manner consistent with the provisions of section 1206 of this title.

**“§ 2304. Responsibility of the General Accounting Office**

“(a) If requested by either House of the Congress (or any committee thereof), or if considered necessary by the Comptroller General, the General Accounting Office shall conduct audits and reviews to assure compliance with the laws, rules, and regulations governing employment in the executive branch and in the competitive service and to assess the effectiveness and soundness of Federal personnel management.

Report to President and Congress.

“(b) the General Accounting Office shall prepare and submit an annual report to the President and the Congress on the activities of the Merit Systems Protection Board and the Office of Personnel Management. The report shall include a description of—

“(1) significant actions taken by the Board to carry out its functions under this title; and

“(2) significant actions of the Office of Personnel Management, including an analysis of whether or not the actions of the Office are in accord with merit system principles and free from prohibited personnel practices.

5 USC 2305.

**“§ 2305. Coordination with certain other provisions of law**

“No provision of this chapter, or action taken under this chapter, shall be construed to impair the authorities and responsibilities set forth in section 102 of the National Security Act of 1947 (61 Stat. 495; 50 U.S.C. 403), the Central Intelligence Agency Act of 1949 (63 Stat. 208; 50 U.S.C. 403a and following), the Act entitled ‘An Act to provide certain administrative authorities for the National Security Agency, and for other purposes’, approved May 29, 1959 (73 Stat. 63; 50 U.S.C. 402 note), and the Act entitled ‘An Act to amend the Internal Security Act of 1950’, approved March 26, 1964 (78 Stat. 168; 50 U.S.C. 831-835).”

(b) (1) The table of chapters for part III of title 5, United States Code, is amended by adding after the item relating to chapter 21 the following new item:

“23. Merit system principles..... 2301”.

(2) Section 7153 of title 5, United States Code, is amended—

(A) by striking out “Physical handicap” in the catchline and inserting in lieu thereof “Handicapping condition”; and

(B) by striking out “physical handicap” each place it appears in the text and inserting in lieu thereof “handicapping condition”.

**TITLE II—CIVIL SERVICE FUNCTIONS; PERFORMANCE APPRAISAL; ADVERSE ACTIONS**

**OFFICE OF PERSONNEL MANAGEMENT**

**SEC. 201.** (a) Chapter 11 of title 5, United States Code, is amended to read as follows:

**“CHAPTER 11—OFFICE OF PERSONNEL MANAGEMENT**

“Sec.

“1101. Office of Personnel Management.

“1102. Director; Deputy Director; Associate Directors.

“1103. Functions of the Director.

“1104. Delegation of authority for personnel management.

“1105. Administrative procedure.

**“§ 1101. Office of Personnel Management**

5 USC 1101.

“The Office of Personnel Management is an independent establishment in the executive branch. The Office shall have an official seal, which shall be judicially noticed, and shall have its principal office in the District of Columbia, and may have field offices in other appropriate locations.

**“§ 1102. Director; Deputy Director; Associate Directors**

5 USC 1102.

“(a) There is at the head of the Office of Personnel Management a Director of the Office of Personnel Management appointed by the President, by and with the advice and consent of the Senate. The term of office of any individual appointed as Director shall be 4 years.

“(b) There is in the Office a Deputy Director of the Office of Personnel Management appointed by the President, by and with the advice and consent of the Senate. The Deputy Director shall perform such functions as the Director may from time to time prescribe and shall act as Director during the absence or disability of the Director or when the office of Director is vacant.

“(c) No individual shall, while serving as Director or Deputy Director, serve in any other office or position in the Government of the United States except as otherwise provided by law or at the direction of the President. The Director and Deputy Director shall not recommend any individual for appointment to any position (other than Deputy Director of the Office) which requires the advice and consent of the Senate.

“(d) There may be within the Office of Personnel Management not more than 5 Associate Directors, as determined from time to time by the Director. Each Associate Director shall be appointed by the Director.

**“§ 1103. Functions of the Director**

5 USC 1103.

“(a) The following functions are vested in the Director of the Office of Personnel Management, and shall be performed by the Director, or subject to section 1104 of this title, by such employees of the Office as the Director designates:

“(1) securing accuracy, uniformity, and justice in the functions of the Office;

“(2) appointing individuals to be employed by the Office;

“(3) directing and supervising employees of the Office, distributing business among employees and organizational units of the Office, and directing the internal management of the Office;

“(4) directing the preparation of requests for appropriations for the Office and the use and expenditure of funds by the Office;

“(5) executing, administering, and enforcing—

“(A) the civil service rules and regulations of the President and the Office and the laws governing the civil service; and

“(B) the other activities of the Office including retirement and classification activities;

except with respect to functions for which the Merit Systems Protection Board or the Special Counsel is primarily responsible;

5 USC 8701  
et seq.

Post, p. 1185.

Notice of  
proposed  
rules or  
regulations.  
Publication in  
Federal Register.  
5 USC 553.

5 USC 1104.

Standards.

Oversight  
program.

“(6) reviewing the operations under chapter 87 of this title;

“(7) aiding the President, as the President may request, in preparing such civil service rules as the President prescribes, and otherwise advising the President on actions which may be taken to promote an efficient civil service and a systematic application of the merit system principles, including recommending policies relating to the selection, promotion, transfer, performance, pay, conditions of service, tenure, and separation of employees; and

“(8) conducting, or otherwise providing for the conduct of, studies and research under chapter 47 of this title into methods of assuring improvements in personnel management.

“(b) (1) The Director shall publish in the Federal Register general notice of any rule or regulation which is proposed by the Office and the application of which does not apply solely to the Office or its employees. Any such notice shall include the matter required under section 553 (b) (1), (2), and (3) of this title.

“(2) The Director shall take steps to ensure that—

“(A) any proposed rule or regulation to which paragraph (1) of this subsection applies is posted in offices of Federal agencies maintaining copies of the Federal personnel regulations; and

“(B) to the extent the Director determines appropriate and practical, exclusive representatives of employees affected by such proposed rule or regulation and interested members of the public are notified of such proposed rule or regulation.

“(3) Paragraphs (1) and (2) of this subsection shall not apply to any proposed rule or regulation which is temporary in nature and which is necessary to be implemented expeditiously as a result of an emergency.

**“§ 1104. Delegation of authority for personnel management**

“(a) Subject to subsection (b) (3) of this section—

“(1) the President may delegate, in whole or in part, authority for personnel management functions, including authority for competitive examinations, to the Director of the Office of Personnel Management; and

“(2) the Director may delegate, in whole or in part, any function vested in or delegated to the Director, including authority for competitive examinations (except competitive examinations for administrative law judges appointed under section 3105 of this title), to the heads of agencies in the executive branch and other agencies employing persons in the competitive service;

except that the Director may not delegate authority for competitive examinations with respect to positions that have requirements which are common to agencies in the Federal Government, other than in exceptional cases in which the interests of economy and efficiency require such delegation and in which such delegation will not weaken the application of the merit system principles.

“(b) (1) The Office shall establish standards which shall apply to the activities of the Office or any other agency under authority delegated under subsection (a) of this section.

“(2) The Office shall establish and maintain an oversight program to ensure that activities under any authority delegated under subsection (a) of this section are in accordance with the merit system principles and the standards established under paragraph (1) of this subsection.

“(3) Nothing in subsection (a) of this section shall be construed as affecting the responsibility of the Director to prescribe regulations and to ensure compliance with the civil service laws, rules, and regulations.

“(c) If the Office makes a written finding, on the basis of information obtained under the program established under subsection (b) (2) of this section or otherwise, that any action taken by an agency pursuant to authority delegated under subsection (a) (2) of this section is contrary to any law, rule, or regulation, or is contrary to any standard established under subsection (b) (1) of this section, the agency involved shall take any corrective action the Office may require.

**“§ 1105. Administrative procedure**

5 USC 1105.

“Subject to section 1103 (b) of this title, in the exercise of the functions assigned under this chapter, the Director shall be subject to subsections (b), (c), and (d) of section 553 of this title, notwithstanding subsection (a) of such section 553.”

5 USC 553.

(b) (1) Section 5313 of title 5, United States Code, is amended by inserting at the end thereof the following new paragraph:

“(24) Director of the Office of Personnel Management.”

(2) Section 5314 of such title is amended by inserting at the end thereof the following new paragraph:

5 USC 5314.

“(68) Deputy Director of the Office of Personnel Management.”

(3) Section 5316 of such title is amended by inserting after paragraph (121) the following:

5 USC 5316.

“(122) Associate Directors of the Office of Personnel Management (5).”

(c) (1) The heading of part II of title 5, United States Code is amended by striking out “**THE UNITED STATES CIVIL SERVICE COMMISSION**” and inserting in lieu thereof “**CIVIL SERVICE FUNCTIONS AND RESPONSIBILITIES**”.

(2) The item relating to chapter 11 in the table of chapters for part II of such title is amended by striking out “**Organization**” and inserting in lieu thereof “**Office of Personnel Management**”.

**MERIT SYSTEMS PROTECTION BOARD AND SPECIAL COUNSEL**

SEC. 202. (a) Title 5, United States Code, is amended by inserting after chapter 11 the following new chapter:

**“CHAPTER 12—MERIT SYSTEMS PROTECTION BOARD AND SPECIAL COUNSEL**

“Sec.

“1201. Appointment of members of the Merit Systems Protection Board.

“1202. Term of office; filling vacancies; removal.

“1203. Chairman; Vice Chairman.

“1204. Special Counsel; appointment and removal.

“1205. Powers and functions of the Merit Systems Protection Board and Special Counsel.

“1206. Authority and responsibilities of the Special Counsel.

“1207. Hearings and decisions on complaints filed by the Special Counsel.

“1208. Stays of certain personnel actions.

“1209. Information.

**“§ 1201. Appointment of members of the Merit Systems Protection Board**

5 USC 1201.

“The Merit Systems Protection Board is composed of 3 members appointed by the President, by and with the advice and consent of the Senate, not more than 2 of whom may be adherents of the same



political party. The Chairman and members of the Board shall be individuals who, by demonstrated ability, background, training, or experience are especially qualified to carry out the functions of the Board. No member of the Board may hold another office or position in the Government of the United States, except as otherwise provided by law or at the direction of the President. The Board shall have an official seal which shall be judicially noticed. The Board shall have its principal office in the District of Columbia and may have field offices in other appropriate locations.

5 USC 1202.

**“§ 1202. Term of office, filling vacancies; removal**

“(a) The term of office of each member of the Merit Systems Protection Board is 7 years.

“(b) A member appointed to fill a vacancy occurring before the end of a term of office of his predecessor serves for the remainder of that term. Any appointment to fill a vacancy is subject to the requirements of section 1201 of this title.

“(c) Any member appointed for a 7-year term may not be reappointed to any following term but may continue to serve beyond the expiration of the term until a successor is appointed and has qualified, except that such member may not continue to serve for more than one year after the date on which the term of the member would otherwise expire under this section.

“(d) Any member may be removed by the President only for inefficiency, neglect of duty, or malfeasance in office.

5 USC 1203.

**“§ 1203. Chairman; Vice Chairman**

“(a) The President shall from time to time, appoint, by and with the advice and consent of the Senate, one of the members of the Merit Systems Protection Board as the Chairman of the Board. The Chairman is the chief executive and administrative officer of the Board.

“(b) The President shall from time to time designate one of the members of the Board as Vice Chairman of the Board. During the absence or disability of the Chairman, or when the office of Chairman is vacant, the Vice Chairman shall perform the functions vested in the Chairman.

“(c) During the absence or disability of both the Chairman and Vice Chairman, or when the offices of Chairman and Vice Chairman are vacant, the remaining Board member shall perform the functions vested in the Chairman.

5 USC 1204.

**“§ 1204. Special Counsel; appointment and removal**

“The Special Counsel of the Merit Systems Protection Board shall be appointed by the President from attorneys, by and with the advice and consent of the Senate, for a term of 5 years. A Special Counsel appointed to fill a vacancy occurring before the end of a term of office of his predecessor serves for the remainder of the term. The Special Counsel may be removed by the President only for inefficiency, neglect of duty, or malfeasance in office.

5 USC 1205.

**“§ 1205. Powers and functions of the Merit Systems Protection Board and Special Counsel**

“(a) The Merit Systems Protection Board shall—

“(1) hear, adjudicate, or provide for the hearing or adjudication, of all matters within the jurisdiction of the Board under this title, section 2023 of title 38, or any other law, rule, or regulation, and, subject to otherwise applicable provisions of law, take final action on any such matter;

“(2) order any Federal agency or employee to comply with any order or decision issued by the Board under the authority granted under paragraph (1) of this subsection and enforce compliance with any such order;

“(3) conduct, from time to time, special studies relating to the civil service and to other merit systems in the executive branch, and report to the President and to the Congress as to whether the public interest in a civil service free of prohibited personnel practices is being adequately protected; and

“(4) review, as provided in subsection (e) of this section, rules and regulations of the Office of Personnel Management.

“(b) (1) Any member of the Merit Systems Protection Board, the Special Counsel, any administrative law judge appointed by the Board under section 3105 of this title, and any employee of the Board designated by the Board may administer oaths, examine witnesses, take depositions, and receive evidence.

5 USC 3105.

“(2) Any member of the Board, the Special Counsel, and any administrative law judge appointed by the Board under section 3105 of this title may—

“(A) issue subpoenas requiring the attendance and testimony of witnesses and the production of documentary or other evidence from any place in the United States or any territory or possession thereof, the Commonwealth of Puerto Rico, or the District of Columbia; and

Subpenas.

“(B) order the taking of depositions and order responses to written interrogatories.

“(3) Witnesses (whether appearing voluntarily or under subpoena) shall be paid the same fee and mileage allowances which are paid subpoenaed witnesses in the courts of the United States.

Witnesses.

“(c) In the case of contumacy or failure to obey a subpoena issued under subsection (b) (2) of this section, the United States district court for the judicial district in which the person to whom the subpoena is addressed resides or is served may issue an order requiring such person to appear at any designated place to testify or to produce documentary or other evidence. Any failure to obey the order of the court may be punished by the court as a contempt thereof.

“(d) (1) In any proceeding under subsection (a) (1) of this section, any member of the Board may request from the Director of the Office of Personnel Management an advisory opinion concerning the interpretation of any rule, regulation, or other policy directive promulgated by the Office of Personnel Management.

“(2) In enforcing compliance with any order under subsection (a) (2) of this section, the Board may order that any employee charged with complying with such order, other than an employee appointed by the President by and with the advice and consent of the Senate, shall not be entitled to receive payment for service as an employee during any period that the order has not been complied with. The Board shall certify to the Comptroller General of the United States that such an order has been issued and no payment shall be made out of the Treasury of the United States for any service specified in such order.

“(3) In carrying out any study under subsection (a) (3) of this section, the Board shall make such inquiries as may be necessary and, unless otherwise prohibited by law, shall have access to personnel records or information collected by the Office and may require additional reports from other agencies as needed.

*Ante*, p. 1119.

“(e) (1) At any time after the effective date of any rule or regulation issued by the Director in carrying out functions under section 1103 of this title, the Board shall review any provision of such rule or regulation—

“(A) on its own motion;

“(B) on the granting by the Board, in its sole discretion, of any petition for such review filed with the Board by any interested person, after consideration of the petition by the Board; or

“(C) on the filing of a written complaint by the Special Counsel requesting such review.

“(2) In reviewing any provision of any rule or regulation pursuant to this subsection the Board shall declare such provision—

*Ante*, p. 1114.

“(A) invalid on its face, if the Board determines that such provision would, if implemented by any agency, on its face, require any employee to violate section 2302(b) of this title; or

“(B) invalidly implemented by any agency, if the Board determines that such provision, as it has been implemented by the agency through any personnel action taken by the agency or through any policy adopted by the agency in conformity with such provision, has required any employee to violate section 2302 (b) of this title.

“(3) (A) The Director of the Office of Personnel Management, and the head of any agency implementing any provision of any rule or regulation under review pursuant to this subsection, shall have the right to participate in such review.

“(B) Any review conducted by the Board pursuant to this subsection shall be limited to determining—

“(i) the validity on its face of the provision under review; and

“(ii) whether the provision under review has been validly implemented.

“(C) The Board shall require any agency—

“(i) to cease compliance with any provisions of any rule or regulation which the Board declares under this subsection to be invalid on its face; and

“(ii) to correct any invalid implementation by the agency of any provision of any rule or regulation which the Board declares under this subsection to have been invalidly implemented by the agency.

“(f) The Board may delegate the performance of any of its administrative functions under this title to any employee of the Board.

Regulations.

“(g) The Board shall have the authority to prescribe such regulations as may be necessary for the performance of its functions. The Board shall not issue advisory opinions. All regulations of the Board shall be published in the Federal Register.

Publication in  
Federal Register.

“(h) Except as provided in section 518 of title 28, relating to litigation before the Supreme Court, attorneys designated by the Chairman of the Board may appear for the Board, and represent the Board, in any civil action brought in connection with any function carried out by the Board pursuant to this title or as otherwise authorized by law.

“(i) The Chairman of the Board may appoint such personnel as may be necessary to perform the functions of the Board. Any appointment made under this subsection shall comply with the provisions of this title, except that such appointment shall not be subject to the approval or supervision of the Office of Personnel Management or the Executive Office of the President (other than approval required under section 3324 or subchapter VIII of chapter 33 of this title).

5 USC 3324.  
*Post*, p. 1161.

“(j) The Board shall prepare and submit to the President, and, at the same time, to the appropriate committees of Congress, an annual budget of the expenses and other items relating to the Board which shall, as revised, be included as a separate item in the budget required to be transmitted to the Congress under section 201 of the Budget and Accounting Act, 1921 (31 U.S.C. 11).

“(k) The Board shall submit to the President, and, at the same time, to each House of the Congress, any legislative recommendations of the Board relating to any of its functions under this title.

Recommendations, submittal to President and Congress.

**“§ 1206. Authority and responsibilities of the Special Counsel**

“(a) (1) The Special Counsel shall receive any allegation of a prohibited personnel practice and shall investigate the allegation to the extent necessary to determine whether there are reasonable grounds to believe that a prohibited personnel practice has occurred, exists, or is to be taken.

“(2) If the Special Counsel terminates any investigation under paragraph (1) of this subsection, the Special Counsel shall prepare and transmit to any person on whose allegation the investigation was initiated a written statement notifying the person of the termination of the investigation and the reasons therefor.

“(3) In addition to authority granted under paragraph (1) of this subsection, the Special Counsel may, in the absence of an allegation, conduct an investigation for the purpose of determining whether there are reasonable grounds to believe that a prohibited personnel practice has occurred, exists, or is to be taken.

“(b) (1) In any case involving—

“(A) any disclosure of information by an employee or applicant for employment which the employee or applicant reasonably believes evidences—

“(i) a violation of any law, rule, or regulation; or

“(ii) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety;

if the disclosure is not specifically prohibited by law and if the information is not specifically required by Executive order to be kept secret in the interest of national defense or the conduct of foreign affairs; or

“(B) a disclosure by an employee or applicant for employment to the Special Counsel of the Merit Systems Protection Board, or to the Inspector General of an agency or another employee designated by the head of the agency to receive such disclosures of information which the employee or applicant reasonably believes evidences—

“(i) a violation of any law, rule, or regulation; or

“(ii) mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety;

the identity of the employee or applicant may not be disclosed without the consent of the employee or applicant during any investigation under subsection (a) of this section or under paragraph (3) of this subsection, unless the Special Counsel determines that the disclosure of the identity of the employee or applicant is necessary in order to carry out the functions of the Special Counsel.

“(2) Whenever the Special Counsel receives information of the type described in paragraph (1) of this subsection, the Special Counsel shall promptly transmit such information to the appropriate agency head.

“(3) (A) In the case of information received by the Special Counsel under paragraph (1) of this section, if, after such review as the Special Counsel determines practicable (but not later than 15 days after the receipt of the information), the Special Counsel determines that there is a substantial likelihood that the information discloses a violation of any law, rule, or regulation, or mismanagement, gross waste of funds, abuse of authority, or substantial and specific danger to the public health or safety, the Special Counsel may, to the extent provided in subparagraph (B) of this paragraph, require the head of the agency to—

Investigation.

“(i) conduct an investigation of the information and any related matters transmitted by the Special Counsel to the head of the agency; and

Written report.

“(ii) submit a written report setting forth the findings of the head of the agency within 60 days after the date on which the information is transmitted to the head of the agency or within any longer period of time agreed to in writing by the Special Counsel.

“(B) The Special Counsel may require an agency head to conduct an investigation and submit a written report under subparagraph (A) of this paragraph only if the information was transmitted to the Special Counsel by—

“(i) any employee or former employee or applicant for employment in the agency which the information concerns; or

“(ii) any employee who obtained the information in connection with the performance of the employee’s duties and responsibilities.

“(4) Any report required under paragraph (3) (A) of this subsection shall be reviewed and signed by the head of the agency and shall include—

“(A) a summary of the information with respect to which the investigation was initiated;

“(B) a description of the conduct of the investigation;

“(C) a summary of any evidence obtained from the investigation;

“(D) a listing of any violation or apparent violation of any law, rule, or regulation; and

“(E) a description of any corrective action taken or planned as a result of the investigation, such as—

“(i) changes in agency rules, regulations, or practices;

“(ii) the restoration of any aggrieved employee;

“(iii) disciplinary action against any employee; and

“(iv) referral to the Attorney General of any evidence of a criminal violation.

“(5) (A) Any such report shall be submitted to the Congress, to the President, and to the Special Counsel for transmittal to the complainant. Whenever the Special Counsel does not receive the report of the agency head within the time prescribed in paragraph (3) (A) (ii) of this subsection, the Special Counsel may transmit a copy of the information which was transmitted to the agency head to the President and to the Congress together with a statement noting the failure of the head of the agency to file the required report.

“(B) In any case in which evidence of a criminal violation obtained by an agency in an investigation under paragraph (3) of this subsection is referred to the Attorney General—

“(i) the report shall not be transmitted to the complainant; and

“(ii) the agency shall notify the Office of Personnel Management and the Office of Management and Budget of the referral.

“(6) Upon receipt of any report of the head of any agency required under paragraph (3) (A) (ii) of this subsection, the Special Counsel shall review the report and determine whether—

“(A) the findings of the head of the agency appear reasonable; and

“(B) the agency’s report under paragraph (3) (A) (ii) of this subsection contains the information required under paragraph (4) of this subsection.

“(7) Whenever the Special Counsel transmits any information to the head of the agency under paragraph (2) of this subsection but does not require an investigation under paragraph (3) of this subsection, the head of the agency shall, within a reasonable time after the information was transmitted, inform the Special Counsel, in writing, of what action has been or is to be taken and when such action will be completed. The Special Counsel shall inform the complainant of the report of the agency head.

“(8) Except as specifically authorized under this subsection, the provisions of this subsection shall not be considered to authorize disclosure of any information by any agency or any person which is—

“(A) specifically prohibited from disclosure by any other provision of law; or

“(B) specifically required by Executive order to be kept secret in the interest of national defense or the conduct of foreign affairs.

“(9) In any case under subsection (b) (1) (B) of this section involving foreign intelligence or counterintelligence information the disclosure of which is specifically prohibited by law or by Executive order, the Special Counsel shall transmit such information to the Permanent Select Committee on Intelligence of the House of Representatives and the Select Committee on Intelligence of the Senate.

“(c) (1) (A) If, in connection with any investigation under this section, the Special Counsel determines that there are reasonable grounds to believe that a prohibited personnel practice has occurred, exists, or is to be taken which requires corrective action, the Special Counsel shall report the determination together with any findings or recommendations to the Board, the agency involved, and to the Office, and may report the determination, findings, and recommendations to the President. The Special Counsel may include in the report recommendations as to what corrective action should be taken.

“(B) If, after a reasonable period, the agency has not taken the corrective action recommended, the Special Counsel may request the Board to consider the matter. The Board may order such corrective action as the Board considers appropriate, after opportunity for comment by the agency concerned and the Office of Personnel Management.

“(2) (A) If, in connection with any investigation under this section, the Special Counsel determines that there is reasonable cause to believe that a criminal violation by an employee has occurred, the Special Counsel shall report the determination to the Attorney General and to the head of the agency involved, and shall submit a copy of the report to the Director of the Office of Personnel Management and the Director of the Office of Management and Budget.

“(B) In any case in which the Special Counsel determines that there are reasonable grounds to believe that a prohibited personnel practice has occurred, exists, or is to be taken, the Special Counsel may proceed with any investigation or proceeding instituted under

Information,  
transmittal to  
congressional  
committees.

this section notwithstanding that the alleged violation has been reported to the Attorney General.

“(3) If, in connection with any investigation under this section, the Special Counsel determines that there is reasonable cause to believe that any violation of any law, rule, or regulation has occurred which is not referred to in paragraph (1) or (2) of this subsection, the violation shall be reported to the head of the agency involved. The Special Counsel shall require, within 30 days of the receipt of the report by the agency, a certification by the head of the agency which states—

“(A) that the head of the agency has personally reviewed the report; and

“(B) what action has been, or is to be, taken, and when the action will be completed.

Public list.

“(d) The Special Counsel shall maintain and make available to the public a list of noncriminal matters referred to heads of agencies under subsections (b)(3)(A) and (c)(3) of this section, together with—

Reports.

“(1) reports by the heads of agencies under subsection (b)(3)(A) of this section, in the case of matters referred under subsection (b); and

Certifications.

“(2) certifications by heads of agencies under subsection (c)(3), in the case of matters referred under subsection (c).

The Special Counsel shall take steps to ensure that any such public list does not contain any information the disclosure of which is prohibited by law or by Executive order requiring that information be kept secret in the interest of national defense or the conduct of foreign affairs.

“(e)(1) In addition to the authority otherwise provided in this section, the Special Counsel shall, except as provided in paragraph (2) of this subsection, conduct an investigation of any allegation concerning—

5 USC 7321.

“(A) political activity prohibited under subchapter III of chapter 73 of this title, relating to political activities by Federal employees;

5 USC 1501  
et seq.

“(B) political activity prohibited under chapter 15 of this title, relating to political activities by certain State and local officers and employees;

5 USC 552.

“(C) arbitrary or capricious withholding of information prohibited under section 552 of this title, except that the Special Counsel shall make no investigation under this subsection of any withholding of foreign intelligence or counterintelligence information the disclosure of which is specifically prohibited by law or by Executive order;

“(D) activities prohibited by any civil service law, rule, or regulation, including any activity relating to political intrusion in personnel decisionmaking; and

“(E) involvement by any employee in any prohibited discrimination found by any court or appropriate administrative authority to have occurred in the course of any personnel action.

“(2) The Special Counsel shall make no investigation of any allegation of any prohibited activity referred to in paragraph (1)(D) or (1)(E) of this subsection if the Special Counsel determines that the allegation may be resolved more appropriately under an administrative appeals procedure.

“(f) During any investigation initiated under this section, no disciplinary action shall be taken against any employee for any alleged

prohibited activity under investigation or for any related activity without the approval of the Special Counsel.

“(g) (1) Except as provided in paragraph (2) of this subsection, if the Special Counsel determines that disciplinary action should be taken against any employee—

“(A) after any investigation under this section, or

“(B) on the basis of any knowing and willful refusal or failure by an employee to comply with an order of the Merit Systems Protection Board,

the Special Counsel shall prepare a written complaint against the employee containing his determination, together with a statement of supporting facts, and present the complaint and statement to the employee and the Merit Systems Protection Board in accordance with section 1207 of this title.

“(2) In the case of an employee in a confidential, policy-making, policy-determining, or policy-advocating position appointed by the President, by and with the advice and consent of the Senate (other than an individual in the Foreign Service of the United States), the complaint and statement referred to in paragraph (1) of this subsection, together with any response by the employee, shall be presented to the President for appropriate action in lieu of being presented under section 1207 of this title.

“(h) If the Special Counsel believes there is a pattern of prohibited personnel practices and such practices involve matters which are not otherwise appealable to the Board under section 7701 of this title, the Special Counsel may seek corrective action by filing a written complaint with the Board against the agency or employee involved and the Board shall order such corrective action as the Board determines necessary.

*Post*, p. 1138.

“(i) The Special Counsel may as a matter of right intervene or otherwise participate in any proceeding before the Merit Systems Protection Board, except that the Special Counsel shall comply with the rules of the Board and the Special Counsel shall not have any right of judicial review in connection with such intervention.

“(j) (1) The Special Counsel may appoint the legal, administrative, and support personnel necessary to perform the functions of the Special Counsel.

“(2) Any appointment made under this subsection shall comply with the provisions of this title, except that such appointment shall not be subject to the approval or supervision of the Office of Personnel Management or the Executive Office of the President (other than approval required under section 3324 or subchapter VIII of chapter 33 of this title).

5 USC 3324.  
*Post*, p. 1161.  
Regulations.  
Publication in  
Federal Register.

“(k) The Special Counsel may prescribe regulations relating to the receipt and investigation of matters under the jurisdiction of the Special Counsel. Such regulations shall be published in the Federal Register.

“(l) The Special Counsel shall not issue any advisory opinion concerning any law, rule, or regulation (other than an advisory opinion concerning chapter 15 or subchapter III of chapter 73 of this title).

5 USC 1501 *et*  
*seq.*, 7321.  
Report to  
Congress.

“(m) The Special Counsel shall submit an annual report to the Congress on the activities of the Special Counsel, including the number, types, and disposition of allegations of prohibited personnel practices filed with it, investigations conducted by it, and actions initiated by it before the Board, as well as a description of the recommendations and reports made by it to other agencies pursuant to this section, and the actions taken by the agencies as a result of the reports or recom-



mendations. The report required by this subsection shall include whatever recommendations for legislation or other action by Congress the Special Counsel may deem appropriate.

5 USC 1207. **“§ 1207. Hearings and decisions on complaints filed by the Special Counsel**

“(a) Any employee against whom a complaint has been presented to the Merit Systems Protection Board under section 1206(g) of this title is entitled to—

“(1) a reasonable time to answer orally and in writing and to furnish affidavits and other documentary evidence in support of the answer;

“(2) be represented by an attorney or other representative;

5 USC 3105. “(3) a hearing before the Board or an administrative law judge appointed under section 3105 of this title and designated by the Board;

“(4) have a transcript kept of any hearing under paragraph (3) of this subsection; and

“(5) a written decision and reasons therefor at the earliest practicable date, including a copy of any final order imposing disciplinary action.

Final order. “(b) A final order of the Board may impose disciplinary action consisting of removal, reduction in grade, debarment from Federal employment for a period not to exceed 5 years, suspension, reprimand, or an assessment of a civil penalty not to exceed \$1,000.

“(c) There may be no administrative appeal from an order of the Board. An employee subject to a final order imposing disciplinary action under this section may obtain judicial review of the order in the United States court of appeals for the judicial circuit in which the employee resides or is employed at the time of the action.

5 USC 1501 et seq. “(d) In the case of any State or local officer or employee under chapter 15 of this title, the Board shall consider the case in accordance with the provisions of such chapter.

5 USC 1208. **“§ 1208. Stays of certain personnel actions**

“(a) (1) The Special Counsel may request any member of the Merit Systems Protection Board to order a stay of any personnel action for 15 calendar days if the Special Counsel determines that there are reasonable grounds to believe that the personnel action was taken, or is to be taken, as a result of a prohibited personnel practice.

“(2) Any member of the Board requested by the Special Counsel to order a stay under paragraph (1) of this subsection shall order such stay unless the member determines that, under the facts and circumstances involved, such a stay would not be appropriate.

“(3) Unless denied under paragraph (2) of this subsection, any stay under this subsection shall be granted within 3 calendar days (excluding Saturdays, Sundays, and legal holidays) after the date of the request for the stay by the Special Counsel.

“(b) Any member of the Board may, on the request of the Special Counsel, extend the period of any stay ordered under subsection (a) of this section for a period of not more than 30 calendar days.

“(c) The Board may extend the period of any stay granted under subsection (a) of this section for any period which the Board considers appropriate, but only if the Board concurs in the determination of the Special Counsel under such subsection, after an opportunity is provided for oral or written comment by the Special Counsel and the agency involved.

“§ 1209. Information

5 USC 1209.

“(a) Notwithstanding any other provision of law or any rule, regulation or policy directive, any member of the Board, or any employee of the Board designated by the Board, may transmit to the Congress on the request of any committee or subcommittee thereof, by report, testimony, or otherwise, information and views on functions, responsibilities, or other matters relating to the Board, without review, clearance, or approval by any other administrative authority.

“(b) The Board shall submit an annual report to the President and the Congress on its activities, which shall include a description of significant actions taken by the Board to carry out its functions under this title. The report shall also review the significant actions of the Office of Personnel Management, including an analysis of whether the actions of the Office of Personnel Management are in accord with merit system principles and free from prohibited personnel practices.”

Report to President and Congress.

(b) Any term of office of any member of the Merit Systems Protection Board serving on the effective date of this Act shall continue in effect until the term would expire under section 1102 of title 5, United States Code, as in effect immediately before the effective date of this Act, and upon expiration of the term, appointments to such office shall be made under sections 1201 and 1202 of title 5, United States Code (as added by this section).

5 USC 1201 note.

(c) (1) Section 5314(17) of title 5, United States Code, is amended by striking out “Chairman of the United States Civil Service Commission” and inserting in lieu thereof “Chairman of the Merit Systems Protection Board”.

(2) Section 5315(66) of such title is amended by striking out “Members, United States Civil Service Commission” and inserting in lieu thereof “Members, Merit Systems Protection Board”.

5 USC 5315.

(3) Section 5315 of such title is further amended by adding at the end thereof the following new paragraph:

“(123) Special Counsel of the Merit Systems Protection Board.”

(4) Paragraph (99) of section 5316 of such title is hereby repealed.

5 USC 5316.

(d) The table of chapters for part II of title 5, United States Code, is amended by inserting after the item relating to chapter 11 the following new item:

“12. Merit Systems Protection Board and Special Counsel..... 1201”.

PERFORMANCE APPRAISAL

SEC. 203. (a) Chapter 43 of title 5, United States Code, is amended to read as follows:

“CHAPTER 43—PERFORMANCE APPRAISAL

“SUBCHAPTER I—GENERAL PROVISIONS

“Sec.

“4301. Definitions.

“4302. Establishment of performance appraisal systems.

“4303. Actions based on unacceptable performance.

“4304. Responsibilities of Office of Personnel Management.

“4305. Regulations.

“§ 4301. Definitions

5 USC 4301.

“For the purpose of this subchapter—

“(1) ‘agency’ means—

“(A) an Executive agency;

“(B) the Administrative Office of the United States Courts;  
and

“(C) the Government Printing Office;

but does not include—

“(i) a Government corporation;

“(ii) the Central Intelligence Agency, the Defense Intelligence Agency, the National Security Agency, or any Executive agency or unit thereof which is designated by the President and the principal function of which is the conduct of foreign intelligence or counterintelligence activities; or

“(iii) the General Accounting Office;

“(2) ‘employee’ means an individual employed in or under an agency, but does not include—

“(A) an employee outside the United States who is paid in accordance with local native prevailing wage rates for the area in which employed;

“(B) an individual in the Foreign Service of the United States;

“(C) a physician, dentist, nurse, or other employee in the Department of Medicine and Surgery, Veterans’ Administration whose pay is fixed under chapter 73 of title 38;

“(D) an administrative law judge appointed under section 3105 of this title;

“(E) an individual in the Senior Executive Service;

“(F) an individual appointed by the President; or

“(G) an individual occupying a position not in the competitive service excluded from coverage of this subchapter by regulations of the Office of Personnel Management; and

“(3) ‘unacceptable performance’ means performance of an employee which fails to meet established performance standards in one or more critical elements of such employee’s position.

38 USC 4101 *et seq.*

5 USC 4302.

**“§ 4302. Establishment of performance appraisal systems**

“(a) Each agency shall develop one or more performance appraisal systems which—

“(1) provide for periodic appraisals of job performance of employees;

“(2) encourage employee participation in establishing performance standards; and

“(3) use the results of performance appraisals as a basis for training, rewarding, reassigning, promoting, reducing in grade, retaining, and removing employees;

“(b) Under regulations which the Office of Personnel Management shall prescribe, each performance appraisal system shall provide for—

“(1) establishing performance standards which will, to the maximum extent feasible, permit the accurate evaluation of job performance on the basis of objective criteria (which may include the extent of courtesy demonstrated to the public) related to the job in question for each employee or position under the system;

“(2) as soon as practicable, but not later than October 1, 1981, with respect to initial appraisal periods, and thereafter at the beginning of each following appraisal period, communicating to each employee the performance standards and the critical elements of the employee’s position;

“(3) evaluating each employee during the appraisal period on such standards;

“(4) recognizing and rewarding employees whose performance so warrants;

“(5) assisting employees in improving unacceptable performance; and

“(6) reassigning, reducing in grade, or removing employees who continue to have unacceptable performance but only after an opportunity to demonstrate acceptable performance.

**“§ 4303. Actions based on unacceptable performance**

5 USC 4303.

“(a) Subject to the provisions of this section, an agency may reduce in grade or remove an employee for unacceptable performance.

Removal or reduction in grade.

“(b) (1) An employee whose reduction in grade or removal is proposed under this section is entitled to—

“(A) 30 days' advance written notice of the proposed action which identifies—

Notice.

“(i) specific instances of unacceptable performance by the employee on which the proposed action is based; and

“(ii) the critical elements of the employee's position involved in each instance of unacceptable performance;

“(B) be represented by an attorney or other representative;

Representation.

“(C) a reasonable time to answer orally and in writing; and

“(D) a written decision which—

Written decision.

“(i) in the case of a reduction in grade or removal under this section, specifies the instances of unacceptable performance by the employee on which the reduction in grade or removal is based, and

“(ii) unless proposed by the head of the agency, has been concurred in by an employee who is in a higher position than the employee who proposed the action.

“(2) An agency may, under regulations prescribed by the head of such agency, extend the notice period under subsection (b) (1) (A) of this section for not more than 30 days. An agency may extend the notice period for more than 30 days only in accordance with regulations issued by the Office of Personnel Management.

Extension of notice.

“(c) The decision to retain, reduce in grade, or remove an employee—

“(1) shall be made within 30 days after the date of expiration of the notice period, and

“(2) in the case of a reduction in grade or removal, may be based only on those instances of unacceptable performance by the employee—

“(A) which occurred during the 1-year period ending on the date of the notice under subsection (b) (1) (A) of this section in connection with the decision; and

“(B) for which the notice and other requirements of this section are complied with.

“(d) If, because of performance improvement by the employee during the notice period, the employee is not reduced in grade or removed, and the employee's performance continues to be acceptable for 1 year from the date of the advance written notice provided under subsection (b) (1) (A) of this section, any entry or other notation of the unacceptable performance for which the action was proposed under this section shall be removed from any agency record relating to the employee.

“(e) Any employee who is a preference eligible or is in the competitive service and who has been reduced in grade or removed under this section is entitled to appeal the action to the Merit Systems Protection Board under section 7701 of this title.

Post, p. 1138.

- “(f) This section does not apply to—
- “(1) the reduction to the grade previously held of a supervisor or manager who has not completed the probationary period under section 3321(a)(2) of this title,
- “(2) the reduction in grade or removal of an employee in the competitive service who is serving a probationary or trial period under an initial appointment or who has not completed 1 year of current continuous employment under other than a temporary appointment limited to 1 year or less, or
- “(3) the reduction in grade or removal of an employee in the excepted service who has not completed 1 year of current continuous employment in the same or similar positions.
- 5 USC 3321. “§ 4304. Responsibilities of the Office of Personnel Management
- “(a) The Office of Personnel Management shall make technical assistance available to agencies in the development of performance appraisal systems.
- Technical assistance.
- “(b) (1) The Office shall review each performance appraisal system developed by any agency under this section and determine whether the performance appraisal system meets the requirements of this subchapter.
- Review of performance appraisal system.
- “(2) The Comptroller General shall from time to time review on a selected basis performance appraisal systems established under this subchapter to determine the extent to which any such system meets the requirements of this subchapter and shall periodically report its findings to the Office and to the Congress.
- “(3) If the Office determines that a system does not meet the requirements of this subchapter (including regulations prescribed under section 4305), the Office shall direct the agency to implement an appropriate system or to correct operations under the system, and any such agency shall take any action so required.
- 5 USC 4304. “§ 4305. Regulations
- “The Office of Personnel Management may prescribe regulations to carry out the purpose of this subchapter.”
- “(b) The item relating to chapter 43 in the chapter analysis for part III of title 5, United States Code, is amended by striking out “Performance Rating” and inserting in lieu thereof “Performance Appraisal”.
- 5 USC 4305.

## ADVERSE ACTIONS

SEC. 204. (a) Chapter 75 of title 5, United States Code, is amended by striking out subchapters I, II, and III and inserting in lieu thereof the following:

## “SUBCHAPTER I—SUSPENSION FOR 14 DAYS OR LESS

- 5 USC 7501. “§ 7501. Definitions
- “For the purpose of this subchapter—
- “(1) ‘employee’ means an individual in the competitive service who is not serving a probationary or trial period under an initial appointment or who has completed 1 year of current continuous employment in the same or similar positions under other than a temporary appointment limited to 1 year or less; and
- “(2) ‘suspension’ means the placing of an employee, for disciplinary reasons, in a temporary status without duties and pay.

**“§ 7502. Actions covered**

5 USC 7502.

“This subchapter applies to a suspension for 14 days or less, but does not apply to a suspension under section 7521 or 7532 of this title or any action initiated under section 1206 of this title.

*Post*, p. 1137.  
5 USC 7532.  
*Ante*, p. 1125.

**“§ 7503. Cause and procedure**

“(a) Under regulations prescribed by the Office of Personnel Management, an employee may be suspended for 14 days or less for such cause as will promote the efficiency of the service (including discourteous conduct to the public confirmed by an immediate supervisor’s report of four such instances within any one-year period or any other pattern of discourteous conduct).

“(b) An employee against whom a suspension for 14 days or less is proposed is entitled to—

“(1) an advance written notice stating the specific reasons for the proposed action; Notice.

“(2) a reasonable time to answer orally and in writing and to furnish affidavits and other documentary evidence in support of the answer;

“(3) be represented by an attorney or other representative; and Representation.

“(4) a written decision and the specific reasons therefor at the earliest practicable date.

“(c) Copies of the notice of proposed action, the answer of the employee if written, a summary thereof if made orally, the notice of decision and reasons therefor, and any order effecting the suspension, together with any supporting material, shall be maintained by the agency and shall be furnished to the Merit Systems Protection Board upon its request and to the employee affected upon the employee’s request. Availability of information.

**“§ 7504. Regulations**

5 USC 7504.

“The Office of Personnel Management may prescribe regulations to carry out the purpose of this subchapter.

**“SUBCHAPTER II—REMOVAL, SUSPENSION FOR MORE THAN 14 DAYS, REDUCTION IN GRADE OR PAY, OR FURLOUGH FOR 30 DAYS OR LESS****“§ 7511. Definitions; application**

5 USC 7511.

“(a) For the purpose of this subchapter—

“(1) ‘employee’ means—

“(A) an individual in the competitive service who is not serving a probationary or trial period under an initial appointment or who has completed 1 year of current continuous employment under other than a temporary appointment limited to 1 year or less; and

“(B) a preference eligible in an Executive agency in the excepted service, and a preference eligible in the United States Postal Service or the Postal Rate Commission, who has completed 1 year of current continuous service in the same or similar positions;

“(2) ‘suspension’ has the meaning as set forth in section 7501(2) of this title;

“(3) ‘grade’ means a level of classification under a position classification system; *Ante*, p. 1134.

“(4) ‘pay’ means the rate of basic pay fixed by law or administrative action for the position held by an employee; and

“(5) ‘furlough’ means the placing of an employee in a temporary status without duties and pay because of lack of work or funds or other nondisciplinary reasons.

“(b) This subchapter does not apply to an employee—

“(1) whose appointment is made by and with the advice and consent of the Senate;

“(2) whose position has been determined to be of a confidential, policy-determining, policy-making or policy-advocating character by—

“(A) the Office of Personnel Management for a position that it has excepted from the competitive service; or

“(B) the President or the head of an agency for a position which is excepted from the competitive service by statute.

“(c) The Office may provide for the application of this subchapter to any position or group of positions excepted from the competitive service by regulation of the Office.

5 USC 7512.

**“§ 7512. Actions covered**

“This subchapter applies to—

“(1) a removal;

“(2) a suspension for more than 14 days;

“(3) a reduction in grade;

“(4) a reduction in pay; and

“(5) a furlough of 30 days or less;

but does not apply to—

“(A) a suspension or removal under section 7532 of this title,

“(B) a reduction-in-force action under section 3502 of this title,

“(C) the reduction in grade of a supervisor or manager who has not completed the probationary period under section 3321(a) (2) of this title if such reduction is to the grade held immediately before becoming such a supervisor or manager,

“(D) a reduction in grade or removal under section 4303 of this title, or

“(E) an action initiated under section 1206 or 7521 of this title.

5 USC 7532.

5 USC 3502.

*Post*, p. 1146.

*Ante*, p. 1133.

*Ante*, p. 1125,

*Post*, p. 1137.

5 USC 7513.

**“§ 7513. Cause and procedure**

“(a) Under regulations prescribed by the Office of Personnel Management, an agency may take an action covered by this subchapter against an employee only for such cause as will promote the efficiency of the service.

“(b) An employee against whom an action is proposed is entitled to—

Notice.

“(1) at least 30 days’ advance written notice, unless there is reasonable cause to believe the employee has committed a crime for which a sentence of imprisonment may be imposed, stating the specific reasons for the proposed action;

“(2) a reasonable time, but not less than 7 days, to answer orally and in writing and to furnish affidavits and other documentary evidence in support of the answer;

Representation.

“(3) be represented by an attorney or other representative; and

“(4) a written decision and the specific reasons therefor at the earliest practicable date.

Hearing.

“(c) An agency may provide, by regulation, for a hearing which may be in lieu of or in addition to the opportunity to answer provided under subsection (b) (2) of this section.

“(d) An employee against whom an action is taken under this section is entitled to appeal to the Merit Systems Protection Board under section 7701 of this title.

*Post*, p. 1138.  
Availability of information.

“(e) Copies of the notice of proposed action, the answer of the employee when written, a summary thereof when made orally, the notice of decision and reasons therefor, and any order effecting an action covered by this subchapter, together with any supporting material, shall be maintained by the agency and shall be furnished to the Board upon its request and to the employee affected upon the employee’s request.

“§ 7514. Regulations

5 USC 7514.

“The Office of Personnel Management may prescribe regulations to carry out the purpose of this subchapter, except as it concerns any matter with respect to which the Merit Systems Protection Board may prescribe regulations.”

“SUBCHAPTER III—ADMINISTRATIVE LAW JUDGES

“§ 7521. Actions against administrative law judges

5 USC 7521.

“(a) An action may be taken against an administrative law judge appointed under section 3105 of this title by the agency in which the administrative law judge is employed only for good cause established and determined by the Merit Systems Protection Board on the record after opportunity for hearing before the Board.

5 USC 3105.

“(b) The actions covered by this section are—

- “(1) a removal;
- “(2) a suspension;
- “(3) a reduction in grade;
- “(4) a reduction in pay; and
- “(5) a furlough of 30 days or less;

but do not include—

- “(A) a suspension or removal under section 7532 of this title;
- “(B) a reduction-in-force action under section 3502 of this title;

5 USC 7532.  
5 USC 3502.

or

“(C) any action initiated under section 1206 of this title.”

*Ante*, p. 1125.

(b) So much of the analysis for chapter 75 of title 5, United States Code, as precedes the items relating to subchapter IV is amended to read as follows:

“CHAPTER 75—ADVERSE ACTIONS

“SUBCHAPTER I—SUSPENSION OF 14 DAYS OR LESS

“Sec.

- “7501. Definitions.
- “7502. Actions covered.
- “7503. Cause and procedure.
- “7504. Regulations.

“SUBCHAPTER II—REMOVAL, SUSPENSION FOR MORE THAN 14 DAYS, REDUCTION IN GRADE OR PAY, OR FURLOUGH FOR 30 DAYS OR LESS

- “7511. Definitions; application.
- “7512. Actions covered.
- “7513. Cause and procedure.
- “7514. Regulations.



## "SUBCHAPTER III—ADMINISTRATIVE LAW JUDGES

"7521. Actions against administrative law judges."

## APPEALS

SEC. 205. Chapter 77 of title 5, United States Code, is amended to read as follows:

## "CHAPTER 77—APPEALS

"Sec.

"7701. Appellate procedures.

"7702. Actions involving discrimination.

"7703. Judicial review of decisions of the Merit Systems Protection Board.

5 USC 7701.

## "§ 7701. Appellate procedures

"(a) An employee, or applicant for employment, may submit an appeal to the Merit Systems Protection Board from any action which is appealable to the Board under any law, rule, or regulation. An appellant shall have the right—

Hearing.

"(1) to a hearing for which a transcript will be kept; and

Representation.

"(2) to be represented by an attorney or other representative.

Appeals shall be processed in accordance with regulations prescribed by the Board.

5 USC 3105.

"(b) The Board may hear any case appealed to it or may refer the case to an administrative law judge appointed under section 3105 of this title or other employee of the Board designated by the Board to hear such cases, except that in any case involving a removal from the service, the case shall be heard by the Board, an employee experienced in hearing appeals, or an administrative law judge. The Board, administrative law judge, or other employee (as the case may be) shall make a decision after receipt of the written representations of the parties to the appeal and after opportunity for a hearing under subsection (a) (1) of this section. A copy of the decision shall be furnished to each party to the appeal and to the Office of Personnel Management.

Copies of decisions.

"(c) (1) Subject to paragraph (2) of this subsection, the decision of the agency shall be sustained under subsection (b) only if the agency's decision—

Ante, p. 1133.

"(A) in the case of an action based on unacceptable performance described in section 4303 of this title, is supported by substantial evidence, or

"(B) in any other case, is supported by a preponderance of the evidence.

"(2) Notwithstanding paragraph (1), the agency's decision may not be sustained under subsection (b) of this section if the employee or applicant for employment—

"(A) shows harmful error in the application of the agency's procedures in arriving at such decision;

Ante, p. 1114.

"(B) shows that the decision was based on any prohibited personnel practice described in section 2302(b) of this title; or

"(C) shows that the decision was not in accordance with law.

"(d) (1) In any case in which—

"(A) the interpretation or application of any civil service law, rule, or regulation, under the jurisdiction of the Office of Personnel Management is at issue in any proceeding under this section; and

"(B) the Director of the Office of Personnel Management is of the opinion that an erroneous decision would have a substantial impact on any civil service law, rule, or regulation under the jurisdiction of the Office;

the Director may as a matter of right intervene or otherwise participate in that proceeding before the Board. If the Director exercises his right to participate in a proceeding before the Board, he shall do so as early in the proceeding as practicable. Nothing in this title shall be construed to permit the Office to interfere with the independent decisionmaking of the Merit Systems Protection Board.

“(2) The Board shall promptly notify the Director whenever the interpretation of any civil service law, rule, or regulation under the jurisdiction of the Office is at issue in any proceeding under this section.

Notification.

“(e) (1) Except as provided in section 7702 of this title, any decision under subsection (b) of this section shall be final unless—

Decisions.

“(A) a party to the appeal or the Director petitions the Board for review within 30 days after the receipt of the decision; or

“(B) the Board reopens and reconsiders a case on its own motion.

The Board, for good cause shown, may extend the 30-day period referred to in subparagraph (A) of this paragraph. One member of the Board may grant a petition or otherwise direct that a decision be reviewed by the full Board. The preceding sentence shall not apply if, by law, a decision of an administration law judge is required to be acted upon by the Board.

“(2) The Director may petition the Board for a review under paragraph (1) of this subsection only if the Director is of the opinion that the decision is erroneous and will have a substantial impact on any civil service law, rule, or regulation under the jurisdiction of the Office.

Petition for review.

“(f) The Board, or an administrative law judge or other employee of the Board designated to hear a case, may—

“(1) consolidate appeals filed by two or more appellants, or

“(2) join two or more appeals filed by the same appellant and hear and decide them concurrently,

if the deciding official or officials hearing the cases are of the opinion that the action could result in the appeals' being processed more expeditiously and would not adversely affect any party.

“(g) (1) Except as provided in paragraph (2) of this subsection, the Board, or an administrative law judge or other employee of the Board designated to hear a case, may require payment by the agency involved of reasonable attorney fees incurred by an employee or applicant for employment if the employee or applicant is the prevailing party and the Board, administrative law judge, or other employee, as the case may be, determines that payment by the agency is warranted in the interest of justice, including any case in which a prohibited personnel practice was engaged in by the agency or any case in which the agency's action was clearly without merit.

“(2) If an employee or applicant for employment is the prevailing party and the decision is based on a finding of discrimination prohibited under section 2302(b) (1) of this title, the payment of attorney fees shall be in accordance with the standards prescribed under section 706(k) of the Civil Rights Act of 1964 (42 U.S.C. 2000e-5(k)).

Ante, p. 1114.

“(h) The Board may, by regulation, provide for one or more alternative methods for settling matters subject to the appellate jurisdiction of the Board which shall be applicable at the election of an applicant for employment or of an employee who is not in a unit for which a labor organization is accorded exclusive recognition, and shall be in lieu of other procedures provided for under this section. A decision under such a method shall be final, unless the Board reopens

and reconsiders a case at the request of the Office of Personnel Management under subsection (d) of this section.

“(i) (1) Upon the submission of any appeal to the Board under this section, the Board, through reference to such categories of cases, or other means, as it determines appropriate, shall establish and announce publicly the date by which it intends to complete action on the matter. Such date shall assure expeditious consideration of the appeal, consistent with the interests of fairness and other priorities of the Board. If the Board fails to complete action on the appeal by the announced date, and the expected delay will exceed 30 days, the Board shall publicly announce the new date by which it intends to complete action on the appeal.

Report to  
Congress.

“(2) Not later than March 1 of each year, the Board shall submit to the Congress a report describing the number of appeals submitted to it during the preceding calendar year, the number of appeals on which it completed action during that year, and the number of instances during that year in which it failed to conclude a proceeding by the date originally announced, together with an explanation of the reasons therefor.

“(3) The Board shall by rule indicate any other category of significant Board action which the Board determines should be subject to the provisions of this subsection.

“(4) It shall be the duty of the Board, an administrative law judge, or employee designated by the Board to hear any proceeding under this section to expedite to the extent practicable that proceeding.

Regulations.

“(j) The Board may prescribe regulations to carry out the purpose of this section.

5 USC 7702.

**§ 7702. Actions involving discrimination**

“(a) (1) Notwithstanding any other provision of law, and except as provided in paragraph (2) of this subsection, in the case of any employee or applicant for employment who—

“(A) has been effected by an action which the employee or applicant may appeal to the Merit Systems Protection Board, and

“(B) alleges that a basis for the action was discrimination prohibited by—

42 USC  
2000e-16.

“(i) section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16c),

“(ii) section 6(d) of the Fair Labor Standards Act of 1938 (29 U.S.C. 206(d)),

“(iii) section 501 of the Rehabilitation Act of 1973 (29 U.S.C. 791),

“(iv) sections 12 and 15 of the Age Discrimination in Employment Act of 1967 (29 U.S.C. 631, 633a), or

“(v) any rule, regulation, or policy directive prescribed under any provision of law described in clauses (i) through (iv) of this subparagraph,

the Board shall, within 120 days of the filing of the appeal, decide both the issue of discrimination and the appealable action in accordance with the Board's appellate procedures under section 7701 of this title and this section.

“(2) In any matter before an agency which involves—

“(A) any action described in paragraph (1) (A) of this subsection; and

“(B) any issue of discrimination prohibited under any provision of law described in paragraph (1) (B) of this subsection;

the agency shall resolve such matter within 120 days. The decision of the agency in any such matter shall be a judicially reviewable action unless the employee appeals the matter to the Board under paragraph (1) of this subsection.

“(3) Any decision of the Board under paragraph (1) of this subsection shall be a judicially reviewable action as of—

“(A) the date of issuance of the decision if the employee or applicant does not file a petition with the Equal Employment Opportunity Commission under subsection (b)(1) of this section, or

“(B) the date the Commission determines not to consider the decision under subsection (b)(2) of this section.

“(b)(1) An employee or applicant may, within 30 days after notice of the decision of the Board under subsection (a)(1) of this section, petition the Commission to consider the decision.

“(2) The Commission shall, within 30 days after the date of the petition, determine whether to consider the decision. A determination of the Commission not to consider the decision may not be used as evidence with respect to any issue of discrimination in any judicial proceeding concerning that issue.

“(3) If the Commission makes a determination to consider the decision, the Commission shall, within 60 days after the date of the determination, consider the entire record of the proceedings of the Board and, on the basis of the evidentiary record before the Board, as supplemented under paragraph (4) of this subsection, either—

“(A) concur in the decision of the Board; or

“(B) issue in writing another decision which differs from the decision of the Board to the extent that the Commission finds that, as a matter of law—

“(i) the decision of the Board constitutes an incorrect interpretation of any provision of any law, rule, regulation, or policy directive referred to in subsection (a)(1)(B) of this section, or

“(ii) the decision involving such provision is not supported by the evidence in the record as a whole.

“(4) In considering any decision of the Board under this subsection, the Commission may refer the case to the Board, or provide on its own, for the taking (within such period as permits the Commission to make a decision within the 60-day period prescribed under this subsection) of additional evidence to the extent it considers necessary to supplement the record.

“(5) (A) If the Commission concurs pursuant to paragraph (3) (A) of this subsection in the decision of the Board, the decision of the Board shall be a judicially reviewable action.

“(B) If the Commission issues any decision under paragraph (3) (B) of this subsection, the Commission shall immediately refer the matter to the Board.

“(c) Within 30 days after receipt by the Board of the decision of the Commission under subsection (b)(5) (B) of this section, the Board shall consider the decision and—

“(1) concur and adopt in whole the decision of the Commission; or

“(2) to the extent that the Board finds that, as a matter of law, (A) the Commission decision constitutes an incorrect interpretation of any provision of any civil service law, rule, regulation or policy directive, or (B) the Commission decision involving

such provision is not supported by the evidence in the record as a whole—

“(i) reaffirm the initial decision of the Board; or

“(ii) reaffirm the initial decision of the Board with such revisions as it determines appropriate.

If the Board takes the action provided under paragraph (1), the decision of the Board shall be a judicially reviewable action.

“(d) (1) If the Board takes any action under subsection (c) (2) of this section, the matter shall be immediately certified to a special panel described in paragraph (6) of this subsection. Upon certification, the Board shall, within 5 days (excluding Saturdays, Sundays, and holidays), transmit to the special panel the administrative record in the proceeding, including—

“(A) the factual record compiled under this section,

“(B) the decisions issued by the Board and the Commission under this section, and

“(C) any transcript of oral arguments made, or legal briefs filed, before the Board or the Commission.

“(2) (A) The special panel shall, within 45 days after a matter has been certified to it, review the administrative record transmitted to it and, on the basis of the record, decide the issues in dispute and issue a final decision which shall be a judicially reviewable action.

“(B) The special panel shall give due deference to the respective expertise of the Board and Commission in making its decision.

“(3) The special panel shall refer its decision under paragraph (2) of this subsection to the Board and the Board shall order any agency to take any action appropriate to carry out the decision.

“(4) The special panel shall permit the employee or applicant who brought the complaint and the employing agency to appear before the panel to present oral arguments and to present written arguments with respect to the matter.

“(5) Upon application by the employee or applicant, the Commission may issue such interim relief as it determines appropriate to mitigate any exceptional hardship the employee or applicant might otherwise incur as a result of the certification of any matter under this subsection, except that the Commission may not stay, or order any agency to review on an interim basis, the action referred to in subsection (a) (1) of this section.

Special panel.

“(6) (A) Each time the Board takes any action under subsection (c) (2) of this section, a special panel shall be convened which shall consist of—

“(i) an individual appointed by the President, by and with the advice and consent of the Senate, to serve for a term of 6 years as chairman of the special panel each time it is convened;

“(ii) one member of the Board designated by the Chairman of the Board each time a panel is convened; and

“(iii) one member of the Commission designated by the Chairman of the Commission each time a panel is convened.

The chairman of the special panel may be removed by the President only for inefficiency, neglect of duty, or malfeasance in office.

5 USC 5332 note.

“(B) The chairman is entitled to pay at a rate equal to the maximum annual rate of basic pay payable under the General Schedule for each day he is engaged in the performance of official business on the work of the special panel.

Administrative assistance.

“(C) The Board and the Commission shall provide such administrative assistance to the special panel as may be necessary and, to the extent practicable, shall equally divide the costs of providing the administrative assistance.

“(e) (1) Notwithstanding any other provision of law, if at any time after—

“(A) the 120th day following the filing of any matter described in subsection (a) (2) of this section with an agency, there is no judicially reviewable action under this section or an appeal under paragraph (2) of this subsection;

“(B) the 120th day following the filing of an appeal with the Board under subsection (a) (1) of this section, there is no judicially reviewable action (unless such action is not as the result of the filing of a petition by the employee under subsection (b) (1) of this section); or

“(C) the 180th day following the filing of a petition with the Equal Employment Opportunity Commission under subsection (b) (1) of this title, there is no final agency action under subsection (b), (c), or (d) of this section;

an employee shall be entitled to file a civil action to the same extent and in the same manner as provided in section 717(c) of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16(c)), section 15(c) of the Age Discrimination in Employment Act of 1967 (29 U.S.C. 633a(c)), or section 16(b) of the Fair Labor Standards Act of 1938 (29 U.S.C. 216(d)).

“(2) If, at any time after the 120th day following the filing of any matter described in subsection (a) (2) of this section with an agency, there is no judicially reviewable action, the employee may appeal the matter to the Board under subsection (a) (1) of this section.

“(3) Nothing in this section shall be construed to affect the right to trial de novo under any provision of law described in subsection (a) (1) of this section after a judicially reviewable action, including the decision of an agency under subsection (a) (2) of this section.

“(f) In any case in which an employee is required to file any action, appeal, or petition under this section and the employee timely files the action, appeal, or petition with an agency other than the agency with which the action, appeal, or petition is to be filed, the employee shall be treated as having timely filed the action, appeal, or petition as of the date it is filed with the proper agency.

**“§ 7703. Judicial review of decisions of the Merit Systems Protection Board** 5 USC 7703.

“(a) (1) Any employee or applicant for employment adversely affected or aggrieved by a final order or decision of the Merit Systems Protection Board may obtain judicial review of the order or decision.

“(2) The Board shall be the named respondent in any proceeding brought pursuant to this subsection, unless the employee or applicant for employment seeks review of a final order or decision issued by the Board under section 7701. In review of a final order or decision issued under section 7701, the agency responsible for taking the action appealed to the Board shall be the named respondent.

“(b) (1) Except as provided in paragraph (2) of this subsection, a petition to review a final order or final decision of the Board shall be filed in the Court of Claims or a United States court of appeals as provided in chapters 91 and 158, respectively, of title 28. Notwithstanding any other provision of law, any petition for review must be filed within 30 days after the date the petitioner received notice of the final order or decision of the Board.

“(2) Cases of discrimination subject to the provisions of section 7702 of this title shall be filed under section 717(c) of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16(c)), section 15(c) of the Age Discrimination in Employment Act of 1967 (29 U.S.C. 633a(c)), and

28 USC 1491 et seq., 2341 et seq.

section 16(b) of the Fair Labor Standards Act of 1938, as amended (29 U.S.C. 216(b)), as applicable. Notwithstanding any other provision of law, any such case filed under any such section must be filed within 30 days after the date the individual filing the case received notice of the judicially reviewable action under such section 7702.

“(c) In any case filed in the United States Court of Claims or a United States court of appeals, the court shall review the record and hold unlawful and set aside any agency action, findings, or conclusions found to be—

“(1) arbitrary, capricious, an abuse of discretion, or otherwise not in accordance with law;

“(2) obtained without procedures required by law, rule, or regulation having been followed; or

“(3) unsupported by substantial evidence;

except that in the case of discrimination brought under any section referred to in subsection (b) (2) of this section, the employee or applicant shall have the right to have the facts subject to trial de novo by the reviewing court.

Petition.

“(d) The Director of the Office of Personnel Management may obtain review of any final order or decision of the Board by filing a petition for judicial review in the United States Court of Appeals for the District of Columbia if the Director determines, in his discretion, that the Board erred in interpreting a civil service law, rule, or regulation affecting personnel management and that the Board's decision will have a substantial impact on a civil service law, rule, regulation, or policy directive. If the Director did not intervene in a matter before the Board, the Director may not petition for review of a Board decision under this section unless the Director first petitions the Board for a reconsideration of its decision, and such petition is denied. In addition to the named respondent, the Board and all other parties to the proceedings before the Board shall have the right to appear in the proceeding before the Court of Appeals. The granting of the petition for judicial review shall be at the discretion of the Court of Appeals.”.

#### TECHNICAL AND CONFORMING AMENDMENTS

SEC. 206. Section 2342 of title 28, United States Code, is amended—

(1) by striking out “and” at the end of paragraph (4),

(2) by striking out the period at the end of paragraph (5) and inserting in lieu thereof “; and”, and

(3) by adding at the end thereof the following new paragraph:

“(6) all final orders of the Merit Systems Protection Board except as provided for in section 7703 (b) of title 5.”.

Ante, p. 1143.

### TITLE III—STAFFING

#### VOLUNTEER SERVICE

SEC. 301. (a) Chapter 31 of title 5, United States Code, is amended by adding at the end thereof the following new section:

5 USC 3111.  
“Student.”

#### “§ 3111. Acceptance of volunteer service

“(a) For the purpose of this section, ‘student’ means an individual who is enrolled, not less than half-time, in a high school, trade school, technical or vocational institute, junior college, college, university, or comparable recognized educational institution. An individual who is a student is deemed not to have ceased to be a student during an interim

between school years if the interim is not more than 5 months and if such individual shows to the satisfaction of the Office of Personnel Management that the individual has a bona fide intention of continuing to pursue a course of study or training in the same or different educational institution during the school semester (or other period into which the school year is divided) immediately after the interim.

“(b) Notwithstanding section 3679(b) of the Revised Statutes (31 U.S.C. 665(b)), the head of an agency may accept, subject to regulations issued by the Office, voluntary service for the United States if the service—

“(1) is performed by a student, with the permission of the institution at which the student is enrolled, as part of an agency program established for the purpose of providing educational experiences for the student;

“(2) is to be uncompensated; and

“(3) will not be used to displace any employee.

“(c) Any student who provides voluntary service under subsection (b) of this section shall not be considered a Federal employee for any purpose other than for purposes of chapter 81 of this title (relating to compensation for injury) and sections 2671 through 2680 of title 28 (relating to tort claims).” 5 USC 8101 et seq.

(b) The analysis of chapter 31 of title 5, United States Code, is amended by adding at the end thereof the following new item:

“3111. Acceptance of volunteer service.”.

#### INTERPRETING ASSISTANTS FOR DEAF EMPLOYEES

SEC. 302. (a) Section 3102 of title 5, United States Code, is amended—

(1) by redesignating paragraph (4) of subsection (a) as paragraph (5), by striking out “and” at the end of paragraph (3), and inserting after paragraph (3) the following new paragraph (4):

“(4) ‘deaf employee’ means an individual employed by an agency who, in accordance with regulations prescribed by the head of the agency, establishes to the satisfaction of the appropriate authority of the agency concerned that the employee has a hearing impairment, either permanent or temporary, so severe or disabling that the employment of an interpreting assistant or assistants for the employee is necessary or desirable to enable such employee to perform the work of the employee; and”;

“Deaf employee.”

(2) in subsection (b), by inserting “and interpreting assistant or assistants for a deaf employee” after “or assistants for a blind employee”, and amending the last sentence to read as follows: “A reading assistant or an interpreting assistant, other than the one employed or assigned under subsection (d) of this section, may receive pay for services performed by the assistant by and from the blind or deaf employee or a nonprofit organization, without regard to section 209 of title 18.”;

(3) in subsection (c), by inserting “or deaf” after “blind”; and

(4) by inserting at the end thereof the following new subsection:

“(d) The head of each agency may also employ or assign, subject to section 209 of title 18 and to the provisions of this title governing appointment and chapter 51 and subchapter III of chapter 53 of this title governing classification and pay, such reading assistants for blind employees and such interpreting assistants for deaf employees as may be necessary to enable such employees to perform their work.”.

5 USC 5101 et seq., 5331.



(b) (1) The analysis of chapter 31 of title 5, United States Code, is amended by striking out the item relating to section 3102 and inserting in lieu thereof the following:

“3102. Employment of reading assistants for blind employees and interpreting assistants for deaf employees.”.

(2) The heading for section 3102 of title 5, United States Code, is amended to read as follows:

**“§ 3102. Employment of reading assistants for blind employees and interpreting assistants for deaf employees”.**

(c) Section 410(b) (1) of title 39, United States Code, is amended by inserting after “open meetings)” a comma and “3102 (employment of reading assistants for blind employees and interpreting assistants for deaf employees),”.

#### PROBATIONARY PERIOD

SEC. 303. (a) Section 3321 of title 5, United States Code, is amended to read as follows:

**“§ 3321. Competitive service; probationary period**

“(a) The President may take such action, including the issuance of rules, regulations, and directives, as shall provide as nearly as conditions of good administration warrant for a period of probation—

“(1) before an appointment in the competitive service becomes final; and

“(2) before initial appointment as a supervisor or manager becomes final.

“(b) An individual—

“(1) who has been transferred, assigned, or promoted from a position to a supervisory or managerial position, and

“(2) who does not satisfactorily complete the probationary period under subsection (a) (2) of this section,

shall be returned to a position of no lower grade and pay than the position from which the individual was transferred, assigned, or promoted. Nothing in this section prohibits an agency from taking an action against an individual serving a probationary period under subsection (a) (2) of this section for cause unrelated to supervisory or managerial performance.

“(c) Subsections (a) and (b) of this section shall not apply with respect to appointments in the Senior Executive Service.”.

(b) The item in the analysis for chapter 33 of title 5, United States Code, is amended to read as follows:

“3321. Competitive service; probationary period.”.

#### TRAINING

SEC. 304. Section 4103 of title 5, United States Code, is amended by inserting “(a)” before “In order to increase” and by adding at the end thereof the following new subsection:

“(b) (1) Notwithstanding any other provision of this chapter, an agency may train any employee of the agency to prepare the employee for placement in another agency if the head of the agency determines that the employee will otherwise be separated under conditions which would entitle the employee to severance pay under section 5595 of this title.

“(2) Before undertaking any training under this subsection, the head of the agency shall obtain verification from the Office of Person-

5 USC 5595.

nel Management that there exists a reasonable expectation of placement in another agency.

“(3) In selecting an employee for training under this subsection, the head of the agency shall consider—

“(A) the extent to which the current skills, knowledge, and abilities of the employee may be utilized in the new position;

“(B) the employee’s capability to learn skills and acquire knowledge and abilities needed in the new position; and

“(C) the benefits to the Government which would result from retaining the employee in the Federal service.”.

#### TRAVEL, TRANSPORTATION, AND SUBSISTENCE

SEC. 305. Section 5723(d) of title 5, United States Code, is amended by striking out “not”.

#### RETIREMENT

SEC. 306. Section 8336(d)(2) of title 5, United States Code, is amended to read as follows:

“(2) voluntarily, during a period when the agency in which the employee is serving is undergoing a major reorganization, a major reduction in force, or a major transfer of function, as determined by the Office of Personnel Management, and the employee is serving in a geographic area designated by the Office;”.

#### VETERANS AND PREFERENCE ELIGIBLES

SEC. 307. (a) Effective beginning October 1, 1980, section 2108 of title 5, United States Code, is amended—

(1) by striking out “and” at the end of paragraph (2);

(2) by inserting in paragraph (3) after “means” the following: “, except as provided in paragraph (4) of this section”;

(3) by striking out the period at the end of paragraph (3) and inserting in lieu thereof a semicolon; and

(4) by adding at the end thereof the following new paragraphs:

“(4) except for the purposes of chapters 43 and 75 of this title, ‘preference eligible’ does not include a retired member of the armed forces unless—

“(A) the individual is a disabled veteran; or

“(B) the individual retired below the rank of major or its equivalent; and

“(5) ‘retired member of the armed forces’ means a member or former member of the armed forces who is entitled, under statute, to retired, retirement, or retainer pay on account of service as a member.”.

*Ante*, p. 1131.  
*Post*, p. 1167.  
*Ante*, p. 1134.

“Retired member of the Armed Forces.”

(b) (1) Chapter 31 of title 5, United States Code, is amended by adding at the end thereof the following new section:

#### “§ 3112. Disabled veterans; noncompetitive appointment

5 USC 3112.

“Under such regulations as the Office of Personnel Management shall prescribe, an agency may make a noncompetitive appointment leading to conversion to career or career-conditional employment of a disabled veteran who has a compensable service-connected disability of 30 percent or more.”

(2) The Director of the Office of Personnel Management shall include in the reports required by section 2014(d) of title 38, United States Code, the same type of information regarding the use of the

38 USC 2014 note.

authority provided in section 3112 of title 5, United States Code (as added by paragraph (1) of this subsection), as is required by such section 2014 with respect to the use of the authority to make veterans readjustment appointments.

(3) The analysis of chapter 31 of title 5, United States Code, is amended by adding at the end thereof the following new item:

“3112. Disabled veterans; noncompetitive appointment.”

(c) Section 3312 of title 5, United States Code, is amended—

(1) by inserting “(a)” before “In”; and

(2) by adding at the end thereof the following new subsection:

“(b) If an examining agency determines that, on the basis of evidence before it, a preference eligible under section 2108(3)(C) of this title who has a compensable service-connected disability of 30 percent or more is not able to fulfill the physical requirements of the position, the examining agency shall notify the Office of the determination and, at the same time, the examining agency shall notify the preference eligible of the reasons for the determination and of the right to respond, within 15 days of the date of the notification, to the Office. The Office shall require a demonstration by the appointing authority that the notification was timely sent to the preference eligible’s last known address and shall, before the selection of any other person for the position, make a final determination on the physical ability of the preference eligible to perform the duties of the position, taking into account any additional information provided in any such response. When the Office has completed its review of the proposed disqualification on the basis of physical disability, it shall send its findings to the appointing authority and the preference eligible. The appointing authority shall comply with the findings of the Office. The functions of the Office under this subsection may not be delegated.”

5 USC 2108.

(d) Section 3318(b) of title 5, United States Code, is amended to read as follows:

“(b) (1) If an appointing authority proposes to pass over a preference eligible on a certificate in order to select an individual who is not a preference eligible, such authority shall file written reasons with the Office for passing over the preference eligible. The Office shall make the reasons presented by the appointing authority part of the record of the preference eligible and may require the submission of more detailed information from the appointing authority in support of the passing over of the preference eligible. The Office shall determine the sufficiency or insufficiency of the reasons submitted by the appointing authority, taking into account any response received from the preference eligible under paragraph (2) of this subsection. When the Office has completed its review of the proposed passover, it shall send its findings to the appointing authority and to the preference eligible. The appointing authority shall comply with the findings of the Office.

“(2) In the case of a preference eligible described in section 2108(3)(C) of this title who has a compensable service-connected disability of 30 percent or more, the appointing authority shall at the same time it notifies the Office under paragraph (1) of this subsection, notify the preference eligible of the proposed passover, of the reasons therefor, and of his right to respond to such reasons to the Office within 15 days of the date of such notification. The Office shall, before completing its review under paragraph (1) of this subsection, require a demonstration by the appointing authority that the passover notification was timely sent to the preference eligible’s last known address.

“(3) A preference eligible not described in paragraph (2) of this subsection, or his representative, shall be entitled, on request, to a copy of—

“(A) the reasons submitted by the appointing authority in support of the proposed passover, and

“(B) the findings of the Office.

“(4) In the case of a preference eligible described in paragraph (2) of this subsection, the functions of the Office under this subsection may not be delegated.”.

(e) Section 3502 of title 5, United States Code, is amended by striking out subsection (b) and inserting in lieu thereof the following new subsections:

“(b) A preference eligible described in section 2108(3)(C) of this title who has a compensable service-connected disability of 30 percent or more and whose performance has not been rated unacceptable under a performance appraisal system implemented under chapter 43 of this title is entitled to be retained in preference to other preference eligibles.

5 USC 2108.

“(c) An employee who is entitled to retention preference and whose performance has not been rated unacceptable under a performance appraisal system implemented under chapter 43 of this title is entitled to be retained in preference to other competing employees.”.

5 USC 4301 *et seq.*

*Ante*, p. 1131.  
*Post*, p. 1167.

(f) Section 3503 of title 5, United States Code, is amended by striking out in subsection (a) and (b) “each preference eligible employee” and inserting in lieu thereof “each competing employee” both places it appears.

(g) Section 3504 of title 5, United States Code, is amended—

(1) by inserting “(a)” before “In”; and

(2) by adding at the end thereof the following new subsection:

“(b) If an examining agency determines that, on the basis of evidence before it, a preference eligible described in section 2108(3)(C) of this title who has a compensable service-connected disability of 30 percent or more is not able to fulfill the physical requirements of the position, the examining agency shall notify the Office of the determination and, at the same time, the examining agency shall notify the preference eligible of the reasons for the determination and of the right to respond, within 15 days of the date of the notification, to the Office. The Office shall require a demonstration by the appointing authority that the notification was timely sent to the preference eligible’s last known address and shall, before the selection of any other person for the position, make a final determination on the physical ability of the preference eligible to perform the duties of the position, taking into account any additional information provided in the response. When the Office has completed its review of the proposed disqualification on the basis of physical disability, it shall send its findings to the appointing authority and the preference eligible. The appointing authority shall comply with the findings of the Office. The functions of the Office under this subsection may not be delegated.”.

(h) (1) Section 3319 of chapter 33 of title 5, United States Code, is repealed.

Repeal.

(2) The analysis for chapter 33 of title 5, United States Code, is amended by striking out the item relating to section 3319.

#### DUAL PAY FOR RETIRED MEMBERS OF THE UNIFORMED SERVICES

SEC. 308. (a) Section 5532 of title 5, United States Code, relating to retired officers of the uniformed services, is amended by redesignating subsections (c) and (d) as subsections (d) and (e) and by inserting after subsection (b) the following:

- 5 USC 5316 note.
- “(c) (1) If any member or former member of a uniformed service is receiving retired or retainer pay and is employed in a position the annual rate of basic pay for which, when combined with the member’s annual rate of retired or retainer pay (reduced as provided under subsection (b) of this section), exceeds the rate of basic pay then currently paid for level V of the Executive Schedule, such member’s retired or retainer pay shall be reduced by an amount computed under paragraph (2) of this subsection. The amounts of the reductions shall be deposited to the general fund of the Treasury of the United States.
- “(2) The amount of each reduction under paragraph (1) of this subsection allocable for any pay period in connection with employment in a position shall be equal to the retired or retainer pay allocable to the pay period (reduced as provided under subsection (b) of this section), except that the amount of the reduction may not result in—
- “(A) the amount of retired or retainer pay allocable to the pay period after being reduced, when combined with the basic pay for the employment during the pay period, being at a rate less than the rate of basic pay then currently paid for level V of the Executive Schedule; or
- “(B) the amount of retired pay or retainer pay being reduced to an amount less than the amount deducted from the retired or retainer pay as a result of participation in any survivor’s benefits in connection with the retired or retainer pay or veterans insurance programs.”
- (b) Section 5531 of title 5, United States Code is amended—
- (1) by striking out paragraph (1) and inserting in lieu thereof the following:
- “(1) ‘member’ has the meaning given such term by section 101 (23) of title 37;”;
- (2) by striking out the period at the end of paragraph (2) and inserting in lieu thereof “; and”; and
- (3) by adding at the end thereof the following new paragraph:
- “(3) ‘retired or retainer pay’ means retired pay, as defined in section 8311(3) of this title, determined without regard to subparagraphs (B) through (D) of such section 8311(3); except that such term does not include an annuity payable to an eligible beneficiary of a member or former member of a uniformed service under chapter 73 of title 10.”
- (c) Section 5532(d) of title 5, United States Code, as amended by subsection (a), is amended—
- (1) by striking out “subsection (b) of”;
- (2) by striking out “or retirement” each place it appears and inserting in lieu thereof “or retainer”;
- (3) by striking out “a retired officer of a regular component of a uniformed service” and inserting in lieu thereof “a member or former member of a uniformed service who is receiving retired or retainer pay”; and
- (4) in paragraph (1), by striking out “whose retirement was” and inserting in lieu thereof “whose retired or retainer pay is computed, in whole or in part.”
- (d) Section 5532(e) of title 5, United States Code, as amended by subsection (a), is amended to read as follows:
- “(e) The Office of Personnel Management may, during the 5-year period after the effective date of the Civil Service Reform Act of 1978 authorize exceptions to the restrictions in subsections (a), (b), and (c) of this section only when necessary to meet special or emergency employment needs which result from a severe shortage of well quali-
- “Retired or  
retainer pay.”  
5 USC 8311.
- 10 USC 1431 et  
seq.
- Ante, p. 1111.

fied candidates in positions of medical officers which otherwise cannot be readily met. An exception granted by the office with respect to any individual shall terminate upon a break in service of 3 days or more.”

(e) Section 5532(b) of title 5, United States Code, is amended by striking out “or retirement” each place it appears and inserting in lieu thereof “or retainer”.

(f) (1) The heading for section 5532 of title 5, United States Code, is amended to read as follows:

**“§ 5532. Employment of retired members of the uniformed services; reduction in retired or retainer pay”.**

(2) The item relating to section 5532 in the table of sections for chapter 55 of title 5, United States Code, is amended to read as follows:

“5532. Employment of retired members of the uniformed services; reduction in retired or retainer pay.”.

(g) (1) Except as provided in paragraph (2) of this subsection, the amendments made by this section shall apply only with respect to pay periods beginning after the effective date of this Act and only with respect to members of the uniformed services who first receive retired or retainer pay (as defined in section 5531(3) of title 5, United States Code (as amended by this section)), after the effective date of this Act.

5 USC 5532 note.

(2) Such amendments shall not apply to any individual employed in a position on the date of the enactment of this Act so long as the individual continues to hold any such position (disregarding any break in service of 3 days or less) if the individual, on that date, would have been entitled to retired or retainer pay but for the fact the individual does not satisfy any applicable age requirement.

(3) The provisions of section 5532 of title 5, United States Code, as in effect immediately before the effective date of this Act, shall apply with respect to any retired officer of a regular component of the uniformed services who is receiving retired pay on or before such date, or any individual to whom paragraph (2) applies, in the same manner and to the same extent as if the preceding subsections of this section had not been enacted.

#### CIVIL SERVICE EMPLOYMENT INFORMATION

SEC. 309. (a) Chapter 33 of title 5, United States Code, is amended by adding at the end thereof the following new section:

**“§ 3327. Civil service employment information**

5 USC 3327.

“(a) The Office of Personnel Management shall provide that information concerning opportunities to participate in competitive examinations conducted by, or under authority delegated by, the Office of Personnel Management shall be made available to the employment offices of the United States Employment Service.

“(b) Subject to such regulations as the Office may issue, each agency shall promptly notify the Office and the employment offices of the United States Employment Service of—

“(1) each vacant position in the agency which is in the competitive service or the Senior Executive Service and for which the agency seeks applications from persons outside the Federal service, and

“(2) the period during which applications will be accepted.

As used in this subsection, ‘agency’ means an agency as defined in section 5102(a)(1) of this title other than an agency all the positions in which are excepted by statute from the competitive service.”.

“Agency.”  
5 USC 5102.

(b) The table of sections for chapter 33 of title 5, United States Code, is amended by inserting after the item relating to section 3328 the following new item:

"3327. Civil service employment information."

MINORITY RECRUITMENT PROGRAM

SEC. 310. Section 7151 of title 5, United States Code, is amended—

(1) by striking out the section heading and inserting in lieu thereof the following:

**"§ 7151. Antidiscrimination policy; minority recruitment program";**

(2) by inserting after such section heading the following new subsection:

"(a) For the purpose of this section—

"Underrepresentation."

"(1) 'underrepresentation' means a situation in which the number of members of a minority group designation (determined by the Equal Employment Opportunity Commission in consultation with the Office of Personnel Management, on the basis of the policy set forth in subsection (b) of this section) within a category of civil service employment constitutes a lower percentage of the total number of employees within the employment category than the percentage that the minority constituted within the labor force of the United States, as determined under the most recent decennial or mid-decade census, or current population survey, under title 13, and

"Category of civil service employment."  
5 USC 5104.  
5 USC 5341.

"(2) 'category of civil service employment' means—

"(A) each grade of the General Schedule described in section 5104 of this title;

"(B) each position subject to subchapter IV of chapter 53 of this title;

"(C) such occupational, professional, or other groupings (including occupational series) within the categories established under subparagraphs (A) and (B) of this paragraph as the Office determines appropriate.";

(3) by inserting "(b)" before "It is the policy"; and

(4) by adding at the end thereof the following new subsection:

Ante, p. 1111.

"(c) Not later than 180 days after the date of the enactment of the Civil Service Reform Act of 1978, the Office of Personnel Management shall, by regulation, implement a minority recruitment program which shall provide, to the maximum extent practicable—

"(1) that each Executive agency conduct a continuing program for the recruitment of members of minorities for positions in the agency to carry out the policy set forth in subsection (b) in a manner designed to eliminate underrepresentation of minorities in the various categories of civil service employment within the Federal service, with special efforts directed at recruiting in minority communities, in educational institutions, and from other sources from which minorities can be recruited; and

"(2) that the Office conduct a continuing program of—

"(A) assistance to agencies in carrying out programs under paragraph (1) of this subsection, and

"(B) evaluation and oversight and such recruitment programs to determine their effectiveness in eliminating such minority underrepresentation.

“(d) Not later than 60 days after the date of the enactment of the Civil Service Reform Act of 1978, the Equal Employment Opportunity Commission shall—

*Ante*, p. 1111.

“(1) establish the guidelines proposed to be used in carrying out the program required under subsection (c) of this section; and

Proposed  
guidelines.

“(2) make determinations of underrepresentation which are proposed to be used initially under such program; and

Determinations.

“(3) transmit to the Executive agencies involved, to the Office of Personnel Management, and to the Congress the determinations made under paragraph (2) of this subsection.

Transmittal to  
Executive  
agencies.

“(e) Not later than January 31 of each year, the Office shall prepare and transmit to each House of the Congress a report on the activities of the Office and of Executive agencies under subsection (c) of this section, including the affirmative action plans submitted under section 717 of the Civil Rights Act of 1964 (42 U.S.C. 2000e-16), the personnel data file maintained by the Office of Personnel Management, and any other data necessary to evaluate the effectiveness of the program for each category of civil service employment and for each minority group designation, for the preceding fiscal year, together with recommendations for administrative or legislative action the Office considers appropriate.”

Report to  
Congress.

#### TEMPORARY EMPLOYMENT LIMITATION

SEC. 311. (a) The total number of civilian employees in the executive branch, on September 30, 1979, on September 30, 1980, and on September 30, 1981, shall not exceed the number of such employees on September 30, 1977.

5 USC 3101 note.

(b) (1) For the purpose of this section, “civilian employees in the executive branch” means all civilian employees within the executive branch of the Government (other than in the United States Postal Service or the Postal Rate Commission), whether employed on a full-time, part-time, or intermittent basis and whether employed on a direct hire or indirect hire basis.

“Civilian  
employees in the  
executive  
branch.”

(2) (A) Such term does not include individuals participating in special employment programs established for students and disadvantaged youth.

(B) The total number of individuals participating in such programs shall not at any time exceed 60,000.

(c) In applying the limitation of subsection (a)—

(1) part-time civilian employees in excess of the number of part-time civilian employees in the executive branch employed on September 30, 1977, may be counted as a fraction which is determined by dividing 40 hours into the average number of hours of such employees’ regularly scheduled workweek; and

(2) the number of civilian employees in the executive branch on September 30, 1977, shall be determined on the basis of the number of such employees as set forth in the Monthly Report of Civilian Employment published by the Civil Service Commission.

(d) (1) The provisions of this section shall not apply during a time of war or during a period of national emergency declared by the Congress or the President.

(2) (A) Subject to the limitation of subparagraph (B) of this paragraph, the President may authorize employment of civilian employees in excess of the limitation of subsection (a) if he deems that such action is necessary in the public interest.



(B) The President may not, under this paragraph, increase the maximum number of civilian employees in the executive branch by more than the percentage increase of the population of the United States since September 30, 1978, as estimated by the Bureau of the Census.

(e) The President shall provide that no increase occurs in the procurement of personal services by contract by reason of the enactment of this section except in cases in which it is to the financial advantage of the Government to do so.

Regulations.

(f) The President shall prescribe regulations to carry out the purposes of this section.

Termination.

(g) The provisions of this section shall terminate on January 31, 1981.

#### TITLE IV—SENIOR EXECUTIVE SERVICE

##### GENERAL PROVISIONS

SEC. 401. (a) Chapter 21 of title 5, United States Code, is amended by inserting after section 2101 the following new section:

5 USC 2101a.

##### “§ 2101a. The Senior Executive Service

Post, p. 1155.

“The ‘Senior Executive Service’ consists of Senior Executive Service positions (as defined in section 3132(a)(2) of this title).”

(b) Section 2102(a)(1) of title 5, United States Code, is amended—

(1) by striking out “and” at the end of subparagraph (A);

(2) by adding “and” at the end of subparagraph (B); and

(3) by adding at the end thereof the following new subparagraph:

“(C) positions in the Senior Executive Service;”.

(c) Section 2103(a) of title 5, United States Code, is amended by inserting before the period at the end thereof the following: “or the Senior Executive Service”.

Ante, p. 1147.

(d) Section 2108(5) of title 5, United States Code (as amended in section 307 of this Act), is further amended—

(1) by striking out the period at the end thereof and inserting in lieu thereof a semicolon; and

(2) by adding at the end thereof the following:

“but does not include applicants for, or members of, the Senior Executive Service.”.

(e) The analysis for chapter 21 of title 5, United States Code, is amended by inserting after the item relating to section 2101 the following new item:

“2101a. The Senior Executive Service.”.

##### AUTHORITY FOR EMPLOYMENT

SEC. 402. (a) Chapter 31 of title 5, United States Code, is amended by inserting after section 3112 (as added by section 307(b) of this Act), the following new subchapter:

Ante, p. 1147.

##### “SUBCHAPTER II—THE SENIOR EXECUTIVE SERVICE

5 USC 3131.

##### “§ 3131. The Senior Executive Service

“It is the purpose of this subchapter to establish a Senior Executive Service to ensure that the executive management of the Government of the United States is responsive to the needs, policies, and goals

of the Nation and otherwise is of the highest quality. The Senior Executive Service shall be administered so as to—

“(1) provide for a compensation system, including salaries, benefits, and incentives, and for other conditions of employment, designed to attract and retain highly competent senior executives;

“(2) ensure that compensation, retention, and tenure are contingent on executive success which is measured on the basis of individual and organizational performance (including such factors as improvements in efficiency, productivity, quality of work or service, cost efficiency, and timeliness of performance and success in meeting equal employment opportunity goals);

“(3) assure that senior executives are accountable and responsible for the effectiveness and productivity of employees under them;

“(4) recognize exceptional accomplishment;

“(5) enable the head of an agency to reassign senior executives to best accomplish the agency's mission;

“(6) provide for severance pay, early retirement, and placement assistance for senior executives who are removed from the Senior Executive Service for nondisciplinary reasons;

“(7) protect senior executives from arbitrary or capricious actions;

“(8) provide for program continuity and policy advocacy in the management of public programs;

“(9) maintain a merit personnel system free of prohibited personnel practices:

“(10) ensure accountability for honest, economical, and efficient Government;

“(11) ensure compliance with all applicable civil service laws, rules, and regulations, including those related to equal employment opportunity, political activity, and conflicts of interest;

“(12) provide for the initial and continuing systematic development of highly competent senior executives;

“(13) provide for an executive system which is guided by the public interest and free from improper political interference; and

“(14) appoint career executives to fill Senior Executive Service positions to the extent practicable, consistent with the effective and efficient implementation of agency policies and responsibilities.

**“§ 3132. Definitions and exclusions**

5 USC 3132.

“(a) For the purpose of this subchapter—

“(1) ‘agency’ means an Executive agency, except a Government corporation and the General Accounting Office, but does not include—

“(A) any agency or unit thereof excluded from coverage by the President under subsection (c) of this section; or

“(B) the Federal Bureau of Investigation, the Central Intelligence Agency, the Defense Intelligence Agency, the National Security Agency, as determined by the President, an Executive agency, or unit thereof, whose principal function is the conduct of foreign intelligence or counterintelligence activities;

5 USC 5332 note.  
5 USC 5315,  
5316.

“(2) ‘Senior Executive Service position’ means any position in an agency which is in GS-16, 17, or 18 of the General Schedule or in level IV or V of the Executive Schedule, or an equivalent position, which is not required to be filled by an appointment by the President by and with the advice and consent of the Senate, and in which an employee—

“(A) directs the work of an organizational unit;

“(B) is held accountable for the success of one or more specific programs or projects;

“(C) monitors progress toward organizational goals and periodically evaluates and makes appropriate adjustments to such goals;

“(D) supervises the work of employees other than personal assistants; or

“(E) otherwise exercises important policy-making, policy-determining, or other executive functions;

but does not include—

“(i) any position in the Foreign Service of the United States;

“(ii) an administrative law judge position under section 3105 of this title; or

“(iii) any position in the Drug Enforcement Administration which is excluded from the competitive service under section 201 of the Crime Control Act of 1976 (5 U.S.C. 5108 note; 90 Stat. 2425);

28 USC 509 note.

“(3) ‘senior executive’ means a member of the Senior Executive Service;

“(4) ‘career appointee’ means an individual in a Senior Executive Service position whose appointment to the position or previous appointment to another Senior Executive Service position was based on approval by the Office of Personnel Management of the executive qualifications of such individual;

“(5) ‘limited term appointee’ means an individual appointed under a nonrenewable appointment for a term of 3 years or less to a Senior Executive Service position the duties of which will expire at the end of such term;

“(6) ‘limited emergency appointee’ means an individual appointed under a nonrenewable appointment, not to exceed 18 months, to a Senior Executive Service position established to meet a bona fide, unanticipated, urgent need;

“(7) ‘noncareer appointee’ means an individual in a Senior Executive Service position who is not a career appointee, a limited term appointee, or a limited emergency appointee;

“(8) ‘career reserved position’ means a position which is required to be filled by a career appointee and which is designated under subsection (b) of this section; and

“(9) ‘general position’ means any position, other than a career reserved position, which may be filled by either a career appointee, noncareer appointee, limited emergency appointee, or limited term appointee.

Criteria and  
regulations.

“(b) (1) For the purpose of paragraph (8) of subsection (a) of this section, the Office shall prescribe the criteria and regulations governing the designation of career reserved positions. The criteria and regulations shall provide that a position shall be designated as a career

reserved position only if the filling of the position by a career appointee is necessary to ensure impartiality, or the public's confidence in the impartiality, of the Government. The head of each agency shall be responsible for designating career reserved positions in such agency in accordance with such criteria and regulations.

"(2) The Office shall periodically review general positions to determine whether the positions should be designated as career reserved. If the Office determines that any such position should be so designated, it shall order the agency to make the designation.

Review.

"(3) Notwithstanding the provisions of any other law, any position to be designated as a Senior Executive Service position (except a position in the Executive Office of the President) which—

"(A) is under the Executive Schedule, or for which the rate of basic pay is determined by reference to the Executive Schedule, and

5 USC 5311.

"(B) on the day before the date of the enactment of the Civil Service Reform Act of 1978 was specifically required under section 2102 of this title or otherwise required by law to be in the competitive service,

*Ante*, p. 1111.

shall be designated as a career reserved position if the position entails direct responsibility to the public for the management or operation of particular government programs or functions.

"(4) Not later than March 1 of each year, the head of each agency shall publish in the Federal Register a list of positions in the agency which were career reserved positions during the preceding calendar year.

Publication in Federal Register.

"(c) An agency may file an application with the Office setting forth reasons why it, or a unit thereof, should be excluded from the coverage of this subchapter. The Office shall—

Application for exclusion coverage.

"(1) review the application and stated reasons,

"(2) undertake a review to determine whether the agency or unit should be excluded from the coverage of this subchapter, and

"(3) upon completion of its review, recommend to the President whether the agency or unit should be excluded from the coverage of this subchapter.

If the Office recommends that an agency or unit thereof be excluded from the coverage of this subchapter, the President may, on written determination, make the exclusion for the period determined by the President to be appropriate.

"(d) Any agency or unit which is excluded from coverage under subsection (c) of this section shall make a sustained effort to bring its personnel system into conformity with the Senior Executive Service to the extent practicable.

"(e) The Office may at any time recommend to the President that any exclusion previously granted to an agency or unit thereof under subsection (c) of this section be revoked. Upon recommendation of the Office, the President may revoke, by written determination, any exclusion made under subsection (c) of this section.

Exclusion or revocation.

"(f) If—

"(1) any agency is excluded under subsection (c) of this section, or

"(2) any exclusion is revoked under subsection (e) of this section,

Written notice, transmittal to Congress.

the Office shall, within 30 days after the action, transmit to the Congress written notice of the exclusion or revocation.

5 USC 3133.

**“§ 3133. Authorization of positions; authority for appointment****“(a) During each even-numbered calendar year, each agency shall—****“(1) examine its needs for Senior Executive Service positions for each of the 2 fiscal years beginning after such calendar year; and**Written request  
to OPM.**“(2) submit to the Office of Personnel Management a written request for a specific number of Senior Executive Service positions for each of such fiscal years.****“(b) Each agency request submitted under subsection (a) of this section shall—****“(1) be based on the anticipated type and extent of program activities and budget requests of the agency for each of the 2 fiscal years involved, and such other factors as may be prescribed from time to time by the Office; and****“(2) identify, by position title, positions which are proposed to be designated as or removed from designation as career reserved positions, and set forth justifications for such proposed actions.****“(c) The Office of Personnel Management, in consultation with the Office of Management and Budget, shall review the request of each agency and shall authorize, for each of the 2 fiscal years covered by requests required under subsection (a) of this section, a specific number of Senior Executive Service positions for each agency.****“(d) (1) The Office of Personnel Management may, on a written request of an agency or on its own initiative, make an adjustment in the number of positions authorized for any agency. Each agency request under this paragraph shall be submitted in such form, and shall be based on such factors, as the Office shall prescribe.****“(2) The total number of positions in the Senior Executive Service may not at any time during any fiscal year exceed 105 percent of the total number of positions authorized under subsection (c) of this section for such fiscal year.***Ante*, p. 1119.**“(e) (1) Not later than July 1, 1979, and from time to time thereafter as the Director of the Office of Personnel Management finds appropriate, the Director shall establish, by rule issued in accordance with section 1103(b) of this title, the number of positions out of the total number of positions in the Senior Executive Service, as authorized by this section or section 413 of the Civil Service Reform Act of 1978, which are to be career reserved positions. Except as provided in paragraph (2) of this subsection, the number of positions required by this subsection to be career reserved positions shall not be less than the number of the positions then in the Senior Executive Service which, before the date of such Act, were authorized to be filled only through competitive civil service examination.***Post*, p. 1175.**“(2) The Director may, by rule, designate a number of career reserved positions which is less than the number required by paragraph (1) of this subsection only if the Director determines such lesser number necessary in order to designate as general positions one or more positions (other than positions described in section 3132(b)(3) of this title) which—****“(A) involve policymaking responsibilities which require the advocacy or management of programs of the President and support of controversial aspects of such programs;**

“(B) involve significant participation in the major political policies of the President; or

“(C) require the senior executives in the positions to serve as personal assistants of, or advisers to, Presidential appointees.

The Director shall provide a full explanation for his determination in each case.

**“§ 3134. Limitations on noncareer and limited appointments**

5 USC 3134.

“(a) During each calendar year, each agency shall—

“(1) examine its needs for employment of noncareer appointees for the fiscal year beginning in the following year; and

“(2) submit to the Office of Personnel Management, in accordance with regulations prescribed by the Office, a written request for authority to employ a specific number of noncareer appointees for such fiscal year.

“(b) The number of noncareer appointees in each agency shall be determined annually by the Office on the basis of demonstrated need of the agency. The total number of noncareer appointees in all agencies may not exceed 10 percent of the total number of Senior Executive Service positions in all agencies.

“(c) Subject to the 10 percent limitation of subsection (b) of this section, the Office may adjust the number of noncareer positions authorized for any agency under subsection (b) of this section if emergency needs arise that were not anticipated when the original authorizations were made.

“(d) The number of Senior Executive Service positions in any agency which are filled by noncareer appointees may not at any time exceed the greater of—

“(1) 25 percent of the total number of Senior Executive Service positions in the agency; or

“(2) the number of positions in the agency which were filled on the date of the enactment of the Civil Service Reform Act of 1978 by—

“(A) noncareer executive assignments under subpart F of part 305 of title 5, Code of Federal Regulations, as in effect on such date, or

“(B) appointments to level IV or V of the Executive Schedule which were not required on such date to be made by and with the advice and consent of the Senate.

5 CFR 305.101 *et seq.*

5 USC 5315, 5316

This subsection shall not apply in the case of any agency having fewer than 4 Senior Executive Service positions.

“(e) The total number of limited emergency appointees and limited term appointees in all agencies may not exceed 5 percent of the total number of Senior Executive Service positions in all agencies.

**“§ 3135. Biennial report**

5 USC 3135.

“(a) The Office of Personnel Management shall submit to each House of the Congress, at the time the budget is submitted by the President to the Congress during each odd-numbered calendar year, a report on the Senior Executive Service. The report shall include—

Report to Congress.

“(1) the number of Senior Executive Service positions authorized for the then current fiscal year, in the aggregate and by agency, and the projected number of Senior Executive Service positions to be authorized for the next two fiscal years, in the aggregate and by agency;

“(2) the authorized number of career appointees and noncareer appointees, in the aggregate and by agency, for the then current fiscal year;

“(3) the position titles and descriptions of Senior Executive Service positions designated for the then current fiscal year;

“(4) a description of each exclusion in effect under section 3132(c) of this title during the preceding fiscal year;

“(5) the number of career appointees, limited term appointees, limited emergency appointees, and noncareer appointees, in the aggregate and by agency, employed during the preceding fiscal year;

“(6) the percentage of senior executives at each pay rate, in the aggregate and by agency, employed at the end of the preceding fiscal year;

“(7) the distribution and amount of performance awards, in the aggregate and by agency, paid during the preceding fiscal year;

“(8) the estimated number of career reserved positions which, during the two fiscal years following the then current fiscal year, will become general positions and the estimated number of general positions which during such two fiscal years, will become career reserved positions; and

“(9) such other information regarding the Senior Executive Service as the Office considers appropriate.

Report to  
Congress.

“(b) The Office of Personnel Management shall submit to each House of the Congress, at the time the budget is submitted to the Congress during each even-numbered calendar year, an interim report showing changes in matters required to be reported under subsection (a) of this section.

5 USC 3136.

**“§ 3136. Regulations**

“The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter.”.

(b) Section 3109 of title 5, United States Code, is amended by inserting at the end thereof the following new subsection:

“(c) Positions in the Senior Executive Service may not be filled under the authority of subsection (b) of this section.”.

(c) The analysis for chapter 31 of title 5, United States Code, is amended—

(1) by striking out the heading for chapter 31 and inserting in lieu thereof the following:

**“CHAPTER 31—AUTHORITY FOR EMPLOYMENT**

**“SUBCHAPTER I—EMPLOYMENT AUTHORITIES”;**

and

(2) by inserting at the end thereof the following:

**“SUBCHAPTER II—THE SENIOR EXECUTIVE SERVICE**

“Sec.

“3131. The Senior Executive Service.

“3132. Definitions and exclusions.

“3133. Authorization of positions; authority for appointment.

“3134. Limitations on noncareer and limited appointments.

“3135. Biennial report.

“3136. Regulations.”.

## EXAMINATION, CERTIFICATION, AND APPOINTMENT

SEC. 403. (a) Chapter 33 of title 5, United States Code, is amended by adding at the end thereof the following new subchapter:

**“SUBCHAPTER VIII—APPOINTMENT, REASSIGNMENT, TRANSFER, AND DEVELOPMENT IN THE SENIOR EXECUTIVE SERVICE**

**“§ 3391. Definitions**

“For the purpose of this subchapter, ‘agency’, ‘Senior Executive Service position’, ‘senior executive’, ‘career appointee’, ‘limited term appointee’, ‘limited emergency appointee’, ‘noncareer appointee’, and ‘general position’ have the meanings set forth in section 3132(a) of this title.

5 USC 3391.

*Ante*, p. 1155.

**“§ 3392. General appointment provisions**

“(a) Qualification standards shall be established by the head of each agency for each Senior Executive Service position in the agency—

5 USC 3392.

Qualification standards, establishment.

“(1) in accordance with requirements established by the Office of Personnel Management, with respect to standards for career reserved positions, and

“(2) after consultation with the Office, with respect to standards for general positions.

“(b) Not more than 30 percent of the Senior Executive Service positions authorized under section 3133 of this title may at any time be filled by individuals who did not have 5 years of current continuous service in the civil service immediately preceding their initial appointment to the Senior Executive Service, unless the President certifies to the Congress that the limitation would hinder the efficiency of the Government. In applying the preceding sentence, any break in service of 3 days or less shall be disregarded.

*Ante*, p. 1158.

“(c) If a career appointee is appointed by the President, by and with the advice and consent of the Senate, to a civilian position in the executive branch which is not in the Senior Executive Service, and the rate of basic pay payable for which is equal to or greater than the rate payable for level V of the Executive Schedule, the career appointee may elect (at such time and in such manner as the Office may prescribe) to continue to have the provisions of this title relating to basic pay, performance awards, awarding of ranks, severance pay, leave, and retirement apply as if the career appointee remained in the Senior Executive Service position from which he was appointed. Such provisions shall apply in lieu of the provisions which would otherwise apply—

5 USC 5316.

“(1) to the extent provided under regulations prescribed by the Office, and

“(2) so long as the appointee continues to serve under such Presidential appointment.

“(d) Appointment or removal of a person to or from any Senior Executive Service position in an independent regulatory commission shall not be subject, directly or indirectly, to review or approval by any officer or entity within the Executive Office of the President.

**“§ 3393. Career appointments**

5 USC 3393.

“(a) Each agency shall establish a recruitment program, in accordance with guidelines which shall be issued by the Office of Personnel

Recruitment program.



Management, which provides for recruitment of career appointees from—

“(1) all groups of qualified individuals within the civil service; or

“(2) all groups of qualified individuals whether or not within the civil service.

Executive resources boards, establishment.

“(b) Each agency shall establish one or more executive resources boards, as appropriate, the members of which shall be appointed by the head of the agency from among employees of the agency. The boards shall, in accordance with merit staffing requirements established by the Office, conduct the merit staffing process for career appointees, including—

“(1) reviewing the executive qualifications of each candidate for a position to be filled by a career appointee; and

“(2) making written recommendations to the appropriate appointing authority concerning such candidates.

Review boards, establishment.

“(c) (1) The Office shall establish one or more qualifications review boards, as appropriate. It is the function of the boards to certify the executive qualifications of candidates for initial appointment as career appointees in accordance with regulations prescribed by the Office. Of the members of each board more than one-half shall be appointed from among career appointees. Appointments to such boards shall be made on a non-partisan basis, the sole selection criterion being the professional knowledge of public management and knowledge of the appropriate occupational fields of the intended appointee.

Career appointees, criteria.

“(2) The Office shall, in consultation with the various qualification review boards, prescribe criteria for establishing executive qualifications for appointment of career appointees. The criteria shall provide for—

“(A) consideration of demonstrated executive experience;

“(B) consideration of successful participation in a career executive development program which is approved by the Office; and

“(C) sufficient flexibility to allow for the appointment of individuals who have special or unique qualities which indicate a likelihood of executive success and who would not otherwise be eligible for appointment.

Probationary period requirement.

“(d) An individual's initial appointment as a career appointee shall become final only after the individual has served a 1-year probationary period as a career appointee.

“(e) Each career appointee shall meet the executive qualifications of the position to which appointed, as determined in writing by the appointing authority.

Publication in Federal Register.

“(f) The title of each career reserved position shall be published in the Federal Register.

5 USC 3394.

**“§ 3394. Noncareer and limited appointments**

“(a) Each noncareer appointee, limited term appointee, and limited emergency appointee shall meet the qualifications of the position to which appointed, as determined in writing by the appointing authority.

“(b) An individual may not be appointed as a limited term appointee or as a limited emergency appointee without the prior approval of the exercise of such appointing authority by the Office of Personnel Management.

**“§ 3395. Reassignment and transfer within the Senior Executive Service** 5 USC 3395.

“(a) (1) A career appointee in an agency—

“(A) may, subject to paragraph (2) of this subsection, be reassigned to any Senior Executive Service position in the same agency for which the appointee is qualified; and

“(B) may transfer to a Senior Executive Service position in another agency for which the appointee is qualified, with the approval of the agency to which the appointee transfers.

“(2) A career appointee may be reassigned to any Senior Executive Service position only if the career appointee receives a written notice of the reassignment at least 15 days in advance of such reassignment.

“(b) (1) Notwithstanding section 3394(b) of this title, a limited emergency appointee may be reassigned to another Senior Executive Service position in the same agency established to meet a bona fide, unanticipated, urgent need, except that the appointee may not serve in one or more positions in such agency under such appointment in excess of 18 months.

“(2) Notwithstanding section 3394(b) of this title, a limited term appointee may be reassigned to another Senior Executive Service position in the same agency the duties of which will expire at the end of a term of 3 years or less, except that the appointee may not serve in one or more positions in the agency under such appointment in excess of 3 years.

“(c) A limited term appointee or a limited emergency appointee may not be appointed to, or continue to hold, a position under such an appointment if, within the preceding 48 months, the individual has served more than 36 months, in the aggregate, under any combination of such types of appointment.

“(d) A noncareer appointee in an agency—

“(1) may be reassigned to any general position in the agency for which the appointee is qualified; and

“(2) may transfer to a general position in another agency with the approval of the agency to which the appointee transfers.

“(e) (1) Except as provided in paragraph (2) of this subsection, a career appointee in an agency may not be involuntarily reassigned—

“(A) within 120 days after an appointment of the head of the agency; or

“(B) within 120 days after the appointment in the agency of the career appointee’s most immediate supervisor who—

“(i) is a noncareer appointee; and

“(ii) has the authority to reassign the career appointee.

“(2) Paragraph (1) of this subsection does not apply with respect to—

“(A) any reassignment under section 4314(b) (3) of this title; *Post*, p. 1169.

or

“(B) any disciplinary action initiated before an appointment referred to in paragraph (1) of this subsection.

**“§ 3396. Development for and within the Senior Executive Service** 5 USC 3396.

“(a) The Office of Personnel Management shall establish programs for the systematic development of candidates for the Senior Executive Service and for the continuing development of senior executives, or require agencies to establish such programs which meet criteria prescribed by the Office.

- “(b) The Office shall assist agencies in the establishment of programs required under subsection (a) of this section and shall monitor the implementation of the programs. If the Office finds that any agency’s program under subsection (a) of this section is not in compliance with the criteria prescribed under such subsection, it shall require the agency to take such corrective action as may be necessary to bring the program into compliance with the criteria.
- Sabbatical grant.** “(c) (1) The head of an agency may grant a sabbatical to any career appointee for not to exceed 11 months in order to permit the appointee to engage in study or uncompensated work experience which will contribute to the appointee’s development and effectiveness. A sabbatical shall not result in loss of, or reduction in, pay, leave to which the career appointee is otherwise entitled, credit for time or service, or performance or efficiency rating. The head of the agency may authorize in accordance with chapter 57 of this title such travel expenses (including per diem allowances) as the head of the agency may determine to be essential for the study or experience.
- 5 USC 5701.**
- Exclusions.** “(2) A sabbatical under this subsection may not be granted to any career appointee—
- “(A) more than once in any 10-year period;
- “(B) unless the appointee has completed 7 years of service—
- “(i) in one or more positions in the Senior Executive Service;
- “(ii) in one or more other positions in the civil service the level of duties and responsibilities of which are equivalent to the level of duties and responsibilities of positions in the Senior Executive Service; or
- “(iii) in any combination of such positions, except that not less than 2 years of such 7 years of service must be in the Senior Executive Service; and
- “(C) if the appointee is eligible for voluntary retirement with a right to an immediate annuity under section 8336 of this title.
- Post, p. 1175.**  
**5 USC 3373.** Any period of assignment under section 3373 of this title, relating to assignments of employees to State and local governments, shall not be considered a period of service for the purpose of subparagraph (B) of this paragraph.
- Condition for acceptance.** “(3) (A) Any career appointee in an agency may be granted a sabbatical under this subsection only if the appointee agrees, as a condition of accepting the sabbatical, to serve in the civil service upon the completion of the sabbatical for a period of 2 consecutive years.
- “(B) Each agreement required under subparagraph (A) of this paragraph shall provide that in the event the career appointee fails to carry out the agreement (except for good and sufficient reason as determined by the head of the agency who granted the sabbatical) the appointee shall be liable to the United States for payment of all expenses (including salary) of the sabbatical. The amount shall be treated as a debt due the United States.
- “(d) The Office shall encourage and assist individuals to improve their skills and increase their contribution by service in a variety of agencies as well as by accepting temporary placements in State or local governments or in the private sector.
- 5 USC 3397.** “§ 3397. **Regulations**
- “The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter.”

(b) The analysis for chapter 33 of title 5, United States Code, is amended by inserting after the item relating to section 3385 the following:

**"SUBCHAPTER VIII—APPOINTMENT, REASSIGNMENT, TRANSFER, AND DEVELOPMENT IN THE SENIOR EXECUTIVE SERVICE**

"Sec.

"3391. Definitions.

"3392. General appointment provisions.

"3393. Career appointments.

"3394. Noncareer and limited appointments.

"3395. Reassignment and transfer within the Senior Executive Service.

"3396. Development for and within the Senior Executive Service.

"3397. Regulations."

**RETENTION PREFERENCE**

SEC. 404. (a) Section 3501(b) of title 5, United States Code, is amended by striking out the period at the end thereof and inserting in lieu thereof: "or to a member of the Senior Executive Service."

(b) Chapter 35 of title 5, United States Code, is amended by adding at the end thereof the following new subchapter:

**"SUBCHAPTER V—REMOVAL, REINSTATEMENT, AND GUARANTEED PLACEMENT IN THE SENIOR EXECUTIVE SERVICE**

**"§ 3591. Definitions**

5 USC 3591.

"For the purpose of this subchapter, 'agency', 'Senior Executive Service position', 'senior executive', 'career appointee', 'limited term appointee', 'limited emergency appointee', 'noncareer appointee', and 'general position' have the meanings set forth in section 3132(a) of this title.

*Ante*, p. 1155.

**"§ 3592. Removal from the Senior Executive Service**

5 USC 3592.

"(a) Except as provided in subsection (b) of this section, a career appointee may be removed from the Senior Executive Service to a civil service position outside of the Senior Executive Service—

"(1) during the 1-year period of probation under section 3393 (d) of this title, or

*Ante*, p. 1161.

"(2) at any time for less than fully successful executive performance as determined under subchapter II of chapter 43 of this title,

*Post*, p. 1167.

except that in the case of a removal under paragraph (2) of this subsection the career appointee shall, at least 15 days before the removal, be entitled, upon request, to an informal hearing before an official designated by the Merit Systems Protection Board at which the career appointee may appear and present arguments, but such hearing shall not give the career appointee the right to initiate an action with the Board under section 7701 of this title, nor need the removal action be delayed as a result of the granting of such hearing.

*Ante*, p. 1138.

"(b) (1) Except as provided in paragraph (2) of this subsection, a career appointee in an agency may not be involuntarily removed—

"(A) within 120 days after an appointment of the head of the agency; or

“(B) within 120 days after the appointment in the agency of the career appointee’s most immediate supervisor who—

“(i) is a noncareer appointee; and

“(ii) has the authority to remove the career appointee.

“(2) Paragraph (1) of this subsection does not apply with respect to—

*Post*, p. 1169.

“(A) any removal under section 4314(b)(3) of this title; or

“(B) any disciplinary action initiated before an appointment referred to in paragraph (1) of this subsection.

“(c) A limited emergency appointee, limited term appointee, or noncareer appointee may be removed from the service at any time.

**“§ 3593. Reinstatement in the Senior Executive Service**

*Ante*, p. 1161.

“(a) A former career appointee may be reinstated, without regard to section 3393(b) and (c) of this title, to any Senior Executive Service position for which the appointee is qualified if—

“(1) the appointee has successfully completed the probationary period established under section 3393(d) of this title; and

“(2) the appointee left the Senior Executive Service for reasons other than misconduct, neglect of duty, malfeasance, or less than fully successful executive performance as determined under subchapter II of chapter 43 of this title.

*Post*, p. 1167.

“(b) A career appointee who is appointed by the President to any civil service position outside the Senior Executive Service and who leaves the position for reasons other than misconduct, neglect of duty, or malfeasance shall be entitled to be placed in the Senior Executive Service if the appointee applies to the Office of Personnel Management within 90 days after separation from the Presidential appointment.

5 USC 3594.

**“§ 3594. Guaranteed placement in other personnel systems**

“(a) A career appointee who was appointed from a civil service position held under a career or career-conditional appointment (or an appointment of equivalent tenure, as determined by the Office of Personnel Management) and who, for reasons other than misconduct, neglect of duty, or malfeasance, is removed from the Senior Executive Service during the probationary period under section 3393(d) of this title, shall be entitled to be placed in a civil service position (other than a Senior Executive Service position) in any agency.

“(b) A career appointee—

“(1) who has completed the probationary period under section 3393(d) of this title; and

“(2) who is removed from the Senior Executive Service for less than fully successful executive performance as determined under subchapter II of chapter 43 of this title;

shall be entitled to be placed in a civil service position (other than a Senior Executive Service position) in any agency.

“(c) (1) For purposes of subsections (a) and (b) of this section—

5 USC 5332 note.

“(A) the position in which any career appointee is placed under such subsections shall be a continuing position at GS-15 or above of the General Schedule, or an equivalent position, and, in the case of a career appointee referred to in subsection (a) of this section, the career appointee shall be entitled to an appointment of a tenure equivalent to the tenure of the appointment held in the position from which the career appointee was appointed;

“(B) any career appointee placed under subsection (a) or (b) of this section shall be entitled to receive basic pay at the highest of—

“(i) the rate of basic pay in effect for the position in which placed;

“(ii) the rate of basic pay in effect at the time of the placement for the position the career appointee held in the civil service immediately before being appointed to the Senior Executive Service; or

“(iii) the rate of basic pay in effect for the career appointee immediately before being placed under subsection (a) or (b) of this section; and

“(C) the placement of any career appointee under subsection (a) or (b) of this section may not be made to a position which would cause the separation or reduction in grade of any other employee.

“(2) An employee who is receiving basic pay under paragraph (1) (B) (ii) or (iii) of this subsection is entitled to have the basic pay rate of the employee increased by 50 percent of the amount of each increase in the maximum rate of basic pay for the grade of the position in which the employee is placed under subsection (a) or (b) of this section until the rate is equal to the rate in effect under paragraph (1) (B) (i) of this subsection for the position in which the employee is placed.

**“§ 3595. Regulations**

5 USC 3595.

“The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter.”

(c) The chapter analysis for chapter 35 of title 5, United States Code, is amended by inserting the following new item:

**“SUBCHAPTER V—REMOVAL, REINSTATEMENT, AND GUARANTEED PLACEMENT IN THE SENIOR EXECUTIVE SERVICE**

“Sec.

“3591. Definitions.

“3592. Removal from the Senior Executive Service.

“3593. Reinstatement in the Senior Executive Service.

“3594. Guaranteed placement in other personnel systems.

“3595. Regulations.”

**PERFORMANCE RATING**

SEC. 405. (a) Chapter 43 of title 5, United States Code, is amended by adding at the end thereof the following:

**“SUBCHAPTER II—PERFORMANCE APPRAISAL IN THE SENIOR EXECUTIVE SERVICE**

**“§ 4311. Definitions**

5 USC 4311.

“For the purpose of this subchapter, ‘agency’, ‘senior executive’, and ‘career appointee’ have the meanings set forth in section 3132(a) of this title.

*Ante*, p. 1155.

**“§ 4312. Senior Executive Service performance appraisal systems**

5 USC 4312.

“(a) Each agency shall, in accordance with standards established by the Office of Personnel Management, develop one or more performance appraisal systems designed to—

“(1) permit the accurate evaluation of performance in any position on the basis of criteria which are related to the position and which specify the critical elements of the position;

“(2) provide for systematic appraisals of performance of senior executives;

“(3) encourage excellence in performance by senior executives; and

“(4) provide a basis for making eligibility determinations for retention in the Senior Executive Service and for Senior Executive Service performance awards.

“(b) Each performance appraisal system established by an agency under subsection (a) of this section shall provide—

“(1) that, on or before the beginning of each rating period, performance requirements for each senior executive in the agency are established in consultation with the senior executive and communicated to the senior executive;

“(2) that written appraisals of performance are based on the individual and organizational performance requirements established for the rating period involved; and

“(3) that each senior executive in the agency is provided a copy of the appraisal and rating under section 4314 of this title and is given an opportunity to respond in writing and have the rating reviewed by an employee in a higher executive level in the agency before the rating becomes final.

“(c) (1) The Office shall review each agency's performance appraisal system under this section, and determine whether the agency performance appraisal system meets the requirements of this subchapter.

Report to OPM  
and Congress.

“(2) The Comptroller General shall from time to time review performance appraisal systems under this section to determine the extent to which any such system meets the requirements under this subchapter and shall periodically report its findings to the Office and to each House of the Congress.

“(3) If the Office determines that an agency performance appraisal system does not meet the requirements under this subchapter (including regulations prescribed under section 4315), the agency shall take such corrective action as may be required by the Office.

“(d) A senior executive may not appeal any appraisal and rating under any performance appraisal system under this section.

5 USC 4313.

**“§ 4313. Criteria for performance appraisals**

“Appraisals of performance in the Senior Executive Service shall be based on both individual and organizational performance, taking into account such factors as—

“(1) improvements in efficiency, productivity, and quality of work or service, including any significant reduction in paperwork;

“(2) cost efficiency;

“(3) timeliness of performance;

“(4) other indications of the effectiveness, productivity, and performance quality of the employees for whom the senior executive is responsible; and

“(5) meeting affirmative action goals and achievement of equal employment opportunity requirements.

**“§ 4314. Ratings for performance appraisals**

5 USC 4314.

“(a) Each performance appraisal system shall provide for annual summary ratings of levels of performance as follows:

- “(1) one or more fully successful levels,
- “(2) a minimally satisfactory level, and
- “(3) an unsatisfactory level.

“(b) Each performance appraisal system shall provide that—

“(1) any appraisal and any rating under such system—

“(A) are made only after review and evaluation by a performance review board established under subsection (c) of this section;

“(B) are conducted at least annually, subject to the limitation of subsection (c) (3) of this section;

“(C) in the case of a career appointee, may not be made within 120 days after the beginning of a new Presidential administration; and

“(D) are based on performance during a performance appraisal period the duration of which shall be determined under guidelines established by the Office of Personnel Management, but which may be terminated in any case in which the agency making an appraisal determines that an adequate basis exists on which to appraise and rate the senior executive's performance;

“(2) any career appointee receiving a rating at any of the fully successful levels under subsection (a) (1) of this section may be given a performance award under section 5384 of this title;

*Post*, p. 1172.

“(3) any senior executive receiving an unsatisfactory rating under subsection (a) (3) of this section shall be reassigned or transferred within the Senior Executive Service, or removed from the Senior Executive Service, but any senior executive who receives 2 unsatisfactory ratings in any period of 5 consecutive years shall be removed from the Senior Executive Service; and

“(4) any senior executive who twice in any period of 3 consecutive years receives less than fully successful ratings shall be removed from the Senior Executive Service.

“(c) (1) Each agency shall establish, in accordance with regulations prescribed by the Office, one or more performance review boards, as appropriate. It is the function of the boards to make recommendations to the appropriate appointing authority of the agency relating to the performance of senior executives in the agency.

Performance review boards. Establishment.

“(2) The supervising official of the senior executive shall provide to the performance review board, an initial appraisal of the senior executive's performance. Before making any recommendation with respect to the senior executive, the board shall review any response by the senior executive to the initial appraisal and conduct such further review as the board finds necessary.

“(3) Performance appraisals under this subchapter with respect to any senior executive shall be made by the appointing authority only after considering the recommendations by the performance review board with respect to such senior executive under paragraph (1) of this subsection.

“(4) Members of performance review boards shall be appointed in such a manner as to assure consistency, stability, and objectivity in performance appraisal. Notice of the appointment of an individual to serve as a member shall be published in the Federal Register.

Membership.

Publication in Federal Register.



"(5) In the case of an appraisal of a career appointee, more than one-half of the members of the performance review board shall consist of career appointees. The requirement of the preceding sentence shall not apply in any case in which the Office determines that there exists an insufficient number of career appointees available to comply with the requirement.

Report to  
Congress.  
*Ante*, p. 1159.

"(d) The Office shall include in each report submitted to each House of the Congress under section 3135 of this title a report of—

*Ante*, p. 1165.

"(1) the performance of any performance review board established under this section,

"(2) the number of individuals removed from the Senior Executive Service under subchapter V of chapter 35 of this title for less than fully successful executive performance, and

*Post*, p. 1172.

"(3) the number of performance awards under section 5384 of this title.

5 USC 4315.

**"§ 4315. Regulations**

"The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter."

(b) The analysis for chapter 43 of title 5, United States Code, is amended by inserting at the end thereof the following:

**"SUBCHAPTER II—PERFORMANCE APPRAISAL IN THE  
SENIOR EXECUTIVE SERVICE**

"Sec.

"4311. Definitions.

"4312. Senior Executive Service performance appraisal systems.

"4313. Criteria for performance appraisals.

"4314. Ratings for performance appraisals.

"4315. Regulations."

**AWARDING OF RANKS**

SEC. 406. (a) Chapter 45 of title 5, United States Code, is amended by adding at the end thereof the following new section:

5 USC 4507.  
Definitions.

**"§ 4507. Awarding of ranks in the Senior Executive Service**

"(a) For the purpose of this section, 'agency', 'senior executive', and 'career appointee' have the meanings set forth in section 3132(a) of this title.

*Ante*, p. 1155.  
Recommendations.

"(b) Each agency shall submit annually to the Office recommendations of career appointees in the agency to be awarded the rank of Meritorious Executive or Distinguished Executive. The recommendations may take into account the individual's performance over a period of years. The Office shall review such recommendations and provide to the President recommendations as to which of the agency recommended appointees should receive such rank.

"(c) During any fiscal year, the President may, subject to subsection (d) of this section, award to any career appointee recommended by the Office the rank of—

"(1) Meritorious Executive, for sustained accomplishment, or

"(2) Distinguished Executive, for sustained extraordinary accomplishment.

A career appointee awarded a rank under paragraph (1) or (2) of this subsection shall not be entitled to be awarded that rank during the following 4 fiscal years.

"(d) During any fiscal year—

"(1) the number of career appointees awarded the rank of Meritorious Executive may not exceed 5 percent of the Senior Executive Service; and

"(2) the number of career appointees awarded the rank of

Distinguished Executive may not exceed 1 percent of the Senior Executive Service.

“(e) (1) Receipt by a career appointee of the rank of Meritorious Executive entitles such individual to a lump-sum payment of \$10,000, which shall be in addition to the basic pay paid under section 5382 of this title or any award paid under section 5384 of this title.

*Infra.*  
*Post*, p. 1172.

“(2) Receipt by a career appointee of the rank of Distinguished Executive entitles the individual to a lump-sum payment of \$20,000, which shall be in addition to the basic pay paid under section 5382 of this title or any award paid under section 5384 of this title.”.

(b) The analysis for chapter 45 of title 5, United States Code, is amended by adding at the end thereof the following new item:

“4507. Awarding of Ranks in the Senior Executive Service.”.

#### PAY RATES AND SYSTEMS

SEC. 407. (a) Chapter 53 of title 5, United States Code, is amended by adding at the end thereof the following new subchapter:

#### “SUBCHAPTER VIII—PAY FOR THE SENIOR EXECUTIVE SERVICE

##### “§ 5381. Definitions

5 USC 5381.

“For the purpose of this subchapter, ‘agency’, ‘Senior Executive Service position’, and ‘senior executive’ have the meanings set forth in section 3132(a) of this title.

*Ante*, p. 1155.

##### “§ 5382. Establishment and adjustment of rates of pay for the Senior Executive Service

5 USC 5382.

“(a) There shall be 5 or more rates of basic pay for the Senior Executive Service, and each senior executive shall be paid at one of the rates. The rates of basic pay shall be initially established and thereafter adjusted by the President subject to subsection (b) of this section.

“(b) In setting rates of basic pay, the lowest rate for the Senior Executive Service shall not be less than the minimum rate of basic pay payable for GS-16 of the General Schedule and the highest rate shall not exceed the rate for level IV of the Executive Schedule. The payment of the rates shall not be subject to the pay limitation of section 5308 or 5373 of this title.

5 USC 5315.

5 USC 5308.

*Post*, p. 1221.

“(c) Subject to subsection (b) of this section, effective at the beginning of the first applicable pay period commencing on or after the first day of the month in which an adjustment takes effect under section 5305 of this title in the rates of pay under the General Schedule, each rate of basic pay for the Senior Executive Service shall be adjusted by an amount determined by the President to be appropriate. The adjusted rates of basic pay for the Senior Executive Service shall be included in the report transmitted to the Congress by the President under section 5305 (a) (3) or (c) (1) of this title.

5 USC 5305.

“(d) The rates of basic pay that are established and adjusted under this section shall be printed in the Federal Register and shall supersede any prior rates of basic pay for the Senior Executive Service.

Publication in  
Federal Register.

##### “§ 5383. Setting individual senior executive pay

5 USC 5383.

“(a) Each appointing authority shall determine, in accordance with criteria established by the Office of Personnel Management, which of the rates established under section 5382 of this title shall be paid to each senior executive under such appointing authority.

*Ante*, p. 1170. “(b) In no event may the aggregate amount paid to a senior executive during any fiscal year under sections 4507, 5382, and 5384 of this title exceed the annual rate payable for positions at level I of the Executive Schedule in effect at the end of such fiscal year.

“(c) Except for any pay adjustment under section 5382 of this title, the rate of basic pay for any senior executive may not be adjusted more than once during any 12-month period.

“(d) The rate of basic pay for any career appointee may be reduced from any rate of basic pay to any lower rate of basic pay only if the career appointee receives a written notice of the reduction at least 15 days in advance of the reduction.

5 USC 5384. **“§ 5384. Performance awards in the Senior Executive Service**

“(a) (1) To encourage excellence in performance by career appointees, performance awards shall be paid to career appointees in accordance with the provisions of this section.

*Ante*, p. 1170. “(2) Such awards shall be paid in a lump sum and shall be in addition to the basic pay paid under section 5382 of this title or any award paid under section 4507 of this title.

*Ante*, p. 1167. “(b) (1) No performance award under this section shall be paid to any career appointee whose performance was determined to be less than fully successful at the time of the appointee’s most recent performance appraisal and rating under subchapter II of chapter 43 of this title.

“(2) The amount of a performance award under this section shall be determined by the agency head but may not exceed 20 percent of the career appointee’s rate of basic pay.

“(3) The number of career appointees in any agency paid performance awards under this section during any fiscal year may not exceed 50 percent of the number of Senior Executive Service positions in such agency. This paragraph shall not apply in the case of any agency which has less than 4 Senior Executive Service positions.

*Ante*, p. 1169. “(c) Performance awards paid by any agency under this section shall be based on recommendations by performance review boards established by such agency under section 4314 of this title.

“(d) The Office of Personnel Management may issue guidance to agencies concerning the proportion of Senior Executive Service salary expenses that may be appropriately applied to payment of performance awards and the distribution of awards.

5 USC 5385. **“§ 5385. Regulations**

“The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter.”

(b) The analysis of chapter 53 of title 5, United States Code, is amended by adding at the end thereof the following new items:

**“SUBCHAPTER VIII—PAY FOR THE SENIOR EXECUTIVE SERVICE**

**“Sec.**

**“5381. Definitions.**

**“5382. Establishment and adjustment of rates of pay for the Senior Executive Service.**

**“5383. Setting individual senior executive pay.**

**“5384. Performance awards in the Senior Executive Service.**

**“5385. Regulations.”**

## PAY ADMINISTRATION

SEC. 408. (a) Chapter 55 of the title 5, United States Code, is amended—

(1) by inserting “other than an employee or individual excluded by section 5541(2)(xvi) of this section” immediately before the period at the end of section 5504(a)(B); 5 USC 5541.  
5 USC 5504.

(2) by amending section 5541(2) by striking out “or” after clause (xiv), by striking out the period after clause (xv) and inserting “; or” in lieu thereof, and by adding the following clause at the end thereof:

“(xvi) member of the Senior Executive Service.”;

and

(3) by inserting “other than a member of the Senior Executive Service” after “employee” in section 5595(a)(2)(i). 5 USC 5595.

(b) (1) Section 5311 of title 5, United States Code, is amended by inserting “, other than Senior Executive Service positions,” after “positions”.

(2) Section 5331(b) of title 5, United States Code, is amended by inserting “, other than Senior Executive Service positions,” after “positions”.

## TRAVEL, TRANSPORTATION, AND SUBSISTENCE

SEC. 409. (a) Section 5723(a)(1) of title 5, United States Code, is amended by striking out “; and” and inserting in lieu thereof “or of a new appointee to the Senior Executive Service; and”.

(b) Subchapter IV of chapter 57 of title 5, United States Code, is amended by adding at the end thereof the following new section:

“§ 5752. Travel expenses of Senior Executive Service candidates 5 USC 5752.

“Employing agencies may pay candidates for Senior Executive Service positions travel expenses incurred incident to preemployment interviews requested by the employing agency.”

(c) The analysis for chapter 57 of title 5, United States Code, is amended by inserting after the item relating to section 5751 the following new item:

“5752. Travel expenses of Senior Executive Service candidates.”.

## LEAVE

SEC. 410. Section 6304 of title 5, United States Code, is amended—

(1) in subsection (a), by striking out “and (e)” and inserting in lieu thereof “(e), and (f)”;

and

(2) by adding at the end thereof the following new subsection:

“(f) Annual leave accrued by an individual while serving in a position in the Senior Executive Service shall not be subject to the limitation on accumulation otherwise imposed by this section.”.

## DISCIPLINARY ACTIONS

SEC. 411. Chapter 75 of title 5, United States Code, is amended—

(1) by inserting the following in the chapter analysis after subchapter IV:

## "SUBCHAPTER V—SENIOR EXECUTIVE SERVICE

"Sec.

"7541. Definitions.

"7542. Actions covered.

"7543. Cause and procedure.";

and

(2) by adding the following after subchapter IV:

## "SUBCHAPTER V—SENIOR EXECUTIVE SERVICE

5 USC 7541.

**"§ 7541. Definitions**

"For the purpose of this subchapter—

" (1) 'employee' means a career appointee in the Senior Executive Service who—

*Ante*, p. 1161.

" (A) has completed the probationary period prescribed under section 3393 (d) of this title; or

" (B) was covered by the provisions of subchapter II of this chapter immediately before appointment to the Senior Executive Service; and

*Ante*, p. 1134.

" (2) 'suspension' has the meaning set forth in section 7501 (2) of this title.

5 USC 7542.

**"§ 7542. Actions covered**

"This subchapter applies to a removal from the civil service or suspension for more than 14 days, but does not apply to an action initiated under section 1206 of this title, to a suspension or removal under section 7532 of this title, or to a removal under section 3592 of this title.

*Ante*, p. 1125.

5 USC 7532.

*Ante*, p. 1165.

5 USC 7543.

**"§ 7543. Cause and procedure**

" (a) Under regulations prescribed by the Office of Personnel Management, an agency may take an action covered by this subchapter against an employee only for such cause as will promote the efficiency of the service.

" (b) An employee against whom an action covered by this subchapter is proposed is entitled to—

" (1) at least 30 days' advance written notice, unless there is reasonable cause to believe that the employee has committed a crime for which a sentence of imprisonment can be imposed, stating specific reasons for the proposed action;

" (2) a reasonable time, but not less than 7 days, to answer orally and in writing and to furnish affidavits and other documentary evidence in support of the answer;

" (3) be represented by an attorney or other representative; and

" (4) a written decision and specific reasons therefor at the earliest practicable date.

Hearing.

" (c) An agency may provide, by regulation, for a hearing which may be in lieu of or in addition to the opportunity to answer provided under subsection (b) (2) of this section.

Appeals.

" (d) An employee against whom an action is taken under this section is entitled to appeal to the Merit Systems Protection Board under section 7701 of this title.

*Ante*, p. 1138.Record  
maintenance.

" (e) Copies of the notice of proposed action, the answer of the employee when written, and a summary thereof when made orally, the notice of decision and reasons therefor, and any order effecting an

action covered by this subchapter, together with any supporting material, shall be maintained by the agency and shall be furnished to the Merit Systems Protection Board upon its request and to the employee affected upon the employee's request."

#### RETIREMENT

SEC. 412. (a) Section 8336 of title 5, United States Code, is amended by redesignating subsection (h) as subsection (i) and inserting immediately after subsection (g) the following new subsection:

"(h) A member of the Senior Executive Service who is removed from the Senior Executive Service for less than fully successful executive performance (as determined under subchapter II of chapter 43 of this title) after completing 25 years of service or after becoming 50 years of age and completing 20 years of service is entitled to an annuity."

*Ante*, p. 1167.

(b) Section 8339(h) of title 5, United States Code, is amended by striking out "section 8336(d)" and inserting in lieu thereof "section 8336 (d) or (h)".

#### CONVERSION TO THE SENIOR EXECUTIVE SERVICE

SEC. 413. (a) For the purpose of this section, "agency", "Senior Executive Service position", "career appointee", "career reserved position", "limited term appointee", "noncareer appointee", and "general position" have the meanings set forth in section 3132(a) of title 5, United States Code (as added by this title), and "Senior Executive Service" has the meaning set forth in section 2101a of such title 5 (as added by this title).

5 USC 3133 note.

*Ante*, p. 1155.

*Ante*, p. 1154.

(b) (1) Under the guidance of the Office of Personnel Management, each agency shall—

(A) designate those positions which it considers should be Senior Executive Service positions and designate which of those positions it considers should be career reserved positions; and

(B) submit to the Office a written request for—

(i) a specific number of Senior Executive Service positions; and

(ii) authority to employ a specific number of noncareer appointees.

(2) The Office of Personnel Management shall review the designations and requests of each agency under paragraph (1) of this subsection, and shall establish interim authorizations in accordance with sections 3133 and 3134 of title 5, United States Code (as added by this Act), and shall publish the titles of the authorized positions in the Federal Register.

Publication in  
Federal Register.

*Ante*, pp. 1158,  
1159.

(c) (1) Each employee serving in a position at the time it is designated as a Senior Executive Service position under subsection (b) of this section shall elect to—

(A) decline conversion and be appointed to a position under such employee's current type of appointment and pay system, retaining the grade, seniority, and other rights and benefits associated with such type of appointment and pay system; or

(B) accept conversion and be appointed to a Senior Executive Service position in accordance with the provisions of subsections (d), (e), (f), (g), and (h) of this section.

The appointment of an employee in an agency because of an election

Written  
notification.

under subparagraph (A) of this paragraph shall not result in the separation or reduction in grade of any other employee in such agency.

(2) Any employee in a position which has been designated a Senior Executive Service position under this section shall be notified in writing of such designation, the election required under paragraph (1) of this subsection, and the provisions of subsections (d), (e), (f), (g), and (h) of this section. The employee shall be given 90 days from the date of such notification to make the election under paragraph (1) of this subsection.

(d) Each employee who has elected to accept conversion to a Senior Executive Service position under subsection (c) (1) (B) of this section and who is serving under—

(1) a career or career-conditional appointment; or

(2) a similar type of appointment in an excepted service position, as determined by the Office;

in a position which is designated as a Senior Executive Service position shall be appointed as a career appointee to such Senior Executive Service position without regard to section 3393(b)-(e) of title 5, United States Code (as added by this title).

Ante, p. 1161.

(e) Each employee who has elected conversion to a Senior Executive Service position under subsection (c) (1) (B) of this section and who is serving under an excepted appointment in a position which is not designated a career reserved position in the Senior Executive Service, but is—

(1) a position in Schedule C of subpart C of part 213 of title 5, Code of Federal Regulations;

(2) a position filled by noncareer executive assignment under subpart F of part 305 of title 5, Code of Federal Regulations; or

(3) a position in the Executive Schedule under subchapter II of chapter 53 of title 5, United States Code, other than a career Executive Schedule position;

5 USC 5311.

shall be appointed as a noncareer appointee to a Senior Executive Service position.

(f) Each employee who has elected conversion to a Senior Executive Service position under subsection (c) (1) (B) of this section, who is serving in a position described in paragraph (1), (2), or (3) of subsection (e) of this section, and whose position is designated as a career reserved position under subsection (b) of this section shall be appointed as a noncareer appointee to an appropriate general position in the Senior Executive Service or shall be separated.

(g) Each employee who has elected conversion to a Senior Executive Service position under subsection (c) (1) (B) of this section, who is serving in a position described in paragraph (1), (2), or (3) of subsection (e) of this section, and whose position is designated as a Senior Executive Service position and who has reinstatement eligibility to a position in the competitive service, may, on request to the Office, be appointed as a career appointee to a Senior Executive Service position. The name of, and basis for reinstatement eligibility for, each employee appointed as a career appointee under this subsection shall be published in the Federal Register.

Publication in  
Federal Register.

(h) Each employee who has elected conversion to a Senior Executive Service position under subsection (c) (1) (B) of this section and who is serving under a limited executive assignment under subpart F of part 305 of title 5, Code of Federal Regulations, shall—

(1) be appointed as a limited term appointee to a Senior Execu-

tive Service position if the position then held by such employee will terminate within 3 years of the date of such appointment;

(2) be appointed as a noncareer appointee to a Senior Executive Service position if the position then held by such employee is designated as a general position; or

(3) be appointed as a noncareer appointee to a general position if the position then held by such employee is designated as a career reserved position.

(i) The rate of basic pay for any employee appointed to a Senior Executive Service position under this section shall be greater than or equal to the rate of basic pay payable for the position held by such employee at the time of such appointment.

(j) Any employee who is aggrieved by any action by any agency under this section is entitled to appeal to the Merit Systems Protection Board under section 7701 of title 5, United States Code (as added by this title). An agency shall take any corrective action which the Board orders in its decision on an appeal under this subsection.

*Ante*, p. 1138.

(k) The Office shall prescribe regulations to carry out the purpose of this section.

Regulations.

#### LIMITATIONS ON EXECUTIVE POSITIONS

SEC. 414. (a) (1) (A) The following provisions of section 5108 of title 5, United States Code, relating to special authority to place positions at GS-16, 17, and 18 of the General Schedule, are hereby repealed:

(i) paragraphs (2), (4) through (11), and (13) through (16) of subsection (c), and

(ii) subsections (d) through (g).

(B) Notwithstanding any other provision of law (other than section 5108 of such title 5), the authority granted to an agency (as defined in section 5102(a) (1) of such title 5) under any such provision to place one or more positions in GS-16, 17, or 18 of the General Schedule, is hereby terminated.

5 USC 5108 note.

(C) Subsection (a) of section 5108 of title 5, United States Code, is amended to read as follows:

“(a) The Director of the Office of Personnel Management may establish, and from time to time revise, the maximum numbers of positions (not to exceed an aggregate of 10,777) which may at any one time be placed in—

“(i) GS-16, 17, and 18; and

“(ii) the Senior Executive Service, in accordance with section 3133 of this title.

*Ante*, p. 1158.

A position may be placed in GS-16, 17, or 18, only by action of the Director of the Office of Personnel Management. The authority of the Director under this subsection shall be carried out by the President in the case of positions proposed to be placed in GS-16, 17, and 18 in the Federal Bureau of Investigation.”.

(D) Subsection (c) of section 5108 of title 5, United States Code, is amended—

(i) by redesignating paragraph (3) as paragraph (2) and by inserting “and” at the end thereof; and

(ii) by redesignating paragraph (12) as paragraph (3) and by striking out the semicolon at the end and inserting in lieu thereof a period.

(2) (A) Notwithstanding any other provision of law (other than section 3104 of title 5, United States Code), the authority granted to

5 USC 3104 note.



an agency (as defined in section 5102(a)(1) of such title 5) to establish scientific or professional positions outside of the General Schedule is hereby terminated.

(B) Section 3104 of title 5, United States Code, is amended by striking out subsections (a) and (b) and inserting in lieu thereof the following:

“(a)(1) The Director of the Office of Personnel Management may establish, and from time to time revise, the maximum number of scientific or professional positions (not to exceed 517) for carrying out research and development functions which require the services of specially qualified personnel which may be established outside of the General Schedule. Any such position may be established only by action of the Director.

“(2) The provisions of paragraph (1) of this subsection shall not apply to any Senior Executive Service position (as defined in section 3132(a) of this title).

“(3) In addition to the number of positions authorized by paragraph (1) of this subsection, the Librarian of Congress may establish, without regard to the second sentence of paragraph (1) of this subsection, not more than 8 scientific or professional positions to carry out the research and development functions of the Library of Congress which require the services of specially qualified personnel.”

(C) Subsection (c) of such section 3104 is amended—

(i) by striking out “(c)” and inserting in lieu thereof “(b)”;

and

(ii) by striking out “to establish and fix the pay of positions under this section and section 5361 of this title” and inserting in lieu thereof “to fix under section 5361 of this title the pay for positions established under this section”.

(3) (A) The provisions of paragraphs (1) and (2) of this subsection shall not apply with respect to any position so long as the individual occupying such position on the day before the date of the enactment of this Act continues to occupy such position.

(B) The Director—

(i) in establishing under section 5108 of title 5, United States Code, the maximum number of positions which may be placed in GS-16, 17, and 18 of the General Schedule, and

(ii) in establishing under section 3104 of such title 5 the maximum number of scientific or professional positions which may be established,

shall take into account positions to which subparagraph (A) of this paragraph applies.

(b)(1) Section 5311 of title 5, United States Code, is amended by inserting “(a)” before “The Executive Schedule,” and by adding at the end thereof the following new subsection:

“(b)(1) Not later than 180 days after the date of the enactment of the Civil Service Reform Act of 1978, the Director shall determine the number and classification of executive level positions in existence in the executive branch on that date of enactment, and shall publish the determination in the Federal Register. Effective beginning on the date of the publication, the number of executive level positions within the executive branch may not exceed the number published under this subsection.

Publication in  
Federal Register.

“Executive level  
position.”

“(2) For the purpose of this subsection, ‘executive level position’ means—

“(A) any office or position in the civil service the rate of pay for which is equal to or greater than the rate of basic pay payable for positions under section 5316 of this title, or

5 USC 5316.

“(B) any such office or position the rate of pay for which may be fixed by administrative action at a rate equal to or greater than the rate of basic pay payable for positions under section 5316 of this title;

but does not include any Senior Executive Service position, as defined in section 3132(a) of this title.”.

*Ante*, p. 1155.

(2) The President shall transmit to the Congress by January 1, 1980, a plan for authorizing executive level positions in the executive branch which shall include the maximum number of executive level positions necessary by level and a justification for the positions.

Presidential  
transmittal to  
Congress.  
5 USC 5311 note.

## EFFECTIVE DATE; CONGRESSIONAL REVIEW

SEC. 415. (a) (1) The provisions of this title, other than sections 413 and 414(a), shall take effect 9 months after the date of the enactment of this Act.

5 USC 3131 note.

(2) The provisions of section 413 of this title shall take effect on the date of the enactment of this Act.

(3) The provisions of section 414(a) of this title shall take effect 180 days after the date of the enactment of this Act.

(b) (1) The amendments made by sections 401 through 412 of this title shall continue to have effect unless, during the first period of 60 calendar days of continuous session of the Congress beginning after 5 years after the effective date of such amendments, a concurrent resolution is introduced and adopted by the Congress disapproving the continuation of the Senior Executive Service. Such amendments shall cease to have effect on the first day of the first fiscal year beginning after the date of the adoption of such concurrent resolution.

(2) The continuity of a session is broken only by an adjournment of the Congress sine die, and the days on which either House is not in session because of an adjournment of more than 3 days to a day certain are excluded in the computation of the 60-day period.

(3) The provisions of subsections (d), (e), (f), (g), (h), (i), (j), and (k) of section 5305 of title 5, United States Code, shall apply with respect to any concurrent resolution referred to in paragraph (1) of this subsection, except that for the purpose of this paragraph the reference in such subsection (e) to 10 calendar days shall be considered a reference to 30 calendar days.

(4) During the 5-year period referred to in paragraph (1) of this subsection, the Director of the Office of Personnel Management shall include in each report required under section 3135 of title 5, United States Code (as added by this title) an evaluation of the effectiveness of the Senior Executive Service and the manner in which such Service is administered.

## TITLE V—MERIT PAY

## PAY FOR PERFORMANCE

SEC. 501. Part III of title 5, United States Code, is amended by inserting after chapter 53 the following new chapter:

**“CHAPTER 54—MERIT PAY AND CASH AWARDS**

“Sec.

“5401. Purpose.

“5402. Merit pay system.

“5403. Cash award program.

“5404. Report.

“5405. Regulations.

5 USC 5401.

**“§ 5401. Purpose**

“(a) It is the purpose of this chapter to provide for—

“(1) a merit pay system which shall—

“(A) within available funds, recognize and reward quality performance by varying merit pay adjustments;

“(B) use performance appraisals as the basis for determining merit pay adjustments;

“(C) within available funds, provide for training to improve objectivity and fairness in the evaluation of performance; and

“(D) regulate the costs of merit pay by establishing appropriate control techniques; and

“(2) a cash award program which shall provide cash awards for superior accomplishment and special service.

5 USC 7103.

“(b) (1) Except as provided in paragraph (2) of this subsection, this chapter shall apply to any supervisor or management official (as defined in paragraphs (10) and (11) of section 7103 of this title, respectively) who is in a position which is in GS-13, 14, or 15 of the General Schedule described in section 5104 of this title.

Exclusions.

“(2) (A) Upon application under subparagraph (C) of this paragraph, the President may, in writing, exclude an agency or any unit of an agency from the application of this chapter if the President considers such exclusion to be required as a result of conditions arising from—

“(i) the recent establishment of the agency or unit, or the implementation of a new program,

“(ii) an emergency situation, or

“(iii) any other situation or circumstance.

Presidential reports, transmittal to Congress.

“(B) Any exclusion under this paragraph shall not take effect earlier than 30 calendar days after the President transmits to each House of the Congress a report describing the agency or unit to be excluded and the reasons therefor.

Filing of applications.

“(C) An application for exclusion under this paragraph of an agency or any unit of an agency shall be filed by the head of the agency with the Office of Personnel Management, and shall set forth reasons why the agency or unit should be excluded from this chapter. The Office shall review the application and reasons, undertake such other review as it considers appropriate to determine whether the agency or unit should be excluded from the coverage of this chapter, and upon completion of its review, recommend to the President whether the agency or unit should be so excluded.

Review.

“(D) Any agency or unit which is excluded pursuant to this paragraph shall, insofar as practicable, make a sustained effort to eliminate the conditions on which the exclusion is based.

“(E) The Office shall periodically review any exclusion from coverage and may at any time recommend to the President that an exclusion under this paragraph be revoked. The President may at any time revoke, in writing, any exclusion under this paragraph.

**“§ 5402. Merit pay system**5 USC 5402.  
Establishment.

“(a) In accordance with the purpose set forth in section 5401(a)(1) of this title, the Office of Personnel Management shall establish a merit pay system which shall provide for a range of basic pay for each grade to which the system applies, which range shall be limited by the minimum and maximum rates of basic pay payable for each grade under chapter 53 of this title.

“(b)(1) Under regulations prescribed by the Office, the head of each agency may provide for increases within the range of basic pay for any employee covered by the merit pay system.

5 USC 5301 *et seq.*

“(2) Determinations to provide pay increases under this subsection—

“(A) may take into account individual performance and organizational accomplishment, and

“(B) shall be based on factors such as—

“(i) any improvement in efficiency, productivity, and quality of work or service, including any significant reduction in paperwork;

“(ii) cost efficiency;

“(iii) timeliness of performance; and

“(iv) other indications of the effectiveness, productivity, and quality of performance of the employees for whom the employee is responsible;

“(C) shall be subject to review only in accordance with and to the extent provided by procedures established by the head of the agency; and

“(D) shall be made in accordance with regulations issued by the Office which relate to the distribution of increases authorized under this subsection.

“(3) For any fiscal year, the head of any agency may exercise authority under paragraph (1) of this subsection only to the extent of the funds available for the purpose of this subsection.

“(4) The funds available for the purpose of this subsection to the head of any agency for any fiscal year shall be determined before the beginning of the fiscal year by the Office on the basis of the amount estimated by the Office to be necessary to reflect—

“(A) within-grade step increases and quality step increases which would have been paid under subchapter III of chapter 53 of this title during the fiscal year to the employees of the agency covered by the merit pay system if the employees were not so covered; and

5 USC 5331.

“(B) adjustments under section 5305 of this title which would have been paid under such subchapter during the fiscal year to such employees if the employees were not so covered, less an amount reflecting the adjustment under subsection (c)(1) of this section in rates of basic pay payable to the employees for the fiscal year.

5 USC 5305.

“(c)(1) Effective at the beginning of the first applicable pay period commencing on or after the first day of the month in which an adjustment takes effect under section 5305 of this title, the rate of basic pay for any position under this chapter shall be adjusted by an amount equal to the greater of—

Effective date.

“(A) one-half of the percentage of the adjustment in the annual rate of pay which corresponds to the percentage generally

applicable to positions not covered by the merit pay system in the same grade as the position ; or

“(B) such greater amount of such percentage of such adjustment in the annual rate of pay as may be determined by the Office.

“(2) Any employee whose position is brought under the merit pay system shall, so long as the employee continues to occupy the position, be entitled to receive basic pay at a rate of basic pay not less than the rate the employee was receiving when the position was brought under the merit pay system, plus any subsequent adjustment under paragraph (1) of this subsection.

“(3) No employee to whom this chapter applies may be paid less than the minimum rate of basic pay of the grade of the employee's position.

“(d) Under regulations prescribed by the Office, the benefit of advancement through the range of basic pay for a grade shall be preserved for any employee covered by the merit pay system whose continuous service is interrupted in the public interest by service with the armed forces, or by service in essential non-Government civilian employment during a period of war or national emergency.

5 USC 5941.

“(e) For the purpose of section 5941 of this title, rates of basic pay of employees covered by the merit pay system shall be considered rates of basic pay fixed by statute.

5 USC 5403.

**“§ 5403. Cash award program**

“(a) The head of any agency may pay a cash award to, and incur necessary expenses for the honorary recognition of, any employee covered by the merit pay system who—

“(1) by the employee's suggestion, invention, superior accomplishment, or other personal effort, contributes to the efficiency, economy, or other improvement of Government operations or achieves a significant reduction in paperwork ; or

“(2) performs a special act or service in the public interest in connection with or related to the employee's Federal employment.

Presidential cash awards.

“(b) The President may pay a cash award to, and incur necessary expenses for the honorary recognition of, any employee covered by the merit pay system who—

“(1) by the employee's suggestion, invention, superior accomplishment, or other personal effort, contributes to the efficiency, economy, or other improvement of Government operations or achieves a significant reduction in paperwork ; or

“(2) performs an exceptionally meritorious special act or service in the public interest in connection with or related to the employee's Federal employment.

A Presidential cash award may be in addition to an agency cash award under subsection (a) of this section.

“(c) A cash award to any employee under this section is in addition to the basic pay of the employee under section 5402 of this title. Acceptance of a cash award under this section constitutes an agreement that the use by the Government of any idea, method, or device for which the award is made does not form the basis of any claim of any nature against the Government by the employee accepting the award, or the employee's heirs or assigns.

Payment of awards.

“(d) A cash award to, and expenses for the honorary recognition of, any employee covered by the merit pay system may be paid from the fund or appropriation available to the activity primarily benefiting, or the various activities benefiting, from the suggestion, invention,

superior accomplishment, or other meritorious effort of the employee. The head of the agency concerned shall determine the amount to be contributed by each activity to any agency cash award under subsection (a) of this section. The President shall determine the amount to be contributed by each activity to a Presidential award under subsection (b) of this section.

“(e) (1) Except as provided in paragraph (2) of this subsection, a cash award under this section may not exceed \$10,000. **Limitation.**

“(2) If the head of an agency certifies to the Office of Personnel Management that the suggestion, invention, superior accomplishment, or other meritorious effort of an employee for which a cash award is proposed is highly exceptional and unusually outstanding, a cash award in excess of \$10,000 but not in excess of \$25,000 may be awarded to the employee on the approval of the Office.

“(f) The President or the head of an agency may pay a cash award under this section notwithstanding the death or separation from the service of an employee, if the suggestion, invention, superior accomplishment, or other meritorious effort of the employee for which the award is proposed was made or performed while the employee was covered by the merit pay system.

#### “§ 5404. Report

5 USC 5404.

“The Office of Personnel Management shall include in each annual report required by section 1308(a) of this title a report on the operation of the merit pay system and the cash award program established under this chapter. The report shall include—

5 USC 1308.

“(1) an analysis of the cost and effectiveness of the merit pay system and the cash award program; and

“(2) a statement of the agencies and units excluded from the coverage of this chapter under section 5401(b)(2) of this title, the reasons for which each exclusion was made, and whether the exclusion continues to be warranted.

#### “§ 5405. Regulations

5 USC 5405.

“The Office of Personnel Management shall prescribe regulations to carry out the purpose of this chapter.”

#### INCENTIVE AWARDS AMENDMENTS

SEC. 502. (a) Section 4503(1) of title 5, United States Code, is amended by inserting after “operations” the following: “or achieves a significant reduction in paperwork”.

(b) Section 4504(1) of title 5, United States Code, is amended by inserting after “operations” the following: “or achieves a significant reduction in paperwork”.

#### TECHNICAL AND CONFORMING AMENDMENTS

SEC. 503. (a) Section 4501(2)(A) of title 5, United States Code, is amended by striking out “; and” and inserting in lieu thereof “, but does not include an employee covered by the merit pay system established under section 5402 of this title; and”.

(b) Section 4502(a) of title 5, United States Code, is amended by striking out “\$5,000” and inserting in lieu thereof “\$10,000”.

(c) Section 4502(b) of title 5, United States Code, is amended—

(1) by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management”;

(2) by striking out “\$5,000” and inserting in lieu thereof “\$10,000”; and

(3) by striking out “the Commission” and inserting in lieu thereof “the Office”.

(d) Section 4506 of title 5, United States Code, is amended by striking out “Civil Service Commission may” and inserting in lieu thereof “Office of Personnel Management shall”.

(e) The second sentence of section 5332(a) of title 5, United States Code, is amended by inserting after “applies” the following: “, except an employee covered by the merit pay system established under section 5402 of this title,”.

(f) Section 5334 of title 5, United States Code (as amended in section 801(a)(3)(G) of this Act), is amended—

(1) in paragraph (2) of subsection (c), by inserting “, or for an employee appointed to a position covered by the merit pay system established under section 5402 of this title, any dollar amount,” after “step”; and

(2) by adding at the end thereof the following new subsection: “(f) In the case of an employee covered by the merit pay system established under section 5402 of this title, all references in this section to ‘two steps’ or ‘two step-increases’ shall be deemed to mean 6 percent.”.

(g) Section 5335(e) of title 5, United States Code, is amended by inserting after “individual” the following: “covered by the merit pay system established under section 5402 of this title, or,”.

(h) Section 5336(c) of title 5, United States Code, is amended by inserting after “individual” the following: “covered by the merit pay system established under section 5402 of this title, or,”.

(i) The table of chapters for part III of title 5, United States Code, is amended by inserting after the item relating to chapter 53 the following new item:

“54. Merit Pay and Cash Awards..... 5401”.

#### EFFECTIVE DATE

5 USC 5401 note.

SEC. 504. (a) The provisions of this title shall take effect on the first day of the first applicable pay period which begins on or after October 1, 1981, except that such provisions may take effect with respect to any category or categories of positions before such day to the extent prescribed by the Director of the Office of Personnel Management.

5 USC 5404 note.

(b) The Director of the Office of Personnel Management shall include in the first report required under section 5404 of title 5, United States Code (as added by this title), information with respect to the progress and cost of the implementation of the merit pay system and the cash award program established under chapter 54 of such title (as added by this title).

### TITLE VI—RESEARCH, DEMONSTRATION, AND OTHER PROGRAMS

#### RESEARCH PROGRAMS AND DEMONSTRATION PROJECTS

SEC. 601. (a) Part III of title 5, United States Code, is amended by adding at the end of subpart C thereof the following new chapter:

**“CHAPTER 47—PERSONNEL RESEARCH PROGRAMS AND  
DEMONSTRATION PROJECTS**

“Sec.

“4701. Definitions.

“4702. Research programs.

“4703. Demonstration projects.

“4704. Allocation of funds.

“4705. Reports.

“4706. Regulations.

**“§ 4701. Definitions**

5 USC 4701.

“(a) For the purpose of this chapter—

“(1) ‘agency’ means an Executive agency, the Administrative Office of the United States Courts, and the Government Printing Office, but does not include—

“(A) a Government corporation;

“(B) the Federal Bureau of Investigation, the Central Intelligence Agency, the Defense Intelligence Agency, the National Security Agency, and, as determined by the President, any Executive agency or unit thereof which is designated by the President and which has as its principal function the conduct of foreign intelligence or counterintelligence activities; or

“(C) the General Accounting Office;

“(2) ‘employee’ means an individual employed in or under an agency;

“(3) ‘eligible’ means an individual who has qualified for appointment in an agency and whose name has been entered on the appropriate register or list of eligibles;

“(4) ‘demonstration project’ means a project conducted by the Office of Personnel Management, or under its supervision, to determine whether a specified change in personnel management policies or procedures would result in improved Federal personnel management; and

“(5) ‘research program’ means a planned study of the manner in which public management policies and systems are operating, the effects of those policies and systems, the possibilities for change, and comparisons among policies and systems.

“(b) This subchapter shall not apply to any position in the Drug Enforcement Administration which is excluded from the competitive service under section 201 of the Crime Control Act of 1976 (5 U.S.C. 5108 note; 90 Stat. 2425).

**“§ 4702. Research programs**

5 USC 4702.

“The Office of Personnel Management shall—

“(1) establish and maintain (and assist in the establishment and maintenance of) research programs to study improved methods and technologies in Federal personnel management;

“(2) evaluate the research programs established under paragraph (1) of this section;

“(3) establish and maintain a program for the collection and public dissemination of information relating to personnel management research and for encouraging and facilitating the exchange of information among interested persons and entities; and

“(4) carry out the preceding functions directly or through agreement or contract.



5 USC 4703.

**“§ 4703. Demonstration projects**

“(a) Except as provided in this section, the Office of Personnel Management may, directly or through agreement or contract with one or more agencies and other public and private organizations, conduct and evaluate demonstration projects. Subject to the provisions of this section, the conducting of demonstration projects shall not be limited by any lack of specific authority under this title to take the action contemplated, or by any provision of this title or any rule or regulation prescribed under this title which is inconsistent with the action, including any law or regulation relating to—

“(1) the methods of establishing qualification requirements for, recruitment for, and appointment to positions;

“(2) the methods of classifying positions and compensating employees;

“(3) the methods of assigning, reassigning, or promoting employees;

“(4) the methods of disciplining employees;

“(5) the methods of providing incentives to employees, including the provision of group or individual incentive bonuses or pay;

“(6) the hours of work per day or per week;

“(7) the methods of involving employees, labor organizations, and employee organizations in personnel decisions; and

“(8) the methods of reducing overall agency staff and grade levels.

“(b) Before conducting or entering into any agreement or contract to conduct a demonstration project, the Office shall—

Plan  
development.

“(1) develop a plan for such project which identifies—

“(A) the purposes of the project;

“(B) the types of employees or eligibles, categorized by occupational series, grade, or organizational unit;

“(C) the number of employees or eligibles to be included, in the aggregate and by category;

“(D) the methodology;

“(E) the duration;

“(F) the training to be provided;

“(G) the anticipated costs;

“(H) the methodology and criteria for evaluation;

“(I) a specific description of any aspect of the project for which there is a lack of specific authority; and

“(J) a specific citation to any provision of law, rule, or regulation which, if not waived under this section, would prohibit the conducting of the project, or any part of the project as proposed;

Publication in  
Federal Register.  
Hearing.  
Notification.

“(2) publish the plan in the Federal Register;

“(3) submit the plan so published to public hearing;

“(4) provide notification of the proposed project, at least 180 days in advance of the date any project proposed under this section is to take effect—

“(A) to employees who are likely to be affected by the project; and

“(B) to each House of the Congress;

“(5) obtain approval from each agency involved of the final version of the plan; and

- “(6) provide each House of the Congress with a report at least 90 days in advance of the date the project is to take effect setting forth the final version of the plan as so approved.
- “(c) No demonstration project under this section may provide for a waiver of—
- “(1) any provision of chapter 63 or subpart G of this title;
- “(2) (A) any provision of law referred to in section 2302(b) (1) of this title; or
- “(B) any provision of law implementing any provision of law referred to in section 2302(b) (1) of this title by—
- “(i) providing for equal employment opportunity through affirmative action; or
- “(ii) providing any right or remedy available to any employee or applicant for employment in the civil service;
- “(3) any provision of chapter 15 or subchapter III of chapter 73 of this title;
- “(4) any rule or regulation prescribed under any provision of law referred to in paragraph (1), (2), or (3) of this subsection; or
- “(5) any provision of chapter 23 of this title, or any rule or regulation prescribed under this title, if such waiver is inconsistent with any merit system principle or any provision thereof relating to prohibited personnel practices.
- “(d) (1) Each demonstration project shall—
- “(A) involve not more than 5,000 individuals other than individuals in any control groups necessary to validate the results of the project; and
- “(B) terminate before the end of the 5-year period beginning on the date on which the project takes effect, except that the project may continue beyond the date to the extent necessary to validate the results of the project.
- “(2) Not more than 10 active demonstration projects may be in effect at any time.
- “(e) Subject to the terms of any written agreement or contract between the Office and an agency, a demonstration project involving the agency may be terminated by the Office, or the agency, if either determines that the project creates a substantial hardship on, or is not in the best interests of, the public, the Federal Government, employees, or eligibles.
- “(f) Employees within a unit with respect to which a labor organization is accorded exclusive recognition under chapter 71 of this title shall not be included within any project under subsection (a) of this section—
- “(1) if the project would violate a collective bargaining agreement (as defined in section 7103(8) of this title) between the agency and the labor organization, unless there is another written agreement with respect to the project between the agency and the organization permitting the inclusion; or
- “(2) if the project is not covered by such a collective bargaining agreement, until there has been consultation or negotiation, as appropriate, by the agency with the labor organization.
- “(g) Employees within any unit with respect to which a labor organization has not been accorded exclusive recognition under Chapter 71 of this title shall not be included within any project under subsection (a) of this section unless there has been agency consultation regarding the project with the employees in the unit.

Report to Congress.

5 USC 6301  
et seq., 8101.  
Ante, p. 1114.5 USC 1501  
et seq.

5 USC 7321.

Ante, p. 1113.

Termination.

Post, p. 1191.

Post, p. 1192.

Evaluations. “(h) The Office shall provide for an evaluation of the results of each demonstration project and its impact on improving public management.

“(i) Upon request of the Director of the Office of Personnel Management, agencies shall cooperate with and assist the Office, to the extent practicable, in any evaluation undertaken under subsection (h) of this section and provide the Office with requested information and reports relating to the conducting of demonstration projects in their respective agencies.

5 USC 4704. “§ 4704. Allocation of funds

“Funds appropriated to the Office of Personnel Management for the purpose of this chapter may be allocated by the Office to any agency conducting demonstration projects or assisting the Office in conducting such projects. Funds so allocated shall remain available for such period as may be specified in appropriation Acts. No contract shall be entered into under this chapter unless the contract has been provided for in advance in appropriation Acts.

5 USC 4705. “§ 4705. Reports

5 USC 1308. “The Office of Personnel Management shall include in the annual report required by section 1308(a) of this title a summary of research programs and demonstration projects conducted during the year covered by the report, the effect of the programs and projects on improving public management and increasing Government efficiency, and recommendations of policies and procedures which will improve such management and efficiency.

5 USC 4706. “§ 4706. Regulations

“The Office of Personnel Management shall prescribe regulations to carry out the purpose of this chapter.”

(b) The table of chapters for part III of title 5, United States Code, is amended by inserting after the item relating to chapter 45 the following new item:

“47. Personnel Research Programs and Demonstration Projects..... 4701”.

INTERGOVERNMENTAL PERSONNEL ACT AMENDMENTS

SEC. 602. (a) Section 208 of the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728) is amended—

(1) by striking out the section heading and inserting in lieu thereof the following:

“TRANSFER OF FUNCTIONS AND ADMINISTRATION OF MERIT POLICIES”;

(2) by redesignating subsections (b), (c), (d), (e), and (f) as subsections (c), (d), (e), (f), and (g), respectively, and by inserting after subsection (a) the following new subsection:

“(b) In accordance with regulations of the Office of Personnel Management, Federal agencies may require as a condition of participation in assistance programs, systems of personnel administration consistent with personnel standards prescribed by the Office for positions engaged in carrying out such programs. The standards shall—

“(1) include the merit principles in section 2 of this Act;

“(2) be prescribed in such a manner as to minimize Federal intervention in State and local personnel administration.”; and

(3) by striking out the last subsection and inserting in lieu thereof the following new subsection.

“(h) Effective one year after the date of the enactment of the Civil Service Reform Act of 1978, all statutory personnel requirements established as a condition of the receipt of Federal grants-in-aid by State and local governments are hereby abolished, except—

Grants-in-aid,  
abolition of  
certain  
requirements.

“(1) requirements prescribed under laws and regulations referred to in subsection (a) of this section;

“(2) requirements that generally prohibit discrimination in employment or require equal employment opportunity;

“(3) the Davis-Bacon Act (40 U.S.C. 276 et seq.); and

40 USC  
276a-276a-5.

“(4) chapter 15 of title 5, United States Code, relating to political activities of certain State and local employees.”.

(b) Section 401 of such Act (84 Stat. 1920) is amended by striking out “governments and institutions of higher education” and inserting in lieu thereof “governments, institutions of higher education, and other organizations”.

5 USC 3371 note.

(c) Section 403 of such Act (84 Stat. 1925) is amended by inserting “(a)” after “403.”, and by adding at the end thereof the following new subsection:

“(b) Effective beginning on the effective date of the Civil Service Reform Act of 1978, the provisions of section 314(f) of the Public Health Service Act (42 U.S.C. 246(f)) applicable to commissioned officers of the Public Health Service Act are hereby repealed.”.

(d) Section 502 of such Act (42 U.S.C. 4762) is amended in paragraph (3) by inserting “the Trust Territory of the Pacific Islands,” before “and a territory or possession of the United States.”.

(e) Section 506 of such Act (42 U.S.C. 4766) is amended—

(1) in subsection (b) (2), by striking out “District of Columbia” and inserting in lieu thereof “District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, and the Virgin Islands”; and

(2) in subsection (b) (5), by striking out “and the District of Columbia” and inserting in lieu thereof “, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, and the Virgin Islands”.

#### AMENDMENTS TO THE MOBILITY PROGRAM

SEC. 603. (a) Section 3371 of title 5, United States Code, is amended—

(1) by inserting “the Trust Territory of the Pacific Islands,” after “Puerto Rico,” in paragraph (1) (A); and

(2) by striking out “and” at the end of paragraph (1), by striking out the period at the end of paragraph (2) and inserting a semicolon in lieu thereof, and by adding at the end thereof the following:

“(3) ‘Federal agency’ means an Executive agency, military department, a court of the United States, the Administrative Office of the United States Courts, the Library of Congress, the Botanic Garden, the Government Printing Office, the Congressional Budget Office, the United States Postal Service, the Postal Rate Commission, the Office of the Architect of the Capitol, the Office of Technology Assessment, and such other similar agencies of the legislative and judicial branches as determined appropriate by the Office of Personnel Management; and

“Federal  
agency.”

“Other  
organization.”

“(4) ‘other organization’ means—

“(A) a national, regional, State-wide, area-wide, or metropolitan organization representing member State or local governments;

“(B) an association of State or local public officials; or

“(C) a nonprofit organization which has as one of its principal functions the offering of professional advisory, research, educational, or development services, or related services, to governments or universities concerned with public management.”

(b) Sections 3372 through 3375 of title 5, United States Code, are amended by striking out “executive agency” and “an executive agency” each place they appear and inserting in lieu thereof “Federal agency” and “a Federal agency”, respectively.

(c) Section 3372 of title 5, United States Code, is further amended—

(1) in subsection (a) (1), by inserting after “agency” the following: “, other than a noncareer appointee, limited term appointee, or limited emergency appointee (as such terms are defined in section 3132(a) of this title) in the Senior Executive Service and an employee in a position which has been excepted from the competitive service by reason of its confidential, policy-determining, policy-making, or policy-advocating character.”;

(2) in subsection (b) (1), by striking out “and”;

(3) in subsection (b) (2), by striking out the period after “agency” and inserting in lieu thereof a semicolon;

(4) by adding at the end of subsection (b) the following:

“(3) an employee of a Federal agency to any other organization; and

“(4) an employee of an other organization to a Federal agency.”; and

(5) by adding at the end thereof (as amended in paragraph (4) of this subsection) the following new subsection:

“(c) (1) An employee of a Federal agency may be assigned under this subchapter only if the employee agrees, as a condition of accepting an assignment under this subchapter, to serve in the civil service upon the completion of the assignment for a period equal to the length of the assignment.

“(2) Each agreement required under paragraph (1) of this subsection shall provide that in the event the employee fails to carry out the agreement (except for good and sufficient reason, as determined by the head of the Federal agency from which assigned) the employee shall be liable to the United States for payment of all expenses (excluding salary) of the assignment. The amount shall be treated as a debt due the United States.”

(d) Section 3374 of title 5, United States Code, is further amended—

(1) by adding at the end of subsection (b) the following new sentence:

“The above exceptions shall not apply to non-Federal employees who are covered by chapters 83, 87, and 89 of this title by virtue of their non-Federal employment immediately before assignment and appointment under this section.”;

(2) in subsection (c) (1), by striking out the semicolon at the end thereof and by inserting in lieu thereof the following: “, except to the extent that the pay received from the State or local government is less than the appropriate rate of pay which the

5 USC 8301 et  
seq., 8701 et seq.,  
8901 et seq.

duties would warrant under the applicable pay provisions of this title or other applicable authority;"; and

(3) by striking out the period at the end of subsection (c) and inserting in lieu thereof the following: ", or for the contribution of the State or local government, or a part thereof, to employee benefit systems."

(e) Section 3375(a) of title 5, United States Code, is further amended by striking out "and" at the end of paragraph (4), by redesignating paragraph (5) as paragraph (6), and by inserting after paragraph (4) the following;

"(5) section 5724a(b) of this title, to be used by the employee for miscellaneous expenses related to change of station where movement or storage of household goods is involved; and".

## TITLE VII—FEDERAL SERVICE LABOR-MANAGEMENT RELATIONS

### FEDERAL SERVICE LABOR-MANAGEMENT RELATIONS

SEC. 701. So much of subpart F of part III of title 5, United States Code, as precedes subchapter II of chapter 71 thereof is amended to read as follows:

#### "Subpart F—Labor-Management and Employee Relations

#### "CHAPTER 71—LABOR-MANAGEMENT RELATIONS

##### "SUBCHAPTER I—GENERAL PROVISIONS

"Sec.

- "7101. Findings and purpose.
- "7102. Employees' rights.
- "7103. Definitions; application.
- "7104. Federal Labor Relations Authority.
- "7105. Powers and duties of the Authority.
- "7106. Management rights.

##### "SUBCHAPTER II—RIGHTS AND DUTIES OF AGENCIES AND LABOR ORGANIZATIONS

"Sec.

- "7111. Exclusive recognition of labor organizations.
- "7112. Determination of appropriate units for labor organization representation.
- "7113. National consultation rights.
- "7114. Representation rights and duties.
- "7115. Allotments to representatives.
- "7116. Unfair labor practices.
- "7117. Duty to bargain in good faith; compelling need; duty to consult.
- "7118. Prevention of unfair labor practices.
- "7119. Negotiation impasses; Federal Service Impasses Panel.
- "7120. Standards of conduct for labor organizations.

##### "SUBCHAPTER III—GRIEVANCES, APPEALS, AND REVIEW

"Sec.

- "7121. Grievance procedures.
- "7122. Exceptions to arbitral awards.
- "7123. Judicial review; enforcement.

“SUBCHAPTER IV—ADMINISTRATIVE AND OTHER PROVISIONS

“Sec.

“7131. Official time.

“7132. Subpenas.

“7133. Compilation and publication of data.

“7134. Regulations.

“7135. Continuation of existing laws, recognitions, agreements, and procedures.

“SUBCHAPTER I—GENERAL PROVISIONS

5 USC 7101.

“§ 7101. Findings and purpose

“(a) The Congress finds that—

“(1) experience in both private and public employment indicates that the statutory protection of the right of employees to organize, bargain collectively, and participate through labor organizations of their own choosing in decisions which affect them—

“(A) safeguards the public interest,

“(B) contributes to the effective conduct of public business, and

“(C) facilitates and encourages the amicable settlements of disputes between employees and their employers involving conditions of employment; and

“(2) the public interest demands the highest standards of employee performance and the continued development and implementation of modern and progressive work practices to facilitate and improve employee performance and the efficient accomplishment of the operations of the Government.

Therefore, labor organizations and collective bargaining in the civil service are in the public interest.

“(b) It is the purpose of this chapter to prescribe certain rights and obligations of the employees of the Federal Government and to establish procedures which are designed to meet the special requirements and needs of the Government. The provisions of this chapter should be interpreted in a manner consistent with the requirement of an effective and efficient Government.

5 USC 7102.

“§ 7102. Employees' rights

“Each employee shall have the right to form, join, or assist any labor organization, or to refrain from any such activity, freely and without fear of penalty or reprisal, and each employee shall be protected in the exercise of such right. Except as otherwise provided under this chapter, such right includes the right—

“(1) to act for a labor organization in the capacity of a representative and the right, in that capacity, to present the views of the labor organization to heads of agencies and other officials of the executive branch of the Government, the Congress, or other appropriate authorities, and

“(2) to engage in collective bargaining with respect to conditions of employment through representatives chosen by employees under this chapter.

5 USC 7103.

“§ 7103. Definitions; application

“(a) For the purpose of this chapter—

“(1) ‘person’ means an individual, labor organization, or agency;

“(2) ‘employee’ means an individual—  
 “(A) employed in an agency; or  
 “(B) whose employment in an agency has ceased because of any unfair labor practice under section 7116 of this title and who has not obtained any other regular and substantially equivalent employment, as determined under regulations prescribed by the Federal Labor Relations Authority;  
 but does not include—

“(i) an alien or noncitizen of the United States who occupies a position outside the United States;

“(ii) a member of the uniformed services;

“(iii) a supervisor or a management official;

“(iv) an officer or employee in the Foreign Service of the United States employed in the Department of State, the Agency for International Development, or the International Communication Agency; or

“(v) any person who participates in a strike in violation of section 7311 of this title;

5 USC 7311.

“(3) ‘agency’ means an Executive agency (including a nonappropriated fund instrumentality described in section 2105(c) of this title and the Veterans’ Canteen Service, Veterans’ Administration), the Library of Congress, and the Government Printing Office, but does not include—

5 USC 2105.

“(A) the General Accounting Office;

“(B) the Federal Bureau of Investigation;

“(C) the Central Intelligence Agency;

“(D) the National Security Agency;

“(E) the Tennessee Valley Authority;

“(F) the Federal Labor Relations Authority;

or

“(G) the Federal Service Impasses Panel;

“(4) ‘labor organization’ means an organization composed in whole or in part of employees, in which employees participate and pay dues, and which has as a purpose the dealing with an agency concerning grievances and conditions of employment, but does not include—

“(A) an organization which, by its constitution, bylaws, tacit agreement among its members, or otherwise, denies membership because of race, color, creed, national origin, sex, age, preferential or nonpreferential civil service status, political affiliation, marital status, or handicapping condition;

“(B) an organization which advocates the overthrow of the constitutional form of government of the United States;

“(C) an organization sponsored by an agency; or

“(D) an organization which participates in the conduct of a strike against the Government or any agency thereof or imposes a duty or obligation to conduct, assist, or participate in such a strike;

“(5) ‘dues’ means dues, fees, and assessments;

“(6) ‘Authority’ means the Federal Labor Relations Authority described in section 7104(a) of this title;

“(7) ‘Panel’ means the Federal Service Impasses Panel described in section 7119(c) of this title;

“(8) ‘collective bargaining agreement’ means an agreement entered into as a result of collective bargaining pursuant to the provisions of this chapter;



“(9) ‘grievance’ means any complaint—

“(A) by any employee concerning any matter relating to the employment of the employee;

“(B) by any labor organization concerning any matter relating to the employment of any employee; or

“(C) by any employee, labor organization, or agency concerning—

“(i) the effect or interpretation, or a claim of breach, of a collective bargaining agreement; or

“(ii) any claimed violation, misinterpretation, or misapplication of any law, rule, or regulation affecting conditions of employment;

“(10) ‘supervisor’ means an individual employed by an agency having authority in the interest of the agency to hire, direct, assign, promote, reward, transfer, furlough, layoff, recall, suspend, discipline, or remove employees, to adjust their grievances, or to effectively recommend such action, if the exercise of the authority is not merely routine or clerical in nature but requires the consistent exercise of independent judgment, except that, with respect to any unit which includes firefighters or nurses, the term ‘supervisor’ includes only those individuals who devote a preponderance of their employment time to exercising such authority;

“(11) ‘management official’ means an individual employed by an agency in a position the duties and responsibilities of which require or authorize the individual to formulate, determine, or influence the policies of the agency;

“(12) ‘collective bargaining’ means the performance of the mutual obligation of the representative of an agency and the exclusive representative of employees in an appropriate unit in the agency to meet at reasonable times and to consult and bargain in a good-faith effort to reach agreement with respect to the conditions of employment affecting such employees and to execute, if requested by either party, a written document incorporating any collective bargaining agreement reached, but the obligation referred to in this paragraph does not compel either party to agree to a proposal or to make a concession;

“(13) ‘confidential employee’ means an employee who acts in a confidential capacity with respect to an individual who formulates or effectuates management policies in the field of labor-management relations;

“(14) ‘conditions of employment’ means personnel policies, practices, and matters, whether established by rule, regulation, or otherwise, affecting working conditions, except that such term does not include policies, practices, and matters—

“(A) relating to political activities prohibited under subchapter III of chapter 73 of this title;

“(B) relating to the classification of any position; or

“(C) to the extent such matters are specifically provided for by Federal statute;

“(15) ‘professional employee’ means—

“(A) an employee engaged in the performance of work—

“(i) requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction

5 USC 7321.

and study in an institution of higher learning or a hospital (as distinguished from knowledge acquired by a general academic education, or from an apprenticeship, or from training in the performance of routine mental, manual, mechanical, or physical activities);

“(ii) requiring the consistent exercise of discretion and judgment in its performance;

“(iii) which is predominantly intellectual and varied in character (as distinguished from routine mental, manual, mechanical, or physical work); and

“(iv) which is of such character that the output produced or the result accomplished by such work cannot be standardized in relation to a given period of time; or

“(B) an employee who has completed the courses of specialized intellectual instruction and study described in subparagraph (A) (i) of this paragraph and is performing related work under appropriate direction or guidance to qualify the employee as a professional employee described in subparagraph (A) of this paragraph;

“(16) ‘exclusive representative’ means any labor organization which—

“(A) is certified as the exclusive representative of employees in an appropriate unit pursuant to section 7111 of this title; or

“(B) was recognized by an agency immediately before the effective date of this chapter as the exclusive representative of employees in an appropriate unit—

“(i) on the basis of an election, or

“(ii) on any basis other than an election,

and continues to be so recognized in accordance with the provisions of this chapter;

“(17) ‘firefighter’ means any employee engaged in the performance of work directly connected with the control and extinguishment of fires or the maintenance and use of firefighting apparatus and equipment; and

“(18) ‘United States’ means the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Virgin Islands, the Trust Territory of the Pacific Islands, and any territory or possession of the United States.

“(b) (1) The President may issue an order excluding any agency or subdivision thereof from coverage under this chapter if the President determines that—

Presidential  
order.

“(A) the agency or subdivision has as a primary function intelligence, counterintelligence, investigative, or national security work, and

“(B) the provisions of this chapter cannot be applied to that agency or subdivision in a manner consistent with national security requirements and considerations.

“(2) The President may issue an order suspending any provision of this chapter with respect to any agency, installation, or activity located outside the 50 States and the District of Columbia, if the President determines that the suspension is necessary in the interest of national security.

Presidential  
order.

5 USC 7104.

**“§ 7104. Federal Labor Relations Authority**

“(a) The Federal Labor Relations Authority is composed of three members, not more than 2 of whom may be adherents of the same political party. No member shall engage in any other business or employment or hold another office or position in the Government of the United States except as otherwise provided by law.

“(b) Members of the Authority shall be appointed by the President by and with the advice and consent of the Senate, and may be removed by the President only upon notice and hearing and only for inefficiency, neglect of duty, or malfeasance in office. The President shall designate one member to serve as Chairman of the Authority.

“(c) (1) One of the original members of the Authority shall be appointed for a term of 1 year, one for a term of 3 years, and the Chairman for a term of 5 years. Thereafter, each member shall be appointed for a term of 5 years.

“(2) Notwithstanding paragraph (1) of this subsection, the term of any member shall not expire before the earlier of—

“(A) the date on which the member’s successor takes office, or

“(B) the last day of the Congress beginning after the date on which the member’s term of office would (but for this subparagraph) expire.

An individual chosen to fill a vacancy shall be appointed for the unexpired term of the member replaced.

“(d) A vacancy in the Authority shall not impair the right of the remaining members to exercise all of the powers of the Authority.

Report to  
President.

“(e) The Authority shall make an annual report to the President for transmittal to the Congress which shall include information as to the cases it has heard and the decisions it has rendered.

“(f) (1) The General Counsel of the Authority shall be appointed by the President, by and with the advice and consent of the Senate, for a term of 5 years. The General Counsel may be removed at any time by the President. The General Counsel shall hold no other office or position in the Government of the United States except as provided by law.

“(2) The General Counsel may—

“(A) investigate alleged unfair labor practices under this chapter,

“(B) file and prosecute complaints under this chapter, and

“(C) exercise such other powers of the Authority as the Authority may prescribe.

“(3) The General Counsel shall have direct authority over, and responsibility for, all employees in the office of General Counsel, including employees of the General Counsel in the regional offices of the Authority.

5 USC 7105.

**“§ 7105. Powers and duties of the Authority**

“(a) (1) The Authority shall provide leadership in establishing policies and guidance relating to matters under this chapter, and, except as otherwise provided, shall be responsible for carrying out the purpose of this chapter.

“(2) The Authority shall, to the extent provided in this chapter and in accordance with regulations prescribed by the Authority—

“(A) determine the appropriateness of units for labor organization representation under section 7112 of this title;

“(B) supervise or conduct elections to determine whether a labor organization has been selected as an exclusive representative

by a majority of the employees in an appropriate unit and otherwise administer the provisions of section 7111 of this title relating to the according of exclusive recognition to labor organizations;

“(C) prescribe criteria and resolve issues relating to the granting of national consultation rights under section 7113 of this title;

“(D) prescribe criteria and resolve issues relating to determining compelling need for agency rules or regulations under section 7117(b) of this title;

“(E) resolves issues relating to the duty to bargain in good faith under section 7117(c) of this title;

“(F) prescribe criteria relating to the granting of consultation rights with respect to conditions of employment under section 7117(d) of this title;

“(G) conduct hearings and resolve complaints of unfair labor practices under section 7118 of this title;

“(H) resolve exceptions to arbitrator's awards under section 7122 of this title; and

“(I) take such other actions as are necessary and appropriate to effectively administer the provisions of this chapter.

“(b) The Authority shall adopt an official seal which shall be judicially noticed.

“(c) The principal office of the Authority shall be in or about the District of Columbia, but the Authority may meet and exercise any or all of its powers at any time or place. Except as otherwise expressly provided by law, the Authority may, by one or more of its members or by such agents as it may designate, make any appropriate inquiry necessary to carry out its duties wherever persons subject to this chapter are located. Any member who participates in the inquiry shall not be disqualified from later participating in a decision of the Authority in any case relating to the inquiry.

“(d) The Authority shall appoint an Executive Director and such regional directors, administrative law judges under section 3105 of this title, and other individuals as it may from time to time find necessary for the proper performance of its functions. The Authority may delegate to officers and employees appointed under this subsection authority to perform such duties and make such expenditures as may be necessary.

“(e) (1) The Authority may delegate to any regional director its authority under this chapter—

“(A) to determine whether a group of employees is an appropriate unit;

“(B) to conduct investigations and to provide for hearings;

“(C) to determine whether a question of representation exists and to direct an election; and

“(D) to supervise or conduct secret ballot elections and certify the results thereof.

“(2) The Authority may delegate to any administrative law judge appointed under subsection (d) of this section its authority under section 7118 of this title to determine whether any person has engaged in or is engaging in an unfair labor practice.

“(f) If the Authority delegates any authority to any regional director or administrative law judge to take any action pursuant to subsection (e) of this section, the Authority may, upon application by any interested person filed within 60 days after the date of the action, review such action, but the review shall not, unless specifically ordered by the Authority, operate as a stay of action. The Authority may

Hearings.

5 USC 3105.

affirm, modify, or reverse any action reviewed under this subsection. If the Authority does not undertake to grant review of the action under this subsection within 60 days after the later of—

“(1) the date of the action; or

“(2) the date of the filing of any application under this subsection for review of the action;

the action shall become the action of the Authority at the end of such 60-day period.

“(g) In order to carry out its functions under this chapter, the Authority may—

Hearings.

“(1) hold hearings;

Administer oaths.

“(2) administer oaths, take the testimony or deposition of any person under oath, and issue subpoenas as provided in section 7132 of this title; and

“(3) may require an agency or a labor organization to cease and desist from violations of this chapter and require it to take any remedial action it considers appropriate to carry out the policies of this chapter.

“(h) Except as provided in section 518 of title 28, relating to litigation before the Supreme Court, attorneys designated by the Authority may appear for the Authority and represent the Authority in any civil action brought in connection with any function carried out by the Authority pursuant to this title or as otherwise authorized by law.

“(i) In the exercise of the functions of the Authority under this title, the Authority may request from the Director of the Office of Personnel Management an advisory opinion concerning the proper interpretation of rules, regulations, or policy directives issued by the Office of Personnel Management in connection with any matter before the Authority.

5 USC 7106.

**“§ 7106. Management rights**

“(a) Subject to subsection (b) of this section, nothing in this chapter shall affect the authority of any management official of any agency—

“(1) to determine the mission, budget, organization, number of employees, and internal security practices of the agency; and

“(2) in accordance with applicable laws—

“(A) to hire, assign, direct, layoff, and retain employees in the agency, or to suspend, remove, reduce in grade or pay, or take other disciplinary action against such employees;

“(B) to assign work, to make determinations with respect to contracting out, and to determine the personnel by which agency operations shall be conducted;

“(C) with respect to filling positions, to make selections for appointments from—

“(i) among properly ranked and certified candidates for promotion; or

“(ii) any other appropriate source; and

“(D) to take whatever actions may be necessary to carry out the agency mission during emergencies.

“(b) Nothing in this section shall preclude any agency and any labor organization from negotiating—

“(1) at the election of the agency, on the numbers, types, and grades of employees or positions assigned to any organizational subdivision, work project, or tour of duty, or on the technology, methods, and means of performing work;

“(2) procedures which management officials of the agency will observe in exercising any authority under this section; or

“(3) appropriate arrangements for employees adversely affected by the exercise of any authority under this section by such management officials.

“SUBCHAPTER II—RIGHTS AND DUTIES OF AGENCIES  
AND LABOR ORGANIZATIONS

“§ 7111. Exclusive recognition of labor organizations

5 USC 7111.

“(a) An agency shall accord exclusive recognition to a labor organization if the organization has been selected as the representative, in a secret ballot election, by a majority of the employees in an appropriate unit who cast valid ballots in the election.

“(b) If a petition is filed with the Authority—

Petition.

“(1) by any person alleging—

“(A) in the case of an appropriate unit for which there is no exclusive representative, that 30 percent of the employees in the appropriate unit wish to be represented for the purpose of collective bargaining by an exclusive representative, or

“(B) in the case of an appropriate unit for which there is an exclusive representative, that 30 percent of the employees in the unit allege that the exclusive representative is no longer the representative of the majority of the employees in the unit; or

“(2) by any person seeking clarification of, or an amendment to, a certification then in effect or a matter relating to representation;

the Authority shall investigate the petition, and if it has reasonable cause to believe that a question of representation exists, it shall provide an opportunity for a hearing (for which a transcript shall be kept) after reasonable notice. If the Authority finds on the record of the hearing that a question of representation exists, the Authority shall supervise or conduct an election on the question by secret ballot and shall certify the results thereof. An election under this subsection shall not be conducted in any appropriate unit or in any subdivision thereof within which, in the preceding 12 calendar months, a valid election under this subsection has been held.

Hearing.

Election.

“(c) A labor organization which—

“(1) has been designated by at least 10 percent of the employees in the unit specified in any petition filed pursuant to subsection (b) of this section;

“(2) has submitted a valid copy of a current or recently expired collective bargaining agreement for the unit; or

“(3) has submitted other evidence that it is the exclusive representative of the employees involved;

may intervene with respect to a petition filed pursuant to subsection (b) of this section and shall be placed on the ballot of any election under such subsection (b) with respect to the petition.

“(d) The Authority shall determine who is eligible to vote in any election under this section and shall establish rules governing any such election, which shall include rules allowing employees eligible to vote the opportunity to choose—

“(1) from labor organizations on the ballot, that labor organization which the employees wish to have represent them; or

“(2) not to be represented by a labor organization.

In any election in which no choice on the ballot receives a majority of the votes cast, a runoff election shall be conducted between the two choices receiving the highest number of votes. A labor organization which receives the majority of the votes cast in an election shall be certified by the Authority as the exclusive representative.

“(e) A labor organization seeking exclusive recognition shall submit to the Authority and the agency involved a roster of its officers and representatives, a copy of its constitution and bylaws, and a statement of its objectives.

“(f) Exclusive recognition shall not be accorded to a labor organization—

“(1) if the Authority determines that the labor organization is subject to corrupt influences or influences opposed to democratic principles;

“(2) in the case of a petition filed pursuant to subsection (b) (1) (A) of this section, if there is not credible evidence that at least 30 percent of the employees in the unit specified in the petition wish to be represented for the purpose of collective bargaining by the labor organization seeking exclusive recognition;

“(3) if there is then in effect a lawful written collective bargaining agreement between the agency involved and an exclusive representative (other than the labor organization seeking exclusive recognition) covering any employees included in the unit specified in the petition, unless—

“(A) the collective bargaining agreement has been in effect for more than 3 years, or

“(B) the petition for exclusive recognition is filed not more than 105 days and not less than 60 days before the expiration date of the collective bargaining agreement; or

“(4) if the Authority has, within the previous 12 calendar months, conducted a secret ballot election for the unit described in any petition under this section and in such election a majority of the employees voting chose a labor organization for certification as the unit's exclusive representative.

“(g) Nothing in this section shall be construed to prohibit the waiving of hearings by stipulation for the purpose of a consent election in conformity with regulations and rules or decisions of the Authority.

5 USC 7112.

**“§ 7112. Determination of appropriate units for labor organization representation**

“(a) (1) The Authority shall determine the appropriateness of any unit. The Authority shall determine in each case whether, in order to ensure employees the fullest freedom in exercising the rights guaranteed under this chapter, the appropriate unit should be established on an agency, plant, installation, functional, or other basis and shall determine any unit to be an appropriate unit only if the determination will ensure a clear and identifiable community of interest among the employees in the unit and will promote effective dealings with, and efficiency of the operations of, the agency involved.

“(b) A unit shall not be determined to be appropriate under this section solely on the basis of the extent to which employees in the proposed unit have organized, nor shall a unit be determined to be appropriate if it includes—

Post, 1215.

“(1) except as provided under section 7135 (a) (2) of this title, any management official or supervisor;

“(2) a confidential employee;

“(3) an employee engaged in personnel work in other than a purely clerical capacity;

“(4) an employee engaged in administering the provisions of this chapter;

“(5) both professional employees and other employees, unless a majority of the professional employees vote for inclusion in the unit;

“(6) any employee engaged in intelligence, counterintelligence, investigative, or security work which directly affects national security; or

“(7) any employee primarily engaged in investigation or audit functions relating to the work of individuals employed by an agency whose duties directly affect the internal security of the agency, but only if the functions are undertaken to ensure that the duties are discharged honestly and with integrity.

“(c) Any employee who is engaged in administering any provision of law relating to labor-management relations may not be represented by a labor organization—

“(1) which represents other individuals to whom such provision applies; or

“(2) which is affiliated directly or indirectly with an organization which represents other individuals to whom such provision applies.

“(d) Two or more units which are in an agency and for which a labor organization is the exclusive representative may, upon petition by the agency or labor organization, be consolidated with or without an election into a single larger unit if the Authority considers the larger unit to be appropriate. The Authority shall certify the labor organization as the exclusive representative of the new larger unit.

**“§ 7113. National consultation rights**

5 USC 7113.

“(a) (1) If, in connection with any agency, no labor organization has been accorded exclusive recognition on an agency basis, a labor organization which is the exclusive representative of a substantial number of the employees of the agency, as determined in accordance with criteria prescribed by the Authority, shall be granted national consultation rights by the agency. National consultation rights shall terminate when the labor organization no longer meets the criteria prescribed by the Authority. Any issue relating to any labor organization's eligibility for, or continuation of, national consultation rights shall be subject to determination by the Authority.

“(b) (1) Any labor organization having national consultation rights in connection with any agency under subsection (a) of this section shall—

“(A) be informed of any substantive change in conditions of employment proposed by the agency, and

“(B) be permitted reasonable time to present its views and recommendations regarding the changes.

“(2) If any views or recommendations are presented under paragraph (1) of this subsection to an agency by any labor organization—

“(A) the agency shall consider the views or recommendations before taking final action on any matter with respect to which the views or recommendations are presented; and

“(B) the agency shall provide the labor organization a written statement of the reasons for taking the final action.

“(c) Nothing in this section shall be construed to limit the right of any agency or exclusive representative to engage in collective bargaining.



5 USC 7114.

**“§ 7114. Representation rights and duties**

“(a) (1) A labor organization which has been accorded exclusive recognition is the exclusive representative of the employees in the unit it represents and is entitled to act for, and negotiate collective bargaining agreements covering, all employees in the unit. An exclusive representative is responsible for representing the interests of all employees in the unit it represents without discrimination and without regard to labor organization membership.

“(2) An exclusive representative of an appropriate unit in an agency shall be given the opportunity to be represented at—

“(A) any formal discussion between one or more representatives of the agency and one or more employees in the unit or their representatives concerning any grievance or any personnel policy or practices or other general condition of employment; or

“(B) any examination of an employee in the unit by a representative of the agency in connection with an investigation if—

“(i) the employee reasonably believes that the examination may result in disciplinary action against the employee; and

“(ii) the employee requests representation.

“(3) Each agency shall annually inform its employees of their rights under paragraph (2) (B) of this subsection.

“(4) Any agency and any exclusive representative in any appropriate unit in the agency, through appropriate representatives, shall meet and negotiate in good faith for the purposes of arriving at a collective bargaining agreement. In addition, the agency and the exclusive representative may determine appropriate techniques, consistent with the provisions of section 7119 of this title, to assist in any negotiation.

“(5) The rights of an exclusive representative under the provisions of this subsection shall not be construed to preclude an employee from—

“(A) being represented by an attorney or other representative, other than the exclusive representative, of the employee's own choosing in any grievance or appeal action; or

“(B) exercising grievance or appellate rights established by law, rule, or regulation;

except in the case of grievance or appeal procedures negotiated under this chapter.

“(b) The duty of an agency and an exclusive representative to negotiate in good faith under subsection (a) of this section shall include the obligation—

“(1) to approach the negotiations with a sincere resolve to reach a collective bargaining agreement;

“(2) to be represented at the negotiations by duly authorized representatives prepared to discuss and negotiate on any condition of employment;

“(3) to meet at reasonable times and convenient places as frequently as may be necessary, and to avoid unnecessary delays;

“(4) in the case of an agency, to furnish to the exclusive representative involved, or its authorized representative, upon request and, to the extent not prohibited by law, data—

“(A) which is normally maintained by the agency in the regular course of business;

“(B) which is reasonably available and necessary for full and proper discussion, understanding, and negotiation of subjects within the scope of collective bargaining; and

“(C) which does not constitute guidance, advice, counsel, or training provided for management officials or supervisors, relating to collective bargaining; and

“(5) if agreement is reached, to execute on the request of any party to the negotiation a written document embodying the agreed terms, and to take such steps as are necessary to implement such agreement.

“(c) (1) An agreement between any agency and an exclusive representative shall be subject to approval by the head of the agency.

“(2) The head of the agency shall approve the agreement within 30 days from the date the agreement is executed if the agreement is in accordance with the provisions of this chapter and any other applicable law, rule, or regulation (unless the agency has granted an exception to the provision).

“(3) If the head of the agency does not approve or disapprove the agreement within the 30-day period, the agreement shall take effect and shall be binding on the agency and the exclusive representative subject to the provisions of this chapter and any other applicable law, rule, or regulation.

“(4) A local agreement subject to a national or other controlling agreement at a higher level shall be approved under the procedures of the controlling agreement or, if none, under regulations prescribed by the agency.

#### “§ 7115. Allotments to representatives

5 USC 7115.

“(a) If an agency has received from an employee in an appropriate unit a written assignment which authorizes the agency to deduct from the pay of the employee amounts for the payment of regular and periodic dues of the exclusive representative of the unit, the agency shall honor the assignment and make an appropriate allotment pursuant to the assignment. Any such allotment shall be made at no cost to the exclusive representative or the employee. Except as provided under subsection (b) of this section, any such assignment may not be revoked for a period of 1 year.

“(b) An allotment under subsection (a) of this section for the deduction of dues with respect to any employee shall terminate when—

“(1) the agreement between the agency and the exclusive representative involved ceases to be applicable to the employee; or

“(2) the employee is suspended or expelled from membership in the exclusive representative.

“(c) (1) Subject to paragraph (2) of this subsection, if a petition has been filed with the Authority by a labor organization alleging that 10 percent of the employees in an appropriate unit in an agency have membership in the labor organization, the Authority shall investigate the petition to determine its validity. Upon certification by the Authority of the validity of the petition, the agency shall have a duty to negotiate with the labor organization solely concerning the deduction of dues of the labor organization from the pay of the members of the labor organization who are employees in the unit and who make a voluntary allotment for such purpose.

“(2) (A) The provisions of paragraph (1) of this subsection shall not apply in the case of any appropriate unit for which there is an exclusive representative.

“(B) Any agreement under paragraph (1) of this subsection between a labor organization and an agency with respect to an appropriate unit shall be null and void upon the certification of an exclusive representative of the unit.

5 USC 7116.

**“§ 7116. Unfair labor practices**

**“(a) For the purpose of this chapter, it shall be an unfair labor practice for an agency—**

**“(1) to interfere with, restrain, or coerce any employee in the exercise by the employee of any right under this chapter;**

**“(2) to encourage or discourage membership in any labor organization by discrimination in connection with hiring, tenure, promotion, or other conditions of employment;**

**“(3) to sponsor, control, or otherwise assist any labor organization, other than to furnish, upon request, customary and routine services and facilities if the services and facilities are also furnished on an impartial basis to other labor organizations having equivalent status;**

**“(4) to discipline or otherwise discriminate against an employee because the employee has filed a complaint, affidavit, or petition, or has given any information or testimony under this chapter;**

**“(5) to refuse to consult or negotiate in good faith with a labor organization as required by this chapter;**

**“(6) to fail or refuse to cooperate in impasse procedures and impasse decisions as required by this chapter;**

*Ante*, p. 1114.

**“(7) to enforce any rule or regulation (other than a rule or regulation implementing section 2302 of this title) which is in conflict with any applicable collective bargaining agreement if the agreement was in effect before the date the rule or regulation was prescribed; or**

**“(8) to otherwise fail or refuse to comply with any provision of this chapter.**

**“(b) For the purpose of this chapter, it shall be an unfair labor practice for a labor organization—**

**“(1) to interfere with, restrain, or coerce any employee in the exercise by the employee of any right under this chapter;**

**“(2) to cause or attempt to cause an agency to discriminate against any employee in the exercise by the employee of any right under this chapter;**

**“(3) to coerce, discipline, fine, or attempt to coerce a member of the labor organization as punishment, reprisal, or for the purpose of hindering or impeding the member's work performance or productivity as an employee or the discharge of the member's duties as an employee;**

**“(4) to discriminate against an employee with regard to the terms or conditions of membership in the labor organization on the basis of race, color, creed, national origin, sex, age, preferential or nonpreferential civil service status, political affiliation, marital status, or handicapping condition;**

**“(5) to refuse to consult or negotiate in good faith with an agency as required by this chapter;**

**“(6) to fail or refuse to cooperate in impasse procedures and impasse decisions as required by this chapter;**

**“(7) (A) to call, or participate in, a strike, work stoppage, or slowdown, or picketing of an agency in a labor-management dispute if such picketing interferes with an agency's operations, or**

**“(B) to condone any activity described in subparagraph (A) of this paragraph by failing to take action to prevent or stop such activity; or**

**“(8) to otherwise fail or refuse to comply with any provision of this chapter.**

Nothing in paragraph (7) of this subsection shall result in any informational picketing which does not interfere with an agency's operations being considered as an unfair labor practice.

“(c) For the purpose of this chapter it shall be an unfair labor practice for an exclusive representative to deny membership to any employee in the appropriate unit represented by such exclusive representative except for failure—

“(1) to meet reasonable occupational standards uniformly required for admission, or

“(2) to tender dues uniformly required as a condition of acquiring and retaining membership.

This subsection does not preclude any labor organization from enforcing discipline in accordance with procedures under its constitution or bylaws to the extent consistent with the provisions of this chapter.

“(d) Issues which can properly be raised under an appeals procedure may not be raised as unfair labor practices prohibited under this section. Except for matters wherein, under section 7121 (e) and (f) of this title, an employee has an option of using the negotiated grievance procedure or an appeals procedure, issues which can be raised under a grievance procedure may, in the discretion of the aggrieved party, be raised under the grievance procedure or as an unfair labor practice under this section, but not under both procedures.

“(e) The expression of any personal view, argument, opinion or the making of any statement which—

“(1) publicizes the fact of a representational election and encourages employees to exercise their right to vote in such election,

“(2) corrects the record with respect to any false or misleading statement made by any person, or

“(3) informs employees of the Government's policy relating to labor-management relations and representation,

shall not, if the expression contains no threat of reprisal or force or promise of benefit or was not made under coercive conditions, (A) constitute an unfair labor practice under any provision of this chapter, or (B) constitute grounds for the setting aside of any election conducted under any provisions of this chapter.

**“§ 7117. Duty to bargain in good faith; compelling need; duty to consult** 5 USC 7117.

“(a) (1) Subject to paragraph (2) of this subsection, the duty to bargain in good faith shall, to the extent not inconsistent with any Federal law or any Government-wide rule or regulation, extend to matters which are the subject of any rule or regulation only if the rule or regulation is not a Government-wide rule or regulation.

“(2) The duty to bargain in good faith shall, to the extent not inconsistent with Federal law or any Government-wide rule or regulation, extend to matters which are the subject of any agency rule or regulation referred to in paragraph (3) of this subsection only if the Authority has determined under subsection (b) of this section that no compelling need (as determined under regulations prescribed by the Authority) exists for the rule or regulation.

“(3) Paragraph (2) of the subsection applies to any rule or regulation issued by any agency or issued by any primary national subdivision of such agency, unless an exclusive representative represents an appropriate unit including not less than a majority of the employees in the issuing agency or primary national subdivision, as the case may be, to whom the rule or regulation is applicable.

“(b) (1) In any case of collective bargaining in which an exclusive representative alleges that no compelling need exists for any rule or regulation referred to in subsection (a) (3) of this section which is then in effect and which governs any matter at issue in such collective bargaining, the Authority shall determine under paragraph (2) of this subsection, in accordance with regulations prescribed by the Authority, whether such a compelling need exists.

“(2) For the purpose of this section, a compelling need shall be determined not to exist for any rule or regulation only if—

“(A) the agency, or primary national subdivision, as the case may be, which issued the rule or regulation informs the Authority in writing that a compelling need for the rule or regulation does not exist; or

“(B) the Authority determines that a compelling need for a rule or regulation does not exist.

Hearing.

“(3) A hearing may be held, in the discretion of the Authority, before a determination is made under this subsection. If a hearing is held, it shall be expedited to the extent practicable and shall not include the General Counsel as a party.

“(4) The agency, or primary national subdivision, as the case may be, which issued the rule or regulation shall be a necessary party at any hearing under this subsection.

“(c) (1) Except in any case to which subsection (b) of this section applies, if an agency involved in collective bargaining with an exclusive representative alleges that the duty to bargain in good faith does not extend to any matter, the exclusive representative may appeal the allegation to the Authority in accordance with the provisions of this subsection.

Appeal.

“(2) The exclusive representative may, on or before the 15th day after the date on which the agency first makes the allegation referred to in paragraph (1) of this subsection, institute an appeal under this subsection by—

“(A) filing a petition with the Authority; and

“(B) furnishing a copy of the petition to the head of the agency.

Petition.

“(3) On or before the 30th day after the date of the receipt by the head of the agency of the copy of the petition under paragraph (2) (B) of this subsection, the agency shall—

“(A) file with the Authority a statement—

“(i) withdrawing the allegation; or

“(ii) setting forth in full its reasons supporting the allegation; and

“(B) furnish a copy of such statement to the exclusive representative.

“(4) On or before the 15th day after the date of the receipt by the exclusive representative of a copy of a statement under paragraph (3) (B) of this subsection, the exclusive representative shall file with the Authority its response to the statement.

“(5) A hearing may be held, in the discretion of the Authority, before a determination is made under this subsection. If a hearing is held, it shall not include the General Counsel as a party.

“(6) The Authority shall expedite proceedings under this subsection to the extent practicable and shall issue to the exclusive representative and to the agency a written decision on the allegation and specific reasons therefor at the earliest practicable date.

“(d) (1) A labor organization which is the exclusive representative of a substantial number of employees, determined in accordance with criteria prescribed by the Authority, shall be granted consultation

rights by any agency with respect to any Government-wide rule or regulation issued by the agency effecting any substantive change in any condition of employment. Such consultation rights shall terminate when the labor organization no longer meets the criteria prescribed by the Authority. Any issue relating to a labor organization's eligibility for, or continuation of, such consultation rights shall be subject to determination by the Authority.

“(2) A labor organization having consultation rights under paragraph (1) of this subsection shall—

“(A) be informed of any substantive change in conditions of employment proposed by the agency, and

“(B) shall be permitted reasonable time to present its views and recommendations regarding the changes.

“(3) If any views or recommendations are presented under paragraph (2) of this subsection to an agency by any labor organization—

“(A) the agency shall consider the views or recommendations before taking final action on any matter with respect to which the views or recommendations are presented; and

“(B) the agency shall provide the labor organization a written statement of the reasons for taking the final action.

#### “§ 7118. Prevention of unfair labor practices

5 USC 7118.

“(a) (1) If any agency or labor organization is charged by any person with having engaged in or engaging in an unfair labor practice, the General Counsel shall investigate the charge and may issue and cause to be served upon the agency or labor organization a complaint. In any case in which the General Counsel does not issue a complaint because the charge fails to state an unfair labor practice, the General Counsel shall provide the person making the charge a written statement of the reasons for not issuing a complaint.

“(2) Any complaint under paragraph (1) of this subsection shall contain a notice—

Complaint.

“(A) of the charge;

“(B) that a hearing will be held before the Authority (or any member thereof or before an individual employed by the authority and designated for such purpose); and

Hearing.

“(C) of the time and place fixed for the hearing.

“(3) The labor organization or agency involved shall have the right to file an answer to the original and any amended complaint and to appear in person or otherwise and give testimony at the time and place fixed in the complaint for the hearing.

“(4) (A) Except as provided in subparagraph (B) of this paragraph, no complaint shall be issued based on any alleged unfair labor practice which occurred more than 6 months before the filing of the charge with the Authority.

“(B) If the General Counsel determines that the person filing any charge was prevented from filing the charge during the 6-month period referred to in subparagraph (A) of this paragraph by reason of—

“(i) any failure of the agency or labor organization against which the charge is made to perform a duty owed to the person, or

“(ii) any concealment which prevented discovery of the alleged unfair labor practice during the 6-month period, the General Counsel may issue a complaint based on the charge if the charge was filed during the 6-month period beginning on the day of the discovery by the person of the alleged unfair labor practice.

“(5) The General Counsel may prescribe regulations providing for

Regulations.

informal methods by which the alleged unfair labor practice may be resolved prior to the issuance of a complaint.

Hearing.

“(6) The Authority (or any member thereof or any individual employed by the Authority and designated for such purpose) shall conduct a hearing on the complaint not earlier than 5 days after the date on which the complaint is served. In the discretion of the individual or individuals conducting the hearing, any person involved may be allowed to intervene in the hearing and to present testimony. Any such hearing shall, to the extent practicable, be conducted in accordance with the provisions of subchapter II of chapter 5 of this title, except that the parties shall not be bound by rules of evidence, whether statutory, common law, or adopted by a court. A transcript shall be kept of the hearing. After such a hearing the Authority, in its discretion, may upon notice receive further evidence or hear argument.

5 USC 551.

Transcript.

“(7) If the Authority (or any member thereof or any individual employed by the Authority and designated for such purpose) determines after any hearing on a complaint under paragraph (5) of this subsection that the preponderance of the evidence received demonstrates that the agency or labor organization named in the complaint has engaged in or is engaging in an unfair labor practice, then the individual or individuals conducting the hearing shall state in writing their findings of fact and shall issue and cause to be served on the agency or labor organization an order—

“(A) to cease and desist from any such unfair labor practice in which the agency or labor organization is engaged;

“(B) requiring the parties to renegotiate a collective bargaining agreement in accordance with the order of the Authority and requiring that the agreement, as amended, be given retroactive effect;

“(C) requiring reinstatement of an employee with backpay in accordance with section 5596 of this title; or

“(D) including any combination of the actions described in subparagraphs (A) through (C) of this paragraph or such other action as will carry out the purpose of this chapter.

If any such order requires reinstatement of an employee with backpay, backpay may be required of the agency (as provided in section 5596 of this title) or of the labor organization, as the case may be, which is found to have engaged in the unfair labor practice involved.

“(8) If the individual or individuals conducting the hearing determine that the preponderance of the evidence received fails to demonstrate that the agency or labor organization named in the complaint has engaged in or is engaging in an unfair labor practice, the individual or individuals shall state in writing their findings of fact and shall issue an order dismissing the complaint.

Rules and regulations, interpretation.

“(b) In connection with any matter before the Authority in any proceeding under this section, the Authority may request, in accordance with the provisions of section 7105(i) of this title, from the Director of the Office of Personnel Management an advisory opinion concerning the proper interpretation of rules, regulations, or other policy directives issued by the Office of Personnel Management.

5 USC 7119.

**“§ 7119. Negotiation impasses; Federal Service Impasses Panel**

“(a) The Federal Mediation and Conciliation Service shall provide services and assistance to agencies and exclusive representatives in the resolution of negotiation impasses. The Service shall determine under what circumstances and in what manner it shall provide services and assistance.

“(b) If voluntary arrangements, including the services of the Federal Mediation and Conciliation Service or any other third-party mediation, fail to resolve a negotiation impasse—

“(1) either party may request the Federal Service Impasses Panel to consider the matter, or

“(2) the parties may agree to adopt a procedure for binding arbitration of the negotiation impasse, but only if the procedure is approved by the Panel.

“(c) (1) The Federal Service Impasses Panel is an entity within the Authority, the function of which is to provide assistance in resolving negotiation impasses between agencies and exclusive representatives.

“(2) The Panel shall be composed of a Chairman and at least six other members, who shall be appointed by the President, solely on the basis of fitness to perform the duties and functions involved, from among individuals who are familiar with Government operations and knowledgeable in labor-management relations.

Membership.

“(3) Of the original members of the Panel, 2 members shall be appointed for a term of 1 year, 2 members shall be appointed for a term of 3 years, and the Chairman and the remaining members shall be appointed for a term of 5 years. Thereafter each member shall be appointed for a term of 5 years, except that an individual chosen to fill a vacancy shall be appointed for the unexpired term of the member replaced. Any member of the Panel may be removed by the President.

“(4) The Panel may appoint an Executive Director and any other individuals it may from time to time find necessary for the proper performance of its duties. Each member of the Panel who is not an employee (as defined in section 2105 of this title) is entitled to pay at a rate equal to the daily equivalent of the maximum annual rate of basic pay then currently paid under the General Schedule for each day he is engaged in the performance of official business of the Panel, including travel time, and is entitled to travel expenses as provided under section 5703 of this title.

“(5) (A) The Panel or its designee shall promptly investigate any impasse presented to it under subsection (b) of this section. The Panel shall consider the impasse and shall either—

Investigation.

“(i) recommend to the parties procedures for the resolution of the impasse; or

“(ii) assist the parties in resolving the impasse through whatever methods and procedures, including factfinding and recommendations, it may consider appropriate to accomplish the purpose of this section.

“(B) If the parties do not arrive at a settlement after assistance by the Panel under subparagraph (A) of this paragraph, the Panel may—

“(i) hold hearings;

“(ii) administer oaths, take the testimony or deposition of any person under oath, and issue subpoenas as provided in section 7132 of this title; and

“(iii) take whatever action is necessary and not inconsistent with this chapter to resolve the impasse.

“(C) Notice of any final action of the Panel under this section shall be promptly served upon the parties, and the action shall be binding on such parties during the term of the agreement, unless the parties agree otherwise.



5 USC 7120.

**“§ 7120. Standards of conduct for labor organizations**

“(a) An agency shall only accord recognition to a labor organization that is free from corrupt influences and influences opposed to basic democratic principles. Except as provided in subsection (b) of this section, an organization is not required to prove that it is free from such influences if it is subject to governing requirements adopted by the organization or by a national or international labor organization or federation of labor organizations with which it is affiliated, or in which it participates, containing explicit and detailed provisions to which it subscribes calling for—

“(1) the maintenance of democratic procedures and practices including provisions for periodic elections to be conducted subject to recognized safeguards and provisions defining and securing the right of individual members to participate in the affairs of the organization, to receive fair and equal treatment under the governing rules of the organization, and to receive fair process in disciplinary proceedings;

“(2) the exclusion from office in the organization of persons affiliated with communist or other totalitarian movements and persons identified with corrupt influences;

“(3) the prohibition of business or financial interests on the part of organization officers and agents which conflict with their duty to the organization and its members; and

“(4) the maintenance of fiscal integrity in the conduct of the affairs of the organization, including provisions for accounting and financial controls and regular financial reports or summaries to be made available to members.

“(b) Notwithstanding the fact that a labor organization has adopted or subscribed to standards of conduct as provided in subsection (a) of this section, the organization is required to furnish evidence of its freedom from corrupt influences or influences opposed to basic democratic principles if there is reasonable cause to believe that—

“(1) the organization has been suspended or expelled from, or is subject to other sanction, by a parent labor organization, or federation of organizations with which it had been affiliated, because it has demonstrated an unwillingness or inability to comply with governing requirements comparable in purpose to those required by subsection (a) of this section; or

“(2) the organization is in fact subject to influences that would preclude recognition under this chapter.

Filing of reports.

“(c) A labor organization which has or seeks recognition as a representative of employees under this chapter shall file financial and other reports with the Assistant Secretary of Labor for Labor Management Relations, provide for bonding of officials and employees of the organization, and comply with trusteeship and election standards.

Regulations.

“(d) The Assistant Secretary shall prescribe such regulations as are necessary to carry out the purposes of this section. Such regulations shall conform generally to the principles applied to labor organizations in the private sector. Complaints of violations of this section shall be filed with the Assistant Secretary. In any matter arising under this section, the Assistant Secretary may require a labor organization to cease and desist from violations of this section and require it to take such actions as he considers appropriate to carry out the policies of this section.

“(e) This chapter does not authorize participation in the management of a labor organization or acting as a representative of a labor organization by a management official, a supervisor, or a confidential

employee, except as specifically provided in this chapter, or by an employee if the participation or activity would result in a conflict or apparent conflict of interest or would otherwise be incompatible with law or with the official duties of the employee.

“(f) In the case of any labor organization which by omission or commission has willfully and intentionally, with regard to any strike, work stoppage, or slowdown, violated section 7116(b)(7) of this title, the Authority shall, upon an appropriate finding by the Authority of such violation—

“(1) revoke the exclusive recognition status of the labor organization, which shall then immediately cease to be legally entitled and obligated to represent employees in the unit; or

“(2) take any other appropriate disciplinary action.

### “SUBCHAPTER III—GRIEVANCES

#### “§ 7121. Grievance procedures

5 USC 7121.

“(a) (1) Except as provided in paragraph (2) of this subsection, any collective bargaining agreement shall provide procedures for the settlement of grievances, including questions of arbitrability. Except as provided in subsections (d) and (e) of this section, the procedures shall be the exclusive procedures for resolving grievances which fall within its coverage.

“(2) Any collective bargaining agreement may exclude any matter from the application of the grievance procedures which are provided for in the agreement.

“(b) Any negotiated grievance procedure referred to in subsection (a) of this section shall—

“(1) be fair and simple,

“(2) provide for expeditious processing, and

“(3) include procedures that—

“(A) assure an exclusive representative the right, in its own behalf or on behalf of any employee in the unit represented by the exclusive representative, to present and process grievances;

“(B) assure such an employee the right to present a grievance on the employee's own behalf, and assure the exclusive representative the right to be present during the grievance proceeding; and

“(C) provide that any grievance not satisfactorily settled under the negotiated grievance procedure shall be subject to binding arbitration which may be invoked by either the exclusive representative or the agency.

“(c) The preceding subsections of this section shall not apply with respect to any grievance concerning—

“(1) any claimed violation of subchapter III of chapter 73 of this title (relating to prohibited political activities);

“(2) retirement, life insurance, or health insurance;

“(3) a suspension or removal under section 7532 of this title;

“(4) any examination, certification, or appointment; or

“(5) the classification of any position which does not result in the reduction in grade or pay of an employee.

5 USC 7321.

“(d) An aggrieved employee affected by a prohibited personnel practice under section 2302(b)(1) of this title which also falls under the coverage of the negotiated grievance procedure may raise the matter under a statutory procedure or the negotiated procedure, but not both. An employee shall be deemed to have exercised his option

*Ante*, p. 1114.

under this subsection to raise the matter under either a statutory procedure or the negotiated procedure at such time as the employee timely initiates an action under the applicable statutory procedure or timely files a grievance in writing, in accordance with the provisions of the parties' negotiated procedure, whichever event occurs first. Selection of the negotiated procedure in no manner prejudices the right of an aggrieved employee to request the Merit Systems Protection Board to review the final decision pursuant to section 7702 of this title in the case of any personnel action that could have been appealed to the Board, or, where applicable, to request the Equal Employment Opportunity Commission to review a final decision in any other matter involving a complaint of discrimination of the type prohibited by any law administered by the Equal Employment Opportunity Commission.

*Ante*, p. 1140.

*Ante*, p. 1133,  
1136.

*Ante*, p. 1138.

“(e) (1) Matters covered under sections 4303 and 7512 of this title which also fall within the coverage of the negotiated grievance procedure may, in the discretion of the aggrieved employee, be raised either under the appellate procedures of section 7701 of this title or under the negotiated grievance procedure, but not both. Similar matters which arise under other personnel systems applicable to employees covered by this chapter may, in the discretion of the aggrieved employee, be raised either under the appellate procedures, if any, applicable to those matters, or under the negotiated grievance procedure, but not both. An employee shall be deemed to have exercised his option under this subsection to raise a matter either under the applicable appellate procedures or under the negotiated grievance procedure at such time as the employee timely files a notice of appeal under the applicable appellate procedures or timely files a grievance in writing in accordance with the provisions of the parties' negotiated grievance procedure, whichever event occurs first.

“(2) In matters covered under sections 4303 and 7512 of this title which have been raised under the negotiated grievance procedure in accordance with this section, an arbitrator shall be governed by section 7701(c) (1) of this title, as applicable.

*Ante*, p. 1143.

“(f) In matters covered under sections 4303 and 7512 of this title which have been raised under the negotiated grievance procedure in accordance with this section, section 7703 of this title pertaining to judicial review shall apply to the award of an arbitrator in the same manner and under the same conditions as if the matter had been decided by the Board. In matters similar to those covered under sections 4303 and 7512 of this title which arise under other personnel systems and which an aggrieved employee has raised under the negotiated grievance procedure, judicial review of an arbitrator's award may be obtained in the same manner and on the same basis as could be obtained of a final decision in such matters raised under applicable appellate procedures.

5 USC 7122.

**“§ 7122. Exceptions to arbitral awards**

“(a) Either party to arbitration under this chapter may file with the Authority an exception to any arbitrator's award pursuant to the arbitration (other than an award relating to a matter described in section 7121(f) of this title). If upon review the Authority finds that the award is deficient—

“(1) because it is contrary to any law, rule, or regulation; or

“(2) on other grounds similar to those applied by Federal courts in private sector labor-management relations;

the Authority may take such action and make such recommendations concerning the award as it considers necessary, consistent with applicable laws, rules, or regulations.

“(b) If no exception to an arbitrator’s award is filed under subsection (a) of this section during the 30-day period beginning on the date of such award, the award shall be final and binding. An agency shall take the actions required by an arbitrator’s final award. The award may include the payment of backpay (as provided in section 5596 of this title).

**“§ 7123. Judicial review; enforcement**

5 USC 7123.

“(a) Any person aggrieved by any final order of the Authority other than an order under—

“(1) section 7122 of this title (involving an award by an arbitrator), unless the order involves an unfair labor practice under section 7118 of this title, or

“(2) section 7112 of this title (involving an appropriate unit determination),

may, during the 60-day period beginning on the date on which the order was issued, institute an action for judicial review of the Authority’s order in the United States court of appeals in the circuit in which the person resides or transacts business or in the United States Court of Appeals for the District of Columbia.

“(b) The Authority may petition any appropriate United States court of appeals for the enforcement of any order of the Authority and for appropriate temporary relief or restraining order.

Petition.

“(c) Upon the filing of a petition under subsection (a) of this section for judicial review or under subsection (b) of this section for enforcement, the Authority shall file in the court the record in the proceedings, as provided in section 2112 of title 28. Upon the filing of the petition, the court shall cause notice thereof to be served to the parties involved, and thereupon shall have jurisdiction of the proceeding and of the question determined therein and may grant any temporary relief (including a temporary restraining order) it considers just and proper, and may make and enter a decree affirming and enforcing, modifying and enforcing as so modified, or setting aside in whole or in part the order of the Authority. The filing of a petition under subsection (a) or (b) of this section shall not operate as a stay of the Authority’s order unless the court specifically orders the stay. Review of the Authority’s order shall be on the record in accordance with section 706 of this title. No objection that has not been urged before the Authority, or its designee, shall be considered by the court, unless the failure or neglect to urge the objection is excused because of extraordinary circumstances. The findings of the Authority with respect to questions of fact, if supported by substantial evidence on the record considered as a whole, shall be conclusive. If any person applies to the court for leave to adduce additional evidence and shows to the satisfaction of the court that the additional evidence is material and that there were reasonable grounds for the failure to adduce the evidence in the hearing before the Authority, or its designee, the court may order the additional evidence to be taken before the Authority, or its designee, and to be made a part of the record. The Authority may modify its findings as to the facts, or make new findings by reason of additional evidence so taken and filed. The Authority shall file its modified or new findings, which, with respect to questions of fact, if supported by substantial evidence on the record considered as a whole,

5 USC 706.

shall be conclusive. The Authority shall file its recommendations, if any, for the modification or setting aside of its original order. Upon the filing of the record with the court, the jurisdiction of the court shall be exclusive and its judgment and decree shall be final, except that the judgment and decree shall be subject to review by the Supreme Court of the United States upon writ of certiorari or certification as provided in section 1254 of title 28.

“(d) The Authority may, upon issuance of a complaint as provided in section 7118 of this title charging that any person has engaged in or is engaging in an unfair labor practice, petition any United States district court within any district in which the unfair labor practice in question is alleged to have occurred or in which such person resides or transacts business for appropriate temporary relief (including a restraining order). Upon the filing of the petition, the court shall cause notice thereof to be served upon the person, and thereupon shall have jurisdiction to grant any temporary relief (including a temporary restraining order) it considers just and proper. A court shall not grant any temporary relief under this section if it would interfere with the ability of the agency to carry out its essential functions or if the Authority fails to establish probable cause that an unfair labor practice is being committed.

#### “SUBCHAPTER IV—ADMINISTRATIVE AND OTHER PROVISIONS

5 USC 7131.

##### “§ 7131. Official time

“(a) Any employee representing an exclusive representative in the negotiation of a collective bargaining agreement under this chapter shall be authorized official time for such purposes, including attendance at impasse proceeding, during the time the employee otherwise would be in a duty status. The number of employees for whom official time is authorized under this subsection shall not exceed the number of individuals designated as representing the agency for such purposes.

“(b) Any activities performed by any employee relating to the internal business of a labor organization (including the solicitation of membership, elections of labor organization officials, and collection of dues) shall be performed during the time the employee is in a non-duty status.

“(c) Except as provided in subsection (a) of this section, the Authority shall determine whether any employee participating for, or on behalf of, a labor organization in any phase of proceedings before the Authority shall be authorized official time for such purpose during the time the employee otherwise would be in a duty status.

“(d) Except as provided in the preceding subsections of this section—

“(1) any employee representing an exclusive representative, or

“(2) in connection with any other matter covered by this chapter, any employee in an appropriate unit represented by an exclusive representative,

shall be granted official time in any amount the agency and the exclusive representative involved agree to be reasonable, necessary, and in the public interest.

5 USC 7132.

##### “§ 7132. Subpenas

5 USC 3105.

“(a) Any member of the Authority, the General Counsel, or the Panel, any administrative law judge appointed by the Authority under section 3105 of this title, and any employee of the Authority designated by the Authority may—

“(1) issue subpoenas requiring the attendance and testimony of witnesses and the production of documentary or other evidence from any place in the United States; and

“(2) administer oaths, take or order the taking of depositions, order responses to written interrogatories, examine witnesses, and receive evidence.

No subpoena shall be issued under this section which requires the disclosure of intramanagement guidance, advice, counsel, or training within an agency or between an agency and the Office of Personnel Management.

“(b) In the case of contumacy or failure to obey a subpoena issued under subsection (a) (1) of this section, the United States district court for the judicial district in which the person to whom the subpoena is addressed resides or is served may issue an order requiring such person to appear at any designated place to testify or to produce documentary or other evidence. Any failure to obey the order of the court may be punished by the court as a contempt thereof.

“(c) Witnesses (whether appearing voluntarily or under subpoena) shall be paid the same fee and mileage allowances which are paid subpoenaed witnesses in the courts of the United States.

**“§ 7133. Compilation and publication of data**

5 USC 7133.

“(a) The Authority shall maintain a file of its proceedings and copies of all available agreements and arbitration decisions, and shall publish the texts of its decisions and the actions taken by the Panel under section 7119 of this title.

“(b) All files maintained under subsection (a) of this section shall be open to inspection and reproduction in accordance with the provisions of sections 552 and 552a of this title.

5 USC 552, 552a.

**“§ 7134. Regulations**

5 USC 7134.

“The Authority, the General Counsel, the Federal Mediation and Conciliation Service, the Assistant Secretary of Labor for Labor Management Relations, and the Panel shall each prescribe rules and regulations to carry out the provisions of this chapter applicable to each of them, respectively. Provisions of subchapter II of chapter 5 of this title shall be applicable to the issuance, revision, or repeal of any such rule or regulation.

5 USC 551.

**“§ 7135. Continuation of existing laws, recognitions, agreements, and procedures**

5 USC 7135.

“(a) Nothing contained in this chapter shall preclude—

“(1) the renewal or continuation of an exclusive recognition, certification of an exclusive representative, or a lawful agreement between an agency and an exclusive representative of its employees, which is entered into before the effective date of this chapter; or

“(2) the renewal, continuation, or initial according of recognition for units of management officials or supervisors represented by labor organizations which historically or traditionally represent management officials or supervisors in private industry and which hold exclusive recognition for units of such officials or supervisors in any agency on the effective date of this chapter.

“(b) Policies, regulations, and procedures established under and decisions issued under Executive Orders 11491, 11616, 11636, 11787, and 11838, or under any other Executive order, as in effect on the effective date of this chapter, shall remain in full force and effect until revised or revoked by the President, or unless superseded by specific provisions

5 USC 7301 note, 7701 note.

of this chapter or by regulations or decisions issued pursuant to this chapter.”.

BACKPAY IN CASE OF UNFAIR LABOR PRACTICES AND GRIEVANCES

SEC. 702. Section 5596(b) of title 5, United States Code is amended to read as follows:

“(b) (1) An employee of an agency who, on the basis of a timely appeal or an administrative determination (including a decision relating to an unfair labor practice or a grievance) is found by appropriate authority under applicable law, rule, regulation, or collective bargaining agreement, to have been affected by an unjustified or unwarranted personnel action which has resulted in the withdrawal or reduction of all or part of the pay, allowances, or differentials of the employee—

“(A) is entitled, on correction of the personnel action, to receive for the period for which the personnel action was in effect—

“(i) an amount equal to all or any part of the pay, allowances, or differentials, as applicable which the employee normally would have earned or received during the period if the personnel action had not occurred, less any amounts earned by the employee through other employment during that period; and

“(ii) reasonable attorney fees related to the personnel action which, with respect to any decision relating to an unfair labor practice or a grievance processed under a procedure negotiated in accordance with chapter 71 of this title, shall be awarded in accordance with standards established under section 7701 (g) of this title; and

“(B) for all purposes, is deemed to have performed service for the agency during that period, except that—

“(i) annual leave restored under this paragraph which is in excess of the maximum leave accumulation permitted by law shall be credited to a separate leave account for the employee and shall be available for use by the employee within the time limits prescribed by regulations of the Office of Personnel Management, and

“(ii) annual leave credited under clause (i) of this subparagraph but unused and still available to the employee under regulations prescribed by the Office shall be included in the lump-sum payment under section 5551 or 5552(1) of this title but may not be retained to the credit of the employee under section 5552(2) of this title.

“(2) This subsection does not apply to any reclassification action nor authorize the setting aside of an otherwise proper promotion by a selecting official from a group of properly ranked and certified candidates.

“(3) For the purpose of this subsection, ‘grievance’ and ‘collective bargaining agreement’ have the meanings set forth in section 7103 of this title, ‘unfair labor practice’ means an unfair labor practice described in section 7116 of this title, and ‘personnel action’ includes the omission or failure to take an action or confer a benefit.”.

TECHNICAL AND CONFORMING AMENDMENTS

SEC. 703. (a) Subchapter II of chapter 71 of title 5, United States Code, is amended—

(1) by redesignating sections 7151 (as amended by section 310 of this Act), 7152, 7153, and 7154 as sections 7201, 7202, 7203, and 7204, respectively;

*Ante*, p. 1191.

*Ante*, p. 1138.

5 USC 5551,  
5552.

*Ante*, p. 1192.

5 USC 7151-  
7154, 7201-  
7204.

(2) by striking out the subchapter heading and inserting in lieu thereof the following:

**“CHAPTER 72—ANTIDISCRIMINATION; RIGHT TO PETITION CONGRESS**

**“SUBCHAPTER I—ANTIDISCRIMINATION IN EMPLOYMENT**

- “Sec.
- “7201. Antidiscrimination policy; minority recruitment program.
- “7202. Marital status.
- “7203. Handicapping condition.
- “7204. Other prohibitions.

**“SUBCHAPTER II—EMPLOYEES’ RIGHT TO PETITION CONGRESS**

“7211. Employees’ right to petition Congress.”;

and

(3) by adding at the end thereof the following new subchapter:

**“SUBCHAPTER II—EMPLOYEES’ RIGHT TO PETITION CONGRESS**

**“§ 7211. Employees’ right to petition Congress**

5 USC 7211.

“The right of employees, individually or collectively, to petition Congress or a Member of Congress, or to furnish information to either House of Congress, or to a committee or Member thereof, may not be interfered with or denied.”.

(b) The analysis for part III of title 5, United States Code, is amended by striking out—

**“Subpart F—Employee Relations**

“71. Policies..... 7101”;

and inserting in lieu thereof—

**“Subpart F—Labor-Management and Employee Relations**

“71. Labor-Management Relations..... 7101  
 “72. Antidiscrimination; Right to Petition Congress..... 7201”.

(c) (1) Section 2105 (c) (1) of title 5, United States Code, is amended by striking out “7152, 7153” and inserting in lieu thereof “7202, 7203”.

(2) Section 3302(2) of title 5, United States Code, is amended by striking out “and 7154” and inserting in lieu thereof “and 7204”.

(3) Sections 4540 (c), 7212 (a), and 9540 (c) of title 10, United States Code, are each amended by striking out “7154 of title 5” and inserting in lieu thereof “7204 of title 5”.

(4) Section 410 (b) (1) of title 39, United States Code, is amended by striking out “chapters 71 (employee policies)” and inserting in lieu thereof the following: “chapters 72 (antidiscrimination; right to petition Congress)”.

(5) Section 1002 (g) of title 39, United States Code, is amended by striking out “section 7102 of title 5” and inserting in lieu thereof “section 7211 of title 5”.

(d) Section 5315 of title 5, United States Code, is amended by adding at the end thereof the following clause:

“(124) Chairman, Federal Labor Relations Authority.”.

(e) Section 5316 of such title is amended by adding at the end thereof the following clause: 5 USC 5316.

“(145) Members, Federal Labor Relations Authority (2) and its General Counsel.”.



## MISCELLANEOUS PROVISIONS

- 5 USC 5343 note. SEC. 704. (a) Those terms and conditions of employment and other employment benefits with respect to Government prevailing rate employees to whom section 9(b) of Public Law 92-392 applies which were the subject of negotiation in accordance with prevailing rates and practices prior to August 19, 1972, shall be negotiated on and after the date of the enactment of this Act in accordance with the provisions of section 9(b) of Public Law 92-392 without regard to any provision of chapter 71 of title 5, United States Code (as amended by this title), to the extent that any such provision is inconsistent with this paragraph.
- 5 USC 5343 note. (b) The pay and pay practices relating to employees referred to in paragraph (1) of this subsection shall be negotiated in accordance with prevailing rates and pay practices without regard to any provision of—
- Ante*, p. 1191. (A) chapter 71 of title 5, United States Code (as amended by this title), to the extent that any such provision is inconsistent with this paragraph;
- (B) subchapter IV of chapter 53 and subchapter V of chapter 55 of title 5, United States Code; or
- 5 USC 5341, 5541. (C) any rule, regulation, decision, or order relating to rates of pay or pay practices under subchapter IV of chapter 53 or subchapter V of chapter 55 of title 5, United States Code.

## TITLE VIII—GRADE AND PAY RETENTION

## GRADE AND PAY RETENTION

- 5 USC 5301 *et seq.* SEC. 801. (a) (1) Chapter 53 of title 5, United States Code, relating to pay rates and systems, is amended by inserting after subchapter V thereof the following new subchapter:

## “SUBCHAPTER VI—GRADE AND PAY RETENTION

- 5 USC 5361. “§ 5361. Definitions
- “For the purpose of this subchapter—
- 5 USC 5342. “(1) ‘employee’ means an employee to whom chapter 51 of this title applies, and a prevailing rate employee, as defined by section 5342(a)(2) of this title, whose employment is other than on a temporary or term basis;
- 5 USC 5102. “(2) ‘agency’ has the meaning given it by section 5102 of this title;
- “(3) ‘retained grade’ means the grade used for determining benefits to which an employee to whom section 5362 of this title applies is entitled;
- 5 USC 5343. “(4) ‘rate of basic pay’ means, in the case of a prevailing rate employee, the scheduled rate of pay determined under section 5343 of this title;
- “(5) ‘covered pay schedule’ means the General Schedule, any prevailing rate schedule established under subchapter IV of this chapter, or the merit pay system under chapter 54 of this title;
- Ante*, p. 1180. “(6) ‘position subject to this subchapter’ means any position under a covered pay schedule; and
- “ (7) ‘reduction-in-force procedures’ means procedures applied in carrying out any reduction in force due to a reorganization, due to lack of funds or curtailment of work, or due to any other factor.

**“§ 5362. Grade retention following a change of positions or reclassification** 5 USC 5362.**“(a) Any employee—**

“(1) who is placed as a result of reduction-in-force procedures from a position subject to this subchapter to another position which is subject to this subchapter and which is in a lower grade than the previous position, and

“(2) who has served for 52 consecutive weeks or more in one or more positions subject to this subchapter at a grade or grades higher than that of the new position,

is entitled, to the extent provided in subsection (c) of this section, to have the grade of the position held immediately before such placement be considered to be the retained grade of the employee in any position he holds for the 2-year period beginning on the date of such placement.

“(b) (1) Any employee who is in a position subject to this subchapter and whose position has been reduced in grade is entitled, to the extent provided in subsection (c) of this section, to have the grade of such position before reduction be treated as the retained grade of such employee for the 2-year period beginning on the date of the reduction in grade.

“(2) The provisions of paragraph (1) of this subsection shall not apply with respect to any reduction in the grade of a position which had not been classified at the higher grade for a continuous period of at least one year immediately before such reduction.

“(c) For the 2-year period referred to in subsections (a) and (b) of this section, the retained grade of an employee under such subsection (a) or (b) shall be treated as the grade of the employee's position for all purposes (including pay and pay administration under this chapter and chapters 54 and 55 of this title, retirement and life insurance under chapters 83 and 87 of this title, and eligibility for training and promotion under this title) except—

“(1) for purposes of subsection (a) of this section,

“(2) for purposes of applying any reduction-in-force procedures,

“(3) for purposes of determining whether the employee is covered by the merit pay system established under section 5402 of this title, or

“(4) for such other purposes as the Office of Personnel Management may provide by regulation.

“(d) The foregoing provisions of this section shall cease to apply to an employee who—

“(1) has a break in service of one workday or more;

“(2) is demoted (determined without regard to this section) for personal cause or at the employee's request;

“(3) is placed in, or declines a reasonable offer of, a position the grade of which is equal to or higher than the retained grade; or

“(4) elects in writing to have the benefits of this section terminate.

**“§ 5363. Pay retention****“(a) Any employee—**

“(1) who ceases to be entitled to the benefits of section 5362 of this title by reason of the expiration of the 2-year period of coverage provided under such section;

“(2) who is in a position subject to this subchapter and who is subject to a reduction or termination of a special rate of pay established under section 5303 of this title; or

*Ante*, p. 1180.  
5 USC 5501.  
5 USC 8301,  
8701.

*Ante*, p. 1181.

5 USC 5363.

5 USC 5303.

“(3) who is in a position subject to this subchapter and who (but for this section) would be subject to a reduction in pay under circumstances prescribed by the Office of Personnel Management by regulation to warrant the application of this section; is entitled to basic pay at a rate equal to (A) the employee’s allowable former rate of basic pay, plus (B) 50 percent of the amount of each increase in the maximum rate of basic pay payable for the grade of the employee’s position immediately after such reduction in pay if such allowable former rate exceeds such maximum rate for such grade.

“(b) For the purpose of subsection (a) of this section, ‘allowable former rate of basic pay’ means the lower of—

“(1) the rate of basic pay payable to the employee immediately before the reduction in pay; or

“(2) 150 percent of the maximum rate of basic pay payable for the grade of the employee’s position immediately after such reduction in pay.

“(c) The preceding provisions of this section shall cease to apply to an employee who—

“(1) has a break in service of one workday or more;

“(2) is entitled by operation of this subchapter or chapter 51, 53, or 54 of this title to a rate of basic pay which is equal to or higher than, or declines a reasonable offer of a position the rate of basic pay for which is equal to or higher than, the rate to which the employee is entitled under this section; or

“(3) is demoted for personal cause or at the employee’s request.

5 USC 5101,  
5301.  
*Ante*, p. 1180.

5 USC 5364.

**“§ 5364. Remedial actions**

“Under regulations prescribed by the Office of Personnel Management, the Office may require any agency—

“(1) to report to the Office information with respect to vacancies (including impending vacancies);

“(2) to take such steps as may be appropriate to assure employees receiving benefits under section 5362 or 5363 of this title have the opportunity to obtain necessary qualifications for the selection to positions which would minimize the need for the application of such sections;

“(3) to establish a program under which employees receiving benefits under section 5362 or 5363 of this title are given priority in the consideration for or placement in positions which are equal to their retained grade or pay; and

“(4) to place certain employees, notwithstanding the fact their previous position was in a different agency, but only in circumstances in which the Office determines the exercise of such authority is necessary to carry out the purpose of this section.

5 USC 5365.

**“§ 5365. Regulations**

“(a) The Office of Personnel Management shall prescribe regulations to carry out the purpose of this subchapter.

“(b) Under such regulations, the Office may provide for the application of all or portions of the provisions of this subchapter—

“(1) to any individual reduced to a grade of a covered pay schedule from a position not subject to this subchapter;

“(2) to individuals to whom such provisions do not otherwise apply; and

“(3) to situations the application to which is justified for purposes of carrying out the mission of the agency or agencies involved.

**“§ 5366. Appeals**

5 USC 5366.

“(a) (1) In the case of the termination of any benefits available to an employee under this subchapter on the grounds such employee declined a reasonable offer of a position the grade or pay of which was equal to or greater than his retained grade or pay, such termination may be appealed to the Office of Personnel Management under procedures prescribed by the Office.

“(2) Nothing in this subchapter shall be construed to affect the right of any employee to appeal—

“(A) under section 5112(b) or 5346(c) of this title, or otherwise, any reclassification of a position; or

“(B) under procedures prescribed by the Office of Personnel Management, any reduction-in-force action.

“(b) For purposes of any appeal procedures (other than those described in subsection (a) of this section) or any grievance procedure negotiated under the provisions of chapter 71 of this title—

*Ante*, p. 1192.

“(1) any action which is the basis of an individual's entitlement to benefits under this subchapter, and

“(2) any termination of any such benefits under this subchapter, shall not be treated as appealable under such appeals procedures or grievable under such grievance procedure.”

(2) Sections 5334(d), 5337, and 5345 of title 5, United States Code, are hereby repealed.

Repeal.

(3) (A) Chapter 53 of title 5, United States Code, is amended—

5 USC 5301

- (i) by redesignating subchapter VI as subchapter VII, and
- (ii) by redesignating sections 5361 through 5365 as sections 5371 through 5375, respectively.

*et seq.*

(B) (i) The analysis of chapter 53 of title 5, United States Code, is amended by striking out the items relating to subchapter VI thereof and inserting in lieu thereof the following:

**“SUBCHAPTER VI—GRADE AND PAY RETENTION**

“Sec.

“5361. Definitions.

“5362. Grade retention following a change of positions or reclassification.

“5363. Pay retention.

“5364. Remedial actions.

“5365. Regulations.

“5366. Appeals.

**“SUBCHAPTER VII—MISCELLANEOUS PROVISIONS**

“Sec.

“5371. Scientific and professional positions.

“5372. Administrative law judges.

“5373. Limitation on pay fixed by administrative action.

“5374. Miscellaneous positions in the executive branch.

“5375. Police force of National Zoological Park.”

(ii) The analysis of such chapter is further amended by striking out the items relating to sections 5337 and 5345, respectively.

(iii) Sections 559 and 1305 of title 5, United States Code, are each amended by striking out “5362,” each place it appears and inserting “5372,” in lieu thereof.

(C) Section 3104(b) of title 5, United States Code, as redesignated by this Act, is amended by striking out “section 5361” and inserting “section 5371” in lieu thereof.

*Ante*, p. 1178.

(D) Section 5102(c) (5) of title 5, United States Code, is amended by striking out “section 5365” and inserting “section 5375” in lieu thereof.

(E) Sections 5107 and 8704(d)(1) of title 5, United States Code, are each amended by striking out "section 5337" and inserting in lieu thereof "subchapter VI of chapter 53".

5 USC 5361.

(F) Section 5334(b) of title 5, United States Code, is amended by striking out "section 5337 of this title" each place it appears and inserting in lieu thereof "subchapter VI of this chapter".

(G) Section 5334 of title 5, United States Code, is amended by redesignating subsections (e) and (f) as subsections (d) and (e), respectively.

(H) Section 5349(a) of title 5, United States Code, is amended—

(i) by striking out "section 5345, relating to retention of pay," and inserting in lieu thereof "subchapter VI of this chapter, relating to grade and pay retention,";

(ii) by striking out "section 5345 of this title" and inserting in lieu thereof "subchapter VI of this chapter"; and

*Ante*, p. 1218.

(iii) by striking out "paragraph (2) of section 5345(a)" and inserting in lieu thereof "section 5361(1)".

(I) Sections 4540(c), 7212(a), and 9540(c) of title 10, United States Code, are each amended by inserting after "of title 5" the following: "and subchapter VI of chapter 53 of such title 5".

(J) Section 1416(a) of the Act of August 1, 1968 (Public Law 90-448; 15 U.S.C. 1715(a)), and section 808(c) of the Act of April 11, 1968 (Public Law 90-284; 42 U.S.C. 3608(b)), are each amended by striking out "5362," and inserting in lieu thereof "5372,".

5 USC 5361 note.

(4)(A) The amendments made by this subsection shall take effect on the first day of the first applicable pay period beginning on or after the 90th day after the date of the enactment of this Act.

(B) An employee who was receiving pay under the provisions of section 5334(d), 5337, or 5345 of title 5, United States Code, on the day before the effective date prescribed in subparagraph (A) of this paragraph shall not have such pay reduced or terminated by reason of the amendments made by this subsection and, unless section 5362 of such title 5 (as amended by subsection (a)(1) of this section) applies, such an employee is entitled to continue to receive pay as authorized by those provisions (as in effect on such date).

*Ante*, p. 1218.

5 USC 5362 note.

(b)(1) Under regulations prescribed by the Office of Personnel Management, any employee—

(A) whose grade was reduced on or after January 1, 1977, and before the effective date of the amendments made by subsection (a) of this section under circumstances which would have entitled the employee to coverage under the provisions of section 5362 of title 5, United States Code (as amended by subsection (a) of this section) if such amendments had been in effect at the time of the reduction; and

(B) who has remained employed by the Federal Government from the date of the reduction in grade to the effective date of the amendments made by subsection (a) of this section without a break in service of one workday or more; shall be entitled—

(i) to receive the additional pay and benefits which such employee would have been entitled to receive if the amendments made by subsection (a) of this section had been in effect during the period beginning on the effective date of such reduction in grade and ending on the day before the effective date of such amendments, and

(ii) to have the amendments made by subsection (a) of this section apply to such employee as if the reduction in grade had occurred on the effective date of such amendments.

(2) No employee covered by this subsection whose reduction in grade resulted in an increase in pay shall have such pay reduced by reason of the amendments made by subsection (a) of this section.

(3) (A) For purposes of this subsection, the requirements under paragraph (1) (B) of this subsection, relating to continuous employment following reduction in grade, shall be considered to be met in the case of any employee—

(i) who separated from service with a right to an immediate annuity under chapter 83 of title 5, United States Code, or under another retirement system for Federal employees; or

(ii) who died.

(B) Amounts payable by reason of subparagraph (A) of this paragraph in the case of the death of an employee shall be paid in accordance with the provisions of subchapter VIII of chapter 55 of title 5, United States Code, relating to settlement of accounts in the case of deceased employees.

(4) The Office of Personnel Management shall have the same authority to prescribe regulations under this subsection as it has under section 5365 of title 5, United States Code, with respect to subchapter VI of chapter 53 of such title, as added by subsection (a) of this section.

5 USC 8301 *et seq.*

## TITLE IX—MISCELLANEOUS

### STUDY ON DECENTRALIZATION OF GOVERNMENTAL FUNCTIONS

SEC. 901. (a) As soon as practicable after the effective date of this Act, the Director of the Office of Management and Budget shall conduct a detailed study concerning the decentralization of Federal governmental functions.

Study.  
31 USC 18 note.

(b) The study to be conducted under subsection (a) of this section shall include—

(1) a review of the existing geographical distribution of Federal governmental functions throughout the United States, including the extent to which such functions are concentrated in the District of Columbia; and

(2) a review of the possibilities of distributing some of the functions of the various Federal agencies currently concentrated in the District of Columbia to field offices located at points throughout the United States.

Interested parties, including heads of agencies, other Federal employees, and Federal employee organizations, shall be allowed to submit views, arguments, and data in connection with such study.

(c) Upon completion of the study under subsection (a) of this section, and in any event not later than one year after the effective date of this Act, the Director of the Office of Management and Budget shall submit to the President and to the Congress a report on the results of such study together with his recommendations. Any recommendation which involves the amending of existing statutes shall include draft legislation.

Report to OMB,  
President and  
Congress.

### SAVINGS PROVISIONS

SEC. 902. (a) Except as otherwise provided in this Act, all executive orders, rules, and regulations affecting the Federal service shall continue in effect, according to their terms, until modified, terminated, superseded, or repealed by the President, the Office of Personnel Management, the Merit Systems Protection Board, the Equal Employment Opportunity Commission, or the Federal Labor Relations Authority with respect to matters within their respective jurisdictions

5 USC 1101 note.

(b) No provision of this Act shall affect any administrative proceedings pending at the time such provision takes effect. Orders shall be issued in such proceedings and appeals shall be taken therefrom as if this Act had not been enacted.

(c) No suit, action, or other proceeding lawfully commenced by or against the Director of the Office of Personnel Management or the members of the Merit Systems Protection Board, or officers or employees thereof, in their official capacity or in relation to the discharge of their official duties, as in effect immediately before the effective date of this Act, shall abate by reason of the enactment of this Act. Determinations with respect to any such suit, action, or other proceeding shall be made as if this Act had not been enacted.

#### AUTHORIZATION OF APPROPRIATIONS

5 USC 5509 note. SEC. 903. There are authorized to be appropriated, out of any moneys in the Treasury not otherwise appropriated, such sums as may be necessary to carry out the provisions of this Act.

#### POWERS OF PRESIDENT UNAFFECTED EXCEPT BY EXPRESS PROVISIONS

5 USC 1101 note. SEC. 904. Except as otherwise expressly provided in this Act, no provision of this Act shall be construed to—

(1) limit, curtail, abolish, or terminate any function of, or authority available to, the President which the President had immediately before the effective date of this Act; or

(2) limit, curtail, or terminate the President's authority to delegate, redelegate, or terminate any delegation of functions.

#### REORGANIZATION PLANS

5 USC 1101 note. SEC. 905. Any provision in either Reorganization Plan Numbered 1 or 2 of 1978 inconsistent with any provision in this Act is hereby superseded.

#### TECHNICAL AND CONFORMING AMENDMENTS

SEC. 906. (a) Title 5, United States Code, is amended—

(1) in section 5347, 8713, and 8911, by striking out "Chairman of the Civil Service Commission" and inserting in lieu thereof "Director of the Office of Personnel Management";

(2) in sections 1301, 1302, 1304, 1308, 2105, 2951, 3110, 3304a, 3308, 3312, 3314, 3318, 3324, 3325, 3344, 3351, 3363, 3373, 3502, 3504, 4102, 4106, 4113-4118, 5102, 5103, 5105, 5107, 5110-5115, 5303, 5304, 5333, 5334, 5335(b), 5336, 5338, 5343, 5346, 5347, 5351, 5352, 5371 (as redesignated in section 801(a)(3)(A)(ii) of this Act), 5372 (as redesignated in such section 801(a)(3)(A)(ii)), 5374 (as redesignated in such section 801(a)(3)(A)(ii)), 5504, 5533, 5545, 5548, 5723, 6101, 6304-6306, 6308, 6311, 6322, 6326, 7203 (as redesignated in section 703(a)(1) of this Act), 7204 (as redesignated in such section 703(a)(1)), 7312, 8151, 8331, 8332, 8334, 8337, 8339-8343, 8345, 8346, 8347(a), 8348, 8501, 8701-8712, 8714, 8714a, 8716, 8901-8903, 8905, 8907-8910, and 8913, by striking out "Civil Service Commission" and inserting in lieu thereof "Office of Personnel Management";

(3) in sections 1302, 1304, 1308, 2951, 3304a, 3308, 3312, 3317b, 3318, 3324, 3351, 3363, 3504, 4106, 4113-4115, 4117, 4118, 5105, 5107, 5110-5112, 5114, 5333, 5343, 5346, 5545, 5548, 5723, 6304, 6405, 7312, 8331, 8332, 8337, 8339-8343, 8345, 8346, 8347(a)-(c)

*Ante*, p. 1218.

*Ante*, p. 1216.

and (e)–(h), 8348, 8702, 8704–8707, 8709–8712, 8714a, 8716, 8901–8903, 8905, 8907, 8909, 8910, and 8913 (as such sections are amended in paragraph (2) of this subsection), by striking out “Commission” each place it appears and inserting in lieu thereof “Office”;

(4) in sections 1303, 8713 (as amended in paragraph (1) of this subsection), and 8911 (as amended in such paragraph), by striking out “Commission” and inserting in lieu thereof “Office”;

(5) in section 3304(d), by striking out “a Civil Service Commission board of examiners” and inserting in lieu thereof “the Office of Personnel Management”;

(6) in sections 1505–1508 and 3383, by striking out “Civil Service Commission” and “Commission” each place they appear and inserting in lieu thereof “Merit Systems Protection Board” and “Board”, respectively;

(7) in section 1504, by striking out “Civil Service Commission. On receipt of the report, or on receipt of other information which seems to the Commission to warrant an investigation, the Commission shall” and inserting in lieu thereof the following: “Special Counsel. On receipt of the report or on receipt of other information which seems to the Special Counsel to warrant an investigation, the Special Counsel shall investigate the report and such other information and present his findings and any charges based on such findings to the Merit Systems Protection Board, which shall”.

(8) in section 5335(c)—

(A) by striking out “Commission” the first place it appears and inserting in lieu thereof “Office of Personnel Management”;

(B) by striking out “Commission” the second place it appears and inserting in lieu thereof “Merit Systems Protection Board”;

(C) by striking out “Commission” the third place it appears and inserting in lieu thereof “Office”; and

(D) by striking out “Commission” the fourth place it appears and inserting in lieu thereof “Board”;

(9) in section 8347(d), by striking out “Commission” the first place it appears and inserting in lieu thereof “Merit Systems Protection Board” and by striking out “Commission” the second time it appears and inserting in lieu thereof “Board”;

(10) in section 552(a)(4)(F)—

(A) by striking out “Civil Service Commission” and “Commission” each place they appear and inserting in lieu thereof “Special Counsel”; and

(B) by striking out “its” and inserting in lieu thereof “his”;

(11) in section 1303—

(A) by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management, Merit Systems Protection Board, and Special Counsel”; and

(B) in paragraph (1), by striking out “Commission” and inserting in lieu thereof “Office of Personnel Management”;

(12) in section 1305, by striking out “For the purpose of sections 3105, 3344, 4301(2)(E), 5362, and 7521 of this title and the provisions of section 5335(a)(B) of this title that relate to administrative law judges the Civil Service Commission may” and inserting in lieu thereof “For the purpose of section 3105, 3344, 4301(2)(D), and 5372 of this title and the provisions of

*Ante*, p. 1131,  
1219, 1137.



- Ante*, p. 1137.
- section 5335(a)(B) of this title that relate to administrative law judges, the Office of Personnel Management may, and for the purpose of section 7521 of this title, the Merit Systems Protection Board may”;
- (13) in section 1306, to read as follows: “The Director of the Office of Personnel Management and authorized representatives of the Director may administer oaths to witnesses in matters pending before the Office.”;
- (14) in section 8344(a), by striking out “Commission” and inserting in lieu thereof “Office of Personnel Management”;
- (15) in section 8906, by striking out “Commission” each place it appears and inserting in lieu thereof “Office of Personnel Management” the first time it appears and “Office” the other times it appears;
- (16) in the section heading for section 2951 and in the item relating to section 2951 in the analysis for chapter 29, by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management”; and
- (17) in the section heading for section 5112 and in the item relating to section 5112 in the analysis for chapter 51, by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management”.
- Repeal.*
- (b)(1) Section 5109(b) of title 5, United States Code, is hereby repealed.
- (2) Section 5109 of such title is further amended by redesignating subsection (c) as subsection (b).
- Ante*, p. 1161.
- (c)(1) Subchapter VIII of chapter 33 of title 5, United States Code (as in effect immediately before the date of the enactment of this Act) is amended—
- (A) by striking out the subchapter heading and inserting in lieu thereof the following:

**“CHAPTER 34—PART-TIME CAREER EMPLOYMENT OPPORTUNITIES**

“Sec.

- “3401. Definitions.  
 “3402. Establishment of part-time career employment programs.  
 “3403. Limitations.  
 “3404. Personnel ceilings.  
 “3405. Nonapplicability.  
 “3406. Regulations.  
 “3407. Reports.  
 “3408. Employee organization representation.”;

and

(B) by redesignating sections 3391 through 3398 as sections 3401 through 3408, respectively.

(2)(A) Section 3401 of such title 5 (as redesignated by this section) is amended by striking out “subchapter” and inserting in lieu thereof “chapter”.

(B) Section 3402 of such title 5 (as redesignated by this section) is amended—

(i) in subsection (a)(1)(B), by striking out “section 3393” and inserting in lieu thereof “section 3403”;

(ii) in subsection (b)(1)—

(I) by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management”; and

(II) by striking out “subchapter” and inserting in lieu thereof “chapter”; and

(iii) in subsection (b)(2), by striking out “Commission” and inserting in lieu thereof “Office”.

(C) Sections 3405 and 3406 of such title 5 (as redesignated by this section) are amended by striking out “subchapter” each place it occurs and inserting in lieu thereof “chapter”.

(D) Section 3407 (a) of such title 5 (as redesignated by this section) is amended—

(i) by striking out “Civil Service Commission” and inserting in lieu thereof “Office of Personnel Management”;

(ii) in paragraph (1), by striking out “section 3392” and inserting in lieu thereof “section 3402”; and

(iii) in paragraph (2), by striking out “subchapter” and inserting in lieu thereof “chapter”.

(E) Section 3407 (b) of such title 5 (as redesignated by this section) is amended—

(i) by striking out “Commission” and inserting in lieu thereof “Office”; and

(ii) by striking out “subchapter” each place it appears and inserting in lieu thereof “chapter”.

(F) Sections 8347 (g), 8716 (b) (3), 8913 (b) (3), and 8906 (b) (3) of such title 5 are each amended by striking out “section 3391 (2)” and inserting in lieu thereof “section 3401 (2)”.

(G) Section 8716 (b) (3) of such title 5 is amended by striking out “section 3391 (2)” and inserting in lieu thereof “section 3401 (2)”.

(H) Section 8913 (b) (3) of such title 5 is amended by striking out “section 3391 (2)” and inserting in lieu thereof “section 3401 (2)”.

(3) Section 5 of the Federal Employees Part-Time Career Employment Act of 1978 is amended by striking out “section 3397 (a)” and inserting in lieu thereof “section 3407 (a)”.

5 USC 3407 note.  
Ante, p. 1059.

(4) The analysis for chapter 33 of title 5, United States Code, is amended by striking out the items (as in effect immediately before the date of the enactment of this Act) following the item relating to section 3385.

(5) The chapter analysis for part III of title 5, United States Code is amended by inserting after the item relating to chapter 33 the following new item:

“34. Part-time career employment opportunities..... 3401”.

#### EFFECTIVE DATE

SEC. 907. Except as otherwise expressly provided in this Act, the provisions of this Act shall take effect 90 days after the date of the enactment of this Act.

5 USC 1101 note.

Approved October 13, 1978.

#### LEGISLATIVE HISTORY:

HOUSE REPORTS: No. 95-1403 accompanying H.R. 11280 (Comm. on Post Office and Civil Service) and No. 95-1717 (Comm. of Conference).

SENATE REPORTS: No. 95-969 (Comm. on Governmental Affairs) and No. 95-1272 (Comm. of Conference).

CONGRESSIONAL RECORD, Vol. 124 (1978):

Aug. 11, H.R. 11280 considered in House.

Aug. 24, considered and passed Senate.

Sept. 7, 11, 13, H.R. 11280 considered and passed House; proceedings vacated and S. 2640, amended, passed in lieu.

Oct. 4, Senate agreed to conference report.

Oct. 5, 6, House agreed to conference report; receded from amendment.

WEEKLY COMPILATION OF PRESIDENTIAL DOCUMENTS, Vol. 14, No. 41:

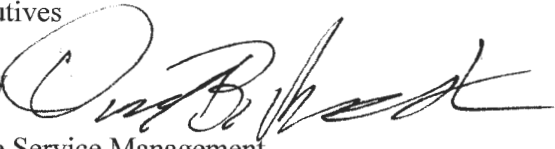
Oct. 13, Presidential statement.



THE DEPUTY SECRETARY OF THE INTERIOR  
WASHINGTON

DEC 04 2017

Memorandum

To: All Senior Executives  
From: Deputy Secretary   
Subject: Senior Executive Service Management

One of my responsibilities as Deputy Secretary is to serve as Chair of the Executive Resources Board (ERB). As I have examined our processes, consulted with the Office of Personnel Management (OPM), and requested that the Secretary reconstitute the membership of the ERB to adopt best practices, I thought it would be useful to share my understanding of the role the Senior Executive Service (SES) plays in leading the Department.

As many of you no doubt know, the SES was established by Title IV of the Civil Service Reform Act (CSRA) of 1978 (P.L. 95-454, October 13, 1978). In CSRA, Congress stated that

a Senior Executive Service should be established to provide the flexibility needed by agencies to recruit and retain the highly competent and qualified executives needed to provide more effective management of agencies and their functions, and the more expeditious administration of the public business.

The purpose of the SES is “to ensure that the executive management of the Government of the United States is responsive to the needs, policies, and goals of the Nation and otherwise is of the highest quality.”

Specifically, CSRA explained that the SES shall be administered so as to:

- “(1) provide for a compensation system, including salaries, benefits, and incentives, and for other conditions of employment, designed to attract and retain highly competent senior executives;
- “(2) ensure that compensation, retention, and tenure are contingent on executive success which is measured on the basis of individual and organizational performance (including such factors as improvements in efficiency, productivity, quality of work or service, cost efficiency, and timeliness of performance and success in meeting equal employment opportunity goals);
- “(3) assure that senior executives are accountable and responsible for the effectiveness and productivity of employees under them;
- “(4) recognize exceptional accomplishment;
- “(5) enable the head of an agency to reassign senior executives to best accomplish the agency's mission;

- “(6) provide for severance pay, early retirement, and placement assistance for senior executives who are removed from the Senior Executive Service for nondisciplinary reasons;
- “(7) protect senior executives from arbitrary or capricious actions;
- “(8) provide for program continuity and policy advocacy in the management of public programs;
- “(9) maintain a merit personnel system free of prohibited personnel practices;
- “(10) ensure accountability for honest, economical, and efficient Government;
- “(11) ensure compliance with all applicable civil service laws, rules, and regulations, including those related to equal employment opportunity, political activity, and conflicts of interest;
- “(12) provide for the initial and continuing systematic development of highly competent senior executives;
- “(13) provide for an executive system which is guided by the public interest and free from improper political interference; and
- “(14) appoint career executives to fill Senior Executive Service positions to the extent practicable, consistent with the effective and efficient implementation of agency policies and responsibilities.

(Civil Service Reform Act of 1978, Pub. L. No. 95-454, § 402, 92 Stat. 111 (1978)). I have attached the CSRA to this memo for your own review.

These are the principles Congress gave the Secretary to manage SES employees within the Department, and they are the factors that will serve as the basis for the decisions made by the ERB during my tenure as Chair.

As I have spent time visiting with experts within OPM, it is clear that talent management and succession planning are crucial to the development of an effective SES corps. Managing talent within the SES ranks ensures an agency has a qualified pool of executives who have the leadership and managerial expertise to occupy any number of different executive positions based on the needs of the organization. Developing the best leadership talent is essential, not just to support agency strategic planning, but to contribute to a thriving, sustained performance culture in the Federal workforce.

The rotation of the SES corps through a variety of leadership positions has been recognized as an effective method of strengthening leadership and executive skills. Indeed, the Obama Administration issued Executive Order (EO) 13714 on December 25, 2015, on “Strengthening the Senior Executive Service.” The EO required agencies to develop plans to increase the number of SES members who are rotated to different assignments “to improve talent development, mission delivery, and collaboration.” The EO acknowledged the Federal Government’s interest in “cultivating generalist executives with broad and diverse experiences who can lead a variety of organizations.” The EO established an annual Government-wide goal, beginning in Fiscal Year 2017, of rotating at least 15 percent of SES members to different departments, agencies, subcomponents, functional areas, sectors, and non-Federal partners. In its 2016 guidance to implementing the SES rotations requirement, OPM identified executive reassignment and transfers as two options for implementing SES rotations.

I have been informed that during the Obama Administration, there were 140 SES reassignments at the Department, albeit with very modest mobility of the SES across bureaus. From my perspective, the lack of mobility can contribute to a siloed, bureau-centric approach to management. Although a long length of service in one position can be a management strength as it allows for the development of technical expertise and continuity, it can also inhibit the transfer of fresh management concepts among bureaus and offices.

It is my view that potentially greater cross-bureau collaboration and innovation can be achieved by bringing new leadership perspectives to our operations by rotating SES members from bureaus to headquarters, from headquarters to the field, and across different functional areas and disciplines. Going forward, I will seek to strike a balance between leadership continuity and achieving fresh perspective by reassigning SES employees across bureaus and offices.

I also intend to focus on strengthening executive accountability to ensure the growth and health of our organization. I was recently informed that 98 percent of our SES members within the Department received either an outstanding (Level 5 rating) or exceeds fully successful (Level 4 rating) performance rating for the prior year's rating. Each of you should be proud of your membership in the SES and your accomplishments as executives.

I look forward to working with each of you. Thank you for your service.

Attachment

cc: Members, Executive Resources Board  
Assistant Secretaries

