Chapter 11. Excepted Service Appointments (Natures of Action 130, 170, 171, 190, 570, 571, 590, 760)

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1. Coverage.

This chapter covers all appointments, conversions to appointments, and extensions of temporary appointments that are made without regard to the competitive requirements of the civil service rules and regulations and that are not covered by the Panama Canal Employment System (PCES) and the Senior Executive Service (SES) (Instructions for PCES appointments are published separately by the Panama Canal Commission. Instructions for SES appointments are published in Chapter 13.)

2. Definitions.

a. An **appointment** brings an individual onto the rolls (staff) of an agency.

b. A conversion changes an employee from one appointment to another appointment (under either the same or a different authority) in the same agency with no break in service or with a break of 3 days or less.

c. An extension continues a time-limited appointment (one with an NTE date) up to the maximum time allowed by the authority under which it was effected.

d. A Provisional Appointment NTE is a temporary appointment to a continuing position when the agency intends later to convert the employee to a nontemporary appointment, *and* has appropriate authority for the conversion at the time of the temporary appointment.

3. Special Conditions.

When making appointments in the excepted service, certain special conditions may impact the documentation of the personnel actions and require additional instructions.

a. Retired persons. When the person being appointed is retired from Federal civilian service, *** you must follow the instructions in

Chapter 3 as well as those instructions appropriate for excepted service appointments.

b. Separations by RIF. If an employee who is to be separated by reduction in force (RIF) procedures accepts a nonpermanent *appointment* in the same agency, each action must be documented separately, regardless of when the new appointment begins: the losing office processes a 356/Separation-RIF and the gaining offices processes the new appointment. If an employee accepts an offer of assignment under the RIF regulations to a specifically temporary *position* (e.g., if a career employee accepts an offer of assignment to a position that is scheduled to be abolished in a year), the action is processed as a Reassignment, Position Change, etc., following the instructions in Chapter 14.

c. Concurrent employment. If employee will be employed concurrently in two (or more) agencies, follow instructions in the "Federal Employees' Group Life Insurance: A Handbook for Employees, Annuitants, Compensationers and Employing Offices" and the "Federal Employees' Health Benefit Program: A Handbook for Enrollees and Employing Offices" to determine how health benefits and FEGLI will be handled, and to document those determinations on the Standard Form (SF) 52 (and SF 50).

Instructions for Processing Personnel Actions on Appointments in the Excepted Service

Job Aid # 5

| STEP | ACTION | | | | | | | | |
|------|---|--|--|--|--|--|--|--|--|
| 1 | When actions involve persons new to the rolls of your agency, compare data on the SF 52 submitted by the requesting office with the applications and other documents submitted. When actions involve persons already on the rolls of your agency, compare data on the SF 52 submitted by the requesting office with the last action in the employee's Official Personnel Folder (OPF) to be sure it is correct. Then follow any of the instructions that are applicable: | | | | | | | | |
| | | | | | | | | | |
| | If the employee Then | | | | | | | | |
| | on the same date that he or she returns to duty from nonpay status, Fo do thi the sin act | oth the return-to-duty (RTD) action and the nversion must be documented. ollow the instructions in Chapter 16 to ocument the RTD and the instructions in is chapter to document the conversion. If e actions are being documented on a ngle SF 52 (and SF 50), enter the nature of tion and authority for the RTD in blocks A-5F. | | | | | | | |
| | number of hours he or she works on a part- time basis, will change as a result of a conversion action, Fo sel rer ho If t sch a s act sch in | he new schedule/hours must be boumented. Allow the instructions in Chapter 24 to lect the nature of action, authority and marks for the change in work schedule or bours. The conversion and the change in work hedule or hours are being documented on single SF 52 (and SF 50), enter the nature of tion and authority for the change in work hedule or hours in blocks 6A-6F; for a Chg Hours action, enter the new hours per pay riod in block 33. | | | | | | | |
| | | continued on next page | | | | | | | |

| | ACTION | | | | | | |
|---|--|--|--|--|--|--|--|
| 1 | When actions involve persons already on the roles of your agency, continued. | | | | | | |
| | If the employee | Then | | | | | |
| | Will change the work schedule, or the number of hours he or she works on a part- time basis, will change as a result of a conversion action, | When an RTD and a conversion are effective on the same date as a change in work schedule or hours, and the RTD and conversion are being recorded on the same action, document the new work schedule in block 32 and the new hours in block 33; there is no need for a separate Chg in Work Schedule or Chg in Hours action. | | | | | |
| | Is voluntarily converting from a competitive service appointment to an excepted service appointment, Obtain a statement from the employee that the employee is leaving the competitive service voluntarily to accept appointment in the excepted service. | | | | | | |
| 2 | Use Table 11-A or 11-B to select the nature of action and authority for the appointment or conversion and put them in blocks 5A-5F of the SF 52. If the action is being taken under an authority that is unique to your department or agency, cite that authority (along with the authority code approved by OPM) instead of the authority and code shown in this chapter. | | | | | | |
| | shown in this chapter. | • • | | | | | |
| 3 | Use Table 11-C to select remarks codes/remark | s required by OPM for the action and enter them in litional remarks codes/remarks that are required by | | | | | |
| 3 | Use Table 11-C to select remarks codes/remark Part F of the SF 52. Also enter in Part F any ad your agency's instructions or that are necessary Use Chapter 3 to see what forms must be obtain | s required by OPM for the action and enter them in litional remarks codes/remarks that are required by to explain the action. | | | | | |
| | Use Table 11-C to select remarks codes/remark Part F of the SF 52. Also enter in Part F any add your agency's instructions or that are necessary Use Chapter 3 to see what forms must be obtain information from them to complete the SF 52. I distribute them. Fill in remaining blocks on SF 52 as required b To identify an excepted appointment that is "co | s required by OPM for the action and enter them in litional remarks codes/remarks that are required by to explain the action. The or prepared with the action. You may need Follow instructions in that chapter to complete and | | | | | |
| 4 | Use Table 11-C to select remarks codes/remark Part F of the SF 52. Also enter in Part F any ad- your agency's instructions or that are necessary Use Chapter 3 to see what forms must be obtain information from them to complete the SF 52. I distribute them. Fill in remaining blocks on SF 52 as required b To identify an excepted appointment that is "co- identify an excepted appointment that is "indefi | s required by OPM for the action and enter them in litional remarks codes/remarks that are required by to explain the action. The or prepared with the action. You may need Follow instructions in that chapter to complete and y instructions to Chapter 4. Inditional," enter "2" in block 24 of the SF 52; to nite," or "provisional" enter "3" in block 24 of the | | | | | |
| 4 | Use Table 11-C to select remarks codes/remark Part F of the SF 52. Also enter in Part F any add your agency's instructions or that are necessary Use Chapter 3 to see what forms must be obtain information from them to complete the SF 52. I distribute them. Fill in remaining blocks on SF 52 as required b To identify an excepted appointment that is "co identify an excepted appointment that is "indef SF 52. Follow your agency's instructions to obtain app | s required by OPM for the action and enter them in litional remarks codes/remarks that are required by to explain the action. The ed or prepared with the action. You may need Follow instructions in that chapter to complete and y instructions to Chapter 4. Inditional," enter "2" in block 24 of the SF 52; to nite," or "provisional" enter "3" in block 24 of the roval signature in Part C, block 2, of the SF 52. | | | | | |

Job Aid #5. Instructions for Processing Personnel Actions on Appointments in the Excepted Service, continued

| | ACTION | | | | | | | |
|---|---|--|--|--|--|--|--|--|
| Check The Guide to Personnel Recordkeeping to decide if any of the documents submitted with or created in connection with the action should be filed on the right side of the employee's Official Personnel Folder. Follow your agency's instructions to dispose of those not filed in the folder. | | | | | | | | |
| | · · · · · · · · · · · · · · · · · · · | | | | | | | |
| If the employee is | Then | | | | | | | |
| Being converted to a new appointment and will be serviced by a new payroll office, | Give the employee, before the effective date of the conversion, a completed SF 8, Notice to Federal Employee About Unemployment Insurance. Show the full name and address of payroll office where the individual's records are maintained. | | | | | | | |
| Coming from another agency, | Make another copy of the SF 50 (or list form of notice). | | | | | | | |
| | Send it to the servicing personnel office in the "losing" agency, and request that employee's OPF and leave record (SF 1150) be forwarded to your office. | | | | | | | |
| | If a copy of the appointment SF 50 (the "pick-up 50") cannot be sent to the losing agency within five days of the effective date of the appointment, send a copy of the appointment SF 52. That copy must show the effective date of the appointment and have the appointing official's signature in the approval block (Part C, block 2) of the SF 52. | | | | | | | |
| | Note: When the gaining agency is using an OPM-approved electronic SF 52 or SF 52 signature system, use a letter or other written document as required by the losing agency to request the OPF. The request letter or other written document as required by the losing agency must be signed by the appointing official and contain the information in Part B, blocks 1-6 and 15-22, of the SF 52. | | | | | | | |
| | created in connection with the action should Personnel Folder. Follow your agency's instr If the employee is Being converted to a new appointment and will be serviced by a new payroll office, | | | | | | | |

Job Aid #5. Instructions for Processing Personnel Actions on Appointments in the Excepted Service, continued

Job Aid #5. Instructions for processing Personnel Actions on Appointments in the Excepted Service, continued

| STEP | ACTION |
|------|--|
| | Prepare and distribute notices, continued: |
| 9 | Follow your agency instructions to distribute the Standard Form 50 copies. |

Table Summary: Table 11-A. Excepted Service Appointments

| If Appointment Is | Go to Rules |
|--|----------------|
| On a provisional basis | 7-8 |
| Under VRA authority | 9-13 |
| Under the Student Educational Employment Program | 14-33 |
| Based on a move from the SES | 34-37 |
| By the President | 38-45 |
| Of an Expert or Consultant | 46-49 |
| Of a foreign national overseas | 50-53 |
| Under the IPA | 54 |
| Not listed above | |
| ! Under Schedule A, B, or C authority | 1-4, 55-58 |
| ! Under another authority | 63-66 |
| ! Extension of an Exc Appt | 67 |

Page 11-10 is blank.

| R | Α | В | С | D | Ε | F | G | |
|-------------|---|---|--|--------------------|--|--|---|--|
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1-4 of this table) | |
| 1 | Is being employed under a Schedule A, B, | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | (Cite code for Schedule A, B, or C | (Cite authority under Schedule A, B, or C that authorizes the | |
| 2 | or C authority that is not specifically covered by the rules below | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | authority that authorizes the appointment or conversion) | appointment or conversion) | |
| 3 | | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | | |
| 4 | | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | | |
| 5 | Reserved | | | | | | | |
| 6 | Reserved | | | | | _ | | |
| 7 | Is being appointed on a temporary basis to a continuing position when the agency intends later to convert | | Is not on your agency's rolls | 190 | Provisional Appt NTE (date) | (Cite code for the Sch A, B, or C, statutory, or regulatory authority for the appointment) | (Cite the Sch A, B, or C, statutory, or regulatory authority for the appointment) | |
| 8 | the employee to a >non- temporary< position and has current authority for such conversion | orary< position and urrent authority for | | 590 | Conv to Provisional Appt NTE (date) | - apponunent <i>)</i> | | |

| | Table 11-A. Excepted Appointments that are not based on Exercise of Reemployment or Restoration Rights (Continued) | | | | | | | | |
|-------------|--|--|--|--------------------|-----------------------------------|--------------|--|--|--|
| R | Α | В | С | D | E | F | G | | |
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) | | |
| 9 | Is already employed under the Veterans Readjustment Authority (VRA) in a different agency | Is to a VRA position without a break in service | | 130 | Transfer | J8M | Reg. 307.103 | | |
| 10 | Is being employed under the Veterans Readjustment Authority (VRA) on an | | Is not on your agency's rolls | 170 | Exc Appt | | | | |
| 11 | appointment without time limitation (see Note 5 of this table) | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | | | |
| 12 | Is being employed under the Veterans Readjustment Authority | | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | | | |
| 13 | (VRA) on a temporary appointment (see Note 6 of this table) | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | | | |
| 14 | Is a student in a high school diploma program | Is under the Student Temporary Employment Program of the Student | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | Y1K | Sch B, 213.3202(a)-HS | | |
| 15 | | Educational Program | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | | | |

| R | A | В | С | D | E | F | G |
|-------------|---|--|--|--------------------|-----------------------------------|--------------|--|
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 16 | Is a student in a post- high school certificate or diploma program (e.g., a | Is under the Student Temporary Employment Program of the Student | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | Y2K | Sch B, 213.3202(a)- Voc/Tech |
| 17 | vocational or technical certificate program) | Educational Employment Program | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 18 | Is a student in an associate degree | | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | ҮЗК | Sch B, 213.3202(a)- Assoc |
| 19 | program | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 20 | Is a student in a baccalaureate degree | | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | Y4K | Sch B, 213.3202(a)- BA/BS |
| 21 | program | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 22 | Is a student in a graduate or professional degree | | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | Y5K | Sch B, 213.3202(a)- Grad/Prof |
| 23 | program | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |

| R | A | <i>B</i> | С | D | E | F | G |
|-------------|---|---|--|--------------------|---------------------|--------------|--|
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 24 | Is a student in a high school diploma program | Is under the Student Career Experience | Is not on your agency's rolls | 170 | Exc Appt | YBM | Sch B, 213.3202(b)-HS |
| 25 | | Program of the Student Educational Employment Program | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 26 | Is a student in a post- high school certificate or | | Is not on your agency's rolls | 170 | Exc Appt | YGM | Sch B, 213.3202(b)- Voc/Tech |
| 27 | diploma program (e.g., vocational or technical certificate program) | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 28 | Is a student in an associate degree | | Is not on your agency's rolls | 170 | Exc Appt | Y3M | Sch B, 213.3202(b)- Assoc |
| 29 | program | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 30 | Is a student in a baccalaureate degree | | Is not on your agency's rolls | 170 | Exc Appt | Y1M | Sch B, 213.3202(b)- BA/BS |
| 31 | program | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 32 | Is a student in a graduate or professional degree | | Is not on your agency's rolls | 170 | Exc Appt | Y2M | Sch B, 213.3202(b)- Grad/Prof |
| 33 | program | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |

| | | | | | | 0 | |
|-------------|--|--|--|--------------------|---------------------|---|--|
| R | Α | В | С | D | E | F | G |
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 34 | Is converted from an SES career appointment under which the individual had | Is based on unacceptable performance during the SES probationary period | Is already on the rolls of your agency | 570 | Conv to Exc Appt | (Cite code for authority under which conversion is effected) and VDJ | (Cite the authority under which the conversion is effected) and 5 U.S.C. 3594(a) |
| 35 | guaranteed placement rights to an appointment in the excepted service | Is based on less than fully successful performance following the SES probationary period | | | | (Cite code for authority under which conversion is effected) and VCS | (Cite the authority under which the conversion is effected) and 5 U.S.C. 3594(b)(1) |
| 36 | | Is based on a reduction in force in the SES | | | | (Cite code for authority under which conversion is effected) and VCT | (Cite the authority under which the conversion is effected) and 5 U.S.C. 3594(b)(2) |
| 37 | Is converted from an SES career appointment under which the individual had guaranteed placement rights to an appointment in the excepted service | Is based on failure to be recertified in the SES | | | | (Cite code for authority under which conversion is effected) and VCW | (Cite the authority under which the conversion is effected) and 5 U.S.C. 3594(b)(3) |

| | Table 11-A, Ex | cepted Appointments that | are not based on Exerc | ise of Keem | pioyment of Ke | storation Rights (Con | unueu) |
|-------------|--|----------------------------|--|--------------------|-----------------------------------|-----------------------|--|
| R | Α | В | С | D | Ε | F | G |
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 38 | Is appointed by the President with the advice | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | ZNM | (Enter Law, E.O., or Reg. that authorizes the |
| 39 | and consent of the Senate | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | Presidential appointment with advice and consent of the Senate) |
| 40 | | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | |
| 41 | | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 42 | Is appointed by the President when advice | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | ZKM | (Enter Law, E.O., or Reg. that authorizes the Presidential appointment) |
| 43 | and consent of the Senate is not required | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 44 | | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | |
| 45 | | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 46 | Is an expert or consultant appointed under the authority of 5 U.S.C. 3109 and agency's appropriation act or other statute | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | H2L | Reg. 304.103 |

| | 1 | | | | | 0 . | |
|-------------|---|---|--|--------------------|-----------------------------------|--------------|--|
| R | A | В | С | D | Е | F | G |
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 47 | Is an expert or consultant appointed under the | Is without time limitation | Is already on the rolls of your agency | 570 | Conv to Exc Appt | H2L | Reg. 304.103 |
| 48 | authority of 5 U.S.C. 3109 and agency's appropriation | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | |
| 49 | act or other statute | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 50 | Is a foreign national recruited overseas for an | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | BPM | CS Rule 8.3 |
| 51 | overseas position | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 52 | | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | |
| 53 | | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 54 | Is selected under the Intergovernmental Personnel Act (IPA) | Is under the authority of 5 U.S.C. 3374 | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | VPE | 5 U.S.C. 3374 |

| R | A | <i>B</i> | C | D | E | F | G |
|------------------|---|--|--|--------------------|-----------------------------------|-------------------|--|
| K U L E | If the person | B And the appointment | And the person | Then NOAC is | NOA is | r Auth code is | And Authority is (See Notes 1-4 of this table) |
| 55 | Is employed under the authority of Sch A, | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | W9P | Sch A, 213.3102(i)(2) |
| 56 | 213.3102(i) in a position for which a critical hiring need exists | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 57 | | Is without time limitation on a less than full-time | Is not on your agency's rolls | 170 | Exc Appt | | |
| 58 | | basis | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | |
| 59 | Reserved | | | | | | |
| 60 | Reserved | | | | | | |
| 61 | Reserved | | | | | | |
| 62 | Reserved | | | | | | |
| | | | | | | | |
| | | | | | | | |

| - | 1 | 1 11 | | | | 9 \ | / |
|-------------|---|----------------------------|--|--------------------|-----------------------------------|--|--|
| R | Α | В | С | D | E | F | G |
| U L E | If the person | And the appointment | And the person | Then NOAC is | NOA is | Auth code is | And Authority is (See Notes 1- 4 of this table) |
| 63 | Is employed under the authority of any other | Is without time limitation | Is not on your agency's rolls | 170 | Exc Appt | ZLM | (Enter Law, E.O., or Reg. that authorizes the |
| 64 | law, Executive Order or Reg. not covered in the preceding rules of this | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | | appointment or conversion) |
| 65 | Table (including Experts and Consultants employed under agency | Is temporary | Is not on your agency's rolls | 171 | Exc Appt NTE (date) | | |
| 66 | authority similar to that of 5 U.S.C. 3109) | | Is already on the rolls of your agency | 571 | Conv to Exc Appt NTE (date) | | |
| 67 | Is serving on an Exc Appt NTE | Is being extended | Is already on the rolls of your agency | 760 | Ext of Appt NTE (date) | (Enter same auth code as for the Exc Appt NTE) | (Enter same authority as for the Exc Appt NTE) |

NOTES:

1. ZLM: Other Citation (Law, EO, or Reg) may be cited in addition to any other authority or authorities required by this Table. Cite ZLM immediately after the authority or authorities required by this table. If a Standard Form 59, Request for Approval of Non-Competitive Action, was obtained from the Office of Personnel Management for the action, also include with the authorities ABM: SF 59 approved (date). Cite ABM as the last authority.

2. If appointment was made using special section priority under the agency's Career Transition Assistance Program (CTAP), cite ABR: Reg 330.608 following the authorities required by this Table and ZLM, if used.

3. When appointee or employee was selected on the basis of bicultural/bilingual selective factors, show as the second authority (in blocks 5E-5F or 6E-6F of the Standard Form 50, Notification of Personnel Action), ABL: Bicultural/Bilingual Selective Factors.

4. For information on Schedule A, B, and C, see part 213 of title 5, Code of Federal Regulation. For authority codes for Schedules A, B, and C, see Figure 11-1, or The Guide to Personnel Data Standards.

5. Veterans' Readjustment Appointment appointees are placed in Tenure Group II of the Excepted Service.

6. These instructions apply only when the Veterans' Readjustment Appointment is to a position in an excepted service agency or organization. When a Veterans' Readjustment Appointment is made on a temporary basis to a position in the competitive service, follow the instructions in Chapter 10.

Page 11-20 is blank.

| R | A | В | D | E | F | G |
|-------------|---|---|--------------------|------------------------|--|--|
| U L E | If the person | And | Then NOAC is | NOA Is | Auth Code Is | And Authority Is (See Notes 1-4 of this table) |
| 1 | Is exercising statutory restoration rights upon return from uniformed service | Appointment held prior to the separation upon which restoration is based was without time limitation | 170 | Exc Appt | QAK and (Cite auth code for the appointment held prior to the separation upon which restoration is based) | Reg. 353.207 and (Cite authority for the appointment held prior to the separation upon which |
| 2 | | Appointment held prior to the separation upon which restoration is based was temporary | 171 | Exc Appt NTE (date) | | restoration is based) |
| 3 | Is ordered by MSPB directive to be restored to duty when person appeals failure to restore or improper | Appointment held prior to the separation upon which restoration is based was without time limitation | 170 | Exc Appt | ALM and (Cite auth code for the appointment held prior to the separation upon which restoration is based) | MSPB Directive—US and (Cite authority for the appointment held prior to the separation upon which |
| 4 | restoration after uniformed service (see Note 5 of this table) | Appointment held prior to the separation upon which restoration is based was temporary | 171 | Exc Appt NTE (date) | | restoration is based) |
| 5 | Is exercising statutory restoration rights upon full recovery from a compensable injury | | 170 | Exc Appt | QBK and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | Reg. 353.301 and (Cite authority for the appointment held prior to the separation upon which restoration is based) |
| 6 | Is appointed based on his or her partial recovery from a compensable injury | | | | QCK and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | Reg. 353.301(d) and (Cite authority for the appointment held prior to the separation upon which reemployment is based) |

Table 11-B. Excepted Appointments Based on Exercise of Reemployment or Restoration Rights

| R | A | В | D | E | F | G |
|-------------|--|--|-----------------|---------------------|--|--|
| U L E | If the person | And | Then NOAC is | NOA Is | Auth Code Is | And Authority Is (See Notes 1-4 of this table) |
| 7 | Is ordered by MSPB Directive to be restored to duty after person appeals failure to restore or improper restoration upon recovery from compensable injury (see Note 5 of this table) | | 170 | Exc Appt | AQM and (Cite auth code for the appointment held prior to the separation upon which restoration is based) | MSPB Directive Inj and (Cite authority for the appointment held prior to the separation upon which restoration is based) |
| 8 | Exercises reemployment rights after having moved between executive agencies during an emergency | | | | PWM and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | Reg. 352.204 and (Cite authority for the appointment held prior to the separation upon which reemployment is based) |
| 9 | Exercises reemployment rights after having transferred to an international organization | Is not on your agency's rolls | 170 | Exc Appt | P3M and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | Reg. 352.311 and (Cite authority for the appointment held prior to the separation upon which reemployment is based) |
| 10 | Exercises reinstatement rights after serving in the Agency for International Development under | | | | P5M and (Cite auth code for the appointment held prior to the separation upon which reemployment is | Reg. 352.507 and (Cite authority for the appointment held prior to the separation upon which |
| 11 | sections 233(d) and 625(b) of the Foreign Assistance Act | Is already on the rolls of your agency | 570 | Conv to Exc Appt | based) | reemployment is based) |

| R | A | В | D | E | F | G |
|-------------|--|---|-----------------|---------------------|--|---|
| U L E | If the person | And | Then NOAC is | NOA Is | Auth Code Is | And Authority Is (See Notes 1-4 of this table) |
| 12 | Exercises reemployment rights after service with the American Institute in Taiwan | Is not on your agency's rolls | 170 | Exc Appt | P7M | Reg. 352.803 |
| 13 | Exercises reemployment rights under circumstances not covered in Rules 1-12 | | | | ZRM and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | (Cite authority for the reemployment) and (Cite authority for the appointment held prior to the separation upon which reemployment is based) |
| 14 | | Is already on the rolls of your agency | 570 | Conv to Exc Appt | ZRM and (Cite auth code for the appointment held prior to the separation upon which reemployment is based) | (Cite authority for the reemployment) and (Cite authority for the appointment held prior to the separation upon which reemployment is based) |

| Table 11-B. Excepted Appointments Based on Exercise of Reemployment or Restoration Rights (Continued) |
|---|
|---|

NOTES:

1. ZLM: Other Citation (Law, E.O., or Reg) may be cited in addition to any other authority or authorities required by this Table. Cite ZLM immediately after the authority or authorities required by this table.

2. If an SF 59 was obtained from OPM for the action, also include with the authorities ABM: SF 59 approved (date). Cite ABM as the last authority.

3. For information on Schedule A, B, and C, see part 213 of title 5, Code of Federal Regulations. For authority codes for Schedules A, B, and C, see Figure 11-1, or The Guide to Personnel Data Standards.

4. On a restoration or reemployment action, cite as the second authority the one that was used for the last appointment or conversion to appointment that occurred before the employee left his or her agency. Use **The Guide to Personnel Data Standards** to identify the code for that legal authority.

5. If MSPB determines restoration was improper, cancel it following instructions in Chapter 32 of this Guide.

Page 11-24 is blank.

| R | Α | В | С | D |
|-------------|--|---|---------------------|---|
| U L E | lf | And | Then Remark Code Is | And Remark Is |
| 1 | Employee was required to complete an appointment affidavit, SF 61. | | M01 | Appointment affidavit executed (date). |
| 2 | Action is an appointment or a conversion to appointment | | M39 | Creditable Military Service: (enter yrs and mos, e.g., "6 yrs, 7 mos") [This remark is not required for reemployed Civil Service annuitants. For other employees, where there is no prior military service, enter "none;" otherwise, follow the instructions in Chapter 6 to calculate years and months of service.] |
| 3 | | | M40 | Previous Retirement Coverage: (enter "never covered" or "previously covered") ["Previously covered" indicates that employee was previously covered by the CSRS or the FERS.] |
| 4 | Appointment requires employee to complete a trial period | Employee has not completed that trial period | E19 | Appointment is subject to completion of 1 year trial period beginning (date). |
| 5 | | Employee has already completed that trial period | E03 | Trial period completed. |
| 6 | Employee is given excepted appointment in an agency which uses | Employee has not completed the service requirement for Tenure Group I | T09 | Service counting towards permanent tenure from (date). |
| 7 | an appointment system equivalent to the career-conditional appointment system in the competitive service | Employee has completed the service requirement for Tenure Group I | T08 | Service counting towards permanent tenure from (date) to (date). |

| R | A | Remarks to be Snown on SF 50 (See Note) | C | D |
|-------------|--|--|------------------------|--|
| U L E | lf | And | Then Remark Code Is | And Remark Is |
| 8 | Employee qualified for position under a training agreement under which he or she is placed directly into target occupation without first meeting qualification standards | | E56 | Qualified for this position only under training agreement. Not eligible for other positions in this series until satisfactorily completes prescribed training. |
| 9 | Employee is a seasonal employee, i.e., one who is employed under conditions requiring a recurring period of employment of less than 2080 hours per year in which he or she is placed in nonpay status in accordance with pre- established conditions of employment | | A01 | Appointment is on a seasonal basis; the employee is subject to release to nonpay status and recall to duty to meet workload requirements as a condition of employment in accordance with the attached agreement. (see Note 3 of this table) |
| 10 | Appointment is indefinite, i.e., nonpermanent without a definite time limitation, and there is no plan (or employee is not eligible under any existing plan) for movement into the agency's permanent workforce without new examination of qualifications | | E01 | Appointment is indefinite. |
| 11 | Employee is currently serving in tenure group "0" | Has completed one year of current continuous employment | T11 | Completed 1 year of current continuous service. (see Note 4 of this table) |

| R | A | В | С | D |
|-------------|--|---|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 12 | Action is a Provisional Appt NTE or a Conversion to Provisional Appt NTE | | E58 | Appointment is on a provisional basis. You are eligible for retirement coverage and for health benefits and life insurance. If your performance is satisfactory, and you meet all legal, qualifications, and other applicable requirements, you may be converted to a nontemporary appointment before this appointment expires. |
| 13 | Employee is given a time-limited appointment (NOA 171), or a time-limited appointment is extended. | | M06 | Reason for temporary appointment: (state reason) |
| 14 | Reserved | | - | |
| 15 | Reserved | | | |
| 16 | Reserved | | | |
| 17 | Appointment is made under Schedule A, Sec. 213.3102(o) | This is the employee's first appointment under the authority during the service year (see Note 5 of this table) | A11 | Employment under this appointment must not exceed (number) working days a year. |
| 18 | Appointment authority limits the number of days employee may work during a service year | Employee is served in your agency under another appointment under the same authority within the past year (see Note 5 of this table) | A12 | Employment under this and previous appointment must not exceed (number) working days a year. |
| 19 | Appointment authority limits the number of hours employee may work during a service year | This is the employee's first appointment under this authority during the service year (see Note 5 of this table) | A07 | Employment under this appointment must not exceed (number) hours a year. |

| R | A | В | С | D |
|-------------|--|--|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 20 | Appointment authority limits the number of hours employee may work during a service year | Employee has served in your agency under another appointment under this authority within the past year (see Note 5 of this table) | A08 | Employment under this and previous appointment must not exceed (number) hours a year. |
| 21 | Appointment is made under Schedule A, Sec. 213.3102(e) | | A22 | This appointment cannot be renewed. Upon admission to the Bar, you will be eligible for appointment as attorney in accordance with (agency) appointment procedures. |
| 22 | Appointment is made under Schedule A, Sec. 213.3102(g) | | A15 | Total compensation during service year may not exceed 40% of salary for GS-3/1; salary increase resulting from a within grade increase will not count against this limitation. |
| 23 | Appointment is made under Schedule A, Sec. 213.3102(ii) (see Note 6 of this table) | | A04 | Appointment is NTE 2 years. Upon satisfactory completion of internship, you may be noncompetitively converted to career or career-conditional appointment. If your performance is not satisfactory or if you fail to satisfactorily complete this internship, employment will be terminated. |
| 24 | | The employee is currently employed under a nontemporary appointment in the competitive service | A24 | Employee informed in advance of the conditions of appointment under the Presidential Management Intern Program. |

| Table 11-C. Remarks to be Shown on SF 50 (See Note 1 of this table) (Continued |
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|--|

| R | A | В | С | D |
|-------------|---|---|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 25 | Appointment is made under the Student Temporary Employment Program (Sch B, Sec. 213.3202(a)) | | A30 | This appointment does not confer eligibility to be noncompetitively converted to career- conditional or career appointment. |
| 26 | Appointment is made under the Student Career Experience Program (Sch B, Sec. 213.3202(b)) (see Note 6 of this table) | | A31 | This appointment is intended to continue through completion of education and study-related work requirements. An agency may noncompetitively appoint you to a career or career-conditional appointment within 120 days after satisfactory completion of your educational program and satisfactory completion of at least 640 hours of career-related work experience. The work experience must have been completed prior to or concurrently with the completion of the requirements of your educational program. |
| 27 | Appointment is made under the Veterans Readjustment Authority (VRA)—5 CFR, part 307 (see Note 6 of this table) | Appointment is to a competitive service agency and <i>not</i> to an excepted service agency or organization | A03 | This is appointment intended to continue for 2 years. Upon satisfactory completion of 2-year trial period, you will be noncompetitively converted to career- conditional or career appointment. If performance is not satisfactory or you fail to satisfactorily complete program, employment will be terminated. |
| 28 | Employee is already on the rolls of your agency | Will serve on two (or more) appointments at the same time | M36 | Concurrent employment: (identify position or agency unit where concurrently employed) |

| R | A | В | С | D |
|-------------|--|---|------------------------|---|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 29 | Action is a conversion to another appointment of an employee who is being retained on the agency's rolls under a temporary exception to RIF release | The retention has been documented with a 755/Exception to RIF Release action | K60 | Action is in lieu of RIF separation of employee retained under temporary exception. |
| 30 | Employee is on the rolls of another agency on a part-time or intermittent appointment (see Note 7 of this table) | Will continue in that status after appointment in your agency | M34 | On part-time or (intermittent) appointment in (agency). |
| 31 | Employee is on the rolls of another agency in a nonpay status (see Note 7 of this table) | - | M33 | On nonpay status in (agency). |
| 32 | Employee is moving between executive agencies | Has reemployment rights in former agency or office | M02 | You have reemployment rights for two years in (former agency) granted under Reg. 352.204 and OPM letter of (date). |
| 33 | Employee is a Special Government Employee as defined in sec. 202 of title 18, U.S. Code | | E21 | You are subject to regulations governing conduct and responsibilities of Special Government Employees. |
| 34 | Employee is converted from an SES appointment | Action is because of employee's less than fully successful performance in the SES position or because of employee's failure to be recertified in the SES | M58 | No SES reinstatement rights. |
| 35 | Employee declined conversion to an SES appointment | Position to which employee is being assigned is an SES position | M52 | Employee declined conversion to the Senior Executive Service and continues under (enter: type of appointment) with all associated rights and benefits. |

| R | A | В | С | D |
|-------------|---|--|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 36 | Employee receives Presidential appointment that requires Senate confirmation | Appointment follows an SES Career Appt without a break in service and the employee elects to continue SES pay and/or benefits | E54 | Employee elects to continue appropriate SES provisions under 5 U.S.C. 3392 |
| 37 | Employee was a career appointee in the SES who voluntarily requested a change to a position in the excepted service | | M20 | Action at employee's request. |
| 38 | Appointment is at salary rate above minimum rate of the grade | | P04 | Superior qualifications appointment made under Reg. 531.203(b). |
| 39 | Employee is appointed to or converted to a position for which special higher-than-usual pay rate has been established under 5 U.S.C. 5305 to recruit and retain qualified employees | | P05 | Special rate under 5 U.S.C. 5305. |
| 40 | Employee is appointed to or converted to a supervisory GS position in which he or she supervises higher paid employees under another pay system | Employee receives a supervisory differential | P72 | Salary in block 20 includes supervisory differential of \$ |
| 41 | Employee's salary will be based on his or her highest previous rate of pay | Salary for current action is based on that higher rate | P01 | Previously employed at (pay plan, grade, rate). |
| 42 | | Agency cannot verify salary before action is effected | P03 | Pay rate shown is subject to upward retroactive adjustment upon verification of prior service. |

| R | A | В | С | D |
|-------------|--|--|--------------------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 43 | Rate increase (other than a WGI) is due on effective date of action | A separate SF 50 is not being processed for the rate increase | P02 | Pay rate fixed to include rate increase due on same date. |
| 44 | Employee is returning after service with the American Institute in Taiwan an international organization, military service, or absence due to compensable injury | Rate of pay includes increases he or she earned while absent | P06 | Pay rate includes WGI's or other rate changes to which employee would have been entitled had he or she remained continuously in Federal service. |
| 45 | | Employee was promoted or reassigned while absent | K38 | Promoted (or reassigned) from (former position and grade), effective (date). |
| 46 | Employee is entitled to grade retention under 5 U.S.C. 5362 | | X37 | Employee is entitled to retain grade of (pay plan and grade) through (date). |
| 47 | | | X61 | Retained grade will not be used for purposes of reduction-in- force. |
| 48 | | | X45 | Retained grade will be used to determine employee's pay, retirement and insurance benefits, and promotion and training eligibility. |
| 49 | | Retained grade is equivalent to grade actually held by the employee prior to the reduction which entitled employee to grade retention | X35 (see Note 8 of this table) | The retained pay plan and grade (pay plan and grade) is equivalent to (pay plan and grade), the position from which reduced. |
| 50 | | Employee will be entitled another period of grade retention when the current period has ended | X38 (see Note 8 of this table) | On (date) employee will be entitled to retain grade of (pay plan and grade) through (date) provided the preceding period of grade retention is not terminated earlier. |
| 51 | Employee was entitled to grade retention under 5 U.S.C. 5362 on previous position | Employee has accepted a change to a lower grade position for personal cause | X36 | Grade retention entitlement terminated. No further entitlement to grade or pay retention. |

| R | A | В | С | D |
|-------------|--|--|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 52 | Employee was entitled to grade retention under 5 U.S.C. 5362 on previous position | Employee has accepted a change to a lower grade position for personal cause | X49 | Change to lower grade is for personal cause. |
| 53 | Employee who is moved out of SES is entitled to a retained rate of pay higher than the pay of the position in which he or she is placed | | X40 | Employee is entitled to pay retention. |
| 54 | Employee is entitled to pay retention | | | |
| 55 | under 5 U.S.C. 5363 | Employee's salary is 150% of the maximum rate of the grade to which assigned | X41 | Salary is 150% of maximum rate of grade to which assigned. |
| 56 | Employee was entitled to pay retention under 5 U.S.C. 5363 on previous position | Employee has accepted a change to a lower grade position for personal cause | X49 | Change to lower grade is for personal cause. |
| 57 | | | X42 | Pay retention entitlement is terminated. |
| 58 | Employee has been receiving severance pay or is eligible to begin receiving severance pay from another agency. | Is given a temporary appointment. | N24 | Severance pay suspended by (agency paying the full severance pay) until termination of this appointment. |
| 59 | | Appointment is not described in Rule 58 | N25 | Severance pay discontinued. Employee has received (total number) weeks of severance pay. |

Table 11-C. Remarks to be Shown on SF 50 (See Note 1 of this table) (Continued)

| R | A | В | С | D |
|-------------|---|---|------------------------|---|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 60 | Employee's total salary includes a retention allowance | | P70 | Salary in block 20 includes retention allowance of \$ |
| 61 | Employee's total salary includes payment for AUO | | P81 | Salary in block 20 includes AUO of \$ |
| 62 | Reserved | | | |
| 63 | Employee's total salary includes availability pay | | P99 | Salary in block 20 includes availability pay of \$ |
| 64 | Employee who is reemployed under FICA, CSRS, or CSRS-Offset, is eligible to elect FERS as provided in Chapter 11 of The CSRS and FERS Handbook | Employee has been given SF 3109, FERS Election of Coverage, and receipt copy has been filed in employee's OPF | B60 | Eligible to elect coverage under the Federal Employees Retirement System (FERS) within 6 months of the effective date of this personnel action. SF 3109 provided to employee. |
| 65 | Employee's retirement code will be "C," "E," "K," "L," "M," or "N" | | M38 | Frozen Service: (enter yrs and mos, e.g., "20 yrs, 5 mos") |
| 66 | Employee's retirement code will be "K," "L," "M," or "N" | Employee previously elected coverage under FERS | M46 | Employee is covered by FERS because of previous election. |
| 67 | | Rule 65 does not apply | M45 | Employee is automatically covered under FERS. |
| 68 | Employee has elected to retain coverage under a retirement system for NAF employees | | B63 | Elected to retain coverage under a retirement system for NAF employees. |

| R | Α | В | С | D |
|-------------|--|---|------------------------|---|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 69 | Employee is eligible for life insurance coverage | Is working on a part-time schedule | B51 | Basic Life insurance coverage and Additional Optional coverage (if elected) are based on the rate of annual salary payable to you as a part-time employee, not the full- time salary rate shown in block 20 of this SF 50. However, Basic Life insurance coverage is always at least \$10,000. |
| 70 | Employee is eligible for health benefits coverage | Is working on a part-time schedule of 16-32 hours per week covered by the Federal Employees Part- Time Career Employment Act of 1978 | B43 | Government share of premium for health benefits coverage will be reduced because you are working part-time. You will have to pay the employee share of the premium plus the difference between what the Government pays for your enrollment and the amount the Government pays for a full-time employee. |
| 71 | Employee elected health benefits coverage on last appointment | That coverage will continue | B44 | Health benefits coverage continues. |
| 72 | Employee moves from the jurisdiction of one payroll office to the jurisdiction of another (whether in same agency or in another agency) | Elected not to enroll health benefits plan while in previous agency or office | B02 | Elected not to enroll for health benefits. |
| 73 | | Canceled enrollment while in previous agency or office | B01 | Canceled health benefits. |
| 74 | Employment is on a short-term basis (i.e., employee is expected to work less than 6 months in each year) or is working on an intermittent basis | | B03 | Ineligible for health benefits. |

| R | A | В | С | D |
|-------------|---|---|------------------------|---|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 75 | Action is appointment NTE or conversion to appointment NTE (NOA 171 or 571) | Is not described in Rule 74, use of remark code T11 is not applicable, and employee has not already made a health benefits enrollment decision | B52 | Ineligible for health benefits until you complete 1 year of current continuous employment. Then you may elect health benefits for which you will be charged the full premium. |
| 76 | Conversion is from intermittent employment without compensation (WC) | | G29 | Intermittent employment totaled (number) hours in work status from (date) to (date). |
| 77 | Conversion is from intermittent employment with pay | | G30 | Intermittent employment totaled (number) hours in pay status from (date) to (date). |
| 78 | Reserved | | | |
| 79 | Employee is not eligible to earn annual or sick leave | | B04 | Ineligible for leave. |
| 80 | Office that provides personnel service (including OPF maintenance) is not at the same location or is not part of the same organization as the one to which the employee is assigned (e.g., employee is located in Europe and OPF is maintained in Washington, DC, or employee works for agency A and receives personnel service from agency B). | | M10 | OPF maintained by (name and address of office). |
| 81 | Will be reemployed annuitant | | A17 | As a reemployed annuitant, you serve at the will of the appointing officer. |

| R | A | В | С | D |
|-------------|------------------------------|---|------------------------|--|
| U L E | If | And | Then Remark Code Is | And Remark Is |
| 82 | Will be reemployed annuitant | Salary will be reduced by the amount of the annuity because neither the Office of Personnel Management nor the agency has | P08 | Annual salary to be reduced by the amount of your retirement annuity and by further cost of l iving increases. |
| 83 | | approved a waiver unde 5 CFR, part 533 | P90 | You are required to submit to the personnel office a copy of any subsequent notice from OPM of any change in your gross annuity rate. (See Note 10 of this table) |
| 84 | | | P10 | Annuity at present is \$ pa. (See Note 11 of this table) |

NOTES:

1. Use as many remarks as are applicable.

2. Reserved.

3. Be sure to attach to the employee copy of the SF 50 a copy of his or her employment or working agreement.

4. Tenure group in block 24 changes to "3."

5. Service year means a consecutive 12 month period beginning with date of the first appointment under a specific authority. Calendar year means the 12-month period beginning on January 1 and ending on December 31. Unless otherwise stated, appointments limited to a specific number of hours during a year refer to a "service year." Thus, if an appointment is limited to 1040 hours during a year, the year begins on date of the appointment and runs for 12 consecutive months from that date.

6. Employees are placed in Tenure Group II.

7. Send copy of appointment Standard Form 50 to employee's servicing personnel office in the other agency (reference 5 U.S.C. 5533).

8. Use this remark in addition to those required under Rules 45-48.

9. Reserved.

10. When the employee submits the notice of annuity adjustment, follow your agency's procedures to forward it to the payroll office.

11. To determine the annual (pa) rate, multiply by 12 the gross monthly annuity shown on the notice of annuity adjustment from the Office of Personnel Management.

Figure 11-1. Legal Authority Codes Used For Schedule A, B, and C Appointments

| For appointments under: Use Legal Aut | thority Code: |
|---------------------------------------|---------------|
| Sch A, 213.3102(a) WAM | |
| 213.3102(c) WCM | |
| 213.3102(d) WDM | |
| 213.3102(e) WEM | |
| 213.3102(f) WFM | |
| 213.3102(i)(1) W9N | |
| 213.3102(i)(2) W9P | |
| 213.3102(i)(3) W9R | |
| 213.3102(j) WJM | |
| 213.3102(k) WKM | |
| 213.3102(l) WLM | |
| 213.3102(n) WNM | |
| 213.3102(o) W6M | |
| 213.3102(r) W9S | |
| 213.3102(s) W9T | |
| 213.3102(t) WTM | |
| 213.3102(u) WUM | |
| 213.3102(x) WXM | |

| Figure 11-1. Legal Authority Codes Used For Schedule A, B, and C Appointments (continued) | |
|---|---------------------------|
| For appointments under: | Use Legal Authority Code: |
| Sch A, 213.3102(z) | WZM |
| 213.3102(aa) | XAM |
| 213.3102(bb) | XBM |
| 213.3102(ff) | XFM |
| 213.3102(gg) | XGM |
| 213.3102(ii) | Х9М |
| 213.3102(ll) | XXM |
| 213.31xx - Agency unique Sch Aauthority | XZM |
| Sch B, 213.3202(a) - Student Temporary Employment Program - for students pursuing: - High school diploma | Y1K |
| - Vocational/Technical certificate | Y2K |
| - Associate degree | Y3K |
| - Bachelor's degree | Y4K |
| - Graduate/Professional degree | Y5K |

| Figure 11-1. Legal Authority Codes Used For Schedule A, B, and C Appointments (continued) |
|---|
|---|

| For appointments under: | Use Legal Authority Code: |
|---|---------------------------|
| Sch B, 213.3202(b) - Student Career Experience Program - for students pursuing: | |
| - High school diploma | ҮВМ |
| - Vocational/Technical certificate | YGM |
| - Associate degree | Y3M |
| - Bachelor's degree | Y1M |
| - Graduate/Professional degree | Y2M |
| Sch B, 213.3202(j) | YJM |
| 213.3202(m) | YMM |
| 213.3202(n)* | ҮКВ |
| 213.3202(o) | ҮСМ |
| 213.32xx. Agency-unique Schedule B authority | Y5M |
| Sch C, 213.33xx. Agency-unique Schedule C authority | Y7M |
| Sch C, 213.3302(a) Temp. transitional Sch C | Ү9К |
| Sch C, Authority other than Sch C, 213.33xx, (i.e., Law or E.O. which establishes a Sch C Position) | Ү8М |

*Effective as of November 30, 1999, agencies may no longer make new appointments under this authority; however, prior appointees under this authority may be promoted, demoted, or reassigned within the appointing agency while remaining under this appointing authority as long as there is no break in service.