

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WELLES, CAROLINE R				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 01/20/2021							
FIRST ACTION					SECOND ACTION										
5-A. Code 190		5-B. Nature of Action PROVISIONAL APPT NTE 05-19-21			6-A. Code		6-B. Nature of Action								
5-C. Code Y9K		5-D. Legal Authority SCH C, 213,3302(A)			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT 10000000 IGS1547										
8. Pay Plan GS		9. Occ. Code 0301		10. Grade or Level 11		19. Step or Rate 06		20. Total Salary/Award \$84879.00		21. Pay Basis PA					
12A. Basic Pay		12B. Locality Adj.		12C. Adj. Basic Pay		12D. Other Pay		20A. Basic Pay \$65051.00		20B. Locality Adj. \$19828.00		20C. Adj. Basic Pay \$84879.00		20D. Other Pay \$0.00	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization IN01 SECRETARY'S IMMEDIATE OFFICE WASHINGTON,DC										
EMPLOYEE DATA															
23. Veterans Preference 0100 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure 0 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite		25. Agency Use		26. Veterans Preference for RIF (b) (6) YES (b) (6) NO						
27. FEGLI (b) (6)					28. Annuitant Indicator (b) (6)		29. Pay Rate Determinant (b) (6)								
30. Retirement Plan (b) (6)			31. Service Comp. Date (Leave) 01/20/2021		32. Work Schedule F FULL-TIME		33. Part-Time Hours Per Biweekly Pay Period								
POSITION DATA															
34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved			35. FLSA Category E E - Exempt N - Nonexempt		36. Appropriation Code			37. Bargaining Unit Status 8888							
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON, DISTRICT OF COLUMBIA												
40. Agency Data FUNC CLS 00		41. (b) (6)		42. EDUC LVL 17		43. SUPV STAT 8		44. POSITION SENSITIVITY HIGH RISK							
45. Remarks 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. APPOINTMENT AFFIDAVIT EXECUTED 01/20/21. CREDITABLE MILITARY SERVICE: (b) (6) PREVIOUS RETIREMENT COVERAGE: (b) (6) EMPLOYEE IS AUTOMATICALLY COVERED UNDER (b) (6) ELIGIBLE TO ELECT HEALTH BENEFITS COVERAGE WITHIN 60 DAYS OF THE EFFECTIVE DATE OF THIS PERSONNEL ACTION. AN ELECTION MUST BE MADE EVEN IF IT'S TO DECLINE HEALTH BENEFITS COVERAGE. IF YOU DON'T MAKE AN ELECTION, YOU ARE CONSIDERED TO HAVE DECLINED COVERAGE.															
46. Employing Department or Agency IN - OFC OF THE SECRETARY					50. Signature/Authentication and Title of Approving Official 210364263 / ELECTRONICALLY SIGNED BY:										
47. Agency Code IN01		48. Personnel Office ID 4342		49. Approval Date 01/20/2021		ERICA J. WILLIAMS HUMAN RESOURCES SPECIALIST									