

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>ALONSO, SHANTHA R</b>				2. Social Security Number <b>(b) (6)</b>		3. Date of Birth <b>(b) (6)</b>		4. Effective Date <b>02/16/2021</b>					
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>								
5-A. Code <b>570</b>		5-B. Nature of Action <b>CONV TO EXC APPT</b>			6-A. Code		6-B. Nature of Action						
5-C. Code <b>Y7M</b>		5-D. Legal Authority <b>SCH C, 213.3312</b>			6-C. Code		6-D. Legal Authority						
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority						
7. FROM: Position Title and Number <b>SENIOR ADVISOR TO THE SECRETARY</b>  <b>10000000 IGS1526</b>					15. TO: Position Title and Number <b>DIRECTOR, INTERGOVERNMENTAL AND EXTERNAL AFFAIRS</b>  <b>10000000 IGS1564</b>								
8. Pay Plan <b>GS</b>		9. Occ. Code <b>0301</b>	10. Grade or Level <b>15</b>	11. Step or Rate <b>01</b>	12. Total Salary <b>\$144128.00</b>	13. Pay Basis <b>PA</b>	16. Pay Plan <b>GS</b>		17. Occ. Code <b>0301</b>	18. Grade or Level <b>15</b>	19. Step or Rate <b>01</b>	20. Total Salary/Award <b>\$144128.00</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$110460.00</b>		12B. Locality Adj. <b>\$33668.00</b>	12C. Adj. Basic Pay <b>\$144128.00</b>		12D. Other Pay <b>\$0.00</b>		20A. Basic Pay <b>\$110460.00</b>		20B. Locality Adj. <b>\$33668.00</b>	20C. Adj. Basic Pay <b>\$144128.00</b>		20D. Other Pay <b>\$0.00</b>	
14. Name and Location of Position's Organization <b>IN01 SECRETARY'S IMMEDIATE OFFICE</b>  <b>WASHINGTON,DC</b>					22. Name and Location of Position's Organization <b>IN01 SECRETARY'S IMMEDIATE OFFICE</b>  <b>WASHINGTON,DC</b>								
<b>EMPLOYEE DATA</b>													
23. Veterans Preference <b>(b) (6)</b> 1 - None    2 - 5-Point    3 - 10-Point/Disability    4 - 10-Point/Compensable    5 - 10-Point/Other    6 - 10-Point/Compensable/30%					24. Tenure <b>3</b> 0 - None    1 - Permanent    2 - Conditional    3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF <b>(b) (6)</b> YES <b>(b) (6)</b> NO			
27. FEGLI <b>(b) (6)</b>					28. Annuitant Indicator <b>(b) (6)</b>			29. Pay Rate Determinant <b>(b) (6)</b>					
30. Retirement Plan <b>(b) (6)</b>				31. Service Comp. Date (Leave) <b>01/20/2021</b>		32. Work Schedule <b>F FULL-TIME</b>		33. Part-Time Hours Per Biweekly Pay Period					
<b>POSITION DATA</b>													
34. Position Occupied <b>2</b> 1 - Competitive Service    2 - Excepted Service    3 - SES General    4 - SES Career Reserved			35. FLSA Category <b>E</b> E - Exempt    N - Nonexempt			36. Appropriation Code			37. Bargaining Unit Status <b>8888</b>				
38. Duty Station Code <b>11-0010-001</b>				39. Duty Station (City - County - State or Overseas Location) <b>WASHINGTON, DISTRICT OF COLUMBIA</b>									
40. Agency Data <b>FUNC CLS 00</b>		41. <b>(b) (6)</b>		42. EDUC LVL 17		43. SUPV STAT 8		44. POSITION SENSITIVITY HIGH RISK					
45. Remarks CREDITABLE MILITARY SERVICE: <b>(b) (6)</b> PREVIOUS RETIREMENT COVERAGE: <b>(b) (6)</b> EMPLOYEE IS AUTOMATICALLY COVERED UNDER <b>(b) (6)</b> .													
46. Employing Department or Agency <b>IN - OFC OF THE SECRETARY</b>					50. Signature/Authentication and Title of Approving Official <b>210519710 / ELECTRONICALLY SIGNED BY:</b>								
47. Agency Code <b>IN01</b>		48. Personnel Office ID <b>4342</b>		49. Approval Date <b>02/16/2021</b>		ERICA J. WILLIAMS <b>HUMAN RESOURCES SPECIALIST</b>							