

**NOTIFICATION OF PERSONNEL ACTION**

1. Name (Last, First, Middle) <b>HORADAM, EMILY A.</b>				2. Social Security Number <b>(b) (6)</b>		3. Date of Birth <b>(b) (6)</b>		4. Effective Date <b>01/30/2022</b>				
<b>FIRST ACTION</b>					<b>SECOND ACTION</b>							
5-A. Code <b>893</b>		5-B. Nature of Action <b>REG WRI</b>			6-A. Code		6-B. Nature of Action					
5-C. Code <b>Q7M</b>		5-D. Legal Authority <b>REG 531.404</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>SPECIAL ASSISTANT</b> <b>60000000 IGS1561</b>					15. TO: Position Title and Number <b>SPECIAL ASSISTANT</b> <b>60000000 IGS1561</b>							
8. Pay Plan <b>GS</b>	9. Occ. Code <b>0301</b>	10. Grade or Level <b>12</b>	11. Step or Rate <b>01</b>	12. Total Salary <b>\$89834.00</b>		13. Pay Basis <b>PA</b>	16. Pay Plan <b>GS</b>	17. Occ. Code <b>0301</b>	18. Grade or Level <b>12</b>	19. Step or Rate <b>02</b>	20. Total Salary/Award <b>\$92829.00</b>	21. Pay Basis <b>PA</b>
12A. Basic Pay <b>\$68299.00</b>		12B. Locality Adj. <b>\$21535.00</b>	12C. Adj. Basic Pay <b>\$89834.00</b>		12D. Other Pay <b>\$0.00</b>		20A. Basic Pay <b>\$70576.00</b>		20B. Locality Adj. <b>\$22253.00</b>	20C. Adj. Basic Pay <b>\$92829.00</b>	20D. Other Pay <b>\$0.00</b>	
14. Name and Location of Position's Organization <b>IN01 ASST SECY-POLICY, MGMT &amp; BUDGET/</b>  <b>WASHINGTON,DC</b>					22. Name and Location of Position's Organization <b>IN01 ASST SECY-POLICY, MGMT &amp; BUDGET/</b>  <b>WASHINGTON,DC</b>							
<b>EMPLOYEE DATA</b>												
23. Veterans Preference <b>(b) (6)</b>					24. Tenure <b>3</b>			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>01/25/2021</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>			35. FLSA Category <b>E</b>		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. <b>EDUC LVL 13</b>		43. <b>SUPV STAT 8</b>		44. <b>POSITION SENSITIVITY HIGH RISK</b>					
45. Remarks DATE OF LAST EQUIVALENT INCREASE 01/25/21. WORK PERFORMANCE IS AT AN ACCBPTABLE LEVEL OF COMPETENCE. EMPLOYEE DUTY STATION IS IN REGION 01 - NORTH ATLANTIC - APPALACHIAN												
46. Employing Department or Agency <b>IN - OFC OF THE SECRETARY</b>					50. Signature/Authentication and Title of Approving Official <b>220443384 / ELECTRONICALLY SIGNED BY:</b>							
47. Agency Code <b>IN01</b>	48. Personnel Office ID <b>4342</b>		49. Approval Date <b>02/03/2022</b>		46. Signature/Authentication and Title of Approving Official <b>DANIEL G. BEVELS</b> <b>HUMAN RESOURCES SPECIALIST</b>							