

NOTIFICATION OF PERSONNEL ACTION

DHS-001-01896-000070

1. Name (Last, First, Middle) ESKRA, SARAH J				2. Social Security Number (b)(6)		3. Date of Birth (b)(6)		4. Effective Date 01/02/2022				
FIRST ACTION					SECOND ACTION							
5-A. Code 894		5-B. Nature of Action GEN ADJ			6-A. Code		6-B. Nature of Action					
5-C. Code QWM		5-D. Legal Authority REG 531.207			6-C. Code		6-D. Legal Authority					
5-E. Code ZLM		5-F. Legal Authority E O 14061			6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number					15. TO: Position Title and Number SPECIAL ASSISTANT 91005399 085018							
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary 60,129.00	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 09	19. Step or Rate 01	20. Total Salary/Award 61,947.00	21. Pay Basis PA
12A. Basic Pay 46,083.00		12B. Locality Adj. 14,046.00	12C. Adj. Basic Pay 60,129.00		12D. Other Pay .00		20A. Basic Pay 47,097.00		20B. Locality Adj. 14,850.00	20C. Adj. Basic Pay 61,947.00	20D. Other Pay .00	
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization IMMEDIATE OFFICE OF THE SECRETARY OSEM Imm Off of the Sec CHIEF OF STAFF HS OS0101020000000000 PP 01 2022							
EMPLOYEE DATA												
23. Veterans Preference (b)(6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%						24. Tenure (b)(6) 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use		26. Veterans Preference for RIF (b)(6)	
27. FEGLI (b)(6)					28. Annuitant Indicator			29. Pay Rate Determinant				
30. Retirement Plan (b)(6)				31. Service Comp. Date (Leave)		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 (b)(6) kempt 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 DIST OF COLUMBIA DC								
40. Agency Data		41.		42.		43.		44.				
45. Remarks FEDERAL PAY INCREASE DUE TO E.O. 14061 SIGNED 12/22/21. SALARY INCLUDES A GENERAL INCREASE OF 2.2% ROUNDED AND A LOCALITY PAYMENT (OR OTHER GEOGRAPHIC ADJUSTMENT) APPLICABLE IN THIS AREA.												
46. Employing Department or Agency HOMELAND SECURITY						50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: NICOLE C. BARKSDALE-PERRY EXECUTIVE DIRECTOR, HRMS						
47. Agency Code HSAA		48. Personnel Office ID 5500		49. Approval Date 12/22/2021								

NOTIFICATION OF PERSONNEL ACTION

DHS-001-01896-000071

1. Name (Last, First, Middle) ESKRA, SARAH J				2. Social Security Number (b)(6)		3. Date of Birth (b)(6)		4. Effective Date 04/12/2021					
FIRST ACTION					SECOND ACTION								
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action						
5-C. Code Y7M		5-D. Legal Authority SCH C 213 3311			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 91005399 085018								
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 09	19. Step or Rate 01	20. Total Salary/Award 60,129.00	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj. .00	12C. Adj. Basic Pay		12D. Other Pay .00		20A. Basic Pay 46,083.00		20B. Locality Adj. 14,046.00	20C. Adj. Basic Pay 60,129.00	20D. Other Pay .00		
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization IMMEDIATE OFFICE OF THE SECRETARY OSEM Imm Off of the Sec CHIEF OF STAFF HS OS0101020000000000 PP 08 2021								
EMPLOYEE DATA													
23. Veterans Preference					24. Tenure			25. Agency Use	26. Veterans Preference for RIF				
(b)(6)	1 - None	3 - 10-Point/Disability		5 - 10-Point/Other	(b)(6)	0 - None	2 - Conditional		(b)(6)				
	2 - 5-Point	4 - 10-Point/Compensable	6 - 10-Point/Compensable/30%			1 - Permanent	3 - Indefinite						
27. FEGLI					28. Annuitant Indicator			29. Pay Rate Determinant					
(b)(6)													
30. Retirement Plan				31. Service Comp. Date (Leave)		32. Work Schedule			33. Part-Time Hours Per Biweekly Pay Period				
(b)(6)						F FULL TIME							
POSITION DATA													
34. Position Occupied			35. FLSA Category		36. Appropriation Code			37. Bargaining Unit Status					
2	1 - Competitive Service	3 - SES General	(b)(6)	E - Exempt				8888					
	2 - Excepted Service	4 - SES Career Reserved		N - Nonexempt									
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC									
40. Agency Data		41.	42.	43.	44.								
45. Remarks													
<p>APPOINTMENT AFFIDAVIT EXECUTED 04/12/2021 FEDERAL EMPLOYEES' HEALTH BENEFITS (FEHB): YOU HAVE 60 DAYS FROM THE DATE OF HIRE TO ENROLL. SEND YOUR COMPLETED SF-2809 TO (b)(6) (b)(6) TO COMPARE PLANS AND GET MORE INFORMATION, VISIT WWW.OPM.GOV/INSURE FEDERAL EMPLOYEES' GROUP LIFE INSURANCE (FEGLI): YOU ARE AUTOMATICALLY ENROLLED IN BASIC COVERAGE. YOU HAVE 60 DAYS FROM THE DATE OF HIRE TO ELECT OPTIONAL COVERAGE. SEND YOUR COMPLETED SF-2817 TO (b)(6) TO GET MORE INFORMATION AND USE THE FEGLI CALCULATOR, VISIT HTTP://WWW.OPM.GOV/INSURE/LIFE. FLEXIBLE SPENDING ACCOUNT (FSA): YOU HAVE 60 DAYS FROM THE DATE OF HIRE BUT NO LATER THAN OCT 1ST TO ENROLL IN A HEALTH CARE OR DEPENDENT CARE FSA. IF HIRED ON/AFTER OCT 1ST YOU WILL BE ELIGIBLE TO ENROLL DURING THE FSA *** REMARKS CONTINUED ON THE NEXT PAGE ***</p>													
46. Employing Department or Agency HOMELAND SECURITY					50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: NICOLE C. BARKSDALE-PERRY EXECUTIVE DIRECTOR, HRMS								
47. Agency Code HSAA		48. Personnel Office ID 5500		49. Approval Date 04/13/2021									

NOTIFICATION OF PERSONNEL ACTION

DHS-001-01896-000072

1. Name (Last, First, Middle) ESKRA, SARAH J				2. Social Security Number (b)(6)		3. Date of Birth (b)(6)		4. Effective Date 04/12/2021					
FIRST ACTION					SECOND ACTION								
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action						
5-C. Code Y7M		5-D. Legal Authority SCH C 213 3311			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 91005399 085018								
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 09	19. Step or Rate 01	20. Total Salary/Award 60,129.00	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj. .00	12C. Adj. Basic Pay		12D. Other Pay .00		20A. Basic Pay 46,083.00		20B. Locality Adj. 14,046.00	20C. Adj. Basic Pay 60,129.00	20D. Other Pay .00		
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization IMMEDIATE OFFICE OF THE SECRETARY OSEM Imm Off of the Sec CHIEF OF STAFF HS OS0101020000000000 PP 08 2021								
EMPLOYEE DATA													
23. Veterans Preference					24. Tenure			25. Agency Use	26. Veterans Preference for RIF				
(b)(6)	1 - None	3 - 10-Point/Disability		5 - 10-Point/Other	(b)(6)	0 - None	2 - Conditional		(b)(6)				
	2 - 5-Point	4 - 10-Point/Compensable	6 - 10-Point/Compensable/30%			1 - Permanent	3 - Indefinite						
27. FEGLI (b)(6)					28. Annuitant Indicator			29. Pay Rate Determinant					
30. Retirement Plan (b)(6)			31. Service Comp. Date (Leave)		32. Work Schedule F FULL TIME			33. Part-Time Hours Per Biweekly Pay Period					
POSITION DATA													
34. Position Occupied			35. FLSA Category		36. Appropriation Code			37. Bargaining Unit Status					
2	1 - Competitive Service	3 - SES General	(b)(6)	E - Exempt				8888					
	2 - Excepted Service	4 - SES Career Reserved		N - Nonexempt									
38. Duty Station Code 11-0010-001			39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC										
40. Agency Data		41.	42.	43.	44.								
45. Remarks *** REMARKS CONTINUED *** OPEN SEASON. TO GET MORE INFORMATION AND ENROLL ONLINE, VISIT WWW.FSAFED.COM. ONLINE ENROLLMENT IS MANDATORY. FEDERAL DENTAL AND VISION PROGRAM (FEDVIP): YOU HAVE 60 DAYS FROM THE DATE OF HIRE TO ENROLL IN A SUPPLEMENTAL DENTAL AND/OR VISION PLAN. TO GET MORE INFORMATION AND ENROLL ONLINE, VISIT WWW.BENEFEDS.COM ONLINE ENROLLMENT IS MANDATORY. THRIFT SAVINGS PLAN (TSP): YOU ARE ELIGIBLE TO CONTRIBUTE TO TSP. YOU ARE AUTOMATICALLY ENROLLED AT THE RATE OF 3%. TO INCREASE OR DECREASE YOUR CONTRIBUTION AMOUNT, COMPLETE A TSP-1 AND SEND IT TO (b)(6). (b)(6). FERS EMPLOYEES ONLY: YOU WILL IMMEDIATELY RECEIVE AN AGENCY AUTOMATIC CONTRIBUTION OF 1% OF YOUR PAY AND QUALIFY FOR UP TO 4% MATCHING. TO GET INFORMATION, VISIT WWW.TSP.GOV/FORMS/TSPBK08.PDF FEDERAL LONG TERM CARE INSURANCE PROGRAM (FLTCIP) *** REMARKS CONTINUED ON THE NEXT PAGE ***													
46. Employing Department or Agency HOMELAND SECURITY					50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: NICOLE C. BARKSDALE-PERRY EXECUTIVE DIRECTOR, HRMS								
47. Agency Code HSAA		48. Personnel Office ID 5500		49. Approval Date 04/13/2021									

NOTIFICATION OF PERSONNEL ACTION

DHS-001-01896-000073

1. Name (Last, First, Middle) ESKRA, SARAH J				2. Social Security Number (b)(6)		3. Date of Birth (b)(6)		4. Effective Date 04/12/2021					
FIRST ACTION					SECOND ACTION								
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action						
5-C. Code Y7M		5-D. Legal Authority SCH C 213 3311			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 91005399 085018								
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary		13. Pay Basis	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 09	19. Step or Rate 01	20. Total Salary/Award 60,129.00	21. Pay Basis PA
12A. Basic Pay		12B. Locality Adj. .00	12C. Adj. Basic Pay		12D. Other Pay .00		20A. Basic Pay 46,083.00		20B. Locality Adj. 14,046.00	20C. Adj. Basic Pay 60,129.00	20D. Other Pay .00		
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization IMMEDIATE OFFICE OF THE SECRETARY OSEM Imm Off of the Sec CHIEF OF STAFF HS OS0101020000000000 PP 08 2021								
EMPLOYEE DATA													
23. Veterans Preference (b)(6) 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30%					24. Tenure (b)(6) 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite			25. Agency Use	26. Veterans Preference for RIF (b)(6)				
27. FEGLI (b)(6)					28. Annuitant Indicator			29. Pay Rate Determinant					
30. Retirement Plan (b)(6)			31. Service Comp. Date (Leave)		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 (b)(6) 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 DIST OF COLUMBIA DC										
40. Agency Data		41.	42.	43.	44.								
45. Remarks *** REMARKS CONTINUED *** YOU HAVE 60 DAYS FROM THE DATE OF HIRE TO APPLY FOR COVERAGE USING THE ABBREVIATED UNDERWRITING APPLICATION. TO GET MORE INFORMATION AND APPLY ONLINE, VISIT WWW.LTCFEDS.COM. YOU MAY APPLY ONLINE OR DOWNLOAD AN APPLICATION.													
46. Employing Department or Agency HOMELAND SECURITY					50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: NICOLE C. BARKSDALE-PERRY EXECUTIVE DIRECTOR, HRMS								
47. Agency Code HSAA		48. Personnel Office ID 5500		49. Approval Date 04/13/2021									