

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) WIXTEAD, JAYNE S			2. Social Security Number (b)(6)		3. Date of Birth (b)(6)		4. Effective Date 01/01/2023					
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. 14090 DATED 12/23/22			6-E. Code		6-F. Legal Authority					
7. FROM: Position Title and Number SPECIAL ASSISTANT 20000000 IGS1612					15. TO: Position Title and Number SPECIAL ASSISTANT 20000000 IGS1612							
8. Pay Plan GS		9. Occ. Code 0301	10. Grade or Level 11	11. Step or Rate 01	12. Total Salary \$74950.00	13. Pay Basis PA	16. Pay Plan GS	17. Occ. Code 0301	18. Grade or Level 11	19. Step or Rate 01	20. Total Salary/Award \$78592.00	21. Pay Basis PA
12A. Basic Pay \$56983.00		12B. Locality Adj. \$17967.00	12C. Adj. Basic Pay \$74950.00		12D. Other Pay \$0.00		20A. Basic Pay \$59319.00		20B. Locality Adj. \$19273.00	20C. Adj. Basic Pay \$78592.00	20D. Other Pay \$0.00	
14. Name and Location of Position's Organization IN01 ASST SECY-LAND & MINERALS WASHINGTON,DC					22. Name and Location of Position's Organization IN01 ASST SECY-LAND & MINERALS WASHINGTON,DC							
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 3 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) 03/04/2021		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 13		43. SUPV STAT 8		44. POSITION SENSITIVITY HIGH RISK				
45. Remarks SALARY INCLUDES A GENERAL INCREASE OF 4.1 PERCENT AND, IF APPLICABLE, A LOCALITY PAYMENT/SUPPLEMENTAL RATE (OR OTHER GEOGRAPHIC ADJUSTMENT) FOR THIS AREA.												
46. Employing Department or Agency IN - OFC OF THE SECRETARY					50. Signature/Authentication and Title of Approving Official 230132310 / ELECTRONICALLY SIGNED BY:							
47. Agency Code IN01		48. Personnel Office ID 4342		49. Approval Date 01/05/2023		50. Signature/Authentication and Title of Approving Official MARK D. GREEN CHIEF, HUMAN CAPITAL OFFICER						