



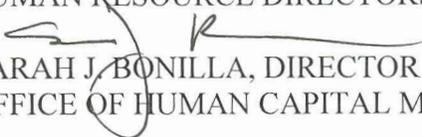
Department of Energy

Washington, DC 20585

JAN 10 2011

MEMORANDUM FOR HUMAN RESOURCE DIRECTORS

FROM:


SARAH J. BONILLA, DIRECTOR
OFFICE OF HUMAN CAPITAL MANAGEMENT

SUBJECT:

POLICY GUIDANCE MEMORANDUM #19
GUIDANCE ON TRANSITION TO ELIMINATE FCIP

On December 27, 2010, President Obama signed the Executive Order (E.O.) 13562 entitled "Recruiting and Hiring Students and Recent Graduates" which establishes new student programs to attract and retain talented individuals who are in school or who recently received a degree. This Order impacts all Department of Energy (DOE) intern programs in some fashion. However, the most immediate and far reaching impact is on the Federal Career Intern Program (FCIP or CIP). **The Order eliminates FCIP on March 1, 2011, and mandates the conversion of all FCIP incumbents to a career-conditional or career status by that date if otherwise qualified.** The purpose of this policy guidance is to provide instructions to execute this part of the Order in a fair and orderly manner.

FCIP Advertisements/Job Announcements

Servicing Human Resources Offices (SHROs) may continue to recruit using the FCIP hiring authority until January 31, 2011. **Any recruitment requests must be submitted in time to ensure that the vacancy announcement has a closing date no later than January 31, 2011.** Effective February 1, 2011, DOE is suspending the use of the FCIP hiring authority for recruitment purposes.

All FCIP positions must be advertised through public notice on USAJOBS for a minimum of 3 days. Specific guidance can be found in the *Policy Guidance #18: Advertising FCIP Employment Opportunities* dated December 8, 2010. It is important to note that the Reemployment Priority List (RPL) remains in effect. The list must be cross referenced before proceeding with any job announcement.

Managers and SHROs should keep in mind that the primary use of FCIP appointments is to hire for key positions that support the mission of DOE, including mission-critical occupations (MCO) (5 CFR 213.3202 (o)(10)(iii)). During this abbreviated transition period leading up to the elimination of the FCIP, any further appointments under this authority should be focused on filling absolutely essential MCOs.

Specialists must be cognizant of any FCIP recruitment efforts in which Administrative Career with America (ACWA) procedures apply. A list of these occupations may be



found at: <http://www.opm.gov/qualifications/policy/test-reqs.asp>. The assessment criteria apply to certain positions at the GS-05 and GS-07 levels. Because of the time constraints, it is unlikely that FCIP job announcements will be able to close by January 31, 2011 for positions where ACWA procedures apply. Therefore, these positions are unlikely to be able to be filled using FCIP.

Processing Actions and Background Checks

All new FCIP appointment actions must have an **effective date** no later than February 13, 2011 and processed in CHRIS **no later than** February 25, 2011. Background investigations still apply. Therefore, if the position requires some form of investigation prior to a start-date, it must be completed and approved by February 13, 2011. If the investigation impacts the effective date, the individual cannot be hired as an FCIP.

Conversion/Probationary Period

All qualified FCIP incumbents must be converted to competitive service with an effective date no later than February 27, 2011 (the first day of the pay period inclusive of March 1, 2011). The FCIP hiring authority will cease to exist on March 1, 2011. Because of Executive Order 13562, the conversion on March 1, 2011 is non-negotiable. Further instructions on processing these conversion actions will be forthcoming.

As outlined in the *Federal Intern Program Desktop Reference* (page 31), the following documentation is required for the March 1st conversion:

- SF-52 Conversion Action
- Most recent Performance Appraisal
- IDP with documented completion dates for required training and rotational assignments
- Rotational Assignment forms
- Letter from the rotational assignment supervisor detailing the participant's performance
- All quarterly reports for the two year period (total of 8 reports).

Because of unforeseen circumstances, the Office of the Chief Human Capital Officer (HC) recognizes that not all documentation may be available. Managers should consult with their SHRO to ensure proper documentation and forms are completed prior to March 1, 2011. For example, an FCIP employee, who was hired 30 days ago, may not be on a performance plan. This employee should be placed on a plan immediately. Managers should assess the FCIP employee's performance and document it accordingly to warrant the conversion. All FCIPs must be converted to the competitive service.

| Conversion of FCIP | Probationary Period Requirements |
|---|--|
| An individual with <u>less than 1 year</u> of service in FCIP | <p>Must serve the balance of a 1-year probationary period in the competitive service (with the 1 year running from the date of appointment to the FCIP).</p> <p>Note: Any performance or conduct related issues must be addressed during this period if disciplinary action or termination is to occur.</p> |
| An individual with <u>less than 1 year</u> of service, that includes both service in FCIP and <u>other prior eligible Federal service</u> | Must serve the balance of a 1-year probationary period in the competitive service (with the 1-year running from the date the eligible <u>Federal service began</u>). |
| An individual with <u>1 year or more</u> of service in FCIP | <p>Will have completed probation upon conversion to the competitive service on March 1, 2011.</p> <p>No additional probationary period is allowed or required.</p> |

If an FCIP is a recent hire and is converted, managers should document and track the employee's performance. The employee will serve a 1 year probationary period as described above. Managers should consult with their SHROs regarding any disciplinary actions.

Performance Management

While the conversion to career-conditional or career appointments of FCIP incumbents who have not completed their service under the FCIP before March 1, 2011 is required, it is advisable for managers to determine whether such incumbents have or have not satisfied the criteria for conversion as soon as possible. In making such determinations, managers should review both the current level of performance as measured against valid established performance plans and any documented conduct issues. Incumbents must have been on valid performance plans a minimum of 90 days prior to any performance review in order to propose performance-based action. Appeal and grievance rights confer on a case by case basis as determined by local collective bargaining agreements and/or any previous federal employment. Please contact your servicing Employee Relations Staff for assistance if you believe you have FCIP incumbents who do not meet the criteria for conversion.

Accelerated Promotions

Due to the conversion date requirement, SHROs shall not process any accelerated promotion **on or after** March 1, 2011. The FCIP authority is revoked on March 1, 2011, and therefore, the authority ceases to exist.

Additional Requirements

Prior to conversion on March 1, 2011, managers and SHROs must ensure the following:

- Employees remain on their current position description with the same full performance level as documented on the initial appointment (noted on the SF-50 and position description).
- Position **cannot** be upgraded through accretion of duties.
- Employees **cannot** be reassigned to positions with greater or less promotion potential. FCIP employees must remain on their current PD.
- Employees **cannot** be downgraded (change-to-lower-grade).
- Employees should continue to receive their career ladder promotion as scheduled if their performance warrants such action.
- Employees should remain on their current performance plan and receive continuous feedback as it relates to performance and an appraisal.
- Commitment to the employee's training and development and assistance with career progression continues.
- Program Offices must commit program dollars as it pertains to any budgetary requirements associated with the position. Offices must find permanent placement and ensure funding.

Budget

SHROs should consult with their Elements regarding questions about full-time-equivalent (FTE) requirements or allocation of slots. **Termination of an FCIP cannot be solely based on lack of funds.** If a parent organization lacks funding, RIF procedures will apply.

Displacement

If an FCIP employee would be negatively impacted because the parent organization cannot find placement, the SHRO must immediately contact the Employment Solutions Division (HC-13) in the Office of the Chief Human Capital Officer (HC) **by January 14, 2011**. HC will work with field and headquarters offices to place the employee in a similar position (same grade, title, series, etc).

If an employee is placed out of the parent organization (Program Office) through internal placement procedures, the losing organization will be responsible for bearing any financial costs associated with relocation.

Ultimately, it is the responsibility of the parent organization to ensure the employee is permanently placed.

Point of Contact

If you have any questions or need clarification, please contact George Waldmann at 202-586-9904 or by e-mail at george.waldmann@hq.doe.gov.

Attachments

For Immediate Release
December 27, 2010

Executive Order - Recruiting and Hiring Students and Recent Graduates

EXECUTIVE ORDER

RECRUITING AND HIRING STUDENTS AND RECENT GRADUATES

By the authority vested in me as President by the Constitution and the laws of the United States of America, including sections 3301 and 3302 of title 5, United States Code, it is hereby ordered as follows:

Section 1. Policy. The Federal Government benefits from a diverse workforce that includes students and recent graduates, who infuse the workplace with their enthusiasm, talents, and unique perspectives. The existing competitive hiring process for the Federal civil service, however, is structured in a manner that, even at the entry level, favors job applicants who have significant previous work experience. This structure, along with the complexity of the rules governing admission to the career civil service, creates a barrier to recruiting and hiring students and recent graduates. It places the Federal Government at a competitive disadvantage compared to private-sector employers when it comes to hiring qualified applicants for entry-level positions.

To compete effectively for students and recent graduates, the Federal Government must improve its recruiting efforts; offer clear paths to Federal internships for students from high school through post-graduate school; offer clear paths to civil service careers for recent graduates; and provide meaningful training, mentoring, and career-development opportunities. Further, exposing students and recent graduates to Federal jobs through internships and similar programs attracts them to careers in the Federal Government and enables agency employers to evaluate them on the job to determine whether they are likely to have successful careers in Government.

Accordingly, pursuant to my authority under 5 U.S.C. 3302(1), and in order to achieve a workforce that represents all segments of society as provided in 5 U.S.C. 2301(b)(1), I find that conditions of good administration (specifically, the need to promote employment opportunities for students and recent graduates in the Federal workforce) make necessary an exception to the competitive hiring rules for certain positions in the Federal civil service.

Sec. 2. Establishment. There are hereby established the Internship Program and the Recent Graduates Program, which, along with the Presidential Management Fellows Program, as modified herein, shall collectively be known as the Pathways Programs. I therefore direct the Director of the Office of Personnel Management (OPM) to issue regulations implementing the Pathways Programs consistent with this order, including:

(a) a description of the positions that executive departments and agencies (agencies) may fill through the Pathways Programs because conditions of good administration necessitate excepting those positions from the competitive hiring rules;

(b) rules governing whether, to what extent, and in what manner public notice should be provided of job opportunities in the Pathways Programs;

(c) a description of career-development, training, and mentorship opportunities for participants in the Pathways Programs;

(d) requirements that managers meaningfully assess the performance of participants in the Pathways Programs to identify those who should be considered for conversion to career civil service positions;

(e) a description of OPM oversight of agency use of the Pathways Programs to ensure that (i) they serve as a supplement to, and not a substitute for, the competitive hiring process, and (ii) agencies are using the Pathways Programs in a genuine effort to develop talent for careers in the civil service;

(f) a description of OPM plans to evaluate agencies' effectiveness in recruiting and retaining talent using the Pathways Programs and of the satisfaction of Pathways Programs participants and their hiring managers; and

(g) standard naming conventions across agencies, so that students and recent graduates can clearly understand and compare the career pathway opportunities available to them in the Federal Government.

Sec. 3. Internship Program. The Internship Program shall provide students in high schools, community colleges, 4-year colleges, trade schools, career and technical education programs, and other qualifying educational institutions and programs, as determined by OPM, with paid opportunities to work in agencies and explore Federal careers while still in school. The Internship Program would replace the existing Student Career Experience Program, established pursuant to Executive Order 12015 of October 26, 1977. The following principles and policies shall govern the Internship Program:

(a) Participants in the program shall be referred to as "Interns" and shall be students enrolled, or accepted for enrollment, in qualifying educational institutions and programs, as determined by OPM.

(b) Subject to any exceptions OPM may establish by regulation, agencies shall provide Interns with meaningful developmental work and set clear expectations regarding the work experience of the intern.

(c) Students employed by third-party internship providers but placed in agencies may, to the extent permitted by OPM regulations, be treated as participants in the Internship Program.

Sec. 4. Recent Graduates Program. The Recent Graduates Program shall provide individuals who have recently graduated from qualifying educational institutions or programs with developmental experiences in the Federal Government intended to promote possible careers in the civil service. The following principles and policies shall govern the Recent Graduates Program:

(a) Participants in the program shall be referred to as "Recent Graduates" and must have obtained a qualifying degree, or completed a qualifying career or technical education program, as determined by OPM, within the preceding 2 years, except that veterans who, due to their military service obligation, were precluded from participating in the Recent Graduates Program during the 2-year period after obtaining a qualifying degree or completing a qualifying program shall be eligible to participate in the Program within 6 years of obtaining a qualifying degree or completing a qualifying program.

(b) Responsibilities assigned to a Recent Graduate shall be consistent with his or her qualifications, educational background, and career interests, the purpose of the Recent Graduates Program, and agency needs.

Sec. 5. Presidential Management Fellows Program. The Presidential Management Fellows (PMF) Program is an existing program established pursuant to Executive Order 13318 of November 21, 2003, that aims to attract to the Federal service outstanding men and women from a variety of academic disciplines at the graduate level who have a clear interest in, and commitment to, the leadership and management of public policies and programs. The following requirements shall govern the PMF Program upon the revocation of Executive Order 13318, as provided in section 8 of this order:

(a) Participants in this program shall continue to be known as Presidential Management Fellows (PMFs or Fellows) and must have received, within the preceding 2 years, a qualifying advanced degree, as determined by OPM.

(b) Responsibilities assigned to a PMF shall be consistent with the PMF's qualifications, educational background, and career interests, the purposes of the PMF Program, and agency needs.

(c) OPM shall establish the eligibility requirements and minimum qualifications for the program, as well as a process for assessing eligible individuals for consideration for appointment as PMFs.

Sec. 6. Appointment and Conversion. (a) Appointments to any of the Pathways Programs shall be under Schedule D of the excepted service, as established by section 7 of this order.

(b) Appointments to the Recent Graduates or PMF Programs shall not exceed 2 years, unless extended by the employing agency for up to 120 days thereafter.

(c) Appointment to a Pathways Program shall confer no right to further Federal employment in either the competitive or excepted service upon the expiration of the appointment, except that

agencies may convert eligible participants noncompetitively to term, career, or career conditional appointments after satisfying requirements to be established by OPM, and agencies may noncompetitively convert participants who were initially converted to a term appointment under this section to a career or career-conditional appointment before the term appointment expires.

Sec. 7. Implementation. (a) Civil Service Rule VI is amended as follows:

(i) 5 CFR 6.1(a) is amended to read:

OPM may except positions from the competitive service when it determines that (A) appointments thereto through competitive examination are not practicable, or (B) recruitment from among students attending qualifying educational institutions or individuals who have recently completed qualifying educational programs can better be achieved by devising additional means for recruiting and assessing candidates that diverge from the processes generally applicable to the competitive service. These positions shall be listed in OPM's annual report for the fiscal year in which the exceptions are made.

(ii) 5 CFR 6.2 is amended to read:

OPM shall list positions that it excepts from the competitive service in Schedules A, B, C, and D, which schedules shall constitute parts of this rule, as follows:

Schedule A. Positions other than those of a confidential or policy-determining character for which it is not practicable to examine shall be listed in Schedule A.

Schedule B. Positions other than those of a confidential or policy-determining character for which it is not practicable to hold a competitive examination shall be listed in Schedule B. Appointments to these positions shall be subject to such noncompetitive examination as may be prescribed by OPM.

Schedule C. Positions of a confidential or policy-determining character shall be listed in Schedule C.

Schedule D. Positions other than those of a confidential or policy-determining character for which the competitive service requirements make impracticable the adequate recruitment of sufficient numbers of students attending qualifying educational institutions or individuals who have recently completed qualifying educational programs. These positions, which are temporarily placed in the excepted service to enable more effective recruitment from all segments of society by using means of recruiting and assessing candidates that diverge from the rules generally applicable to the competitive service, shall be listed in Schedule D.

(iii) The first sentence of 5 CFR 6.4 is amended to read:

Except as may be required by statute, the Civil Service Rules and Regulations shall not apply to removals from positions listed in Schedules A, C, or D or from positions excepted from the competitive service by statute.

The second sentence of 5 CFR 6.4 is to remain unchanged.

(iv) The first sentence of 5 CFR 6.6 is amended to read:

OPM may remove any position from or may revoke in whole or in part any provision of Schedule A, B, C, or D.

The second sentence of 5 CFR 6.6 is to remain unchanged.

(b) The Director of OPM shall:

(i) promulgate such regulations as the Director determines may be necessary to implement this order;

(ii) provide oversight of the Pathways Programs;

(iii) establish, if appropriate, a Government-wide cap on the number of noncompetitive conversions to the competitive service of Interns, Recent Graduates, or PMFs (or a Government-wide combined conversion cap applicable to all three categories together);

(iv) administer, and review and revise annually or as needed, any Government-wide cap established pursuant to this subsection;

(v) provide guidance on conducting an orderly transition from existing student and internship programs to the Pathways Programs established pursuant to this order; and

(vi) consider for publication in the Federal Register at an appropriate time a proposed rule seeking public comment on the elimination of the Student Temporary Employment Program, established through OPM regulations at 5 CFR 213.3202(a).

(c) In accordance with regulations prescribed pursuant to this order and applicable law, agencies shall:

(i) use appropriate merit-based procedures for recruitment, assessment, placement, and ongoing career development for participants in the Pathways Programs;

(ii) provide for equal employment opportunity in the Pathways Programs without regard to race, ethnicity, color, religion, sex, national origin, age, disability, sexual orientation, or any other non merit-based factor;

(iii) apply veterans' preference criteria; and

(iv) within 45 days of the date of this order, designate a Pathways Programs Officer (at the agency level, or at bureaus or components within the agency) to administer Pathways Programs, to serve as liaison with OPM, and to report to OPM on the implementation of the Pathways Programs and the individuals hired under them.

Sec. 8. Prior Executive Orders. (a) Effective March 1, 2011, Executive Order 13162 (Federal Career Intern Program) is superseded and revoked. Any individuals serving in appointments under that order on March 1, 2011, shall be converted to the competitive service, effective on that date, with no loss of pay or benefits.

(b) On the effective date of final regulations promulgated by the Director of OPM to implement the Internship Program, Executive Order 12015 (pursuant to which the Student Career Experience Program was established), as amended, is superseded and revoked.

(c) On the effective date of final regulations promulgated by the Director of OPM to implement changes to the PMF Program required by this order, Executive Order 13318 (Presidential Management Fellows Program), as amended, is superseded and revoked.

Sec. 9. General Provisions. (a) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(b) Nothing in this order shall be construed to impair or otherwise affect:

(i) authority granted by law, regulation, Executive Order, or Presidential Directive to an executive department, agency, or head thereof; or

(ii) functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

BARACK OBAMA

THE WHITE HOUSE,
December 27, 2010.



The Director

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

JAN - 4 2011

MEMORANDUM FOR CHIEF HUMAN CAPITAL OFFICERS

FROM:

JOHN BERRY
DIRECTOR

A handwritten signature in black ink that reads "John Berry".

Subject:

Executive Order 13562 – Recruiting and Hiring Students and Recent Graduates

On December 27, 2010, President Obama signed Executive Order 13562 entitled “Recruiting and Hiring Students and Recent Graduates.” The principal purpose of the order is to establish a comprehensive structure to help the Federal Government be more competitive in recruiting and hiring talented individuals who are in school or who have recently received a degree.

The Executive Order issued last week directs OPM to consolidate student and recent graduate programs into the Pathways Programs framework with three clear program paths that are tailored to recruit, train and retain well-qualified candidates:

- **Internship Program.** A new Internship Program will be created that is targeted towards students enrolled in a wide variety of educational institutions.
- **Recent Graduates Program.** This brand new program will target recent graduates of trade and vocational schools, community colleges, universities, and other qualifying institutions. To be eligible, applicants must apply within two years of degree completion (except for veterans precluded from doing so due to their military service obligation, who will have six years after degree completion). Successful applicants will be placed in a two-year career development program with a cohort of peers hired during timeframes aligned with academic calendars. After successfully completing the program, participants will be considered for noncompetitive conversion to career jobs.
- **Presidential Management Fellows (PMF) Program.** For more than three decades, the PMF Program has been the Federal government’s premier leadership development program for advance degree candidates. The Executive Order expands the eligibility window for applicants, making it more “student friendly” by aligning it with academic calendars and including those who have received a qualifying advanced degree within the preceding two years. It also directs OPM to set qualification standards, and to make changes in order to make the PMF experience more robust and substantive for participants.

The three Pathways Programs will each provide noncompetitive conversion eligibility to participants and will be used in targeted ways to develop talent for civil service careers.

Effective March 1, 2011, the Executive Order also eliminates the Federal Career Intern Program (FCIP). In the months ahead, OPM will be proposing implementing regulations and assisting Federal agencies in adopting these reforms. Students and recent graduates can expect to see these reforms fully implemented within a year.

By the terms of the order, the new programs will not be in place until final regulations to implement them become effective following an opportunity for public comment. Nonetheless, there are several issues that agencies should pay attention to now. This guidance is intended to assist you in addressing those issues.

1. Establishing a Pathways Programs Officer

Section 7.c of Executive Order 13562 requires agencies to designate a Pathways Programs Officer (at the agency level, or at bureaus or components within the agency) within 45 days, or by February 10, 2011. The Pathways Programs Officer will be in charge of administering Pathways Programs, serving as a liaison with OPM, and reporting to OPM on the implementation of the Pathways Programs and the individuals hired under them. Agencies have the discretion to determine whether to dedicate an employee to be the Pathways Programs Officer, or to assign the function as collateral duties. Please provide the name and title of your Pathways Programs Officer to Juanita Wheeler, OPM's Student Programs Manager, by February 10, 2011. Ms. Wheeler can be reached at Juanita.Wheeler@opm.gov or 202-606-2660

2. Status of Employees Appointed under the Presidential Management Fellows (PMF) Program, Student Career Experience Program (SCEP), or Student Temporary Employment Program (STEP)

Under Section 8 of Executive Order 13562, prior executive orders and regulations that establish or implement PMF, SCEP, and STEP remain in effect, at least until such time as regulations to implement the new Internship Program and to make changes to the PMF Program become final and effective. Accordingly, agencies may continue to hire and employ people under these programs. Executive Order 13562 directs OPM to provide guidance on conducting an orderly transition from existing student and internship programs. OPM will address questions concerning transitioning from the existing programs in its implementing regulations, upon which agencies will be given the opportunity for comment. OPM will expedite the drafting of proposed regulations on all three programs referenced in the new executive order: Internship, Recent Graduates, and PMF.

3. Status of Employees Appointed Under the Federal Career Intern Program (FCIP)

Section 8 of Executive Order 13562 revokes, as of March 1, 2011, Executive Order 13162, which established the Federal Career Intern Program. Moreover, it directs that, effective

March 1, 2011, all agencies with FCIP incumbents must convert them to career-conditional or career positions in the competitive service.

- Incumbents who will complete their service under the FCIP prior to March 1, 2011, should be considered for conversion in accordance with Executive Order 13162 and its implementing regulation found at 5 CFR 213.3202(o).
- With respect to FCIP incumbents who (a) will not have completed their service under the FCIP prior to March 1, 2011, but (b) will have completed at least one year of continuous Federal service as of that date, it is advisable for agencies to decide, prior to March 1, 2011, whether such incumbents have or have not satisfied the criteria for conversion. As mentioned, the executive order provides that any incumbents who remain in the FCIP as of March 1, 2011, are to be converted to the competitive service. Accordingly, by virtue of having completed at least a year of continuous Federal service, those who are converted to the competitive service on March 1, 2011, would have statutory appeal rights.
- Incumbents who will have completed less than one year of continuous Federal service as of March 1, 2011, will continue to be in a probationary period, even after their conversion to the competitive service, until they reach the one-year service mark.¹ That is, service under the FCIP or other eligible Federal service would count toward the completion of the one-year probationary period. It is advisable to be mindful of the passage of time and monitor performance closely during the balance of the time available, because the observation period available will now be shorter than what was originally anticipated.

The following table represents a sampling of how prior service in FCIP may count toward the probationary period requirement.

| Conversion of FCIP Employee | Probationary Period Requirements |
|---|---|
| An individual with less than 1 year of service in FCIP | Must serve the balance of a 1-year probationary period in the competitive service (with the 1 year running from the date of appointment to the FCIP). |
| An individual with less than 1 year of service, that includes both service in FCIP and other prior eligible Federal service | Must serve the balance of a 1-year probationary period in the competitive service (with the 1 year running from the date the eligible Federal service began). |
| An individual with at least 1 year of service in FCIP | Will have completed probation upon conversion to the competitive service on March 1, 2011, and no additional probationary period is allowed or required. |

¹ The requirements for completion of the probationary period are at 5 CFR part 315, subpart H.

| Conversion of FCIP Employee | Probationary Period Requirements |
|--|---|
| An individual with greater than 1 year of service in FCIP and other prior eligible Federal service | Will have completed probation upon conversion to the competitive service, and no additional probationary period is allowed or required. |

To be clear, no further appointments can be made under FCIP after February 28, 2011, as Executive Order 13562 revokes the FCIP authority on the following day and does not grant OPM the discretion to make exceptions.

Additional Information

The President's Executive Order 13562 is located at <http://www.whitehouse.gov/the-press-office/2010/12/27/executive-order-recruiting-and-hiring-students-and-recent-graduates> on the White House website. For additional information and procedural guidance, agency Chief Human Capital Officers and/or Human Resources directors should contact Angela Bailey, OPM's Deputy Associate Director for Recruitment and Hiring, at Angela.Bailey@opm.gov or 202-606-0388. Employees should contact their agency human resources offices for assistance.

cc: Human Resources Directors