

180-Day Rule for military

Section 3326 of United States Code Title 5 states 180-Day Restriction on Department of Defense (DoD) Employment of Military Retirees: A retired member of the Armed Forces may not be appointed to a civilian position in DoD (including a non-appropriated fund position) within 180 days after retirement unless: the Secretary concerned authorizes the appointment. For more information: OPM.gov.



AFDWA1C
180-Day Reques...

SUPERIOR QUALIFICATION

An agency may determine that a candidate has superior qualifications based on—

- the level, type, or quality of the candidate's skills or competencies demonstrated or obtained through experience and/or education;
- the quality of the candidate's accomplishments compared to others in the field; or
- other factors that support a superior qualifications determination.

The candidate's skills, competencies, experience, education, and/or accomplishments must be relevant to the requirements of the position to be filled. These qualities must be significantly higher than that needed to be minimally qualified for the position and/or be of a more specialized quality compared to other candidates. For more information: OPM.gov



Instruction for
Superior Quali...

ADVANCE LEAVE

Agency Discretion

At its discretion, an agency may advance annual leave to an employee in an amount not to exceed the amount the employee would accrue within the leave year. An agency should not advance annual leave to an employee when it is known (or reasonably expected) that the employee will not return to duty, e.g., when the employee has applied for disability retirement. Before granting advanced annual leave, it is recommended that the approving authority consider such matters as the expectation of return to duty, the need for the employee's services, and the benefits to the agency of retaining the employee. Opm.GOV

Creditable Service for Leave Accrual

Section 6303 of title 5, United States Code, sets the rules for crediting service for annual leave accrual. The law states: "In determining years of service, an employee is entitled to credit for all service of a type that would be creditable under section 8332, regardless of whether or not the employee is covered by subchapter III of chapter 83, and for all service which is creditable by virtue of subsection (e). Creditable service falls into three general categories: • service as a civilian employee, that is, service under a Federal appointment performing Federal functions under Federal supervision; • active duty in the uniformed services; and • other service made creditable by specific legislation. 1-5.

Creditable Civilian Service a. Types of Service. All civilian service that is potentially creditable for Civil Service Retirement Service (CSRS) purposes is also creditable for leave accrual. Potentially creditable includes service that could be credited if the employee made deposits to the Retirement fund. Such deposits are not required before the employee gets credit for leave accrual purposes.

Creditable civilian service for leave accrual includes service: (1) under a Federal appointment as defined in section 2105 of title 5, United States Code, whether in the competitive, excepted, or Senior Executive Service. (2) covered by CSRS or

Federal Employees' Retirement System (FERS) retirement deductions, including service for which the employee received a refund of the retirement deductions. (3) under other Federal retirement systems as long as the individual could obtain a refund of his or her deductions under that system and deposit them in the CSRS fund. Civilian service under systems where the employee cannot withdraw contributions, such as the DC Police and Firefighter System and the Financial Institutions Retirement Fund, is not creditable. (4) listed in Chapter 20, Subchapter 20A of The CSRS and FERS Handbook.



Instruction for
Advanced Leave...

What is a retention incentive?

A retention incentive is an incentive an agency may pay to a current employee if--

- The agency determines that the unusually high or unique qualifications of the employee or a special need of the agency for the employee's services makes it essential to retain the employee and the employee would be likely to leave the Federal service in the absence of a retention incentive, or
- The agency has a special need for the employee's services that makes it essential to retain the employee in his or her current position during a period of time before the closure or relocation of the employee's office, facility, activity, or organization and the employee would be likely to leave for a different position in the Federal service in the absence of a retention incentive.

(See 5 CFR 575.301, 575.315(a)(1), the [Retention Incentives \(likely to leave the Federal service\)](#) fact sheet, and the [Retention Incentives \(likely to leave for a different Federal position\)](#) fact sheet.)



Instruction for
Retention Ince...