Standard Form 52
Rev. 4/87
U.S. Office of Personnel Management
FPM Chapter 296

REQUEST FOR PERSONNEL ACTION

PART A—Requesting Office *(Also complete Part B. Items 1. 7-22. 32. 33. 36 and 39.)*

1. Actions Requested: Recruit - Vice: John Doe
2. Request Number:
3. For Additional Information Call *(Name and Telephone Number)*: Amy Fyre, Chief, Budget and Administration, Fisheries Division 406-764-2612
4. Proposed Effective Date:
5. Action Requested By *(Typed Name, Title, Signature, and Request Date)*: Assistant Regional Director - Fisheries
6. Action Authorized By *(Typed Name, Title, Signature, and Concurrence Date)*: Regional Director, Region 5

PART B—For Preparation of SF 50 *(Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)*

1. Name *(Last, First, Middle)*: John J. Doe
2. Social Security Number:
3. Date of Birth:
4. Effective Date:

First Action		Second Action	
5-A. Code	5-B. Nature of Action	6-A. Code	6-B. Nature of Action
5-C. Code	5-D. Legal Authority	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: Fishery Biologist

8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Salary	13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Salary/Award	21. Pay Basis
						GS	482	14			PA

14. Name and Location of Position's Organization:
22. Name and Location of Position's Organization: Fisheries & Federal Aid
Division of Fisheries
Region
Anywhere, MA

Employee Data

23. Veterans Preference: 1—None 2—5 Pt. 3—10 Pt. Disab. 4—10 Pt. Comp. 5—10 Pt. Other 6—10 Pt./30% Comp.
24. Tenure: 0—None 1—Permanent 2—Conditional 3—Indefinite
25. Agency Use:
26. Veterans Preference for RIF: YES NO
27. FEGLI:
28. Annuitant Indicator: 1—Reempl. Ann-CS 2—RETO 3—RETM 4—RETO & CS 5—RETM & CS 9—Not Applicable
29. Pay Rate Determinant:
30. Retirement Plan:
31. Service Comp. Date (Leave):
32. Work Schedule: F—Full-time P—Part-time I—Intermittent G—FT Seasonal O—PT Seasonal J—INT Seasonal H—FT On Call R—PT On Call
33. Part-Time Hours Per Biweekly Pay Period

Position Data

34. Position Occupied: 1—Competitive Service 2—Excepted Service 3—SES General 4—SES Career Reserved
35. FLSA Category: E—Exempt N—Nonexempt
36. Appropriation Code:
37. Bargaining Unit Status:
38. Duty Station Code:
39. Duty Station *(City—County—State or Overseas Location)*:

40. Agency Data	41.	42.	43.	44.
45. Educational Level	46. Year Degree Attained	47. Academic Discipline	48. Functional Class	49. Citizenship: 1—USA 8—Other

50. Vietnam Era Vet: V—Yes N—No
51. Supervisory Status:

PART C—Reviews and Approval *(Not to be used by requesting office.)*

1. Office/Function	Initials/Signature	Date	Office/Function	Initials/Signature	Date
A.			D.		
			E.		
			F.		

Signature: Approval Date:

05/13/93 FWM 088
New