



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
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NGB-J1-TN

13 September 2007

MEMORANDUM FOR THE HUMAN RESOURCE OFFICERS OF ALL STATES, PUERTO RICO, THE U.S. VIRGIN ISLANDS, AND THE DISTRICT OF COLUMBIA

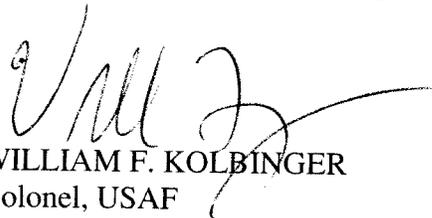
SUBJECT: Reemployment Priority List (RPL), (TN-07-61)

1. The purpose of this memorandum is to describe the statutory placement for a RPL administered under the provision of 5 CFR Part 330, Subpart B. Under this program, each State National Guard is required to establish a RPL for NDS Technicians in their State. The RPL is a required component of each State's positive placement programs. The intent of this provision is to allow the State to adopt different placement strategies that are effective for their particular State programs yet satisfy legal entitlements to priority consideration in reemployment.
2. The RPL provides for accurate documentation of separated career and career conditional, NDS Technicians who are separated due to reorganization or by reduction-in-force (RIF) or have received a RIF separation notice or Certificate of Expected Separation. The RPL provides for orderly reemployment between States, affording technicians' priority consideration for NDS vacancies at other NG units. This selection priority extends to temporary and term vacancies as well as permanent positions if the RPL registrant indicated availability for such jobs.
3. NDS Technicians in Tenure Group 1 and Tenure Group 2 are eligible for the RPL. Tenure 1 technicians include those who are serving under career appointments who either have completed initial appointment probation or are not required to serve initial appointment probation. Tenure 2 technicians include those serving under career-conditional appointments and career employees serving initial appointment probation.
4. To be eligible for the RPL, the technician must be affected by reorganization or by RIF as a competitive service employee in tenure group 1 or tenure group 2 and must have received a rating above unacceptable as the last annual performance rating of record. The technician is ineligible if they declined a valid offer under RIF with the same type of work scheduled and pay as the position from which the technician has been, or will be, separated.
5. When a qualified RPL registrant is available, the State may not fill the NDS position by a new appointment unless the candidate is exercising restoration or reemployment rights. The State may fill positions from its pool of current employees (e.g., by reassignment, promotion) without regard to the RPL. The State must clear the RPL for the position at the grade level it is being filled (regardless of the full performance level). If the agency advertises a position at multiple grade levels, it clears the RPL at the grade level the position is ultimately filled. NDS Technicians on grade retention receive priority consideration before regular RPL candidates.

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6. Eligible technicians must complete an application and submit it to their HRO. The application must specify the grade, occupation, and work schedule acceptable to the technician. Technicians are listed in order by tenure group and retention standing (highest to lowest). Tenure 1 Technicians remain on the list for two (2) years. Tenure 2 Technicians remain on the list for one (1) year. Technicians will receive priority placement for all suitable vacancies at the same grade, or representative pay rate of the former position.
7. NDS affected by RIF may apply for placement on the RPL as soon as the reorganization has been announced in writing or once a specific RIF separation or a Certificate of Expected Separation is issued. The technician must submit the application within 30 calendar days after the RIF separation date or lose entitlement to be placed on the RPL.
8. The HRO is responsible for determining the validity of skills and grade levels for which the technician is qualified to enroll for registration on the RPL. Registrants must meet the qualification and educational requirements established by the Office of Personnel Management (OPM) or Department of Defense Acquisition Workforce Improvement Act (DAWIA) requirements, if appropriate; validate selective placement factors, including licensure, certification and registration requirements for competitive service positions and appointments.
9. For each vacancy to be filled, the State will place qualified technicians in group and subgroup order IAW TPR 351. The selecting official may not pass over a technician in Group 1 to select from Group 2, and, within a group, may not pass over a technician in a higher subgroup to select from a lower subgroup. Within a subgroup, the selecting official may select a technician without regard to order to retention standing. A technician has no greater priority for the grade or position from which separated than any other qualified technician on the list.
10. All employment offers made under the RPL must be in writing and contain information concerning the technician's right to appeal. All offers must be based on qualification and educational requirements established by the NGBQS, OPM or DAWIA.
11. A technician, who believes that their employment priority rights have been improperly applied or violated because of the employment of another person who otherwise could not have been appointed, may appeal the action to the State Adjutant General.
12. The POC for this matter is Yuko Meegan at 703-607, or Yuko.Meegan@ngb.ang.af.mil.



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