CONDITIONS OF EMPLOYMENT

Full-time Tour of Duty - Your initial tour of duty will be full-time (8 hours per day, 40 hours per week) on a WHEN ACTUALLY EMPLOYED basis. Your services will not be required at certain times due to lack of funds, lack of work, weather conditions, or for other reasons. During these periods you will be placed in a nonpay status. It is expected that you will work at least 6 months and must be available to work up to, but not to exceed, 11 1/2 months each calendar year. You will be entitled to life insurance, health, and retirement benefits, within-grade increases, holiday pay, and sick/annual leave accrual, based upon the time worked. Federal Employees Health Benefits premiums must be paid by the employee throughout the calendar year, including periods of nonpay status.

I certify that I have read and understand the conditions of employment cited above.

__________________________________________
(Signature of Appointee)

__________________________________________
(Office)

__________________________________________
(Date)