

Directive 327.1
9/16/94

GEOGRAPHIC MOBILITY REQUIREMENTS

- I. This Directive states policy on geographic
PURPOSE mobility as a condition of employment in specified positions,
 and identifies those positions.
- II. This Directive replaces AMS Directive 327.1, dated
REPLACEMENT 10/18/89. Changes are marked with asterisks.
HIGHLIGHTS
- III. The authority to reassign employees is stated in
AUTHORITIES Title 5 CFR, Part 335.102. The authority to require geographic
 mobility, and its effect on entitlement to severance pay and
 discontinued service retirement annuity, is stated in Title 5
 CFR, Parts 550.703 and * - 831.503(b)(3)(ii). - *
- IV. A. * - Geographic mobility is a condition of
POLICY employment for the permanent positions listed in Attachment 1.
 An employee holding a permanent appointment must sign a Geographic
 Mobility Understanding (Attachment 2) prior to moving into a covered
 position. The purpose of the Geographic Mobility Understanding is to
 confirm that the employee was informed that geographic mobility is a
 condition of employment. This policy does not affect the Agency's
 entitlement or right to reassign employees.
- B. Failure or refusal to sign the Geographic Mobility Understanding
 does not result in, nor provide entitlement to, severance pay or
 discontinued service retirement if an employee in a covered
 position declines reassignment outside the local commuting area of
 his/her current duty station. - *
- V. A. Agency representatives who interview
RESPONSI- candidates shall ensure that the geographic
BILITIES mobility requirements of the position are made known to
 candidates prior to selection.
- B. Selecting officials or supervisors shall provide the employee
 with the Geographic Mobility Understanding for signature prior to
 or no later than the date of appointment or first workday after
 appointment. If an employee refuses to sign the Understanding,
 the supervisor shall notify the employee that the obligation to
 accept geographic mobility and the impact of declining reassignment
 are still applicable. The supervisor shall document the discussion
 on the form, sign and date it, and forward it to the servicing
 personnel office for filing in the employee's Official Personnel
 Folder (OPF).
- C. Employees are expected to understand the purpose of the
 geographic mobility requirement and the consequences of declining
 geographic reassignment in a covered position.
- VI. A. All employees entering into positions having
PROCEDURES a geographic mobility requirement must be advised of the
 requirement and its effects on severance pay entitlement and
 discontinued service retirement eligibility, and must be given
 the opportunity to sign the Geographic Mobility Understanding

prior to being assigned to the position.

B. The supervisor shall forward the original of the signed Understanding to the servicing personnel office, with a copy to the employee. The Understanding is a permanent document and will be filed on the right side of the employee's OPF.

VII. A. An employee who enters a position covered by a geographic mobility requirement on or after the date the requirement became effective (as shown in Attachment 1), and who subsequently resigns or is separated as a result of declining a geographical relocation outside the local commuting area, is not entitled to severance pay benefits nor eligible for a discontinued service retirement annuity.

EFFECT ON SEVERANCE PAY AND DISCONTINUED SERVICE RETIREMENT

B. * - Employees who occupied a covered position prior to the date shown in Attachment 1 are subject to geographic relocation, but will not lose entitlement to severance pay or discontinued service retirement by virtue of declining a reassignment outside the local commuting area. However, if such an employee once accepts reassignment outside the commuting area, he/she is considered to have accepted geographic mobility as a condition of employment and if he/she declines a subsequent geographic reassignment, his/her separation will be considered a voluntary separation and will not be qualifying for severance pay or discontinued service retirement purposes. - *

VIII. Direct questions concerning the geographic mobility requirements through established administrative channels to the Employment Policy Branch, Personnel Division.

INQUIRIES

L. P. Massaro
Deputy Administrator, Management

Attachments

POSITIONS SUBJECT TO GEOGRAPHIC MOBILITY REQUIREMENT

DIVISION	TITLE	SERIES	EFF DATE
Cotton	Agricultural Marketing Specialist	1146	08/05/84
	Agricultural Market Reporter	1147	08/05/84
	Agricultural Commodity Grader	1980	08/05/84
*Dairy	Agricultural Commodity Grader	1980	12/13/85

Fruit & Vegetable	Agricultural Marketing Specialist	1146	10/18/89
	Agricultural Market Reporter	1147	12/13/85
	Agricultural Commodity Grader	1980	12/13/85
Livestock & Seed	Agricultural Marketing Specialist (GS-5 and 7 only)	1146	10/18/89
	Agricultural Market Reporter	1147	05/17/84
	Agricultural Commodity Grader	1980	12/13/85
Poultry	Agricultural Marketing Specialist (GS-5 and 7 only)	1146	10/18/89
	Agricultural Market Reporter	1147	12/13/85
	Agricultural Commodity Grader	1980	12/13/85

Attachment 2

GEOGRAPHIC MOBILITY UNDERSTANDING

I understand that in accepting this position as an _____

(Position Title,

_____ with the _____

Series, and Grade) (Division, Branch, and Location)

_____, I am subject to geographical relocation

should the need of the Agency so require. I also understand that

if I separate or resign rather than accept a geographic job

relocation, I will not be entitled to severance pay nor be

eligible to apply for retirement based on discontinued service.

I understand that I will remain subject to the geographic

mobility requirements in the event that I am assigned to another

covered position in this Agency.

Name: (typed or printed) _____

Signature: _____

Date: _____

