

# Government forms

**REQUEST FOR PERSONNEL ACTION**

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

NAME (Mr. Miss Mrs. One given name, initial(s), and surname) \_\_\_\_\_ 1. DATE OF BIRTH \_\_\_\_\_ 3. REQUEST NO. \_\_\_\_\_ 4. DATE OF REQUEST \_\_\_\_\_

5. NATURE OF ACTION REQUESTED:  
A. POSITION (Specify whether appointment, promotion, separation, etc.) \_\_\_\_\_  
B. POSITION (Specify whether establish, change, or change title, etc.) \_\_\_\_\_

6. EFFECTIVE DATE A. PROPOSED: \_\_\_\_\_ 7. C. S. OFFICER'S LEGAL AUTHORITY: \_\_\_\_\_

B. APPROVED: \_\_\_\_\_

8. POSITION TITLE AND NUMBER \_\_\_\_\_ TO \_\_\_\_\_

9. SERVICE GRADE AND SALARY \_\_\_\_\_

10. ORGANIZATIONAL DESIGNATIONS \_\_\_\_\_

11. HEADQUARTERS \_\_\_\_\_

12. FIELD OF DEPARTMENTAL \_\_\_\_\_ FIELD \_\_\_\_\_ DEPARTMENTAL \_\_\_\_\_

A. RESUME (Do reverse if necessary) \_\_\_\_\_

13. REQUESTED BY (Name and title) \_\_\_\_\_ D. REQUEST APPROVED BY \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_

14. POSITION CLASSIFICATION ACTION  
NEW VICE L. A. REAL

15. VETERAN PREFERENCE  
YES NO OTHER

16. APPROPRIATION \_\_\_\_\_ 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) \_\_\_\_\_ 18. DATE OF APPOINTMENT (ACCESSIONS ONLY) \_\_\_\_\_ 19. LEGAL RESIDENCE  
 CLAIMED  PROVED STATE: \_\_\_\_\_

20. STANDARD FORM 50 REMARKS \_\_\_\_\_

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. GEN. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR EMP.			
E.			

F. APPROVED BY \_\_\_\_\_

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## Description

Government forms for Bill Jewell, General Services Administration.

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