

Memorandum of Understanding

I, _____, am presently being considered for the position of _____
in the _____.

I understand that the Department of Justice will review all of my pre-employment paperwork to determine my eligibility for an appointment not to exceed (NTE) 2 years. I further understand that if your review uncovers any information of a derogatory nature that disqualifies me for this appointment, the Department of Justice may withdraw its tentative offer of employment. Moreover, I understand that this offer of employment is tentative and I should not make any significant life changes in reliance on it until I receive notification that the Office of Attorney Recruitment and Management has approved my appointment.

I understand that a full-field background investigation is being conducted in connection with my application for employment. I further understand that, during this NTE 2 year appointment, I will not have access to any National Security Information without a proper justification and compelling need to know determined by my employing office and approved by the Department Security Officer, or applicable Security Officer. Furthermore, I understand that if my background investigation (including the IRS tax check) uncovers any information of a derogatory nature that disqualifies me for continued employment, my appointment may be terminated.

Finally, I understand that during this 2 year appointment, I will be placed in Tenure Group III, which will affect my retention order in the event of a Reduction in Force (RIF). See 5 C.F.R. § 351.502.

Signature:

Date: