U.S. Department of Justice

Reemployment Priority List (RPL) and Priority Reemployment List (PRL) Registration Form

INSTRUCTIONS: Eligible employees must submit a completed registration form to their component's Human Resources office, along with a copy of their resume and recent SF-50, on or before the Reduction-in-Force separation date. If eligible under Title 5, Code of Federal Regulations § 330.203(b), employees may submit the form within 30 calendar days after the date injury compensation benefits cease or the date the Department of Labor denies an appeal for continuation of those benefits.

Component: _____ Duty Station City: _____State: _____

Name: _____ Email:_____

Address: _____

City _____ State _____ ZIP Code_____

Telephone #: Home: _____ Work: _____ Cell: _____

Date of RIF Separation/Qualifying Event Date: _____

Tour of Duty: Full-time _____ Other _____

Available for Part-Time Positions: Yes _____ No _____

Available for Non-Permanent Positions: Yes _____ No _____

Current Series and Grade: _____

Current Promotion Potential: _____ Recent non-award SF-50: ____

Please indicate below the types of positions, series, and grade levels for which you are qualified and willing to accept referrals. Your component's HR Officer/Servicing HR office, must certify that you are qualified for the positions, series, and grade levels, as well as for positions with the same representative rate and work schedule as the position from which you were separated.

_____

_____

_____

_____

_____

FOR EMPLOYEE: I certify that I am available for the positions, grades and types of employment I have selected above. I understand that if I am offered a position for which I am registered and subsequently decline it, or if I decline an interview, I will be removed from further RPL or PRL consideration for all positions, regardless of location, at or below the grade level

of the position I declined. I further understand that any or all of the information contained herein may be made available to prospective employers, both within and outside the Department. This information is requested pursuant to 5 CFR 330. I understand that if I do not permit release of this information, I will not be considered for the program.

_____

Employee Signature and Date

For Servicing Human Resources Office Use Only:

Registration Received: ____/____/____ Registrant Added to RPL: _____

For Component HR Officer/Servicing HR: I certify that the employee is qualified for the types of positions, series, and grades for which registered. I further certify that the information supplied as to employee's current or last appointment and tour of duty is correct. The employee's current status is:

Separated by RIF _____

Under specific notice of separation by RIF _____

In a position targeted for abolishment within 90 days _____

Recovered from compensable injury _____

Type of Appointment currently or last held:

Career _____ Career-Conditional _____ Excepted _____ Temporary _____

Veteran _____ Non-veteran _____

Tenure Group _____

Received employee's updated resume and recent non-award SF-50 _____

_____

HR Officer / Servicing HR Representative - Signature and Date

Complete qualifications review and list any additional job series and grade level this registrant is qualified for:_____

_____

Please submit the completed form, along with employee's updated resume and most recent non-award SF-50 to: DOJREEMP@usdoj.gov