

DEPARTMENT OF TRANSPORTATION
OFFICE OF THE SECRETARY

Action Date: _____
 For Information Only

DEPARTMENTAL PERSONNEL MANUAL SYSTEM

DPM BULLETIN NO. 531-3

DATE: JUN 22 1982

SUBJECT: Within-grade Increases for Employees on Time Limited Appointments
of One Year or Less

This office recently requested clarification from the Office of Personnel Management (OPM) concerning the entitlement to within-grade increases (WIG) for employees occupying time limited appointments of one year or less. It had come to our attention that the OPM was providing verbal advice to some of our personnel offices indicating that under certain circumstances an employee on a time limited appointment of one year or less would be eligible for a WIG.

OPM has reviewed their policy and concluded the following:

Employees serving in time limited appointments of one year or less are not eligible for within-grade increases while they are serving under this type of appointment. Of course, service under such an appointment would be creditable in the computation of a single waiting period upon conversion to a permanent appointment or upon reemployment in a permanent position following a break in service of 52 weeks or less.

OPM's policy is now consistent with the guidance contained in FPM Letter 531-55, dated October 1, 1981, and FPM Chapter 531, Subchapter 4, dated January 5, 1982. We hope this resolves any confusion that may have arisen on this matter.

for 
Director, Personnel and Training

Filing Instructions: File after FPM Chapter 531 Letters

Bulletin Expires: Upon Notification

Distribution: All FPM Subscribers, Field and Headquarters

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