



**Department of Energy**  
Bonneville Power Administration  
P.O. Box 3621  
Portland, Oregon 97208-3621



In reply refer to: FOIA #BPA-2025-02172-F

February 25, 2026

**SENT VIA EMAIL ONLY TO:** [lauren@musemediaco.com](mailto:lauren@musemediaco.com)

Lauren Paterson  
Media Consultant  
Muse Media Co. LLC  
18529 68<sup>th</sup> Ave W  
Lynnwood, WA 98037

Dear Ms. Paterson,

This communication concerns your request for Bonneville Power Administration (BPA) records submitted to the agency under the Freedom of Information Act, 5 U.S.C. § 552 (FOIA). BPA received your records request on February 18, 2025. The agency formally acknowledged your request on March 18, 2025.

**Request**

1. "From Jan 1, 2025, until present, all communications between BPA (anyone in the following organizations: A, AI, AIN, AIR, D, DC, DE, DK, the entire H Organization) and (DOE or OPM or OMB or DOGE) regarding:
  - a. The delayed resignation program (DRP) offered to BPA employees, including a list of the employees who accepted the DRP.
  - b. The termination of probationary employees to include:
    - i. ALL lists sent from BPA to DOE identifying said probationary employees and
    - ii. Guidance provided by any agency for compiling these lists.
  - c. BPA's planning for reductions in force (RIFs) as mandated by the president's February 11 "Government Efficiency" executive order.
2. Any records or communications pertaining to planned visits to BPA Portland, Vancouver, or Spokane by representatives of DOE, DOGE, OPM, or OMB related to gathering data, records, intelligence, etc. from BPA's computer systems, including but not limited to financial, operational, cybersecurity and contracting."

## **Clarifications**

Via emails exchanged with the agency between February 18, 2025 and March 18, 2025, you and the agency worked to better refine your FOIA request and the concomitant records searches which will be responsive to that request. Your request is as follows:

For the period from Jan 1, 2025, until Feb 18, 2025, you seek,

### Request Topic 1 – Delayed Resignation Program (DRP)

#### BFTE Opting for the DRP

Communications **from** BPA supervisors or managers in the A, AI, AIN, AIR, D, DC, DE, DK, H orgs **to** BPA management or DOE or OPM or OMB or DOGE, regarding the delayed resignation program (DRP) offered to BPA employees – specifically focusing on how many BPA employees opted in to the DRP; and/or mentions of grid stability in the West/Northwest, as a result of the DRP or any federal firings, or grid stability as a result of federal actions since Jan 20, 2025.

#### DRP Lists

A list of the BPA employees who accepted the DRP.

### Request Topic 2 – Probationary Employees

#### Lists of Probationary Employees

A list of probationary employees, including all lists sent from BPA to DOE identifying probationary employees.

#### Guidance for Compiling Lists of Probationary Employees

Records of guidance provided by any agency for compiling lists of probationary employees.

### Request Topic 3 – Reductions In Force

Communications regarding BPA's planning for reductions in force (RIFs), as directed in the February 11, 2025, Executive Order – specifically focusing on emails that mention Elon Musk or RIFS.

### Request Topic 4 – Visits to BPA

Communications pertaining to planned visits to BPA Portland, Vancouver, or Spokane, by representatives of DOE, DOGE, OPM, or OPM, related to gathering data, records, intelligence, etc. from BPA's computer systems, including but not limited to financial, operational, cybersecurity and contracting data and information.

## **Response**

BPA searched for and gathered records responsive to your request from knowledgeable Subject Matter Experts in the agency's Human Resources Service Center, Employee and Labor Relations office, Information Technology, and from the agency's Microsoft Outlook system.

Accompanying this communication are 378 pages of responsive agency records with the redactions applied under 5 U.S.C. § 552(b)(5) (Exemption 5) and under 5 U.S.C. § 552(b)(6) (Exemption 6).

### **Explanation of Exemptions**

The FOIA generally requires the release of all responsive agency records upon request. However, the FOIA permits or requires withholding certain limited information that falls under one or more of nine statutory exemptions (5 U.S.C. §§ 552(b)(1-9)). Further, section (b) of the FOIA, which contains the FOIA's nine statutory exemptions, also directs agencies to publicly release any reasonably segregable, non-exempt information that is contained in those records.

#### Exemption 5

Exemption 5 protects “inter-agency or intra-agency memorandums or letters which would not be available by law to a party other than an agency in litigation with the agency” (5 U.S.C. § 552(b)(5)). The deliberative process privilege protects records showing the deliberative or decision-making processes of government agencies. Records protectable under this privilege must be both pre-decisional and deliberative. A record is pre-decisional if it is generated before the adoption of an agency policy. A record is deliberative if it reflects the give-and-take of the consultative process, either by assessing the merits of a particular viewpoint, or by articulating the process used by the agency to formulate a decision.

Here, BPA relies on Exemption 5 here to protect pre-decisional staff deliberations with DOE on how the agency would determine employee eligibility for the Office of Personnel Management's Deferred Resignation Program (DRP) and determine the list of probationary employees. BPA also relies on Exemption 5 to protect pre-decisional deliberations on its outreach strategy and approach to internal communication with employees regarding implementation of the DRP and communications regarding probationary employees. Finally, BPA relies on Exemption 5 to protect the pre-decisional staff deliberations with DOE about granting access to electronic information systems.

Records protected by Exemption 5 may be discretionarily released. BPA has considered and declined a discretionary release of some pre-decisional and deliberative information in the responsive records set because disclosure of that information would harm the interests and protections encouraged by Exemption 5.

#### Exemption 6

Exemption 6 serves to protect Personally Identifiable Information contained in agency records when no overriding public interest in the information exists. BPA does not find an overriding public interest in the release of the information redacted under Exemption 6—specifically, cell phone numbers, names and other identifying and personal information of probationary employees, names and other identifying and personal information of employees who were eligible for or opted to take the DRP, names and contact information of DOE Inspector General employees, and names and contact information of National Nuclear Security Administration employees. This information sheds no light on the executive functions of the agency and BPA

finds no overriding public interest in its release. BPA cannot waive these redactions, as the protections afforded by Exemption 6 belong to individuals and not to the agency.

Lastly, as required by 5 U.S.C. § 552(a)(8)(A), information has been withheld only in instances where (1) disclosure is prohibited by statute, or (2) BPA foresees that disclosure would harm an interest protected by the exemption cited for the record. When full disclosure of a record is not possible, the FOIA statute further requires that BPA take reasonable steps to segregate and release nonexempt information. The agency has determined that in certain instances partial disclosure is possible and has accordingly segregated the records into exempt and non-exempt portions.

### **Fee**

There are no fees associated with processing your FOIA request.

### **Certification**

Pursuant to 10 C.F.R. § 1004.7(b)(2), I am the individual responsible for the records search, the redactions applied thereto, and the records release described above. Your FOIA request BPA-2025-02993-F is now closed with the responsive agency information provided.

### **Appeal**

The records release certified above is final. Pursuant to 10 C.F.R. § 1004.8, you may appeal the adequacy of the records search, and the completeness of this final release, within 90 calendar days from the date of this communication. Appeals should be addressed to:

Director, Office of Hearings and Appeals  
HG-1, L'Enfant Plaza  
U.S. Department of Energy  
1000 Independence Avenue, S.W.  
Washington, D.C. 20585-1615

The written appeal, including the envelope, must clearly indicate that a FOIA appeal is being made. You may also submit your appeal by e-mail to [OHA.filings@hq.doe.gov](mailto:OHA.filings@hq.doe.gov), including the phrase "Freedom of Information Appeal" in the subject line. (The Office of Hearings and Appeals prefers to receive appeals by email.) The appeal must contain all the elements required by 10 C.F.R. § 1004.8, including a copy of the determination letter. Thereafter, judicial review will be available to you in the Federal District Court either (1) in the district where you reside, (2) where you have your principal place of business, (3) where DOE's records are situated, or (4) in the District of Columbia.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows:

Office of Government Information Services  
National Archives and Records Administration  
8601 Adelphi Road-OGIS  
College Park, Maryland 20740-6001  
E-mail: [ogis@nara.gov](mailto:ogis@nara.gov)  
Phone: 202-741-5770  
Toll-free: 1-877-684-6448  
Fax: 202-741-5769

Questions about this communication may be directed to Thanh Knudson, Case Coordinator, at [etknudson@bpa.gov](mailto:etknudson@bpa.gov) or at 503-230-5221, or James King, FOIA Public Liaison, at [jjking@bpa.gov](mailto:jjking@bpa.gov) or at 503-230-7621.

Sincerely,

Candice D. Palen  
Freedom of Information/Privacy Act Officer



---

**From:** HC Communications <hccommunications@hq.doe.gov>  
**Sent:** Tuesday, January 28, 2025 12:13 PM  
**To:** DL-HC-Resource Managers; DL-HC-CHCO Direct Reports; CF Resource Management; DL-HC-OPLER-PD - Policy Division; DL-HC-OHROC-only Resources Managers  
**Cc:** Hoback, Richard Wesley William; Reynolds, Brittany; Getto, Benjamin; Kreidler, Kelsie; Moore, Brittany; Sellman, Jacquelyn (CONTR); Berg, Karen M (NETL); Preisman, Jennifer; Campbell, Lisa; Henderson, Cullen; Neblett-burrell, Fatimah (CONTR); Mcguinness, Laura; Collins, Aida; Talwar, Kylee R; Helman, Madison (CONTR); Carter, Jordan M (NETL); Robertson, Wendy; Portnoy, Marina; Hobbs, Virgil; Smith, Barbara L; Hubbard, Monique; Gibbs, Alonza; Zurita Vilte, Geraldine; Clarke, Denise; **NNSA (b)(6)**; Knopinski, Jenny; Cefalu, Janine; Stowell, Rachel; James, Daniel M (BPA) - D-7  
**Subject:** HC Update for Resource Managers Meeting Notes - January 23  
**Attachments:** Jan 23 2025 Resource Managers Meeting Notes.pdf

Good afternoon,

The meeting notes from last week's HC Update for Resource Managers meeting are attached.

There is additional information that wasn't briefed in the meeting notes regarding:

- OPLER Leadership Update
- Employee Competency Model Demonstration
- New Automated Coaching Request Form

Thank you,



**HC Communications Team**

Office of the Chief Human Capital Officer

---

## HC Update for Resource Managers

### January 23, 2025

---

#### General Topics Covered:

- Recap of Executive Orders and Other Transition-related Guidance Documents Issued
- Hold on Training Expenditures

#### HC-SSC Topics:

- Cancellation of Certain Recruitment Actions

#### Additional Information:

- Employee Competency Model Demonstration
- New Automated Coaching Request Form
- OPLER Update

---

#### Executive Transition Update – Erin

- Thank you so much to our partners in HC, MA, EHSS, GC, OCIO, CF, and all Resource Managers for the collaborative efforts during this transition period. We have offboarded 106 appointees in the outgoing Administration and onboarded 38 appointees in the incoming Administration this pay period alone!
- If you have questions, please reach out to [Jenn Mendoza](#) or [Farhana Hossain](#).

---

#### Recap of Executive Orders and Other Transition-Related Guidance Documents – Erin Moore (CHCO)

**\*\*\*These meeting notes may not contain the most current guidance at the time you are reading them. They are representative of the status as of the morning of January 24.\*\*\***

As you're aware, we are managing several EO and various guidance documents that are being released daily. I'd like to just hit a summary of the key ones today, some of the practical implementations, steps we've taken so far, and next steps.

- [Hiring Freeze – The White House](#):
  - As described in the Executive Order, no vacant positions existing as of noon on January 20, 2025, may be filled and no new positions may be created as part of a government-wide effort to reduce the size of the Federal Government's workforce through efficiency improvements and attrition. This guidance was further elaborated on by Acting Secretary Kolb in her message to Heads of Departmental Elements on January 20.
  - The Acting Directors at Office of Management and Budget (OMB) and Office of Personnel Management (OPM) issued a [joint memorandum](#) on January 21 providing additional guidance and instruction for implementing the Federal civilian hiring

freeze, to include direction that any offer of employment that was extended prior to noon on January 20, 2025, with a start date effective **before February 8, 2025**, may proceed.

- Therefore, selectees with a start date after February 8, 2025, received a letter of revocation. The selectees were notified as to why their offer was revoked and were told they may be contacted later if their position is approved by the Agency head and OPM as an exemption to the hiring freeze. In addition, security processing for these individuals has been halted.
- OPM has established several additional criteria by which Agency heads may request an exemption, following consultation with OPM and OMB. We anticipate receiving more guidance from OPM/OMB, including a template for justification.
- To further support the hiring pause, Job Opportunity Announcements were cancelled on USAJOBS including any Open Continuous Direct Hire Announcements (unless clearly meeting one of the exemptions noted above).
- Although not prohibited by OPM or OMB, until we receive updated guidance from the Acting Secretary on incoming Secretary, expressions of interest and other personnel actions related to hiring or appointments are not being processed.
- We will provide more guidance once it becomes available.
- Guidance on Probationary Periods, Administrative Leave and Details
  - The memorandum includes a Friday, January 24, 2025, report suspense for a listing of all employees on probationary periods, who have served less than a year in a competitive service appointment, or who have served less than two years in an excepted service appointment. In addition, agencies should promptly determine whether those employees should be retained at the agency.
  - Furthermore, agencies have the discretion to grant paid administrative leave to help manage their workforces as they implement agency restructuring initiatives or determine the best ways to manage agency components going forward. Moreover, agency heads have broad discretion to detail employees “among the bureaus and offices of [their] department[s]” for up to 120 days by written order.
  - We are gathering the list in HC to meet the suspense; we are aware that inaccurate information may be provided. We will notify OPM of that at the time of submission and will continue to scrub the list after it is submitted. We will share the list with DEs to review and update.
- Ending Radical and Wasteful Government DEI Programs and Preferencing – The White House
  - OPM’s memo on this topic required us to issue admin leave notices to all employees focused on DEIA activities and develop a RIF plan for these employees by January 31. Based on the agency’s first review of employees meeting this criterion, approximately 26 employees were placed on admin leave, and we anticipate another 40 or so receiving letters. If your DE has staff dedicated to DEIA activities, please ensure you complete this [spreadsheet](#) and send it to [Julie.Murphy@hq.doe.gov](mailto:Julie.Murphy@hq.doe.gov) immediately.
  - Teams responsible for the EEO process are not included in the DEIA changes.

- Courtesy calls have been placed with Unions as appropriate about the implementation of admin leave.
- To comply with the Executive Order, *Ending Radical and Wasteful Government DEI Programs and Preferencing*, dated January 20, 2025, all Diversity, Equity, Inclusion, and Accessibility training—including mandatory and optional, instructor-led and virtual—has been canceled or removed from the Learning Nucleus.
- DE-specific content relating to DEIA or minority programs need to be removed from your public/internal pages ASAP. Please keep NARA requirements in mind. This includes social media.
- [Return to In-Person Work – The White House](#)
  - [OPM’s memo](#) on this topic requires us to revise our telework policy by 5 p.m. January 24 and to target being fully compliant with the order within 30 days.
  - We don’t have any additional information at this time. We ask that you remain patient and calm as we sort through it all.
  - **Do not take any action at this time;** more guidance will be issued.
- [Reforming The Federal Hiring Process and Restoring Merit To Government Service – The White House](#)
  - No additional guidance received on this order.
- [Restoring Accountability for Career Senior Executives – The White House](#)
  - No additional guidance received on this order.
- [Restoring Accountability to Policy-Influencing Positions Within the Federal Workforce – The White House](#)
  - No additional guidance received on this order.

---

## Training Expenditures - Erin Moore (CHCO)

- We received updated guidance from the Office of the Chief Financial Officer related to yesterday’s announcement on training expenditures. The updated guidance, issued to FAST Invoice Approving Officials, allows for existing invoices to be reviewed and approved using the invoice review process for obligations. This means that training requests submitted in Learning Nucleus and processed by the Step 5 Training Processor, with a purchase order number, can be executed.
- Employees with training requests that were approved before January 20, 2025, should plan to attend and complete their training. Travel requests associated with training should be confirmed with their supervisors prior to attending.
- All HC-sponsored Professional Skills courses will be delivered as scheduled. Enrolled employees will receive login information prior to the course start date.
- In accordance with the memorandum, Agency-wide Review of Program and Administrative Activities, issued by Acting Secretary Kolb, signature card authority has been rescinded for new obligations.



Office of the Chief  
Human Capital Officer

Contact *HC Communications* with questions regarding the HC Update for RMs.

- Accordingly, any training request that has not been obligated is still on hold until further notice. This includes training requests that have not been entered into Learning Nucleus, that are still pending approval in steps 1-5, or that are in step 5 and not yet processed. If you are unsure of the approval status of your training request, please reach out to your Step 5 Processor.
- Pending training requests will be cycled back to the Budget Officer/Step 4 approver stage. The Budget Officer/Step 4 approver should hold or cancel these requests until further guidance is provided.
- No new training requests should be submitted at this time. If a new request is submitted, the Budget Officer/Step 4 approver should not approve it.
- We would like to remind you that DOE's extensive eLearning catalog is still available through the Percipio platform (log in via Learning Nucleus) to support employee learning and development goals.
- Additionally, to comply with the Executive Order, Ending Radical and Wasteful Government DEI Programs and Preferencing, dated January 20, 2025, all Diversity, Equity, Inclusion, and Accessibility training—including mandatory and optional, instructor-led and virtual—has been canceled or removed from the Learning Nucleus.
- Please contact the Learning Nucleus Team if you believe a course was removed in error or if you have questions.

---

## HC-SSC Topics

---

### Cancellation of Certain Recruitment Actions – Jeff Williams (OHROC)

- As a result of the hiring freeze and uncertainty around when exceptions to the freeze will be granted, OHROC is cancelling all recruitment actions that do not have a Tentative Job Offer (TJO) or Final/Firm Job Offer (FJO), or do not have a certificate issued.
- If exceptions are approved for actions with a cancelled TJO or FJO, they will be re-issued ASAP, so long as the DE desires to continue with that job offer.
- For certificates that were issued, Hiring Managers may make selections in USA Staffing, but OHROC will not make a TJO until a hiring freeze exception is granted.
- Recruitment actions that are cancelled and later granted as an exception to the hiring freeze will be re-initiated once approval is obtained.

---

## Additional Information

---

### OPLER Update

- OPLER's Deputy Director, Charles Peterman, will be leaving OPLER and DOE at the end of this week. He will be returning to VA as a Deputy Human Resources Officer for VISN 15.
- Anne Fickes, BPA's HR Deputy Director, has graciously agreed to temporarily join OPLER as the Deputy Director.



Office of the Chief  
Human Capital Officer

Contact [HC Communications](#) with questions regarding the HC Update for RMs.

---

## Employee Competency Model Demonstration

- DOE's Competency Team has rescheduled the Employee Demonstration of the Career Progression Competency Model and the Competency Learning Journeys to take place on Thursday, January 30, 2025, from 1 – 1:30 p.m. ET via [Teams](#).
- Please join to learn more about the Career Progression Competency Model, the Career Progression Competency Assessment, and how to use Competency Learning Journeys in Percipio.

---

## New Automated Coaching Request Form

- Did you know that DOE's Internal Coaching Network (ICN) had a 385% increase in participation in FY 24 resulting in 42 employees receiving professional coaching from one of our International Coaching Federation trained coaches?
- In response to this, the Office of Talent Management, in partnership with the Office of Business Operations, is excited to announce a new automated Coaching Request Form on HCnet.
- This innovative change will replace the Microsoft Word document and streamline the supervisor approval step, saving time by speeding up the matching process.
- To learn more about coaching, please visit the DOE Internal Coaching Network page on [HCnet](#). If you have any questions, please contact the program manager [Joseph Hose](#).
- [How to Request a Coach | HCnet](#)



Office of the Chief  
Human Capital Officer

Contact [HC Communications](#) with questions regarding the HC Update for RMs.

5

---

**From:** Murphy, Julie <julie.murphy@hq.doe.gov>  
**Sent:** Tuesday, January 28, 2025 1:39 PM  
**To:** Fickes, Anne Macron (BPA) - H-1  
**Subject:** FW: Urgent report

Per our earlier conversation. I also spoke with CJ about this, so I'm including her in case she has thoughts on it.

I need the following info for all EJE/ED employees from 11/5/2024 to the present:

- Employee name / ID and employee email
- DE as of today – if not in EJE/ED, include date of transition out of EJE/ED
- Position Title (official and working titles)
- Pay plan- series – grade/step
- Position number and position description number, if different
- BUS code
- Probationary status and completion date
- Supervisory status
- DOB
- Vets Preference
- Tenure Group
- Appointment type – competitive/excepted/SES/Sched A, etc.
- SCD retirement date
- SCD RIF date
- SCD Retirement Voluntary and Early
- Competitive Area
- Competitive Level
- Telework – number of days
- Remote – all or US
- Official Duty Station – specific address
- DOE Official Worksite – specific address
- Supervisor name and email

If I missed anything, please feel free to add it.

Thanks,  
Julie



**Julie Murphy**  
Director

Policy, Labor and Employee Relations  
(OPLER)  
Office of the Chief Human Capital Officer  
PHONE (b) (6)  
[julie.murphy@hq.doe.gov](mailto:julie.murphy@hq.doe.gov)

---

**From:** Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Sent:** Friday, January 31, 2025 8:39 AM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH  
**Subject:** RE: RTO Insider - BPA Employees Confront Trump's 'Fork in the Road'

Thanks Sonya!

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Friday, January 31, 2025 11:34 AM  
**To:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>  
**Subject:** FW: RTO Insider - BPA Employees Confront Trump's 'Fork in the Road'

You should be aware of the trade press on this. Not sure if RTO Insider gets picked up by the DOE media list. Thanks.

**BPA Employees Confront Trump's 'Fork in the Road'**  
Staff Caught up in President's Effort to Shrink Government Despite Agency's Self-funding



BPA headquarters in Portland, Ore. | *Bonneville Power Administration*  
Jan 30, 2025 | Robert Mullin

Employees of the Bonneville Power Administration received the same buyout offer from the Trump administration as millions of other federal workers, staff have confirmed to *RTO Insider*.

**Why This Matters**

A rapid loss of staff could significantly disrupt operations at BPA, which manages one of the largest balancing authority areas in the West and controls 75% of the Northwest's transmission grid, along with marketing the output from the region's extensive network of federal hydroelectric dams.

The move came despite the federal power marketing administration's status as a self-funding entity and its key role in Northwestern electricity generation and transmission, flood control and regional fish conservation efforts.

BPA also operates a balancing authority area covering about 300,000 square miles, which encompasses large parts of Oregon, Washington, Idaho and Montana, and smaller sections in California, Nevada, Wyoming and Nevada.

The agency is headed by Administrator John Hairston, who has served in that role since January 2021.

The Trump administration emailed the buyout offers to about 2.3 million federal employees through the Office of Personnel Management (OPM) in a Jan. 28 *message* titled, "Fork in the Road."

The message instructed recipients to type the word "Resign" into the subject line and reply if they want to accept the offer of the "deferred resignation" arrangement, with the promise they'd be provided a severance package consisting of eight months' pay and benefits through Sept. 30, the end of the federal fiscal year. Employees were directed to respond by Feb. 6.

The email explained that the move is part of an effort to "reform" the federal workforce around "four pillars," consisting of a policy to require most remote workers to return to their physical offices five days a week; a "performance culture" that will "insist on excellence at every level"; a "more streamlined and flexible workforce" resulting from downsizing; and "enhanced standards of conduct" intended to retain "employees who are reliable, loyal, trustworthy and who strive for excellence in their daily work."

The administration has said it expects 5 to 10% of the federal workforce to accept the offer, which observers have said looks to be modeled closely on the approach that Elon Musk used with employees at Twitter (now X) after he assumed ownership of the social media platform in 2022. Trump picked Musk to lead efforts at the unofficial "Department of Government Efficiency," charged with reducing the size of federal operations.

## 'Ridiculous Deal'

A BPA employee who spoke on background to *RTO Insider* said fellow staff members had expressed concern about the unexpected development but generally were "keeping their heads down" and continuing to perform their duties amid the uncertainty.

Portland-based BPA employs more than 3,000 people and manages the output from 31 hydroelectric dams in the Federal Columbia River Power System with a combined capacity of about 22,440 MW. The agency also operates more than 15,000 miles of transmission lines — about 75% of the Northwest grid.

Asked to comment about the potential impact of the order, a BPA spokesperson referred *RTO Insider* to the agency's parent agency, the U.S. Department of Energy, for a response.

DOE did not respond to a series of questions seeking clarity on several points, including:

-

- What steps DOE is taking to evaluate the operational impact on BPA and the other three PMAs of potentially high staff turnover in such a short period of time.
- Whether DOE is aware of how and when OPM will inform the department and the PMAs about specific resignations at the agencies.
- Whether DOE has been provided guidance by the administration about how BPA and the other PMAs should implement the “four pillars” outlined in the buyout memo or been given a time frame for doing so.
- Whether DOE expects BPA, the other PMAs and the Tennessee Valley Authority to be in any way insulated from the measures laid out in the email based on their self-funding models.

In an email to *RTO Insider*, U.S. Sen. Jeff Merkley (D-Ore.) said Trump “has no authority to offer this ridiculous deal, nor does he have authority to guarantee it. If folks take this so-called deal, they could be left high and dry by the president.

“Nonpartisan BPA professionals work hard to provide reliable, affordable electricity across the Pacific Northwest, and citizens and local businesses depend on the agency for its critical services.”

The offices of Sens. Ron Wyden (D-Ore.) and Maria Cantwell (D-Wash.) did not respond to requests for comment as of press time.

Scott Simms, executive director of the Portland-based Public Power Council — whose membership consists of BPA’s “preference” customer base of publicly owned utilities that purchase low-cost power from the agency — said the group is “gravely concerned” by the development.

“BPA is funded by Northwest ratepayers and not taxpayers, and its mission supports the Northwest economy; ensures the flow of reliable, domestically produced electricity; and provides employment in rural areas,” Simms said in an email. “I think if certain decision-makers knew that, they would do everything possible to retain this valuable workforce. This will be important for us to emphasize in the weeks and months ahead so we don’t suffer unintended consequences to our power system and our region’s communities that depend on it.”

---

**From:** Morman, Laurie <laurie.morman@hq.doe.gov>  
**Sent:** Friday, January 31, 2025 8:40 AM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH  
**Subject:** RE: RTO Insider - BPA Employees Confront Trump's 'Fork in the Road'

THanks

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Friday, January 31, 2025 11:34 AM  
**To:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>  
**Subject:** FW: RTO Insider - BPA Employees Confront Trump's 'Fork in the Road'

You should be aware of the trade press on this. Not sure if RTO Insider gets picked up by the DOE media list. Thanks.

**BPA Employees Confront Trump's 'Fork in the Road'**  
Staff Caught up in President's Effort to Shrink Government Despite Agency's Self-funding



BPA headquarters in Portland, Ore. | *Bonneville Power Administration*  
Jan 30, 2025 | Robert Mullin

Employees of the Bonneville Power Administration received the same buyout offer from the Trump administration as millions of other federal workers, staff have confirmed to *RTO Insider*.

**Why This Matters**

A rapid loss of staff could significantly disrupt operations at BPA, which manages one of the largest balancing authority areas in the West and controls 75% of the Northwest's transmission grid, along with marketing the output from the region's extensive network of federal hydroelectric dams.

The move came despite the federal power marketing administration's status as a self-funding entity and its key role in Northwestern electricity generation and transmission, flood control and regional fish conservation efforts.

BPA also operates a balancing authority area covering about 300,000 square miles, which encompasses large parts of Oregon, Washington, Idaho and Montana, and smaller sections in California, Nevada, Wyoming and Nevada.

The agency is headed by Administrator John Hairston, who has served in that role since January 2021.

The Trump administration emailed the buyout offers to about 2.3 million federal employees through the Office of Personnel Management (OPM) in a Jan. 28 *message* titled, "Fork in the Road."

The message instructed recipients to type the word "Resign" into the subject line and reply if they want to accept the offer of the "deferred resignation" arrangement, with the promise they'd be provided a severance package consisting of eight months' pay and benefits through Sept. 30, the end of the federal fiscal year. Employees were directed to respond by Feb. 6.

The email explained that the move is part of an effort to "reform" the federal workforce around "four pillars," consisting of a policy to require most remote workers to return to their physical offices five days a week; a "performance culture" that will "insist on excellence at every level"; a "more streamlined and flexible workforce" resulting from downsizing; and "enhanced standards of conduct" intended to retain "employees who are reliable, loyal, trustworthy and who strive for excellence in their daily work."

The administration has said it expects 5 to 10% of the federal workforce to accept the offer, which observers have said looks to be modeled closely on the approach that Elon Musk used with employees at Twitter (now X) after he assumed ownership of the social media platform in 2022. Trump picked Musk to lead efforts at the unofficial "Department of Government Efficiency," charged with reducing the size of federal operations.

## 'Ridiculous Deal'

A BPA employee who spoke on background to *RTO Insider* said fellow staff members had expressed concern about the unexpected development but generally were "keeping their heads down" and continuing to perform their duties amid the uncertainty.

Portland-based BPA employs more than 3,000 people and manages the output from 31 hydroelectric dams in the Federal Columbia River Power System with a combined capacity of about 22,440 MW. The agency also operates more than 15,000 miles of transmission lines — about 75% of the Northwest grid.

Asked to comment about the potential impact of the order, a BPA spokesperson referred *RTO Insider* to the agency's parent agency, the U.S. Department of Energy, for a response.

DOE did not respond to a series of questions seeking clarity on several points, including:

-

- What steps DOE is taking to evaluate the operational impact on BPA and the other three PMAs of potentially high staff turnover in such a short period of time.
- Whether DOE is aware of how and when OPM will inform the department and the PMAs about specific resignations at the agencies.
- Whether DOE has been provided guidance by the administration about how BPA and the other PMAs should implement the “four pillars” outlined in the buyout memo or been given a time frame for doing so.
- Whether DOE expects BPA, the other PMAs and the Tennessee Valley Authority to be in any way insulated from the measures laid out in the email based on their self-funding models.

In an email to *RTO Insider*, U.S. Sen. Jeff Merkley (D-Ore.) said Trump “has no authority to offer this ridiculous deal, nor does he have authority to guarantee it. If folks take this so-called deal, they could be left high and dry by the president.

“Nonpartisan BPA professionals work hard to provide reliable, affordable electricity across the Pacific Northwest, and citizens and local businesses depend on the agency for its critical services.”

The offices of Sens. Ron Wyden (D-Ore.) and Maria Cantwell (D-Wash.) did not respond to requests for comment as of press time.

Scott Simms, executive director of the Portland-based Public Power Council — whose membership consists of BPA’s “preference” customer base of publicly owned utilities that purchase low-cost power from the agency — said the group is “gravely concerned” by the development.

“BPA is funded by Northwest ratepayers and not taxpayers, and its mission supports the Northwest economy; ensures the flow of reliable, domestically produced electricity; and provides employment in rural areas,” Simms said in an email. “I think if certain decision-makers knew that, they would do everything possible to retain this valuable workforce. This will be important for us to emphasize in the weeks and months ahead so we don’t suffer unintended consequences to our power system and our region’s communities that depend on it.”

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Monday, February 3, 2025 11:24 AM  
**To:** christine.jenkins@hc.doe.gov  
**Cc:** Mosley,James G (BPA) - HE-REMOTE; Fickes,Anne Macron (BPA) - H-1  
**Subject:** RE: Prob Period Dates  
**Attachments:** DOE Probationary for OPM due 1-31-2025.xlsx

Hello Christine,

Attached is the list, revised.

I didn't remove anyone from the list, with the exception of (b) (6) from the Missing list as she was already on the Full list.

You will see some names highlighted – I updated the trial end dates on those.

David Keskitalo  
360-418-2097

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Monday, February 3, 2025 6:53 AM  
**To:** Fickes,Anne Macron (BPA) - H-1 <acmacron@bpa.gov>  
**Subject:** Prob Period Dates  
**Importance:** High

Hi Anne,

The BPA probationary period list... there are (b) (5)

(b) (5)

(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION
(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION
(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION
(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION
(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION
(b) (6)	BPA	BONNEVILLE POWER ADMINISTRATION

(b) (6)

BPA	BONNEVILLE POWER ADMINISTRATION



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Christine Jenkins**

*Director, HR Operations and Compensation  
(OHROC)*

Office of the Chief Human Capital Officer (HC)

PHONE (b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or Hourly for Inemish, etc.)	Probationary/Trial Period End Date	Competitive/Exempt/SES	Reviewed	Reasons	SES only - Final Competitive offer (Yes/No)	Should be rechecked (Yes/No/ER Contacted)
---------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------------	---------------------------------------	------------------------	----------	---------	---------------------------------------------------	-------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or Hourly for Inemah, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Reviewed	Reasons	SES only - Prior competitive service (Yes/No)	Should be re-refered (Yes/Not Contacted)
---------------	----	------------------	----------------	----------	--------	-------	------------------------------------------------------	---------------------------------------	--------------------------	----------	---------	-----------------------------------------------------	------------------------------------------------

(b) (6)

Specialty/Class	DE	Department/Division	Position Title	Pay Plan	Series	Grade	Annualized Salary (by Agency HR Manual, etc.)	Performance/Qual Period End Date	Competive/Exception/SE	Reassignment	Reason	SES only - Prior Involvement/Service (Yes/No)	Spousal Involvement (Y/N/Other Contacted)
-----------------	----	---------------------	----------------	----------	--------	-------	-----------------------------------------------------	-------------------------------------	------------------------	--------------	--------	-----------------------------------------------------	-------------------------------------------------

(b) (6)



Specialty/Class	DE	Component/Division	DOB/DTB	Pay Plan	Style	Grade	Annualized Salary (by Agency HR Manual, etc.)	Performance/Total Payroll End Date	Competitive/Disability/SE	Relevant	Revised	SES only - Priority Involvement Service (Yes/No)	Should be raised (Y/N/OT/ER Contact)
-----------------	----	--------------------	---------	----------	-------	-------	-----------------------------------------------------	---------------------------------------	---------------------------	----------	---------	--------------------------------------------------------	--------------------------------------------

(b) (6)

Specialty/Class	DE	Commodity/Brand	Product Type	Qty/Unit	Style	Color	Associated System (e.g. Model #, Part Number, etc.)	Performance/Total Rated End Date	Component/Excavator/SE	Equipment	Remarks	STS only - Prior Investment Service (Yes/No)	Issued for release (Y/N) (OER Contract)
-----------------	----	-----------------	--------------	----------	-------	-------	--------------------------------------------------------	-------------------------------------	------------------------	-----------	---------	----------------------------------------------------	-----------------------------------------------

(b) (6)

Specialty/Class	DE	Designation/Block	Position Title	Pay Plan	Series	Grade	Annualized Salary (4 Months/1st Month only)	Performance/Qual Period End Date	Competency/Exception/SES	Relevant	Remarks	SES only: Priority Incentive service (Yes/No)	Special Incentive (Yes/No/ER Contact)
(b) (6)													

Yes - Correct

Yes - Incorrect, remove from List b/c not in Prob/Trial Period

No - Pending receipt of eOPF

No prior federal service

Prior competitive service with another agency but selected under DE or DH

Current competitive service DOE employee but selected under DE or DH for a different line of work

Break in service of more than 30 days and reemployed thru any competitive service authority other than reinstatement

Prior service in the excepted service only.

Transferred or reinstated to DOE or reassigned to a new position before completing a probationary period.

Appointment or conversion to the competitive service by special appointing authority that does not have an exemption to probationary periods

Prior completion of trial period in different line of work

Break in service of more than 30 days

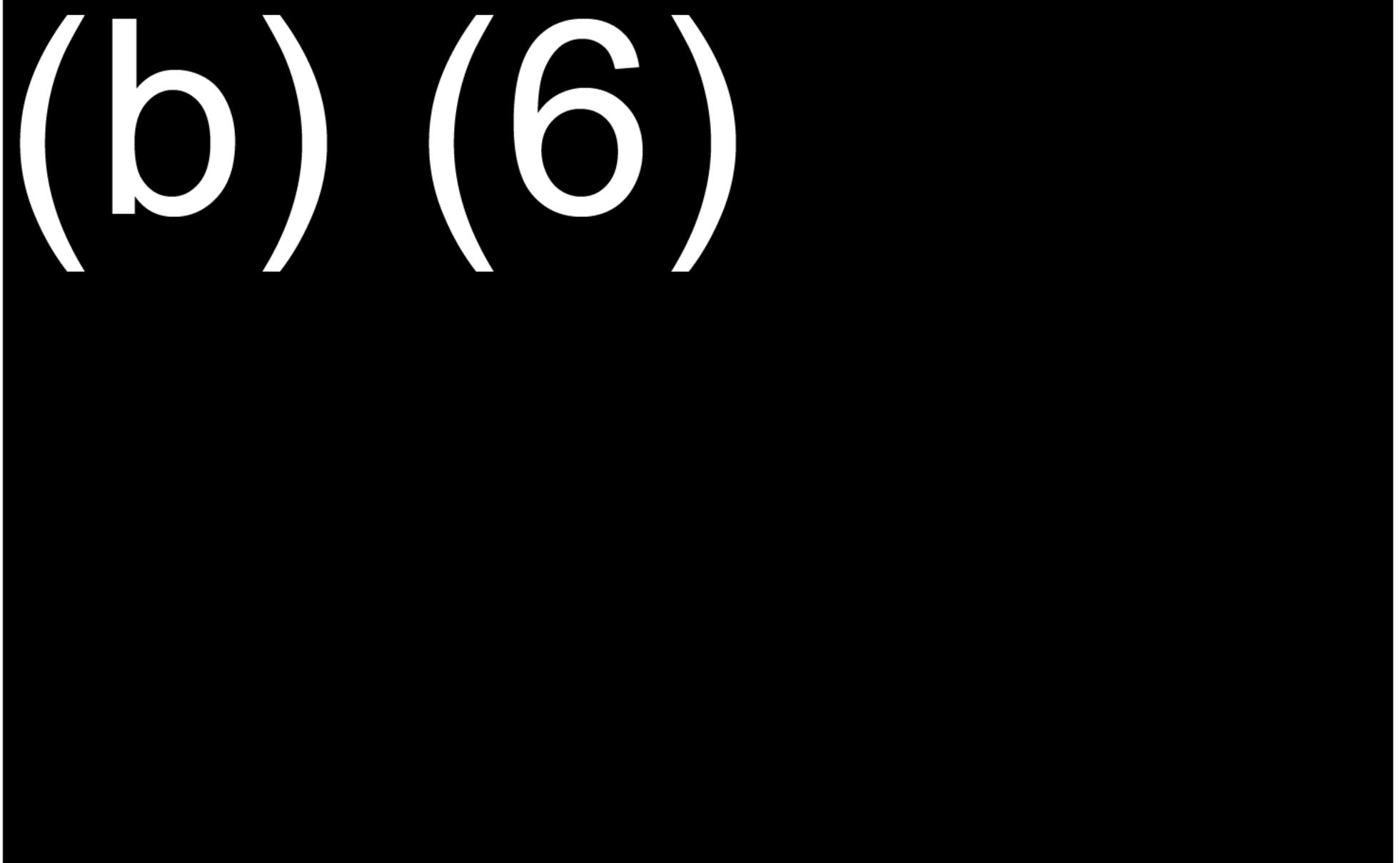
Other scenario not listed

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for fireman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SIS only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contracted)	National Security or Public Safety as outlined in the CPM	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	--------------------------------------------------	----------------------------------------------	--------------------------------------------------------------	-----------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for transient, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/no)	Should be retained (Yes/No/IR Contacted)	National Security or Public Safety as outlined in its CPM's	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	------------------------------------------------------	------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	----------------------------------------------------------------	-----------------------------------------------------------------------

(b) (6)

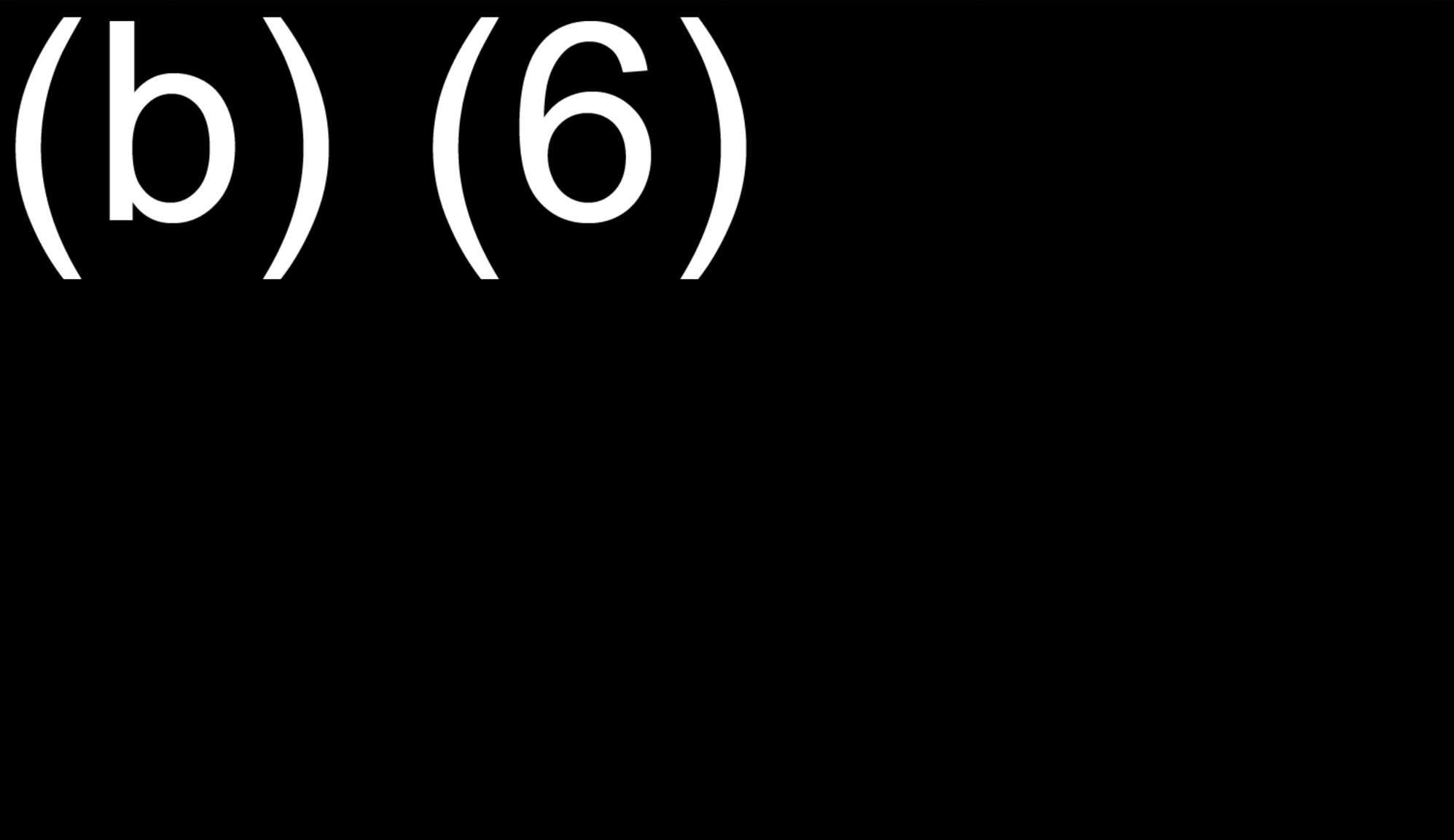


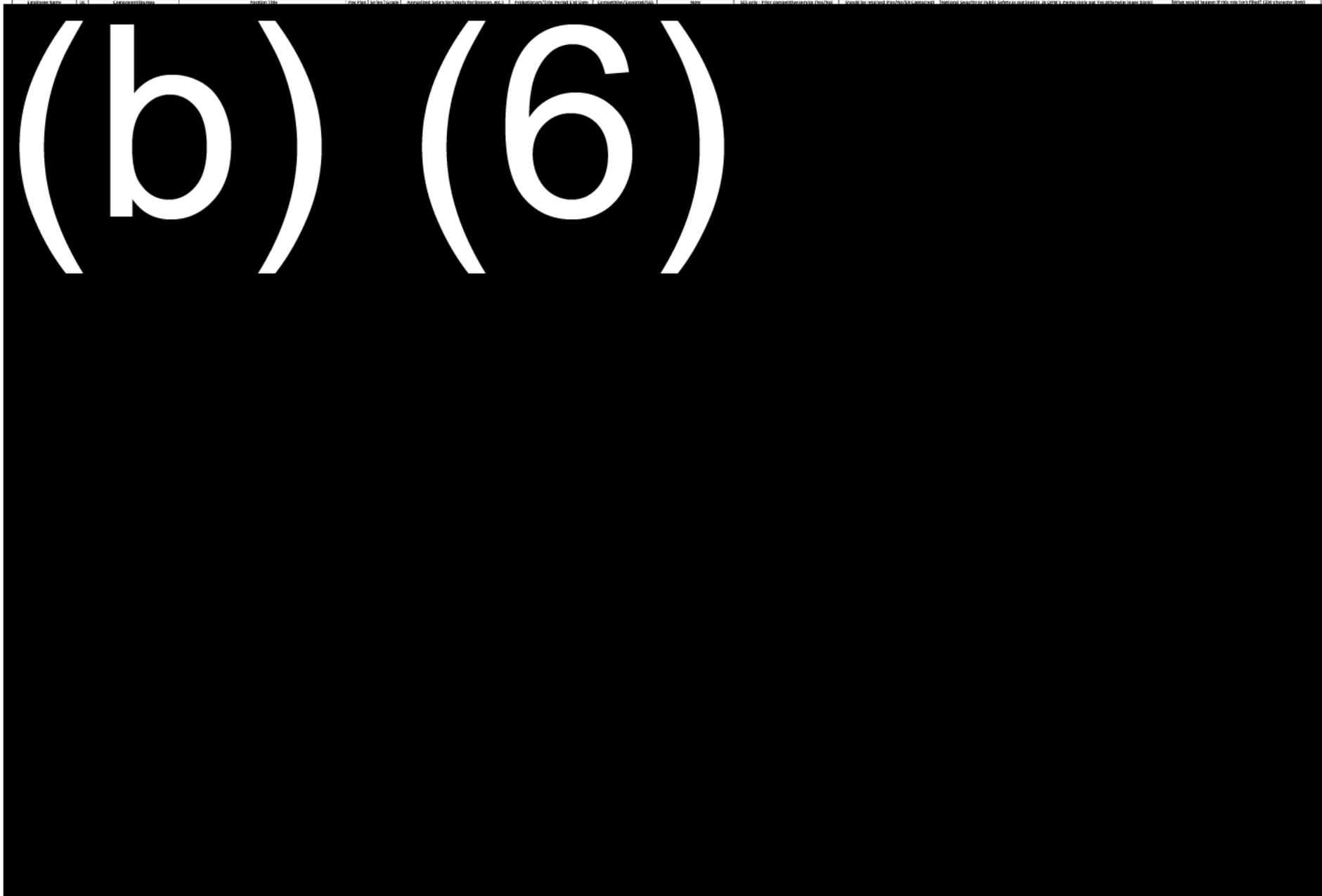
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lower, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/IR Contacted)	National Security or Public Safety as outlined in the OPM's	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	----------------------------------------------------------------	-----------------------------------------------------------------------



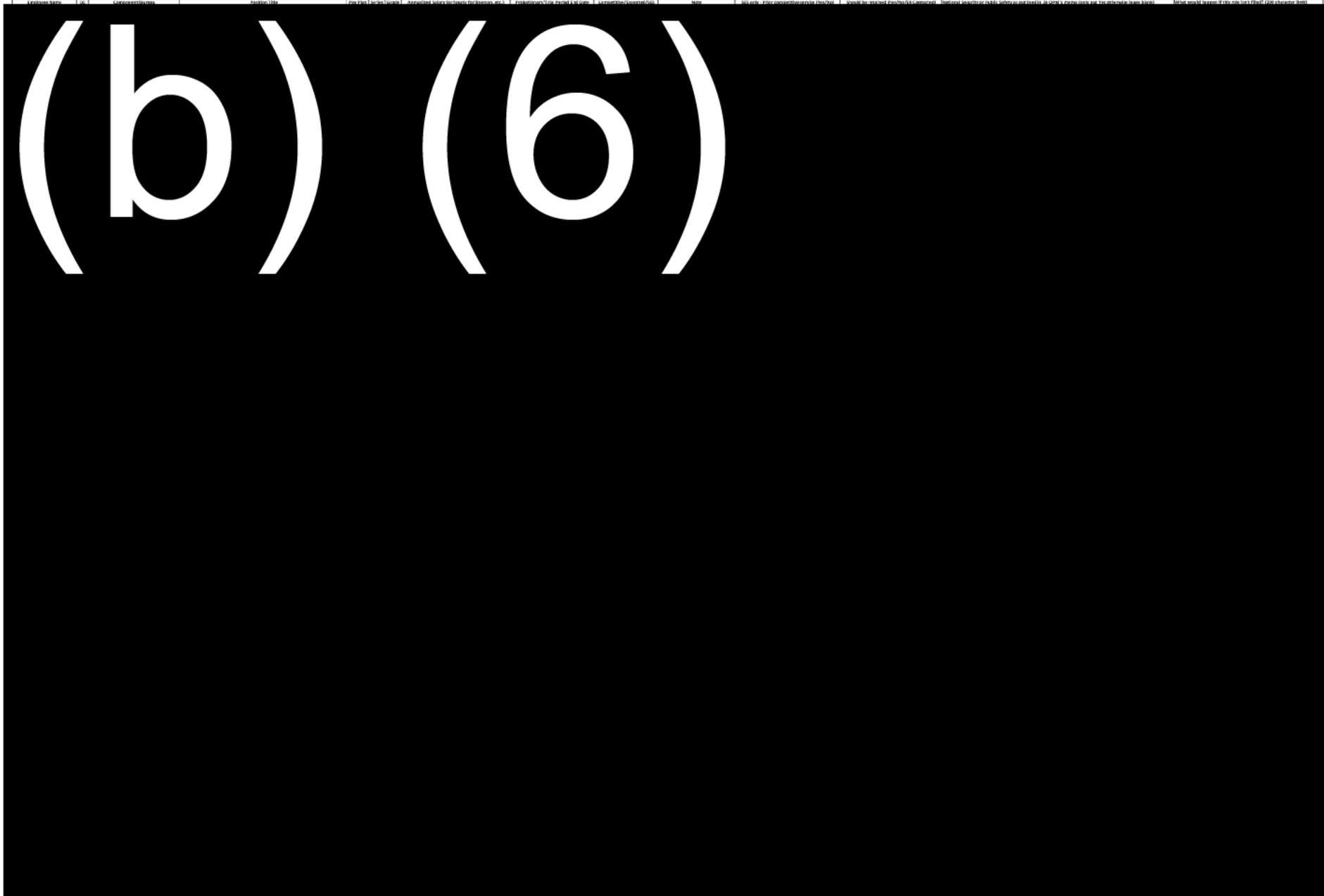
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lower, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/IR Contacted)	National Security or Public Safety as outlined in its OPM's	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	----------------------------------------------------------------	-----------------------------------------------------------------------

(b) (6)





(b) (6)



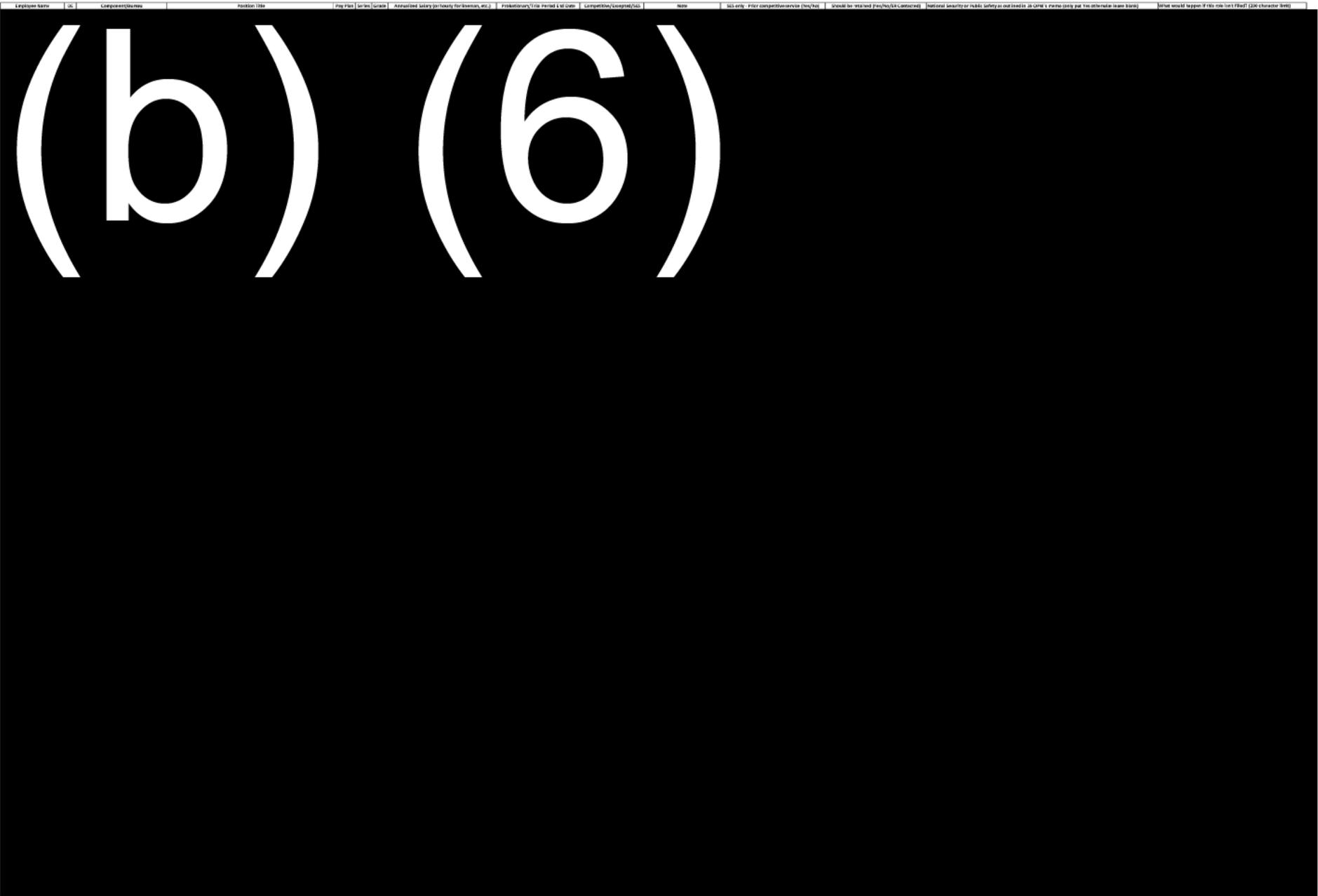
(b) (6)

(b) (6)

Employee Name	SSN	Competitive Status	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for Seasonal, etc.)	Probationary/Trial Period End Date	Competitive/Assigned/Rel.	Note	SSN only - For competitive service (Yes/No)	Should be re-assessed (Yes/No/Not Contacted)	National Security or Public Safety position (Is OPM's name only put in otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	-----	--------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	---------------------------	------	---------------------------------------------	----------------------------------------------	-----------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)





(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

(b) (6)

---

**From:** Fickes, Anne Macron (BPA) - H-1  
**Sent:** Tuesday, February 4, 2025 2:12 PM  
**To:** anne.fickes@hq.doe.gov  
**Subject:** Fw: Deferred Resignation Program Information  
**Attachments:** Deferred Resignation Program Information for Managers and Supervisors 1-31-25.pdf

---

**From:** Manager Update <[ManagerUpdate@bpa.gov](mailto:ManagerUpdate@bpa.gov)>  
**Sent:** Friday, January 31, 2025 2:05:01 PM  
**To:** ADL MANAGERS <[ADL\\_MANAGERS@bpa.gov](mailto:ADL_MANAGERS@bpa.gov)>  
**Subject:** Deferred Resignation Program Information

Dear Managers and Supervisors:

Acting Secretary of Energy Ingrid Kolb sent today, Jan. 31, a letter that confirms the Deferred Resignation offer is **valid, lawful, and will be honored by DOE. Employees who accept the deferred resignation offer will receive pay and benefits through Sept. 30, 2025, and will not be subject to a reduction-in-force or other premature separation.**

DOE will be issuing guidance to all employees as soon as more information is available.

Also, all federal employees will receive an email from DOE's Chief Human Capital Office which will include a link to two information sessions slated for 10-11 a.m., PST, Monday, Feb. 23 and Tuesday, Feb. 4. During these information sessions, DOE leaders will go over the Deferred Resignation Program, as well as provide a high-level overview for benefits if people choose to resign or retire. The sessions will be the same so employees only have to attend one if they want to learn more about the program.

The letter also says DOE is requesting Voluntary Early Retirement Authority (VERA), and OPM will review and may grant such requests at each agency—so eligible employees may receive VERA if they accept the deferred resignation offer.

Please see the attached letter from Ingrid Kolb for more information and share the information with your employees. Send any questions to [Communications@bpa.gov](mailto:Communications@bpa.gov).



## The Secretary of Energy

Washington, DC 20585

January 31, 2025

DOE leaders,

On January 28, 2025, the U.S. Office of Personnel Management sent a government-wide email presenting a deferred resignation offer to federal employees. The email can be viewed at <https://www.opm.gov/fork>. On behalf of the Department of Energy (DOE), I am informing you that the offer is **valid, lawful, and will be honored by DOE. Employees who accept the deferred resignation offer will receive pay and benefits through September 30, 2025, and will not be subject to a reduction-in-force or other premature separation.** (This offer is subject to rare exemptions that may be granted by the agency to employees who work in law enforcement, public safety, border security, or other limited categories of essential employees.) In the event of a government shutdown or lapse in appropriations, employees accepting deferred resignations will be paid through September 30, 2025, just like any other federal employee. Accepting the deferred resignation offer will not impact entitlement to backpay under the Government Employee Fair Treatment Act of 2019. Additional information about the program is included in OPM-provided "[Guidance Regarding Deferred Resignation Program.](#)"

In addition, subject to rare exceptions, employees are not expected to work during the deferred resignation period. Again, except in rare cases, they will be able to take a non-government job during the deferred resignation period (consistent with ethics and post-employment restrictions based on your position). Employees who will reach retirement eligibility during this deferred period will be eligible for full retirement benefits. DOE is also requesting [Voluntary Early Retirement Authority](#) (VERA), and OPM has indicated that it will grant such requests at each agency—so eligible employees may receive VERA if they accept the deferred resignation offer. If an employee's full retirement eligibility date falls within the 2025 calendar year, the agency may extend the deferred resignation period to the date of full retirement eligibility.

We know you are receiving many questions about this program from your employees. We will be issuing guidance centrally to all employees momentarily, reiterating the intent of the program and referring employees to the Frequently Asked Questions provided by OPM. As you speak with your employees about this situation, we ask that you use only the facts as provided by OPM and be clear that DOE leadership will provide more information as and when it becomes available.

DOE will fully implement this program. OPM has been clear that requests for any exemptions should be rare and tailored to the individual employee in question. There will not be blanket organization, sub-unit, or position classification-wide exemptions from eligibility. They have also been clear that the intent of the program is to place employees who opt-in on Administrative Leave as quickly as possible. Requests to delay placement on Administrative Leave while duties are transferred or coverage arranged will be the exception rather than the norm. As a result, mission priorities may need to be adjusted.

Participation in the Deferred Resignation Program is voluntary. Managers must allow employees to make their own decision and refrain from attempting to influence an employees' decision.

OPM will provide a centralized list of employees that opt-in to the program to the Office of Human Capital Management (HC), but the frequency of those reports is unclear at this time. As we start receiving information, HC will get this information to program leadership as efficiently as possible so that work responsibilities can be reorganized and reprioritized, as needed.

For those who may have employees already placed on Administrative Leave, please ensure that your employees have seen the email from OPM and understand the Program is available to them. Unlike the rest of the workforce, they will not be able to submit their intention to opt-in directly to OPM. Instead, they should respond in writing to you. Those emails must be forwarded to [OPLER@hq.doe.gov](mailto:OPLER@hq.doe.gov) as soon as you receive them but not later than close of business on February 6, 2025. HC will provide a consolidated listing of Administrative Leave employees choosing to opt-in to OPM by the deadline.

A special meeting was held with Heads of Departmental Elements yesterday regarding this program and its intent. We will update more broadly with follow-on communications as we have more information.

Thank you.

Sincerely,

(b) (6)

A large black rectangular redaction box covers the signature area, obscuring the name and any handwritten notes.

Ingrid Kolb  
Acting Secretary of Energy

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Friday, February 7, 2025 11:44 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE; Moore, Erin  
**Cc:** Jenkins, Christine; Turner, Todd; Mosley,James G (BPA) - HE-REMOTE; Arceneaux,Leticia C (BPA) - HP-1  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates  
**Attachments:** BPA List due 2-07.xlsx

David Keskitalo  
360-418-2097

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 7, 2025 10:38 AM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley,James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II,David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux,Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

We need 1 more hour, just finalizing now.

R/Liza



**Lizá A. Rosa**  
*HR Director, HRSC*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 7, 2025 10:34 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley,James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II,David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux,Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza

Checking in on your status. I need BPA's updated list soonest!

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Thursday, February 6, 2025 5:02 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

Great, thanks for the update!

R/Lizà



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizà A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Thursday, February 6, 2025 2:01 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley,James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux,Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza,

Based on today's HDE call, just wanted flag that we will be expecting a revised list to come back by tomorrow AM.

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Wednesday, February 5, 2025 4:48 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James

<jgmosley@bpa.gov>; Keskitalo II, David <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C <larceneaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

(b) (6)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

**From:** Moore, Erin <erin.moore@hq.doe.gov>

**Sent:** Wednesday, February 5, 2025 1:41 PM

**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>

**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley,James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II,David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux,Leticia C (BPA) - HP-1 <larceneaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Liza I figured out the ones you removed from the spreadsheet and added them back in. But BPA previously reported ER was contacted about (b) (6) but he’s still on this list as retaining him. I wanted to confirm that’s accurate.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>

**Sent:** Wednesday, February 5, 2025 3:18 PM

**To:** Moore, Erin <erin.moore@hq.doe.gov>

**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James <jgmosley@bpa.gov>; Keskitalo II, David <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C <larceneaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

BPA has re-reviewed the list as per your request, and resubmitted the attached.

Specifically, they stated (b) (5)

(b) (5)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) - Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 8:30 AM  
**To:** James, Daniel M (BPA) - D-7 <[dmjames@bpa.gov](mailto:dmjames@bpa.gov)>  
**Cc:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Johnson, James R (BPA) - HS-REMOTE <[jrjohnson@bpa.gov](mailto:jrjohnson@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates  
**Importance:** High

Hi Dan,

I need you to go through this list one more time to truly determine who is in a position covered by the hiring freeze exemption (national security or public safety for DOE): [OPM's Federal Civilian Hiring Freeze Guidance](#)  
As we went through for the postings on USAJOBS, this is a very high bar so sending forward everyone on this list doesn't make sense. I need this back by 2 PM my time as it's due to OPM today.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 9:32 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates

James Mosely confirmed when I asked if their intent was to (b) (5), and Letty A. confirmed the same to Jeff.

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Tuesday, February 4, 2025 4:01 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hello Christine,

Attached is BPA's list.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Tuesday, February 4, 2025 8:26 AM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>; Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>;  
Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Williams,  
Jeffrey T. <[jeffreyt.williams@hc.doe.gov](mailto:jeffreyt.williams@hc.doe.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Good morning BPA colleagues ~

As I mentioned in my email below, HC needs to know which of your probationary employees are occupying a National Security or Public Safety Position and if the organization wishes to retain them beyond the expiration of their probationary/trial period. If you wish to retain someone in such a position, you will need to provide a 200 character or fewer explanation about the impact of not filling the position.

Please see the linked spreadsheet. Please complete **columns M (Should be Retained), Column N (Meets National Security/Public Safety),** and Column O (**What would happen if this role is not filled**) and return the spreadsheet to me by COB today. **You only need to complete column M if the position is considered National Security or Public Safety.**

At this point we are only asking about employees in National Security or Public Safety (NS/PS) positions. I don't have info on the plans for retaining employees in non-NS/PS positions.

Thanks in advance and I apologize for the super tight turnaround on this.

Christine

---

**From:** Jenkins, Christine  
**Sent:** Monday, February 3, 2025 5:16 PM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Fickes, Anne Macron <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>; Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>;  
Jenkins, Christine <[Christine.Jenkins@hc.doe.gov](mailto:Christine.Jenkins@hc.doe.gov)>  
**Subject:** URGENT HEADS UP - RE: Prob Period Dates  
**Importance:** High

Hi again,

I am writing to give you a heads up about another item that will be due tomorrow. We must now identify who on our probationary/trial period list is 1 – in a National Security or Public Safety position, and 2 – should be retained.

If both of these are “yes”, then you’ll need to provide a <200-character explanation of “what will happen if the position is not filled”. This will need to be done for each person/position you indicate should be retained.

I intend to send the spreadsheet back to you tomorrow with columns to provide this information, but I wanted to give you a heads-up that it will be coming so perhaps you can first begin to identify your National Security/Public Safety Positions, and then determine if the individuals should be retained.

DOE does not have a standard definition of National Security/Public Safety. Essentially, which positions are National Security/Public Safety AND the probationary or trial period employee should be retained.

Thanks.

Christine  
(b) (6)

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Monday, February 3, 2025 3:43 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

If you have questions about the spreadsheet please feel free to call me directly. Going through Anne and/or James is fine too of course. I compiled the sheet though so it will end up back with me. I know this is a hot item so feel free to call me even if after hours.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 3, 2025 12:04 PM  
**To:** Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Mosley,James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes,Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Thanks very much

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Monday, February 3, 2025 2:24 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes, Anne Macron <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

Attached is the list, revised.

I didn't remove anyone from the list, with the exception of (b) (6) from the Missing list as she was already on the Full list.

You will see some names highlighted – I updated the trial end dates on those.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 3, 2025 6:53 AM  
**To:** Fickes,Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** Prob Period Dates  
**Importance:** High



Hi Anne,

The BPA probationary period list... (b) (5)  
(b) (5)

<b>(b) (6)</b>	BPA	BONNEVILLE POWER ADMINISTRATION
	BPA	BONNEVILLE POWER ADMINISTRATION



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Christine Jenkins**

*Director, HR Operations and Compensation (OHROC)*

Office of the Chief Human Capital Officer (HC)

PHONE (b) (6)

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Competency	Note	Is this a First Comparative Service (Yes/No)	Was it on Demand (Yes/No/On Contract)	National Security or Public Safety or Overseas or Other Critical (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job character: SWS)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
<b>(b) (6)</b>																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly rate/benefit, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a Priority/Comparative Service (Yes/No)	Was it on Demand (Yes/No/CI Contract)	National Security or Public Safety or Overseas or Other Critical (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/ Hire)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	-----------------------------------------------------	--------------------------------------	----------------------	------	----------------------------------------------------	------------------------------------------	------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------	----------------------------	--------------------------------------------

(b) (6)

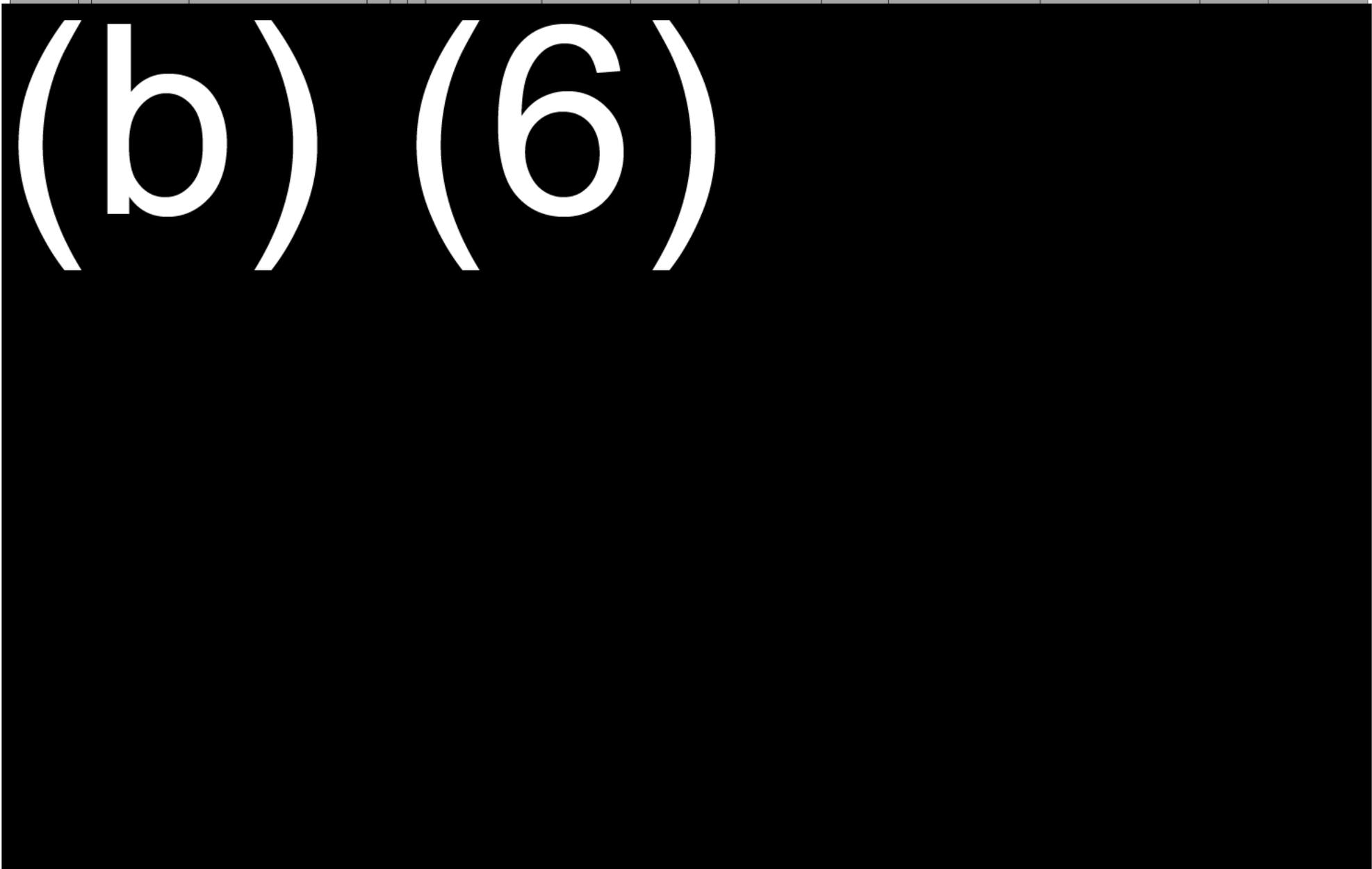


Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or Hourly Rate/Season, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a First Comparative Service (Yes/No)	Is this an Interest (Yes/No/CI/Contracted)	National Security or Public Safety or Law Enforcement (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/Rate)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
(b) (6)																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/CI/Contingent)	National Security or Public Safety or Overseas in USAF's Interest (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job/Character/Title)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
(b) (6)																

Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Score/1-5/4	Note	Is this a PFT or Comparative Service (Yes/No)	Was it on Appeal? (Yes/No/On Contract)	National Security or Public Safety or Law Enforcement (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/ Hire)	Full Appeal Rights to PFT?	If All Appeal Rights, What is the Reason?
---------------	----	-------------------	----------------	----------	-------	-------	---------------------------------------------------	--------------------------------------	------------------------	------	--------------------------------------------------	-------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------	----------------------------	-------------------------------------------

(b) (6)



Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/benefit, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a PFT or Comparative Service (Yes/No)	Was it on Demand (Yes/No/CI Contract)	National Security or Public Safety or Overseas or GS-15/16/17/18/19 (Type "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/Rate)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
---------------	----	-------------------	----------------	----------	-------	-------	-----------------------------------------------------	--------------------------------------	----------------------	------	--------------------------------------------------	------------------------------------------	-----------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------	----------------------------	--------------------------------------------



Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Skills/SES	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/CI/Contingent)	National Security or Public Safety or Overseas in USAF's interest (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job/Character: None)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
<b>(b) (6)</b>																

Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly rate/benefit, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a Priority/Competitive Service (Yes/No)	Is this an Essential (Yes/No/CR/Contract)	National Security or Public Safety or Overseas or Disaster Relief (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/ Hire)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
(b) (6)																

Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Has Civil - Prior Comparative Service (Yes/No)	Waived for Interest (Yes/No/CD Contract)	Necessity/Security of Public Safety at Organization at Date of Entry (Only for Yes information below)	What would happen if this civil isn't filled? (Job Character: SWS)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
---------------	----	-------------------	----------------	----------	-------	-------	---------------------------------------------------	--------------------------------------	----------------------	------	---------------------------------------------------	---------------------------------------------	----------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	----------------------------	--------------------------------------------

(b) (6)

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Scope/Obj	Note	Is it only - prior comparable service (Yes/No)	Would be retained (Yes/No/CD/Continued)	National Security or Public Safety or Overseas in US (Yes/No/CD)	What would happen if this row isn't filled? (Job/Character/Title)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
---------------	----	------------------	----------------	----------	-------	-------	---------------------------------------------------	--------------------------------------	----------------------	------	---------------------------------------------------	--------------------------------------------	------------------------------------------------------------------	-------------------------------------------------------------------	----------------------------	--------------------------------------------

(b) (6)

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Skills/Qual	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/CI/Contingent)	National Security or Public Safety at disposition in USMFR/CRMS (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job/Character/Title)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
<b>(b) (6)</b>																

Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a First Comparative Service (Yes/No)	Is this an Interest (Yes/No/CD/Contracted)	National Security or Public Safety or Law Enforcement (Only if "Yes" information is shown)	What would happen if this row isn't filled? (Job Character: None)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Has Civil - Prior Comparative Service (Yes/No)	Waived for Interest (Yes/No/CD Content)	National Security or Public Safety or Overseas in USAF's Interest (Only for Yes information below please)	What would happen if this row isn't filled? (Job/Character/Rate)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
---------------	----	------------------	----------------	----------	-------	-------	---------------------------------------------------	--------------------------------------	----------------------	------	---------------------------------------------------	--------------------------------------------	--------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------	----------------------------	--------------------------------------------

(b) (6)

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary for Priority Revisions, etc.	Probationary/ Trial Period End Date	Competency/Scope/Obj	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/CI Contingent)	National Security or Public Safety or Overseas or UnUS Citizens (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job Character: None)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
---------------	----	------------------	----------------	----------	-------	-------	---------------------------------------------------	-------------------------------------	----------------------	------	--------------------------------------------------	-------------------------------------------	-----------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------	----------------------------	--------------------------------------------

(b) (6)

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly rate/benefit, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a First Competitive Service (Yes/No)	Was it on Demand (Yes/No/CI Contract)	National Security or Public Safety or Overseas or Other Critical (Only put "Yes" otherwise leave blank)	What would happen if this row isn't filled? (Job Character: SWS)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Skills/SES	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/CI/Contingent)	National Security or Public Safety or Overseas or UnUSCIS status (Only put "Yes" information here please)	What would happen if this row isn't filled? (Job/contract/ hire)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
(b) (6)																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a First Comparative Service (Yes/No)	Was it on Demand (Yes/No/CI Contract)	National Security or Public Safety or Overseas or Other Critical (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job Character: SWS)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	LA	Company/Workgroup	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/benefit, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Is this a First Competitive Service (Yes/No)	Is this an Interest (Yes/No/CI Contract)	National Security or Public Safety or Overseas or Other Critical (Only if Yes, otherwise leave blank)	What would happen if this row isn't filled? (Job/Contract/Rate)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
(b) (6)																

Employee Name	LA	Component/Workou	Position Title	Pay Plan	Merit	Grade	Annualized Salary (or hourly rate/bonus, etc.)	Probationary/Initial Period End Date	Competency/Scope/SES	Note	Has Civil - Prior Comparative Service (Yes/No)	Waived for Interest (Yes/No/03/Contract)	National Security or Public Safety or Overseas in USM/C/CRMS (Only for Yes otherwise leave blank)	What would happen if this civil isn't filled? (Job Character: 000)	Full Appeal Rights to MSP?	If Full Appeal Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	LA	Company/Worksite	Position Title	Job Title	Grade	Annualized Salary (for hourly positions, etc.)	Probationary/Initial Period End Date	Competency/Skills/SES	Note	Was ever - prior comparative service (Yes/No)	Was in interest (Yes/No/Other)	National Security or Public Safety or Overseas or Unfit Remarks (Only put "Yes" information here please)	What would happen if this row isn't filled? (Job/Character/SES)	Full appeal rights to MSP?	If full appeal rights, what is the reason?
<b>(b) (6)</b>															

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 7, 2025 12:21 PM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE; Rosa, Liza A (BPA) - H-REMOTE  
**Cc:** Jenkins, Christine; Turner, Todd; Mosley, James G (BPA) - HE-REMOTE; Arceneaux, Leticia C (BPA) - HP-1  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates  
**Attachments:** BPA List due 2-07.xlsx

I'm confused on what you sent in. (b) (5)

(b) (5)

Please use this spreadsheet when responding back.

(b) (6)

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
PHONE 202.586.1234

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>  
**Sent:** Friday, February 7, 2025 2:44 PM  
**To:** Rosa, Liza <larosa@bpa.gov>; Moore, Erin <erin.moore@hq.doe.gov>

**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James <jgmosley@bpa.gov>; Arceneaux, Leticia C <lcarcenaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

David Keskitalo  
360-418-2097

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>

**Sent:** Friday, February 7, 2025 10:38 AM

**To:** Moore, Erin <erin.moore@hq.doe.gov>

**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C (BPA) - HP-1 <lcarcenaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

We need 1 more hour, just finalizing now.

R/Liza



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>

**Sent:** Friday, February 7, 2025 10:34 AM

**To:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>

**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C (BPA) - HP-1 <lcarcenaux@bpa.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza

Checking in on your status. I need BPA’s updated list soonest!

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

**From:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Thursday, February 6, 2025 5:02 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James <jgmosley@bpa.gov>; Keskitalo II, David <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

Great, thanks for the update!

R/Lizá



**Lizá A. Rosa**  
*HR Director, HRSC*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Thursday, February 6, 2025 2:01 PM  
**To:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza,

Based on today's HDE call, just wanted flag that we will be expecting a revised list to come back by tomorrow AM.

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Wednesday, February 5, 2025 4:48 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James <jgmosley@bpa.gov>; Keskitalo II, David <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

(b) (6)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>

**Sent:** Wednesday, February 5, 2025 1:41 PM

**To:** Rosa, Lizá A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>

**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Lizá I figured out the ones you removed from the spreadsheet and added them back in. But BPA previously reported ER was contacted about (b) (6) but he's still on this list as retaining him. I wanted to confirm that's accurate.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

**From:** Rosa, Lizá A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>

**Sent:** Wednesday, February 5, 2025 3:18 PM

**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>

**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

BPA has re-reviewed the list as per your request, and resubmitted the attached.

Specifically, they stated (b) (5)

(b) (5)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 8:30 AM  
**To:** James, Daniel M (BPA) - D-7 <[dmjames@bpa.gov](mailto:dmjames@bpa.gov)>  
**Cc:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Johnson, James R (BPA) - HS-REMOTE <[jrjohnson@bpa.gov](mailto:jrjohnson@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates  
**Importance:** High

Hi Dan,

I need you to go through this list one more time to truly determine who is in a position covered by the hiring freeze exemption (national security or public safety for DOE): [OPM's Federal Civilian Hiring Freeze Guidance](#)  
As we went through for the postings on USAJOBS, this is a very high bar so sending forward everyone on this list doesn't make sense. I need this back by 2 PM my time as it's due to OPM today.

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 9:32 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates

James Mosely confirmed when I asked if their intent was to (b) (5) and Letty A. confirmed the same to Jeff.

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Tuesday, February 4, 2025 4:01 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hello Christine,

Attached is BPA's list.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Tuesday, February 4, 2025 8:26 AM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>; Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Williams,

Jeffrey T. <jeffreyt.williams@hc.doe.gov>

**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Good morning BPA colleagues ~

As I mentioned in my email below, HC needs to know which of your probationary employees are occupying a National Security or Public Safety Position and if the organization wishes to retain them beyond the expiration of their probationary/trial period. If you wish to retain someone in such a position, you will need to provide a 200 character or fewer explanation about the impact of not filling the position.

Please see the linked spreadsheet. Please complete **columns M (Should be Retained), Column N (Meets National Security/Public Safety), and Column O (What would happen if this role is not filled)** and return the spreadsheet to me by COB today. **You only need to complete column M if the position is considered National Security or Public Safety.**

At this point we are only asking about employees in National Security or Public Safety (NS/PS) positions. I don't have info on the plans for retaining employees in non-NS/PS positions.

Thanks in advance and I apologize for the super tight turnaround on this.

Christine

**From:** Jenkins, Christine

**Sent:** Monday, February 3, 2025 5:16 PM

**To:** Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>

**Cc:** Fickes, Anne Macron <acmacron@bpa.gov>; Rosa, Liza <larosa@bpa.gov>; Mosley, James <jgmosley@bpa.gov>; Jenkins, Christine <Christine.Jenkins@hc.doe.gov>

**Subject:** URGENT HEADS UP - RE: Prob Period Dates

**Importance:** High

Hi again,

I am writing to give you a heads up about another item that will be due tomorrow. We must now identify who on our probationary/trial period list is 1 – in a National Security or Public Safety position, and 2 – should be retained.

If both of these are “yes”, then you’ll need to provide a <200-character explanation of “what will happen if the position is not filled”. This will need to be done for each person/position you indicate should be retained.

I intend to send the spreadsheet back to you tomorrow with columns to provide this information, but I wanted to give you a heads-up that it will be coming so perhaps you can first begin to identify your National Security/Public Safety Positions, and then determine if the individuals should be retained.

DOE does not have a standard definition of National Security/Public Safety. Essentially, which positions are National Security/Public Safety AND the probationary or trial period employee should be retained.

Thanks.

Christine

(b) (6)

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <dnkeskitaloii@bpa.gov>

**Sent:** Monday, February 3, 2025 3:43 PM

**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

If you have questions about the spreadsheet please feel free to call me directly. Going through Anne and/or James is fine too of course. I compiled the sheet though so it will end up back with me. I know this is a hot item so feel free to call me even if after hours.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 3, 2025 12:04 PM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Thanks very much

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Monday, February 3, 2025 2:24 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes, Anne Macron <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

Attached is the list, revised.

I didn't remove anyone from the list, with the exception of (b) (6) from the Missing list as she was already on the Full list.

You will see some names highlighted – I updated the trial end dates on those.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 3, 2025 6:53 AM  
**To:** Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** Prob Period Dates  
**Importance:** High



Hi Anne,

The BPA probationary period list... (b) (5)

(b) (5)

(b) (6)

BPA	BONNEVILLE POWER ADMINISTRATION



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

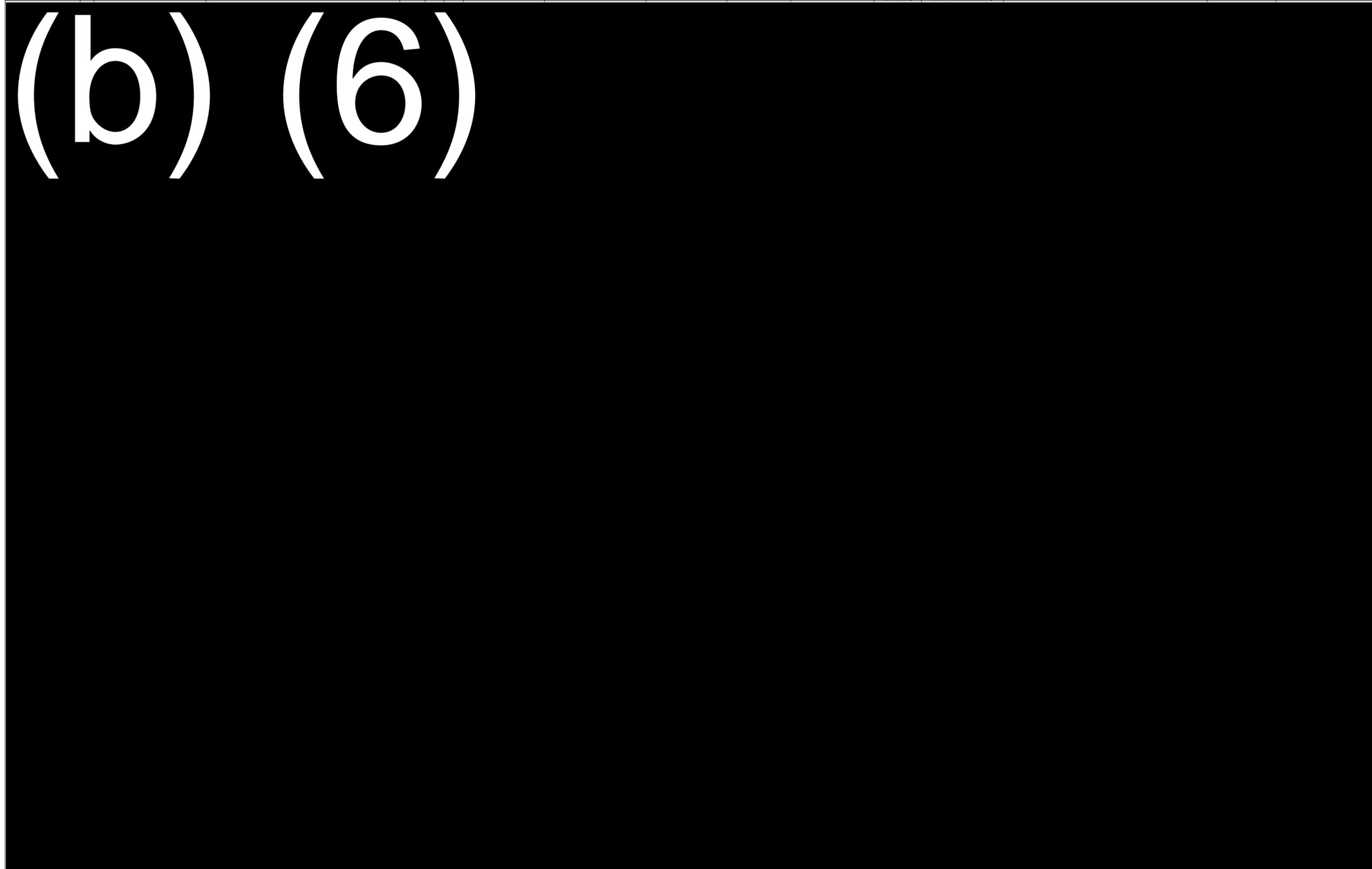
**Christine Jenkins**

*Director, HR Operations and Compensation (OHROC)*

Office of the Chief Human Capital Officer (IIC)

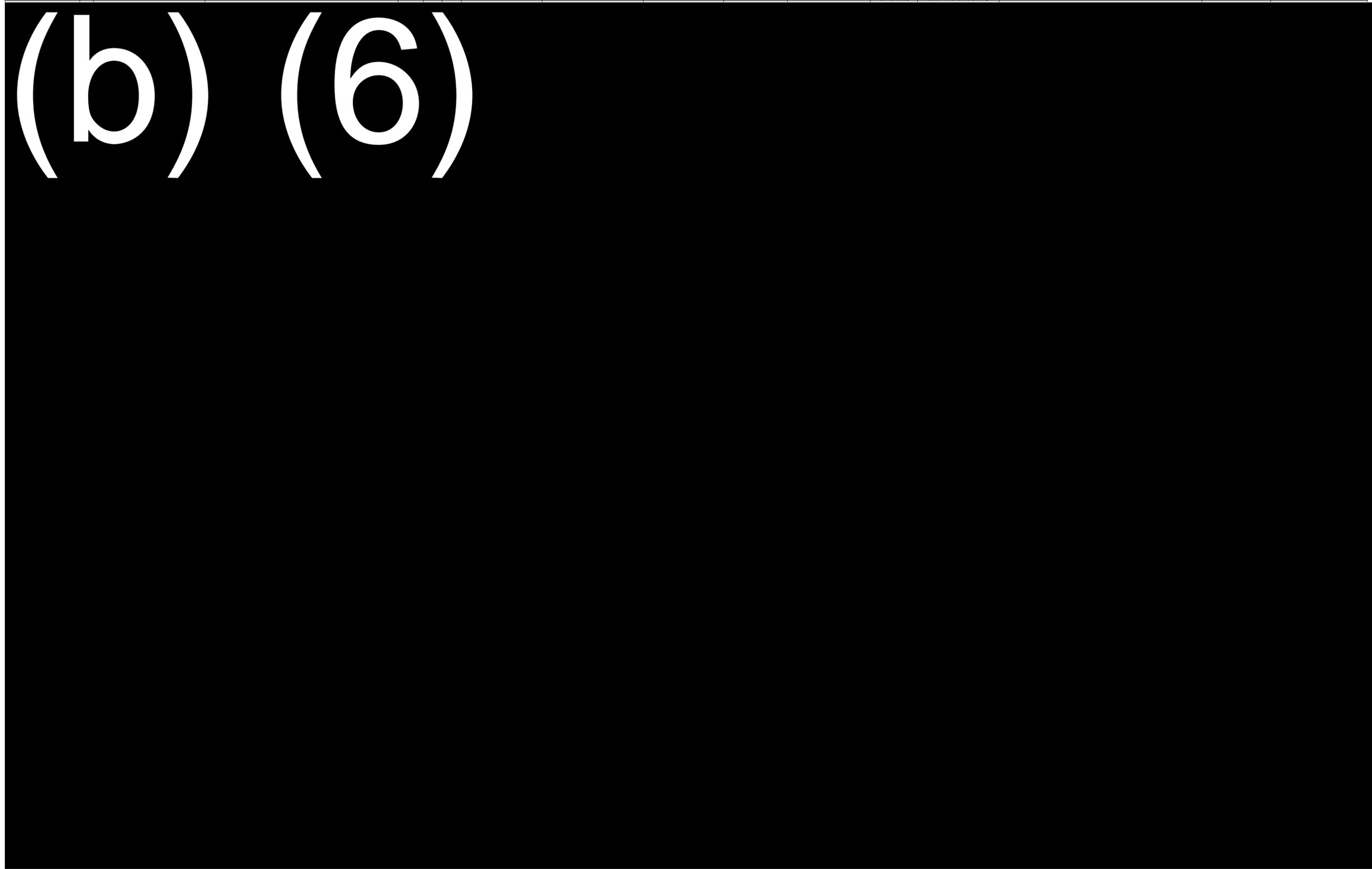
PHONE (b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

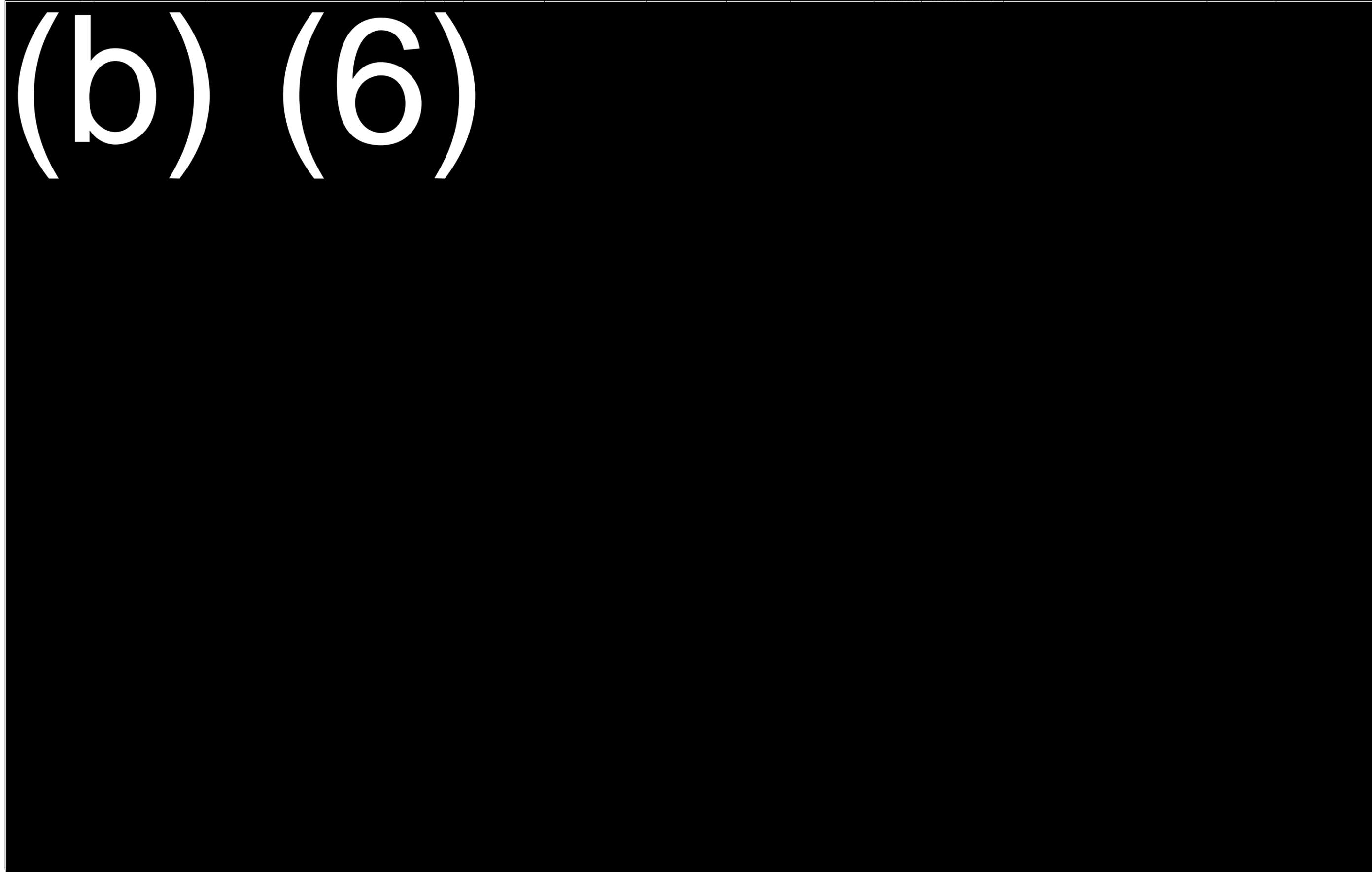
(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

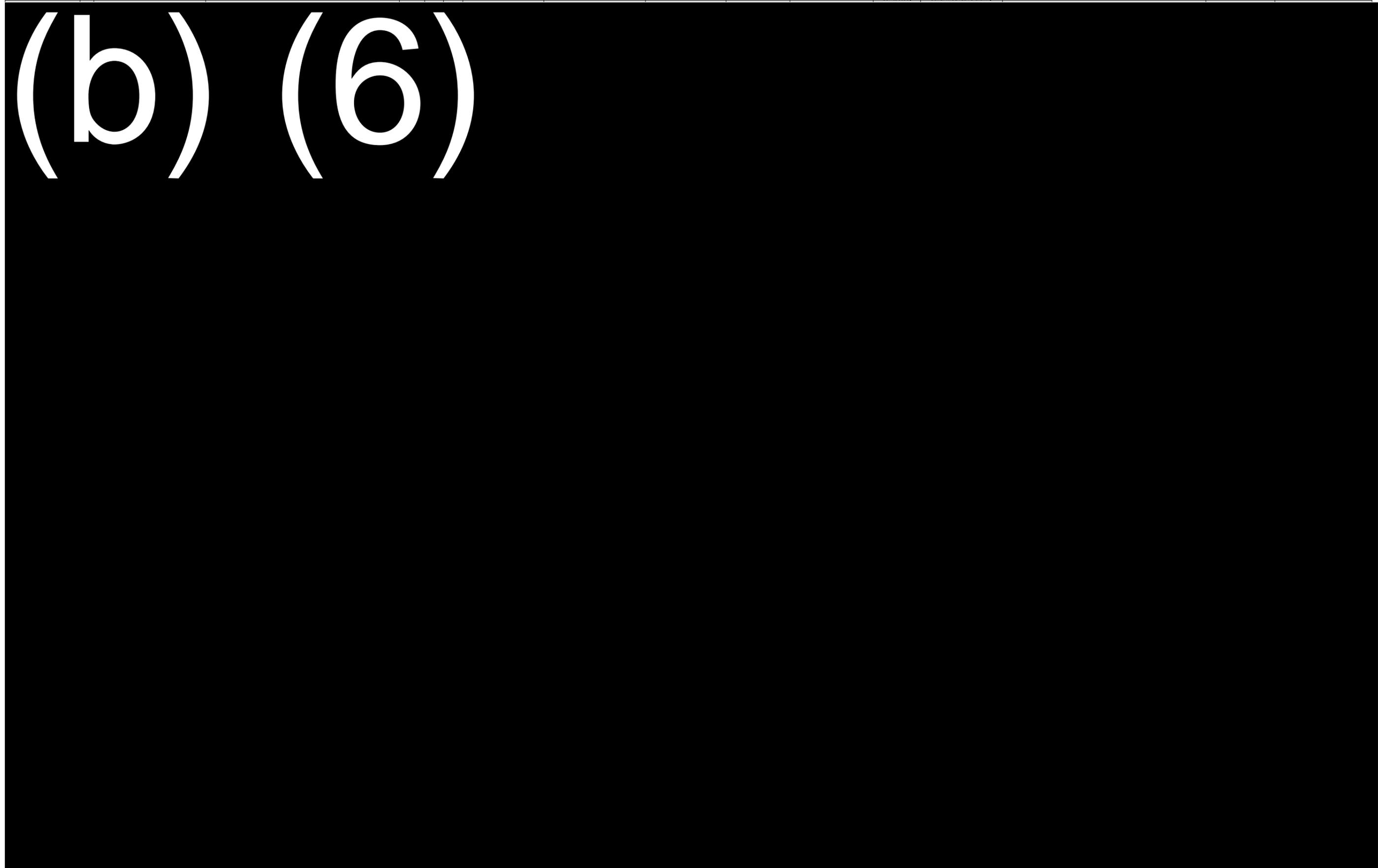
(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



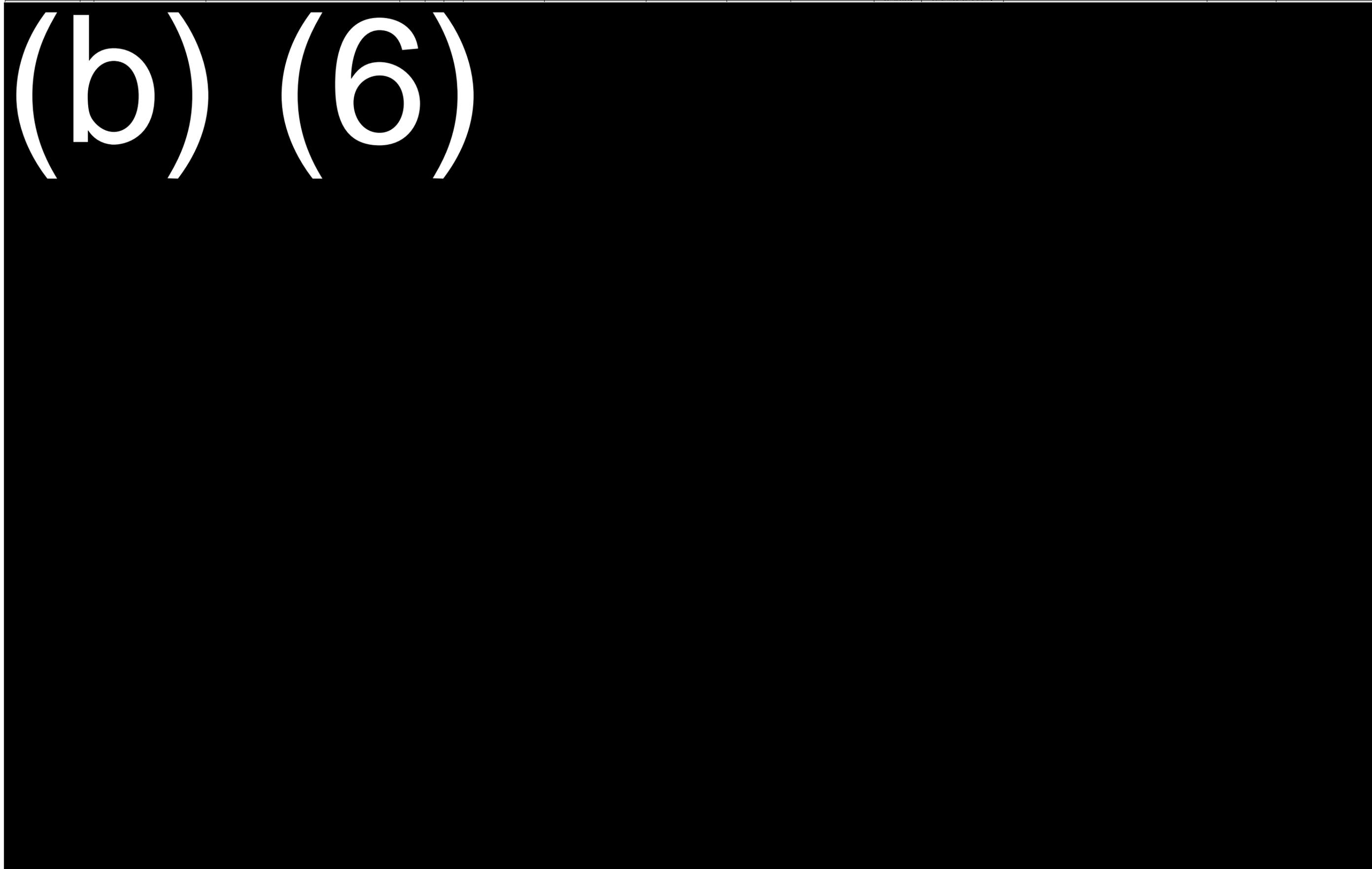
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

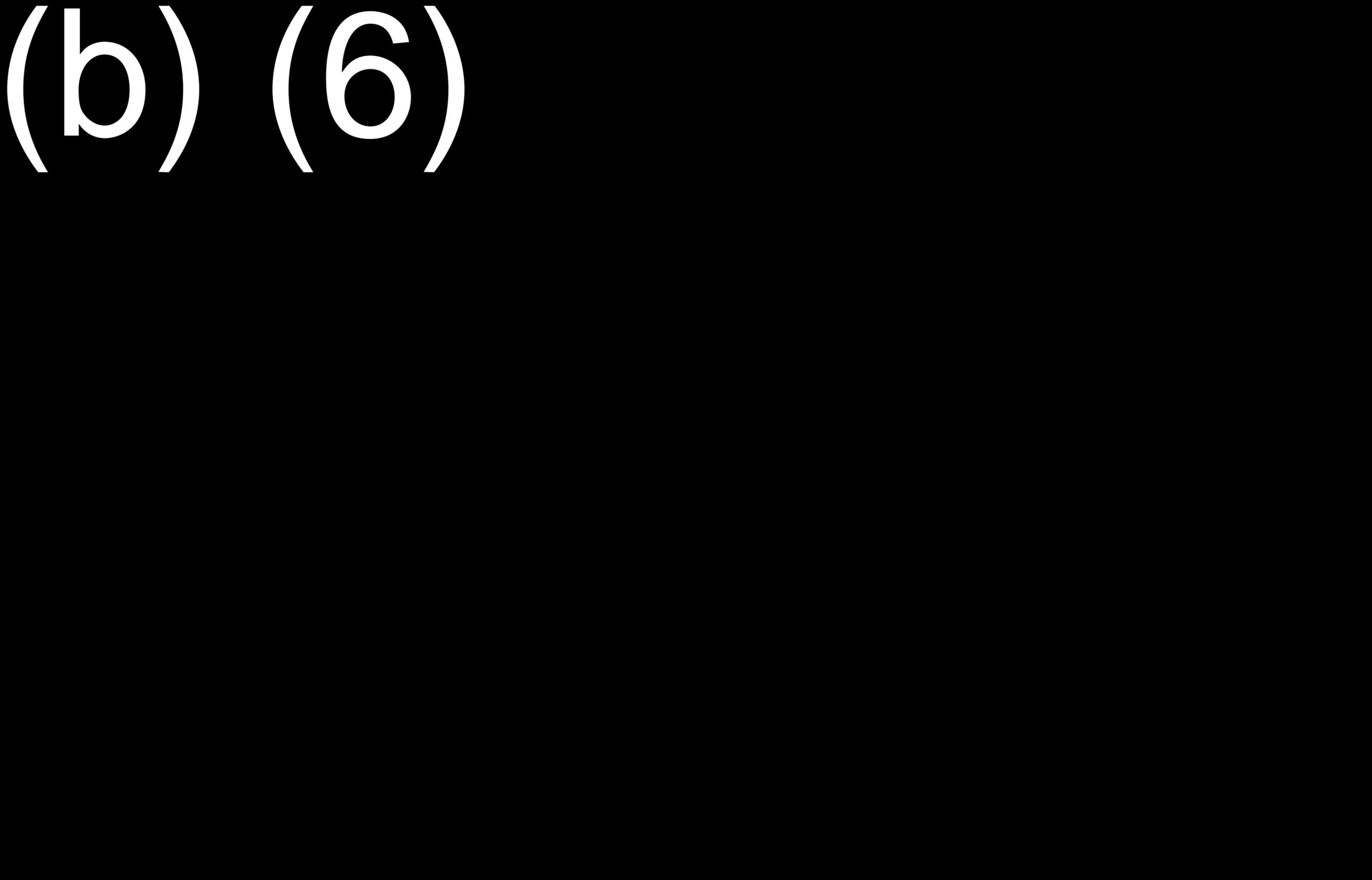


Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
<b>(b) (6)</b>																

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------



(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Full Appeal Rights to MSPB?	If Full Appeals Rights, What is the Reason?
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------------	---------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------	------------------------------------------------

(b) (6)

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Friday, February 7, 2025 12:53 PM  
**To:** Moore, Erin; Rosa,Liza A (BPA) - H-REMOTE  
**Cc:** Jenkins, Christine; Turner, Todd; Mosley,James G (BPA) - HE-REMOTE; Arceneaux,Leticia C (BPA) - HP-1  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates  
**Attachments:** BPA List due 2-07 with full appeal rights.xlsx

Hello Erin,

Apologies on this. We updated the list to reflect the changed status of the below. Note that (b) (6)  
(b) (6)

David Keskitalo  
360-418-2097

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 7, 2025 12:21 PM  
**To:** Keskitalo II,David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley,James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Arceneaux,Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

I'm confused on what you sent in. (b) (5)

(b) (5)

Please use this spreadsheet when responding back.

(b) (6)

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Friday, February 7, 2025 2:44 PM  
**To:** Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

David Keskitalo  
360-418-2097

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 7, 2025 10:38 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

We need 1 more hour, just finalizing now.

R/Liza



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Friday, February 7, 2025 10:34 AM  
**To:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza

Checking in on your status. I need BPA's updated list soonest!

Thanks!



**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Thursday, February 6, 2025 5:02 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James <jgmosley@bpa.gov>; Keskitalo II, David <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

Great, thanks for the update!

R/Liza



**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Thursday, February 6, 2025 2:01 PM  
**To:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>; Arceneaux, Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Liza,

Based on today's HDE call, just wanted flag that we will be expecting a revised list to come back by tomorrow AM.

Thanks!



**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Wednesday, February 5, 2025 4:48 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

(b) (6)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

[HR Customer Experience Survey](#) - Let us know how we're doing!

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 1:41 PM  
**To:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Liza I figured out the ones you removed from the spreadsheet and added them back in. But BPA previously reported ER was contacted about (b) (6) but he's still on this list as retaining him. I wanted to confirm that's accurate.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Wednesday, February 5, 2025 3:18 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Keskitalo II, David <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hi Erin,

BPA has re-reviewed the list as per your request, and resubmitted the attached.

Specifically, they stated (b) (5)

(b) (5)

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

[HR Customer Experience Survey](#) Let us know how we're doing!

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 8:30 AM  
**To:** James, Daniel M (BPA) - D-7 <[dmjames@bpa.gov](mailto:dmjames@bpa.gov)>  
**Cc:** Rosa, Lizá A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Johnson, James R (BPA) - HS-REMOTE <[jrjohnson@bpa.gov](mailto:jrjohnson@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates  
**Importance:** High

Hi Dan,

I need you to go through this list one more time to truly determine who is in a position covered by the hiring freeze exemption (national security or public safety for DOE): [OPM's Federal Civilian Hiring Freeze Guidance](#)  
As we went through for the postings on USAJOBS, this is a very high bar so sending forward everyone on this list doesn't make sense. I need this back by 2 PM my time as it's due to OPM today.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Wednesday, February 5, 2025 9:32 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** FW: URGENT HEADS UP - RE: Prob Period Dates

James Mosely confirmed when I asked if their intent was to (b) (5) and Letty A. confirmed the same to Jeff.

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Tuesday, February 4, 2025 4:01 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jmosley@bpa.gov](mailto:jmosley@bpa.gov)>; Rosa, Lizá <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Hello Christine,

Attached is BPA's list.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Tuesday, February 4, 2025 8:26 AM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>; Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>;  
Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>; Williams,  
Jeffrey T. <[jeffreyt.williams@hc.doe.gov](mailto:jeffreyt.williams@hc.doe.gov)>  
**Subject:** RE: URGENT HEADS UP - RE: Prob Period Dates

Good morning BPA colleagues ~

As I mentioned in my email below, HC needs to know which of your probationary employees are occupying a National Security or Public Safety Position and if the organization wishes to retain them beyond the expiration of their probationary/trial period. If you wish to retain someone in such a position, you will need to provide a 200 character or fewer explanation about the impact of not filling the position.

Please see the linked spreadsheet. Please complete **columns M (Should be Retained), Column N (Meets National Security/Public Safety),** and **Column O (What would happen if this role is not filled)** and return the spreadsheet to me by COB today. **You only need to complete column M if the position is considered National Security or Public Safety.**

At this point we are only asking about employees in National Security or Public Safety (NS/PS) positions. I don't have info on the plans for retaining employees in non-NS/PS positions.

Thanks in advance and I apologize for the super tight turnaround on this.

Christine

---

**From:** Jenkins, Christine  
**Sent:** Monday, February 3, 2025 5:16 PM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Fickes, Anne Macron <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>; Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>;  
Jenkins, Christine <[Christine.Jenkins@hc.doe.gov](mailto:Christine.Jenkins@hc.doe.gov)>  
**Subject:** URGENT HEADS UP - RE: Prob Period Dates  
**Importance:** High

Hi again,

I am writing to give you a heads up about another item that will be due tomorrow. We must now identify who on our probationary/trial period list is 1 – in a National Security or Public Safety position, and 2 – should be retained.

If both of these are “yes”, then you’ll need to provide a <200-character explanation of “what will happen if the position is not filled”. This will need to be done for each person/position you indicate should be retained.

I intend to send the spreadsheet back to you tomorrow with columns to provide this information, but I wanted to give you a heads-up that it will be coming so perhaps you can first begin to identify your National Security/Public Safety Positions, and then determine if the individuals should be retained.

DOE does not have a standard definition of National Security/Public Safety. Essentially, which positions are National Security/Public Safety AND the probationary or trial period employee should be retained.

Thanks,

Christine

(b) (6)

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Monday, February 3, 2025 3:43 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

If you have questions about the spreadsheet please feel free to call me directly. Going through Anne and/or James is fine too of course. I compiled the sheet though so it will end up back with me. I know this is a hot item so feel free to call me even if after hours.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 3, 2025 12:04 PM  
**To:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Mosley, James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes, Anne Macron (BPA) - H-1 <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Thanks very much

---

**From:** Keskitalo II, David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Monday, February 3, 2025 2:24 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; Fickes, Anne Macron <[acmacron@bpa.gov](mailto:acmacron@bpa.gov)>  
**Subject:** RE: Prob Period Dates

Hello Christine,

Attached is the list, revised.

I didn't remove anyone from the list, with the exception of (b) (6) from the Missing list as she was already on the Full list.

You will see some names highlighted – I updated the trial end dates on those.

David Keskitalo  
360-418-2097

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Monday, February 3, 2025 6:53 AM  
**To:** Fickes, Anne Macron (BPA) - H-1 <acmacron@bpa.gov>  
**Subject:** Prob Period Dates  
**Importance:** High



Hi Anne,

The BPA probationary period list. . . (b) (5)

(b) (5)

<b>(b) (6)</b>	BPA	BONNEVILLE POWER ADMINISTRATION
	BPA	BONNEVILLE POWER ADMINISTRATION



[Learn more on HCnet](#)  
[Contact the IIR Hotline](#)

**Christine Jenkins**

*Director, IIR Operations and Compensation  
(OHROC)*

Office of the Chief Human Capital Officer (HC)

PHONE (b) (6)

---

**From:** Baskerville, Sonya L (BPA) - AI-WASH  
**Sent:** Friday, February 7, 2025 2:55 PM  
**To:** Jereza, Catherine  
**Subject:** Draft probationary employee memo  
**Attachments:** BPA Probationary Employees Briefing Document for S3.docx

Sonya Baskerville  
BPA Intergovernmental Affairs  
(b) (6) m

(b) (5)

(b) (5)

(b) (5)

---

**From:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Friday, February 7, 2025 5:16 PM  
**To:** Ardis, Melissa; Jereza, Catherine  
**Cc:** Rosa, Liza A (BPA) - H-REMOTE; Chong Tim, Marcus H (BPA) - L-7  
**Subject:** Re: BPA's Exemption Request  
**Attachments:** Bonneville Power Administration Probationary Employees Briefing Document for S3.pdf

Here is the BPA probationary employee exemption memo. Thanks.

Sonya Baskerville  
BPA Intergovernmental Affairs

(b) (6) m

---

**From:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Sent:** Friday, February 7, 2025 6:37 PM  
**To:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Chong Tim, Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>; Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Arceneaux, Leticia C (BPA) - HP-1 <lcarceneaux@bpa.gov>  
**Subject:** Re: BPA's Exemption Request

Agreed. Thank you so much Sonya.

Melissa Ardis  
Senior Advisor, Power Marketing Administrations  
Office of the Under Secretary for Infrastructure

(b) (6)

---

**From:** Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 7, 2025 4:27 PM  
**To:** Baskerville, Sonya L <slbaskerville@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Chong Tim, Marcus <mhchongtim@bpa.gov>  
**Cc:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Arceneaux, Leticia C <lcarceneaux@bpa.gov>  
**Subject:** RE: BPA's Exemption Request

Thank you Sonya for the update.

R/Lizá



**Lizá A. Rosa**  
HR Director, HRSC  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
PHONE 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

**From:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>

**Sent:** Friday, February 7, 2025 3:24 PM

**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Chong Tim,Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>

**Cc:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Arceneaux,Leticia C (BPA) - HP-1 <larceneaux@bpa.gov>

**Subject:** Re: BPA's Exemption Request

On a related matter, I'm working to have the probationary memo finalized this weekend, and will send that to Katie and Melissa. Thanks.

Sonya Baskerville  
BPA Intergovernmental Affairs

(b) (6) m

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>

**Sent:** Friday, February 7, 2025 5:19 PM

**To:** Ardis, Melissa <melissa.ardis@hq.doe.gov>; Chong Tim,Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>; Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>

**Cc:** Jereza, Catherine <catherine.jereza@hq.doe.gov>; Arceneaux,Leticia C (BPA) - HP-1 <larceneaux@bpa.gov>

**Subject:** RE: BPA's Exemption Request

Hi Melissa,

Please see the attached list that has been reviewed and verified by BPA designees.

R/Lizá



**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Ardis, Melissa <melissa.ardis@hq.doe.gov>

**Sent:** Friday, February 7, 2025 1:57 PM

**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>; Chong Tim,Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>; Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>

**Cc:** Jereza, Catherine <catherine.jereza@hq.doe.gov>

**Subject:** Re: BPA's Exemption Request

I believe Ingrid (or someone in her office) highlighted that position- it looks like

(b) (5)

(b) (5)

Melissa Ardis  
Senior Advisor, Power Marketing Administrations  
Office of the Under Secretary for Infrastructure

(b) (6)

**From:** Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Sent:** Friday, February 7, 2025 2:55:19 PM  
**To:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>; Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Chong Tim, Marcus <[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov)>  
**Cc:** Jereza, Catherine <[catherine.jereza@hq.doe.gov](mailto:catherine.jereza@hq.doe.gov)>  
**Subject:** Re: BPA's Exemption Request

Melissa, please clarify what (b) (5) Thanks.

Sonya Baskerville  
BPA Intergovernmental Affairs

(b) (6) m

---

**From:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Sent:** Friday, February 7, 2025 4:35 PM  
**To:** Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Chong Tim, Marcus H (BPA) - L-7 <[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov)>  
**Cc:** Jereza, Catherine <[catherine.jereza@hq.doe.gov](mailto:catherine.jereza@hq.doe.gov)>; Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Subject:** BPA's Exemption Request

CUI//SP-PERS

Good afternoon Liza –

Thank you for BPA's exemption request and we agree that (b) (5)

(b) (5) We are asking for one more look at BPA's exemption requests. Please let Katie and I know if this is BPA's final submission for this request by COB today.

I am working with Katie on a supporting memo for S3.

Please do not hesitate to reach out to us with any questions.

Thank you,

Melissa Ardis  
Senior Advisor, Power Marketing Administrations  
Office of the Under Secretary for Infrastructure

(b) (6)  
[www.energy.gov](http://www.energy.gov)



(b) (5)

(b) (5)

(b) (5)

---

**Location:** Microsoft Teams Meeting  
**Start:** Tue 2/11/2025 7:00 AM  
**End:** Tue 2/11/2025 7:30 AM  
**Show Time As:** Tentative  
**Recurrence:** (none)  
**Meeting Status:** Not yet responded  
**Organizer:** Herald, Michael

Discuss BPA's handling of RIF retention registers. What systems are being used, etc.

---

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: (b) (6)

Passcode: (b) (6)

---

Dial in by phone

[+1 443-457-0649](#) (b) (6) United States, Brooklyn Park

[Find a local number](#)

Phone conference ID: (b) (6)

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

---

---

**From:** Haller, William <william.haller@hc.doe.gov>  
**Sent:** Monday, February 10, 2025 1:39 PM  
**To:** Hairston, John L (BPA) - A-7; Rosa, Liza A (BPA) - H-REMOTE  
**Cc:** Chief Human Capital Officer, Clark, Matthew  
**Subject:** Action Requested: OPM Deferred Resignation Program (DRP)  
**Attachments:** OPM Deferred Resignation Program (DRP) - Next steps; BPA.xlsx

Good afternoon John and Liza,

Attached is a file containing your Departmental Element's Deferred Resignation Program (DRP) participants. Please immediately review the information in this spreadsheet and take action on each employee based on the guidance received from the CHCO. As necessary, HC can provide initial email receipts from the DRP requestors to show their response to OPM.



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

From: Chief Human Capital Officer

Sent: Mon Feb 10 10:08:37 2025

To: Kolb, Ingrid; DL-HQ Heads of Dept Elements; Woods, Andrea; Jones, Joshua; Jarrell, Roger; Hrkman, Lou (Louis); Jereza, Catherine; Newton, Christian; Alexander, Joe D.; Mahroum, Eric; Francone, Tina (Christina); Riedel, Ryan

Cc: Morman, Laurie; Tirado, Christopher; Burnette, Kendra; Murphy, Julie; Turner, Todd; Haller, William; Clark, Matthew; Jenkins, Christine; Whiteford, Scott; Ho, Steven; Martin, Stephanie (DOE-HQ\EHSS); DL-HC-CHCO Direct Reports

Subject: OPM Deferred Resignation Program (DRP) - Next steps

Importance: Normal

Attachments: image001.png; DRP Process Overview.pdf; DRP Agreement.pdf; DE DRP Email to Sr Leadership.docx; DE DRP Email to Supv.docx; Supv Email to DRP Participant.docx; Supervisor Guidance DRP.docx; Employee Guidance DRP.docx

Good afternoon,

Thanks again for joining for the call this AM. As we walked through, OPM has provided DOE with a listing of employees who opted in to the Deferred Resignation Program (DRP). We created separate DE spreadsheets, and your DE listing will be shared with you via an Outlook email invitation link (or if you aren't on EITS, you'll receive a separate email with an excel spreadsheet). For DEs that receive a shared link to your spreadsheet, please use the shared document to make your updates as it will significantly help HC with tracking this data across DOE. Updates should be made continuously to the excel file as you get the information. Your email will come from either Will Haller or Matt Clark. Currently, you and your DASH-2 have access to this listing. Please send an email to [william.haller@hc.doe.gov](mailto:william.haller@hc.doe.gov), if there are others within your organization who should have access.

DOE expects to receive more files from OPM over the next several days with others who opted-in to the DRP. You'll receive an email notification when new information is available.

A very high-level overview of the process steps is provided. To ensure consistent and timely management of these actions, please immediately:

1. Sign the attached DRP Agreement as the DOE official for your DE.
2. Identify a DE DRP Coordinator and send the name to [william.haller@hc.doe.gov](mailto:william.haller@hc.doe.gov). They will be granted access to your DE's file.
3. Forward this email, with attachments and the newly signed DRP agreement to your DE DRP Coordinator who will be responsible for executing the DRP within your DE.

OPM has instructed agencies to begin executing the DRP Agreements today for those individuals who have opted-into the program. The court's injunction only extended the deadline to apply for the DRP; it did not affect DRP itself.

We've provided the guidance and draft emails in Word format so it is easier if you want to modify it (e.g., off-boarding info may vary). Please PDF the materials prior to sending to your teams.

As discussed, employees are not required to sign the DRP Agreement—this is being offered to provide additional assurances to employees, so they have something binding directly from DOE. Employees are considered in the DRP as soon as they responded to OPM whether or not they choose to sign the DRP Agreement.

Thanks!

A logo with colorful letters Description automatically generated

[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer

**PHONE** 202.586.1234

# Deferred Resignation Program (DRP) Process Steps

---

## HDE

- Review your DRP participant list provided by HC
- Sign DRP agreement. It is only necessary to sign one time, and each agreement will be executed once the DRP participant signs.
- Identify a senior person to serve as their DE DRP Coordinator and send an email to [Will Haller](#) in HC with the DE DRP Coordinator. The DE DRP Coordinator will serve as the primary POC with HC.
- Forward CHCO email to their DE DRP Coordinator to begin executing steps.

## DE DRP Coordinator

- Step 1: Separate the DE spreadsheet list by office/organization
- Step 2: Use the template *DE DRP Email to Senior Leadership* message and include the following in an email:
- Office listing of DRP participants
  - HDE signed DRP Agreement
  - *DE DRP Email to Supv* email template
  - Supervisory Guidance
  - *Supv Email to DRP Participant* template
  - DRP Participant Guidance
- Step 3: Use the *DE DRP Email to Supv* email and update necessary information to send to each supervisor with a DRP participant including the following:
- DRP participant listing for that supervisor
  - HDE signed DRP Agreement
  - Supervisory Guidance
  - *Supv Email to DRP Participant* template
  - DRP Participant Guidance

## Supervisor

- Immediately contact employees on your DRP participant list to confirm intent using draft communications and provide the signed DRP Agreement.

- Confirm:
  - Whether they are resigning or retiring (including under VERA); and
  - Their effective date (resignation – no later than September 30, 2025, and retirement – no later than December 31, 2025).
- If a DRP participant decides not to sign the DRP agreement, contact your DE DRP Coordinator for specific guidance. Failure to sign does not remove them from the program; they are still considered in the DRP.
- If your employee indicates they do not want to resign/retire, instruct them to send an email to [HR@opm.gov](mailto:HR@opm.gov) before the program deadline of 11:59 PM ET February 10, 2025. If your employee says they only emailed OPM to ask questions, then let your DE DRP Coordinator know and they will confirm with HC.
- Report information as soon as possible to your DE DRP Coordinator
  - Employee's name
  - Are they resigning or retiring and date it will be effective
  - Completed DRP Agreement or date issued if DRP participant chooses not to sign
  - Date administrative leave will begin
  - Personal email and phone number, along with an emergency contact



## Department of Energy

Washington, DC 20585

### Deferred Resignation Agreement

This agreement is between the Department of Energy (DOE) and \_\_\_\_\_ (referred to as Employee).

WHEREAS, on or about January 28, 2025, OPM circulated a memorandum (Memo) to all DOE employees (Fork in the Road Memo) offering them a voluntary deferred resignation option. The Memo allows those employees who accept the offer by February 10, 2025 (extended date), to retain all pay and benefits and exempts them from all applicable in-person work requirements until September 30, 2025, or earlier if they choose to accelerate the resignation date for any reason (Deferred Resignation Program); and

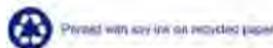
WHEREAS, DOE has received Employee's voluntary request to be included in the Deferred Resignation Program; and

WHEREAS, DOE accepts Employee's request to be included in the Deferred Resignation Program; and

WHEREAS, the parties wish to express the terms and conditions of the agreement between the parties concerning Employee's participation in the Deferred Resignation Program.

WHEREFORE, the parties hereto agree as follows:

1. Employee is accepted into the Deferred Resignation Program.
2. Employee agrees to continue working through February 28, 2025, in an effort to ensure a smooth transition of Employee's duties, responsibilities and work assignments to other staff. Employee is exempt from all in-person work requirements. Employee agrees to turn in all DOE equipment and property as directed by Employee's management.
3. Employee shall be placed on paid administrative leave when they have completed an orderly transition of work but likely no later than March 1, 2025. Employee shall remain on paid administrative leave up to and including September 30, 2025 (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025), or such earlier date on which Employee may choose to resign or otherwise separate from federal service. The period an Employee is on paid administrative leave is hereinafter referred to as the "deferred resignation period".
4. During the deferred resignation period, and subject to the availability of appropriations, DOE shall continue to pay Employee's current salary and Employee shall continue to retain and receive all benefits of Employee's federal employment, including but not



- limited to TSP contributions, health, dental, vision and/or any other similar benefits, with DOE making the government's contribution. Employee will continue to accrue annual and sick leave during the deferred resignation period. Employee will receive retirement service credit during the deferred resignation period. If Employee becomes eligible for a within-grade increase during the deferred resignation period, DOE shall process the within-grade increase and Employee shall receive the associated salary increase.
5. After March 1, Employee shall not be expected to work during the deferred resignation period except in rare circumstances as determined by DOE.
  6. Employee agrees that Employee's effective resignation date from DOE, and separation from federal service, shall be September 30, 2025, (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025). Employee, however, may resign from the federal service on any date prior to September 30, 2025. DOE shall not take steps to terminate Employee's employment with the federal service prior to September 30, 2025, (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025) except where Employee is convicted of a felony crime that would render Employee ineligible for Federal employment, subject to availability of appropriations.
  7. Employee will receive a lump sum payment of accrued annual leave in accordance with 5 CFR part 550 upon separation from service, subject to availability of appropriations.
  8. Nothing in this agreement prevents Employee from retiring from federal service at any time if Employee is eligible to do so under the applicable provisions of Civil Service Retirement System (CSRS) or Federal Employee Retirement System (FERS), including under DOE's Voluntary Early Retirement Authority (VERA) which ends December 31, 2025. If Employee is eligible and elects to retire before December 31, 2025, Employee's retirement election shall override any benefits that would be available to Employee under this agreement after the effective date of Employee's retirement. Employee understands that Employee is responsible for submitting a CSRS, FERS, or VERA retirement application to their servicing Servicing Human Resources Office/Shared Service Center.
  9. Employee may accept non-federal employment during the deferred resignation period provided they consult with Ethics Counsel regarding Outside Activity approval, and provided the proposed outside employment does not violate the Standards of Ethical Conduct for Employees of the Executive Branch at 5 CFR part 2635 or other applicable federal laws, or any supplemental regulations of DOE.
  10. By signing this agreement, the parties acknowledge that they have entered the agreement knowingly, voluntarily, and free from improper influence, coercion, or duress. Employee understands that, except as provided in paragraph 13 applicable to employees 40 years of age or older, Employee cannot rescind this agreement, except in the sole discretion of the DOE Secretary or his designee, which shall not be subject to review at the Merit Systems Protection Board (MSPB), Equal Employment Opportunity Commission (EEOC) or any other forum and waives all rights to challenge the resignation before the MSPB, EEOC, or any other forum.
  11. Employee acknowledges that DOE, in conjunction with other federal departments, agencies and units, will immediately rely on the terms of this agreement in consolidating and reassigning duties/responsibilities and otherwise taking steps to reform the agency

- workforce. Consequently, Employee understands that this agreement is final and Employee's decision to resign effective September 30, 2025 (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025), unless Employee resigns or retires earlier as set forth above, is final. DOE shall comply with all terms of this agreement even if Employee's position is eliminated or Employee is reassigned prior to September 30, 2025. Employee shall not be subject to furlough, termination, reduction-in-force or layoff as a result of an OPM or federal government reorganization or reduction-in-force. Employee agrees to cooperate with steps taken by DOE (such as reassignment to a different component) to exempt Employee from any reduction-in-force.
12. If there is a lapse in appropriations during the term of this agreement that requires Employee to be placed on furlough status, Employee shall be placed on furlough status during the lapse. Once the lapse is over, Employee shall be taken off furlough and shall receive back pay consistent with the Government Employee Fair Treatment Act of 2019.
  13. Employee forever waives, and will not pursue through any judicial, administrative, or other process, any action against DOE that is based on, arising from, or related to Employee's employment at DOE, the deferred resignation offer/program, or any action related to the Department's workforce reshaping efforts including, but not limited to abolishment of their position, including any and all claims that were or could have been brought concerning said matters. This waiver includes all claims Employee may have under the Age Discrimination in Employment Act. Employee unconditionally releases DOE and its present and former employees, officers, agents, representatives, and all persons acting by, through, or in concert with any of those individuals, either in their official or individual capacities, from any and all liability based on, arising from, or relating to the matters that Employee may have against them, including any and all claims that were or could have been brought. Consistent with applicable law, Employee similarly waives any claim that could be brought on Employee's behalf by another entity, including Employee's designated labor representative/union.
  14. If 40 years of age or older, Employee understands that they are entitled to rights and benefits under the Age Discrimination in Employment Act and Older Workers Benefit Protection Act (OWBPA). The parties acknowledge that the Employee has preserved and/or executed the following rights and responsibilities:
    - a. The Employee has reviewed the entire agreement and understands its provisions;
    - b. The Employee has not waived any ADEA or OWBPA rights or claims that may arise after the date this agreement is signed;
    - c. The Employee has the right to consult with an attorney prior to signing this Agreement;
    - d. Federal law provides that the Employee may have 45 days from receipt of this Agreement to review and consider this Agreement before signing it;
    - e. Federal law further provides that the Employee may revoke this Agreement within seven days after signing and delivering the Agreement to the Agency; the Agreement is not effective and enforceable until this seven-day revocation period has passed; and

- f. Having been informed of these rights and after an opportunity to consult with an attorney, the Employee hereby waives these rights.
- 15. Consistent with law, DOE agrees to waive any debt owed by Employee to DOE pursuant to a recruitment incentive, student loan repayment, or other service agreement. DOE also agrees to waive any remaining service requirements from taking paid parental leave.
- 16. Should Employee become subject to military orders during the deferred resignation period, then any laws, rules, or other guidance applicable to the Employee as a servicemember that are inconsistent with provisions of this agreement shall supersede the inconsistent terms of this agreement.
- 17. This agreement shall constitute the entire agreement between the parties, and shall supersede all prior agreements, understandings and negotiations between the parties with respect to the terms of Employee's resignation.

DOE Head of Departmental Element:

Employee:

---

---

***Email from DE DRP Coordinator to Office Directors/Deputy Assistant Secretaries (or equivalent leadership) with DRP participants***

We have been notified by the Office of Personnel Management the employee listed on the attached spreadsheet have opted into the Deferred Resignation Program (DRP).

I have been designated as our DE DRP Coordinator. I am sharing all of the attachments with you for your awareness including a comprehensive listing of employees within your organization who will be leaving as part of the DRP for your planning purposes. I will be implementing the specific DE requirements including issuing the notices to supervisors

Thank you for your assistance and support as the Department undergoes this transition.

Attachments:

- Listing of DRP participants
- HDE signed DRP Agreement
- *DE DRP Email to Supv* email template
- Supervisory Guidance
- *Supv Email to DRP Participant* template
- DRP Participant Guidance

***Email from DE DRP Coordinator to Supervisors with DRP participants***

We have been notified by the Office of Personnel Management the employee(s) listed on the attached spreadsheet have opted into the Deferred Resignation Program.

As the first line supervisor, you must follow the steps outlined in the Supervisory Guidance for Employees Accepting the Deferred Resignation Offer (attached).

In addition, you must update the spreadsheet with all necessary information and provide a completed spreadsheet to me as soon as possible. You may not have been able to finalize the transition to administrative leave date for all employees by this time if you have many participants. Please note this in your cover message back to me and ensure you have updated the spreadsheet with this information as soon as you have it.

We will be coming out with further guidance for the DRP participants.

Attachments:

- Listing of DRP participants
- HDE signed DRP Agreement
- *Supv Email to DRP Participant* template
- Supervisor Guidance
- DRP Participant Guidance

## Email from Supervisor to DRP Participant

We have been notified by the Office of Personnel Management you opted into the Deferred Resignation Program (DRP).

First let me congratulate you on your decision to embark on this new chapter. I also want to express my sincere appreciation for all you have done for our organization, DOE, and the American public. Thank you for your federal service!

As part of your transition, please:

1. Complete the DRP agreement:
  - a. The DRP agreement has already been signed by the designated DOE Official, your Departmental Element Head.
  - b. To sign the DRP agreement, you will need to:
    - i. Click to enter the date at the top of the first page.
    - ii. Type your name in the first box on the first page – please note if you leave this blank and sign the agreement, it is still valid.
    - iii. Click to sign the agreement on page 4 with your PIV.
  - c. Email the completed DRP agreement back to me as soon as possible.
2. Meet with me to discuss:
  - a. Transitioning your duties and finalizing a date for your administrative leave to begin no later than March 1, 2025.
  - b. Confirming your resignation/retirement and the effective date
    - i. Resignation – no later than September 30, 2025
    - ii. Retirement – no later than December 31, 2025
3. Comply with orderly transition of duties and other necessary actions to ensure your successful participation in the DRP.
4. See attached DRP Participant Guide for further information on transitioning.

I look forward to speaking with you. As a reminder, view the latest information by visiting [OPM's guidance](#) and [HCnet page on DRP](#).

# Supervisory Guidance for Employees Accepting the Deferred Resignation Offer

---

This is guidance to assist and support supervisors when employees accept the deferred resignation offer.

## Key Concepts for Supervisors

Some underlying principles to remember as you engage in discussions with employees who accepted the deferred resignation offer and work towards transitioning duties accordingly:

- Support your employee's personal career decision to accept the deferred resignation offer, both with the employee and with your workgroup.
- Continue to respond to specific questions by referring employees to OPM's [guidance](#) and [HCnet page on DRP](#).
- Partner with the employee to transition critical duties by close of business Friday, February 28, 2025, or sooner if reasonable based on the employee's job responsibilities.
  - Employees resigning may voluntarily choose to continue working through September 30, 2025 (or an earlier date); however, this may only occur at the employee's request and may not be approved.
  - Employees retiring may voluntarily choose to continue working through December 31, 2025 (or an earlier date); however, this may only occur at the employee's request and may not be approved.
  - Requests to continue working beyond February 28, 2025, must be approved by the by the Head of the Departmental Element (HDE).
- Support the existing workforce during this transition and be mindful of the impact of spreading duties across the workgroup. Remember to share information about DOE's [Employee Assistance Program](#), which provides a variety of assistance and support for a myriad of employee concerns/topics.

## Engaging DRP Participants

A list of employees opting in to the Deferred Resignation Program (DRP) was sent to HDEs. The HDE signed the DRP Agreement as the DOE official. With this Guidance you should have received a signed electronic DRP Agreement and a list of employees within your unit who are participating in the DRP.

- As soon as possible and not later than 1 business day, you must send them the DRP Agreement with the attached DRP Acknowledgment email. Confirm:
  - Whether they are resigning or retiring (including under VERA); and
  - Their effective date (resignation – no later than September 30, 2025, and retirement – no later than December 31, 2025).

- DRP participant will need to enter the date and their name on the first page and then click on the signature block on the last page to sign the agreement.
- They are requested to return the signed DRP agreement within 2 days.
- If they choose not to sign the DRP agreement or have questions about it, you should contact your DE DRP Coordinator for specific guidance.
- If a DRP participant decides not to sign the DRP agreement, contact your DE DRP Coordinator for specific guidance so the date can be recorded. Failure to sign does not remove them from the program, they are still considered in the DRP.
- If your employee indicates they do not want to resign/retire, instruct them to send an email to [HR@opm.gov](mailto:HR@opm.gov) before the program deadline of 11:59 PM ET February 10, 2025. If your employee says they only emailed OPM to ask questions, then let your DE DRP Coordinator know and they will confirm with HC.
- Inform them they should begin working on a list of their duties and provide it to you within 2 days, so you can ensure they are properly transferred. The list should identify:
  - All responsibilities and duties and whether there are any pending commitments or upcoming activities/deliverables, deadlines, points of contact/stakeholders, etc.;
  - Standing meetings/activities and timeframes;
  - What systems, accounts, mailboxes, shared resources, lists etc., the employee has access to, or is owner of;
  - What distribution lists (internal/external) they are a member of; and
  - Points of contact (internal/external) for common issues/tasks, etc.
- You can discuss what a reasonable transition date to administrative leave would be; however, do not agree to anything sooner than February 28, 2025, until you have considered their list and that of any other staff who may also be leaving.
  - If your DRP participant requests to work later than February 28, 2025, inform your leadership, then notify the DE DRP Coordinator to obtain HIDE approval.
  - Please note, these requests are to be the exception, at the employee's request, and must be to further mission critical activities that would be at risk without the specific employee support.
  - As a supervisor, you are not allowed to request an employee to work beyond their identified end date.
- Let them know they are to continue to report to duty per their work schedule and you will be back in touch with them to finalize the transition of their work and confirm a date for them to begin administrative leave. DRP participants are not subject to return to in-person work requirements.
- Encourage DRP participant to complete [DOE's Exit Survey](#), included in the offboarding checklist.

## Reporting

Provide key information to DE DRP Coordinator as soon as possible and no later than 1 business day of receipt of contacting DRP Participant:

- Employee's name

- Are they resigning or retiring and date
- Completed DRP Agreement or date issued if DRP participant chooses not to sign
- Date administrative leave will begin.
- Personal email and phone number, along with an emergency contact
- If the DRP participant is in the Voluntary Leave Transfer Program (VLTP) or has advanced sick or annual leave, please note that on the spreadsheet.
- If the DRP participant has a pending Employee Relations action, be sure to inform your Employee Relations Specialist they have accepted the DRP, so file/action can be closed accordingly.

## Leave Requests

- To the best extent possible, support previously approved leave requests between now and the DRP participant's transition to administrative leave (no later than March 1, 2025).
- Employees may choose to voluntarily cancel leave requests, even if previously approved. You should cooperate in unapproving them.
- Supervisors have the right to:
  - Deny newly requested leave to ensure a successful transition of duties during this timeframe.
  - Approve use of time off awards, if the DRP participant has unused time off awards, before the employee begins administrative leave. Employee will lose any time off award not used prior to administrative leave.
  - Approve requests for credit hours, if necessary to support a successful transition of duties during this timeframe.
    - Please consider these requests very carefully and ensure you are consistent in responding to them.
    - It is also extremely important for you to consider whether the employee will have the opportunity to use the credit hours prior to March 1, 2025, as they will not be paid out to the employee upon separation.

## Administrative Leave

- DRP participants will be placed on administrative leave no later than Saturday, March 1, 2025.
- No personnel action is needed to place an employee on administrative leave, as this type of leave is administered via ATAAPS.
- Specific guidance regarding coding in ATAAPS will be issued shortly.

## Transition to Administrative Leave (Off-boarding)

Remind DRP participants:

- They must complete the offboarding checklist by their last day in duty status and no later than Friday, February 28, 2025, unless the employee has voluntarily agreed to work for an extended

period and an exception has been approved by your HDE to allow the employee to continue to work.

- Turn on automatic Out of Office messages for both **internal and external** messages. The message should generally state:
  - I have accepted the Deferred Resignation Program and am on administrative leave. Please contact **NAME, TITLE, EMAIL, and PHONE**, for further assistance.

Note: This message can have a list of names and contact information for different activities, if needed.
- Cancel all pending training requests.
- Turn in PIV, computer, monitors, phone, cameras, RS tokens, etc., in accordance with your DE's procedures.
- For employees who are OGE 278e filers, the form will be completed at the time of resignation/retirement later in the calendar year. General Counsel will provide additional guidance.
- Obtain DRP participant's personal email, phone number, and an emergency contact for continued communication while they are on administrative leave.
- HC will process resignations in accordance with the desired resignation date on the DRP agreement, NTE September 30, 2025. Employees with coverage under the Federal Health Benefits Program (FEHB) who wish to continue their coverage under the Temporary Continuation of Coverage (TCC) program should initiate their request in accordance with procedures that will be provided to them after their resignation is processed. Employees will receive a separation package in the mail to include TCC information.
- HC will process retirements in accordance with the requested retirement date NTE December 31, 2025. Employees choosing to retire should initiate their retirement application 90 days in advance of their retirement date in accordance with procedures established by their servicing Benefits office.

## Performance Ratings

Additional guidance will be provided on how to handle FY25 performance ratings for DRP participants.

## Transitioning Duties

It is a supervisor's responsibility to ensure mission critical work is accomplished. While supervisors regularly think about this and planning/preparing for it, due to the potential for a large number of your team leaving we are providing you with some principles and concepts to guide you.

- What work must continue to deliver on the mission? What work may be paused, decreased or abolished? Keep your management apprised regarding duties/activities that may need to be reprioritized.
- Broaden the scope to the entire workgroup, if needed, as opposed to focusing solely on the DRP participant's position(s). What work outside the impacted position may need to be rethought to transition more critical workload to others.

- How will critical work be redistributed with the least of amount of impact to the existing workforce?
- Leverage technology
  - Ensure critical files and historical files are moved to a shared location
  - Establish resource mailboxes, drives, etc., if necessary
  - Create templates, forms, etc.
- Do revisions need to occur to SOPs or job aids need to be created
- Engage DRP participant and the employee(s) who will be taking over mission critical work to discuss transition of duties.
  - Make sure to assign a new owner to all mission critical responsibilities identified by DRP participant.
  - Ensure new owner has access to all necessary locations and shared resources, etc.
- Create a plan to keep track of everything, assign owners to individual tasks on the plan, establish deadlines, and monitor progress.
- Develop a message for staff to issue to customers, stakeholders, colleagues announcing the transition and future expectations, timeframes, etc.
- Check in regularly with staff including the DRP participant. Remind them of EAP if needed.

# Deferred Resignation Program Participant Guidance

---

This is guidance to employees who elected to participate in the Deferred Resignation Program (DRP).

## Signing the DRP Agreement

- Upon receipt of the DRP Agreement from your supervisor, you should:
- Review the DRP Agreement.
- If you are interested in signing it, please click on the first box to enter the date you are signing the agreement.
- Click on the next box to enter your name.
- Click on the Employee box on the last page to sign the agreement with your PIV card.

If you have questions about the DRP agreement, please see [OPM's guidance](#) and [DOE's FAQs](#) on the DRP.

## Transitioning Duties

- To assist in transitioning your duties, please begin working on a list of your duties and provide it to your supervisor within 2 days. The list, at a minimum, should include:
  - Identify mission critical and non-mission critical responsibilities
  - Whether there are any pending or upcoming activities/deliverables, deadlines, points of contact/stakeholders, if any, etc.
  - Standing meetings/activities and timeframes
  - What systems, accounts, mailboxes, etc., the employee has access to, or is owner of
  - What distribution lists (internal/external) they are a member of
  - Points of contact for common issues/tasks, etc.
  - Other key/critical information to ensure your responsibilities are fully transferred to another.
- We suggest you review your calendar and look in your Word documents/folders for the last year to identify these duties/responsibilities. Please be expansive rather than limiting when developing this list.

## Leave Requests

- Pending leave requests between now and when you begin administrative leave date (no later than March 1, 2025). Please review and determine if you must take the leave.
  - If not, you can cancel it.
  - If you must take it (e.g., a parent/teacher conference, or school event, or doctor's appointment that you can't reschedule), please let your supervisor know so they can appropriately account for it in the transition plan.
  - Because of the shortened timeframe you will be in duty status, based on the needs of service or to accomplish the mission, your supervisor may need to deny your leave, even if previously approved. If it is necessary, it will be done in accordance with applicable leave requirements.
  - Request to use any time off awards or previously accrued credit hours, before you begin administrative leave, as you cannot be paid out for them.
- If you have any leave scheduled between now and your resignation/retirement date, you may want to cancel it as you will be in administrative leave status.

## Administrative Leave

- You must continue to report for duty consistent with your work schedule until your supervisor informs you of the date your administrative leave will begin.
- Your supervisor will engage you in a discussion about what is a reasonable period to complete an orderly transition of your duties.
- To ensure you are properly placed on administrative leave, you will need to submit an administrative leave request for each pay period through your resignation/retirement date. Additional guidance will be issued.

## Offboarding

- When it is time for you to begin your administrative leave, you must ensure the following is completed on or before your last day in duty status. More information will be provided in supplemental communication.
- You must complete the offboarding [checklist](#).
- Turn on automatic Out of Office messages for both **internal and external** messages. The message should generally state:
  - I have accepted the Deferred Resignation Program and am on administrative leave. Please contact **NAME, TITLE, EMAIL, and PHONE**, for further assistance.

Note: This message can have a list of names and contact information for different activities, if needed.
- Cancel all pending training requests.
- Turn in PIV, computer, monitors, phone, cameras, RS tokens, etc. in accordance with your DE's procedures.

- Provide your supervisor with your personal email and phone number for continued communication while you are on administrative leave.
- For employees who are OGE 278e filers, the form will be completed at the time of resignation/retirement later in the calendar year and the Office of General Counsel will provide additional guidance at that time.
- Complete the [DOE Exit Survey](#) – included in the offboarding checklist – to provide feedback critical to improving the employee experience.

## Performance Ratings

Additional guidance will be provided on how to handle FY25 performance ratings for DRP participants.

Date Received from OPM	DE	Sub-Orig	Routing Symbol	Employee Name	EMPLID	Emal Address	Position Title	Pay Plan	Occupational Series	Pay Grade	BUS Code	TW/RW Agreement	Duty Station City State	Early Retirement Eligibility Date	Projected Retirement Date	Status	Did the Employee Opt in to DRP (Y/N)	Did Employee Sign DRP Agreement (Y/N)	Date DRP Agreement was Signed or Date DRP Admin Leave Date Confirmed	Did Employee Request to Work beyond 3/3/25 (Yes otherwise leave blank)	Will the Employee Retire or Resign	DRP End Date (can't extend past 9/30 for resignations and 12/31 for retirements)	DATE ADMIN LEAVE BEGINS (MM/DD) (should be NLT March 1 unless requested by employee and approved by HCD)	DATE ALL ACTIONS WERE COMPLETED (MM/DD)	Employee Personal Phone Number	Employee Personal Email Address	Alternate/Emergency Contact Information	Requested to Rescind DRP Resignation (Date)	Other Notes
------------------------	----	----------	----------------	---------------	--------	--------------	----------------	----------	---------------------	-----------	----------	-----------------	-------------------------	-----------------------------------	---------------------------	--------	--------------------------------------	---------------------------------------	----------------------------------------------------------------------	------------------------------------------------------------------------	------------------------------------	----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------	-----------------------------------------	--------------------------------	---------------------------------	-----------------------------------------	---------------------------------------------	-------------

(b) (6)

Date Received from OPM	DE	Sub-Orig	Routing Symbol	Employee Name	EMPLID	Emal Address	Position Title	Pay Plan	Occupational Series	Pay Grade	BUS Code	TW/RW Agreement	Duty Station City State	Early Retirement Eligibility Date	Projected Retirement Date	Status	Did the Employee Opt in to DRP (Y/N)	Did Employee Sign DRP Agreement (Y/N)	Date DRP Agreement was Signed or Date DRP Admin Leave Date Confirmed	Did Employee Request to Work beyond 3/3/25 (Yes otherwise leave blank)	Will the Employee Retire or Resign	DRP End Date (can't extend past 9/30 for resignations and 12/31 for retirements)	DATE ADMIN LEAVE BEGINS (MM/DD) (should be NLT March 1 unless requested by employee and approved by HCC)	DATE ALL ACTIONS WERE COMPLETED (MM/DD)	Employee Personal Phone Number	Employee Personal Email Address	Alternate/Emergency Contact Information	Requested to Rescind DRP Resignation (Date)	Other Notes
(b) (6)																													

---

**From:** Haller, William <william.haller@hc.doe.gov>  
**Sent:** Monday, February 10, 2025 1:47 PM  
**To:** Hairston,John L (BPA) - A-7; Rosa,Liza A (BPA) - H-REMOTE  
**Cc:** Chief Human Capital Officer; Clark, Matthew  
**Subject:** RE: Action Requested: OPM Deferred Resignation Program (DRP)

Of course John- please feel free to contact us at any time if we can be of support in completing this objective.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday – [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

---

**From:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Sent:** Monday, February 10, 2025 4:46 PM  
**To:** Haller, William <william.haller@hc.doe.gov>; Rosa, Liza <larosa@bpa.gov>  
**Cc:** Chief Human Capital Officer <chco@hq.doe.gov>; Clark, Matthew <Matthew.Clark@hc.doe.gov>  
**Subject:** Re: Action Requested: OPM Deferred Resignation Program (DRP)

Thank you Will,

John

---

**From:** Haller, William <william.haller@hc.doe.gov>  
**Sent:** Monday, February 10, 2025 1:39:09 PM  
**To:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>; Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Chief Human Capital Officer <chco@hq.doe.gov>; Clark, Matthew <Matthew.Clark@hc.doe.gov>  
**Subject:** Action Requested: OPM Deferred Resignation Program (DRP)

Good afternoon John and Liza,

Attached is a file containing your Departmental Element's Deferred Resignation Program (DRP) participants. Please immediately review the information in this spreadsheet and take action on each employee based on the guidance received from the CHCO. As necessary, HC can provide initial email receipts from the DRP requestors to show their response to OPM.



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Will Haller**

*Workday Change Lead*

Business Operations (OBO)

Office of the Chief Human Capital Officer (HC)

PHONE (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

---

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Monday, February 10, 2025 3:54 PM  
**To:** Reese, Cheryl Reese; Gerrish, Donald John; Decker, Stacey Rae; Rosa,Liza A (BPA) - H-REMOTE; Mosley,James G (BPA) - HE-REMOTE; NNSA (b)(6); NNSA (b)(6); NNSA (b)(6); NNSA (b)(6); Keskitalo II,David H (BPA) - HE-REMOTE  
**Cc:** Williams, Jeffrey T.; Stone, Cortney; Moore, Erin; Jenkins, Christine  
**Subject:** DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period  
**Attachments:** DOE Probationary January Onboards.xlsx

Hi all ~

Because DOE Info is a few pay periods behind we need to manually gather our January 12, 2025, and January 26, 2025 pay period new hires; those who are required to serve a probationary or trial period. Please add them to the attached spreadsheet (PMA SSC and BPA SC) and linked spreadsheet (NNSA and HC-SSC).

Be sure to include an entry for all columns A thru P for each employee.

 [DOE Probationary January Onboards.xlsx](#)

Please submit this completed by 12:00 (noon) EST, Wednesday, February 12. The sooner, the better!

Thank you!!



**Christine Jenkins**  
*Director, HR Operations and Compensation (OHROC)*  
Office of the Chief Human Capital Officer (HC)  
PHONE (b) (6)





---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Monday, February 10, 2025 5:50 PM  
**To:** Jenkins, Christine; Reese, Cheryl Reese; Gerrish, Donald John; Decker, Stacey Rae; Rosa, Liza A (BPA) - H-REMOTE; Mosley, James G (BPA) - HE-REMOTE; NNSA (b)(6) NNSA (b)(6) Keskitalo II, David H (BPA) - HE-REMOTE  
**Cc:** Williams, Jeffrey T.; Stone, Cortney  
**Subject:** RE: DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Thanks so much Christine for putting this together. And of course, thank you all for your amazingly fast responses. I know how hard you're all working and I really appreciate everything you're doing!

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Monday, February 10, 2025 6:54 PM  
**To:** Reese, Cheryl Reese <reese@wapa.gov>; Gerrish, Donald John <gerrish@wapa.gov>; Decker, Stacey Rae <decker@wapa.gov>; Rosa, Liza <larosa@bpa.gov>; Mosley, James <jgmosley@bpa.gov>; NNSA (b)(6) NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; Keskitalo II, David <dhkeskitaloii@bpa.gov>  
**Cc:** Williams, Jeffrey T. <jeffreyt.williams@hc.doe.gov>; Stone, Cortney <cortney.stone@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Subject:** DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Hi all ~

Because DOE Info is a few pay periods behind we need to manually gather our January 12, 2025, and January 26, 2025 pay period new hires; those who are required to serve a probationary or trial period. Please add them to the attached spreadsheet (PMA SSC and BPA SC) and linked spreadsheet (NNSA and HC-SSC).

Be sure to include an entry for all columns A thru P for each employee.

 [DOE Probationary January Onboards.xlsx](#)

Please submit this completed by 12:00 (noon) EST, Wednesday, February 12. The sooner, the better!

Thank you!!



**Christine Jenkins**  
*Director, HR Operations and Compensation  
(OHROC)*

Contact the HR Hotline

Office of the Chief Human Capital Officer (HC)  
**PHONE (b) (6)**

---

**From:** Wilk,Christopher K (BPA) - J-3  
**Sent:** Tuesday, February 11, 2025 10:29 AM  
**To:** Riedel, Ryan; Brinson, Todd; Furrer,Robin R (BPA) - N-7; Moore, Erin; Lawson, Letitia; Zimmer, Dawn  
**Cc:** Turner, Todd; Hossain, Farhana; Coates, Loretta; Zimmer, Dawn; Wang, Shawn; Doan, Greg; Bragg, Damon; Selby, Paul  
**Subject:** RE: HR Review for Secretary Chris Wright

All,

Ryan and I spoke on this request. Access to HR systems at DOE may be sufficient for this project given the integration between BPA and DOE Systems (BPA's workforce data is integrated with DOEInfo). Ryan will let me know if additional access is needed, and we will work it from there.

Thanks,  
Chris

**From:** Riedel, Ryan <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>  
**Sent:** Tuesday, February 11, 2025 8:41 AM  
**To:** Brinson, Todd <[todd.brinson@hq.doe.gov](mailto:todd.brinson@hq.doe.gov)>; Furrer,Robin R (BPA) - N-7 <[rrfurrer@bpa.gov](mailto:rrfurrer@bpa.gov)>; Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Wilk,Christopher K (BPA) - J-3 <[CKWilk@bpa.gov](mailto:CKWilk@bpa.gov)>; Lawson, Letitia <[letitia.lawson@hq.doe.gov](mailto:letitia.lawson@hq.doe.gov)>; Zimmer, Dawn <[dawn.zimmer@hq.doe.gov](mailto:dawn.zimmer@hq.doe.gov)>  
**Cc:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Hossain, Farhana <[farhana.hossain@hq.doe.gov](mailto:farhana.hossain@hq.doe.gov)>; Coates, Loretta <[loretta.coates@hq.doe.gov](mailto:loretta.coates@hq.doe.gov)>; Zimmer, Dawn <[dawn.zimmer@hq.doe.gov](mailto:dawn.zimmer@hq.doe.gov)>; Wang, Shawn <[shawn.wang@hq.doe.gov](mailto:shawn.wang@hq.doe.gov)>; Doan, Greg <[greg.doan@hq.doe.gov](mailto:greg.doan@hq.doe.gov)>; Bragg, Damon <[damon.bragg@hq.doe.gov](mailto:damon.bragg@hq.doe.gov)>; Selby, Paul <[paul.selby@hq.doe.gov](mailto:paul.selby@hq.doe.gov)>  
**Subject:** RE: HR Review for Secretary Chris Wright

Understood. Thank you, Todd and team.

- Ryan Riedel

---

**From:** Brinson, Todd <[todd.brinson@hq.doe.gov](mailto:todd.brinson@hq.doe.gov)>  
**Sent:** Tuesday, February 11, 2025 10:59 AM  
**To:** Furrer, Robin R <[rrfurrer@bpa.gov](mailto:rrfurrer@bpa.gov)>; Riedel, Ryan <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>; Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Wilk, Christopher <[ckwilk@bpa.gov](mailto:ckwilk@bpa.gov)>; Lawson, Letitia <[letitia.lawson@hq.doe.gov](mailto:letitia.lawson@hq.doe.gov)>; Zimmer, Dawn <[dawn.zimmer@hq.doe.gov](mailto:dawn.zimmer@hq.doe.gov)>  
**Cc:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Hossain, Farhana <[farhana.hossain@hq.doe.gov](mailto:farhana.hossain@hq.doe.gov)>; Coates, Loretta <[loretta.coates@hq.doe.gov](mailto:loretta.coates@hq.doe.gov)>; Zimmer, Dawn <[dawn.zimmer@hq.doe.gov](mailto:dawn.zimmer@hq.doe.gov)>; Wang, Shawn <[shawn.wang@hq.doe.gov](mailto:shawn.wang@hq.doe.gov)>; Doan, Greg <[greg.doan@hq.doe.gov](mailto:greg.doan@hq.doe.gov)>; Bragg, Damon <[damon.bragg@hq.doe.gov](mailto:damon.bragg@hq.doe.gov)>; Selby, Paul <[paul.selby@hq.doe.gov](mailto:paul.selby@hq.doe.gov)>  
**Subject:** RE: HR Review for Secretary Chris Wright

Ryan/All,

**(b) (5)**

(b) (5)

(b) (5)

Once these actions are

completed I will circle back to close the loop.

V/R,  
Todd

---

**From:** Furrer, Robin R (BPA) - N-7 <rrfurrer@bpa.gov>  
**Sent:** Tuesday, February 11, 2025 9:55 AM  
**To:** Riedel, Ryan <ryan.riedel@hq.doe.gov>; Brinson, Todd <todd.brinson@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Wilk, Christopher <ckwilk@bpa.gov>  
**Cc:** Turner, Todd <todd.turner@hq.doe.gov>; Hossain, Farhana <farhana.hossain@hq.doe.gov>; Coates, Loretta <loretta.coates@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>  
**Subject:** RE: HR Review for Secretary Chris Wright

Hi Ryan-  
Welcome to DOE.  
Chris Wilk (BPA's CIO) will be reaching out today with respect to the required access since BPA is on a different set of systems than DOEinfo, CHRIS, etc.  
Thanks  
Robin

---

**From:** Riedel, Ryan <ryan.riedel@hq.doe.gov>  
**Sent:** Tuesday, February 11, 2025 6:22 AM  
**To:** Brinson, Todd <todd.brinson@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Furrer, Robin R (BPA) - N-7 <rrfurrer@bpa.gov>; Wilk, Christopher K (BPA) - J-3 <CKWilk@bpa.gov>  
**Cc:** Turner, Todd <todd.turner@hq.doe.gov>; Hossain, Farhana <farhana.hossain@hq.doe.gov>; Coates, Loretta <loretta.coates@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>  
**Subject:** RE: HR Review for Secretary Chris Wright

Thanks Todd,

We should confirm that Adam Ramada and Luke Farritor who are the DOGE reps for DOE have the accounts/equipment needed to perform their tasks. I must emphasize the need to **enforce least privilege** for said access. I also request all additional access that may be requested from either of them, come directly to me supplemented with the use case (CC: respective system owners for transparency) for review prior to granting.

Thanks

- Ryan Riedel

---

**From:** Brinson, Todd <todd.brinson@hq.doe.gov>  
**Sent:** Tuesday, February 11, 2025 9:01 AM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Furrer, Robin R <rrfurrer@bpa.gov>; Wilk, Christopher <ckwilk@bpa.gov>  
**Cc:** Turner, Todd <todd.turner@hq.doe.gov>; Hossain, Farhana <farhana.hossain@hq.doe.gov>; Coates, Loretta <loretta.coates@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>  
**Subject:** RE: HR Review for Secretary Chris Wright

All,

I'm only tracking one individual from DOGE that has been given an account/equipment. Can I get a list of names of individuals who will require Read Access to (DOEInfo, CHRIS, ESS)?

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Monday, February 10, 2025 6:40 PM  
**To:** Riedel, Ryan <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>; Brinson, Todd <[todd.brinson@hq.doe.gov](mailto:todd.brinson@hq.doe.gov)>; Furrer, Robin R <[rrfurrer@bpa.gov](mailto:rrfurrer@bpa.gov)>; Wilk, Christopher <[ckwilk@bpa.gov](mailto:ckwilk@bpa.gov)>  
**Cc:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>; Hossain, Farhana <[farhana.hossain@hq.doe.gov](mailto:farhana.hossain@hq.doe.gov)>; Coates, Loretta <[loretta.coates@hq.doe.gov](mailto:loretta.coates@hq.doe.gov)>  
**Subject:** RE: HR Review for Secretary Chris Wright

Hi Ryan,

Adding Todd to provide read only access for DOE and Robin and Chris to provide read only access for BPA.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer

PHONE 202.586.1234

---

**From:** Hossain, Farhana <[farhana.hossain@hq.doe.gov](mailto:farhana.hossain@hq.doe.gov)>  
**Sent:** Monday, February 10, 2025 6:21 PM  
**To:** Riedel, Ryan <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>; Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Coates, Loretta <[loretta.coates@hq.doe.gov](mailto:loretta.coates@hq.doe.gov)>  
**Subject:** HR Review for Secretary Chris Wright

Moving Scott to bcc

Hi Ryan,

Thanks for reaching out. Copying Erin Moore, CHCO, and Loretta Coates, HC's Director of Office of Business Operations (OBO).

Thank you,  
Farhana

---

**From:** Riedel, Ryan <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>  
**Sent:** Monday, February 10, 2025 6:14 PM  
**To:** Weathersby, Scott <[Scott.Weathersby@hc.doe.gov](mailto:Scott.Weathersby@hc.doe.gov)>  
**Cc:** Hossain, Farhana <[farhana.hossain@hq.doe.gov](mailto:farhana.hossain@hq.doe.gov)>  
**Subject:** HR Review for Secretary Chris Wright

Greetings HR Team,

Very interesting first day. I just stepped out of a meeting with Secretary Chris Wright and Department of Government Efficiency (DOGE) appointees today. During the meeting, DOGE appointees briefed Secretary Wright on a comprehensive HR review on behalf of DOE which requires "read-access" ***(It is very critical the access is NOT privileged or write-access)*** to the HR system to index and present to Secretary Wright as soon as

possible. Let me know if you have any questions.

Thank you

- Ryan Riedel

(b) (6)

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Tuesday, February 11, 2025 10:19 AM  
**To:** Jenkins, Christine  
**Cc:** Rosa,Liza A (BPA) - H-REMOTE; Arceneaux,Leticia C (BPA) - HP-1; Mosley,James G (BPA) - HE-REMOTE  
**Subject:** RE: DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period  
**Attachments:** DOE Probationary January Onboards BPA due 2-12.xlsx

Christine,

Attached is BPA's list for January 2025 new hires. I'm not able to access the linked spreadsheet though.

Please let me know if any questions.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 10, 2025 3:54 PM  
**To:** Reese, Cheryl Reese <[reese@wapa.gov](mailto:reese@wapa.gov)>; Gerrish, Donald John <[gerrish@wapa.gov](mailto:gerrish@wapa.gov)>; Decker, Stacey Rae <[decker@wapa.gov](mailto:decker@wapa.gov)>; Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Mosley,James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Williams, Jeffrey T. <[jeffreyt.williams@hc.doe.gov](mailto:jeffreyt.williams@hc.doe.gov)>; Stone, Cortney <[cortney.stone@hq.doe.gov](mailto:cortney.stone@hq.doe.gov)>; Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Hi all ~

Because DOE Info is a few pay periods behind we need to manually gather our January 12, 2025, and January 26, 2025 pay period new hires; those who are required to serve a probationary or trial period. Please add them to the attached spreadsheet (PMA SSC and BPA SC) and linked spreadsheet (NNSA and HC-SSC).

Be sure to include an entry for all columns A thru P for each employee.

 [DOE Probationary January Onboards.xlsx](#)

Please submit this completed by 12:00 (noon) EST, Wednesday, February 12. The sooner, the better!

Thank you!!



**Christine Jenkins**  
*Director, HR Operations and Compensation  
(OHROC)*  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Employee Name	DE	Component/Division	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for interim, etc.)	Probationary? (If Period End Date)	Competitive/Exempt/SES	Note	SES or Pay - Prior successful hire source (Y/N/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Y/N/No)	Exemption Requested for Non-Small Security or Public Safety as outlined in 53 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role is filled? (200 character limit)	SDP
---------------	----	--------------------	----------------	----------	--------	-------	-------------------------------------------------	------------------------------------	------------------------	------	----------------------------------------------------	-------------------------------	-----------------------------	-------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------	-----

(b) (6)



Employee Name	DE	Component/ Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lieutenants, etc.)	Probationary? (or Period End Date)	Competitive/Executive/SES	Note	SES or Pay - Prior successful hire source (Y/N/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Y/N/No)	Exemption Requested for National Security or Public Safety as outlined in 53 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role is filled? (200 character limit)	SEP
---------------	----	-------------------	----------------	----------	--------	-------	-----------------------------------------------------	------------------------------------	---------------------------	------	----------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------	-----



---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Tuesday, February 11, 2025 12:42 PM  
**To:** Moore, Erin; Turner, Todd  
**Cc:** Jenkins, Christine  
**Subject:** FW: DRP Agreement update from OPM  
**Attachments:** 2025.2.10 DRP Agreement.pdf; 2025.2.11 OPM Memo Additional Guidance on  
Compliance Program Agreements 2-11-2025.pdf

FYSA. I have asked John to sign updated letter and we will reissue to all DRP participants unless you advise otherwise.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Chong Tim,Marcus H (BPA) - L-7 <[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov)>  
**Sent:** Tuesday, February 11, 2025 11:57 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Kuhn,Shana L (BPA) - TA-DITT-2 <[slkuhn@bpa.gov](mailto:slkuhn@bpa.gov)>; Spraggins,Melanie (BPA) - P-6 <[mspraggins@bpa.gov](mailto:mspraggins@bpa.gov)>  
**Subject:** DRP Agreement update from OPM

**Confidential Legal Communication**

Hello Liza,

OPM issued the attached guidance today regarding the Deferred Resignation Program, which includes a revised version of the DRP Agreement. The updated version is noticeably different from the one that was circulated yesterday. The 2/11 DRP Agreement is pages 5-9 of the enclosed memo. Also, there is guidance in the memo about supplemental information the agencies must provide to Deferred Resignation employees, in accordance with the ADEA. Please advise on next steps.

**Marcus H. Chong Tim**

**BONNEVILLE POWER ADMINISTRATION**

**U.S. DEPARTMENT OF ENERGY**

Executive Vice President and General Counsel | Office of General Counsel  
[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov) | 503-230-4083



**Department of Energy**  
Washington, DC 20585

Deferred Resignation Agreement

This agreement is between the Department of Energy (DOE) and \_\_\_\_\_  
(referred to as Employee).

WHEREAS, on or about January 28, 2025, OPM circulated a memorandum (Memo) to all DOE employees (Fork in the Road Memo) offering them a voluntary deferred resignation option. The Memo allows those employees who accept the offer by February 10, 2025 (extended date), to retain all pay and benefits and exempts them from all applicable in-person work requirements until September 30, 2025, or earlier if they choose to accelerate the resignation date for any reason (Deferred Resignation Program); and

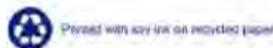
WHEREAS, DOE has received Employee's voluntary request to be included in the Deferred Resignation Program; and

WHEREAS, DOE accepts Employee's request to be included in the Deferred Resignation Program; and

WHEREAS, the parties wish to express the terms and conditions of the agreement between the parties concerning Employee's participation in the Deferred Resignation Program.

WHEREFORE, the parties hereto agree as follows:

1. Employee is accepted into the Deferred Resignation Program.
2. Employee agrees to continue working through February 28, 2025, in an effort to ensure a smooth transition of Employee's duties, responsibilities and work assignments to other staff. Employee is exempt from all in-person work requirements. Employee agrees to turn in all DOE equipment and property as directed by Employee's management.
3. Employee shall be placed on paid administrative leave when they have completed an orderly transition of work but likely no later than March 1, 2025. Employee shall remain on paid administrative leave up to and including September 30, 2025 (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025), or such earlier date on which Employee may choose to resign or otherwise separate from federal service. The period an Employee is on paid administrative leave is hereinafter referred to as the "deferred resignation period".
4. During the deferred resignation period, and subject to the availability of appropriations, DOE shall continue to pay Employee's current salary and Employee shall continue to retain and receive all benefits of Employee's federal employment, including but not



- limited to TSP contributions, health, dental, vision and/or any other similar benefits, with DOE making the government's contribution. Employee will continue to accrue annual and sick leave during the deferred resignation period. Employee will receive retirement service credit during the deferred resignation period. If Employee becomes eligible for a within-grade increase during the deferred resignation period, DOE shall process the within-grade increase and Employee shall receive the associated salary increase.
5. After March 1, Employee shall not be expected to work during the deferred resignation period except in rare circumstances as determined by DOE.
  6. Employee agrees that Employee's effective resignation date from DOE, and separation from federal service, shall be September 30, 2025, (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025). Employee, however, may resign from the federal service on any date prior to September 30, 2025. DOE shall not take steps to terminate Employee's employment with the federal service prior to September 30, 2025, (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025) except where Employee is convicted of a felony crime that would render Employee ineligible for Federal employment, subject to availability of appropriations.
  7. Employee will receive a lump sum payment of accrued annual leave in accordance with 5 CFR part 550 upon separation from service, subject to availability of appropriations.
  8. Nothing in this agreement prevents Employee from retiring from federal service at any time if Employee is eligible to do so under the applicable provisions of Civil Service Retirement System (CSRS) or Federal Employee Retirement System (FERS), including under DOE's Voluntary Early Retirement Authority (VERA) which ends December 31, 2025. If Employee is eligible and elects to retire before December 31, 2025, Employee's retirement election shall override any benefits that would be available to Employee under this agreement after the effective date of Employee's retirement. Employee understands that Employee is responsible for submitting a CSRS, FERS, or VERA retirement application to their servicing Servicing Human Resources Office/Shared Service Center.
  9. Employee may accept non-federal employment during the deferred resignation period provided they consult with Ethics Counsel regarding Outside Activity approval, and provided the proposed outside employment does not violate the Standards of Ethical Conduct for Employees of the Executive Branch at 5 CFR part 2635 or other applicable federal laws, or any supplemental regulations of DOE.
  10. By signing this agreement, the parties acknowledge that they have entered the agreement knowingly, voluntarily, and free from improper influence, coercion, or duress. Employee understands that, except as provided in paragraph 13 applicable to employees 40 years of age or older, Employee cannot rescind this agreement, except in the sole discretion of the DOE Secretary or his designee, which shall not be subject to review at the Merit Systems Protection Board (MSPB), Equal Employment Opportunity Commission (EEOC) or any other forum and waives all rights to challenge the resignation before the MSPB, EEOC, or any other forum.
  11. Employee acknowledges that DOE, in conjunction with other federal departments, agencies and units, will immediately rely on the terms of this agreement in consolidating and reassigning duties/responsibilities and otherwise taking steps to reform the agency

- workforce. Consequently, Employee understands that this agreement is final and Employee's decision to resign effective September 30, 2025 (or if retiring, the Employee's selected retirement date not to exceed December 31, 2025), unless Employee resigns or retires earlier as set forth above, is final. DOE shall comply with all terms of this agreement even if Employee's position is eliminated or Employee is reassigned prior to September 30, 2025. Employee shall not be subject to furlough, termination, reduction-in-force or layoff as a result of an OPM or federal government reorganization or reduction-in-force. Employee agrees to cooperate with steps taken by DOE (such as reassignment to a different component) to exempt Employee from any reduction-in-force.
12. If there is a lapse in appropriations during the term of this agreement that requires Employee to be placed on furlough status, Employee shall be placed on furlough status during the lapse. Once the lapse is over, Employee shall be taken off furlough and shall receive back pay consistent with the Government Employee Fair Treatment Act of 2019.
  13. Employee forever waives, and will not pursue through any judicial, administrative, or other process, any action against DOE that is based on, arising from, or related to Employee's employment at DOE, the deferred resignation offer/program, or any action related to the Department's workforce reshaping efforts including, but not limited to abolishment of their position, including any and all claims that were or could have been brought concerning said matters. This waiver includes all claims Employee may have under the Age Discrimination in Employment Act. Employee unconditionally releases DOE and its present and former employees, officers, agents, representatives, and all persons acting by, through, or in concert with any of those individuals, either in their official or individual capacities, from any and all liability based on, arising from, or relating to the matters that Employee may have against them, including any and all claims that were or could have been brought. Consistent with applicable law, Employee similarly waives any claim that could be brought on Employee's behalf by another entity, including Employee's designated labor representative/union.
  14. If 40 years of age or older, Employee understands that they are entitled to rights and benefits under the Age Discrimination in Employment Act and Older Workers Benefit Protection Act (OWBPA). The parties acknowledge that the Employee has preserved and/or executed the following rights and responsibilities:
    - a. The Employee has reviewed the entire agreement and understands its provisions;
    - b. The Employee has not waived any ADEA or OWBPA rights or claims that may arise after the date this agreement is signed;
    - c. The Employee has the right to consult with an attorney prior to signing this Agreement;
    - d. Federal law provides that the Employee may have 45 days from receipt of this Agreement to review and consider this Agreement before signing it;
    - e. Federal law further provides that the Employee may revoke this Agreement within seven days after signing and delivering the Agreement to the Agency; the Agreement is not effective and enforceable until this seven-day revocation period has passed; and

- f. Having been informed of these rights and after an opportunity to consult with an attorney, the Employee hereby waives these rights.
- 15. Consistent with law, DOE agrees to waive any debt owed by Employee to DOE pursuant to a recruitment incentive, student loan repayment, or other service agreement. DOE also agrees to waive any remaining service requirements from taking paid parental leave.
- 16. Should Employee become subject to military orders during the deferred resignation period, then any laws, rules, or other guidance applicable to the Employee as a servicemember that are inconsistent with provisions of this agreement shall supersede the inconsistent terms of this agreement.
- 17. This agreement shall constitute the entire agreement between the parties, and shall supersede all prior agreements, understandings and negotiations between the parties with respect to the terms of Employee's resignation.

By: DOE Head of Departmental  
Element:

By: Employee:

---

John L. Hairston  
Administrator  
Bonneville Power Administration



The Director

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

## MEMORANDUM

**TO:** Heads and Acting Heads of Departments and Agencies

**FROM:** Charles Ezell, Acting Director, U.S. Office of Personnel Management  
Andrew Kloster, General Counsel, U.S. Office of Personnel Management

**DATE:** February 11, 2025

**RE:** Additional Guidance on Compliance with the Age Discrimination in Employment Act as amended by the Older Workers Benefit Protection Act in the Implementation of Deferred Resignation Program Agreements

---

The U.S. Office of Personnel Management (“OPM”) is providing additional guidance to agencies regarding implementation of the Deferred Resignation Program (“DRP”).

Out of an abundance of caution, agencies should treat the DRP as an “exit incentive program” under section 7 of the Age Discrimination in Employment Act (ADEA), as amended by the Older Workers Benefit Protection Act (OWBPA), and implementing regulations of the Equal Employment Opportunity Commission (EEOC).<sup>1</sup> Accordingly, agencies should provide employees aged 40 and over with a supplemental notice containing additional, agency-specific information necessary to comply with the OWBPA.

An “exit incentive program” is a “voluntary program offered to a group or class of employees where such employees are offered consideration in addition to anything of value to which the individuals are already entitled . . . in exchange for their decision to resign voluntarily and sign a waiver.”<sup>2</sup>

With respect to the DRP, once OPM notifies the employing agency of which of its employees have indicated their interest in participating in the DRP, the agency should determine whether any of those employees are excluded from participation (“ineligible”), either due to DRP program exclusions or additional agency-specific exclusions. Agency-specific exclusions can be based on certain positions or based on other criteria.

---

<sup>1</sup> 29 U.S.C. § 626(f); 29 C.F.R. § 1625.22(f).

<sup>2</sup> See 29 C.F.R. § 1625.22(f)(1)(iii)(A) In particular, an “‘exit incentive or other employment termination program’ includes both voluntary and involuntary programs.” 29 C.F.R. § 1625.22(e)(3).

In their weekly reports to OPM, agencies should notify OPM of the employees it deems ineligible for participation under the DRP.<sup>3</sup> Agencies additionally should notify those employees directly that, despite having indicated their interest in participating in the DRP, they are ineligible and will be expected to continue reporting to work consistent with agency requirements. The notice to ineligible employees additionally should clarify that if they nonetheless wish to end their employment (separate from the DRP), they should contact their agency's HR office.

A waiver of age discrimination claims in connection with an exit incentive program must include certain provisions. The template agreement (attached as Appendix 1) provided to agencies includes OWBPA provisions applicable to all agencies:

1. Employees aged 40 and over have 45 days within which to consider and sign the DRP agreement and seven days after signing within which to revoke the agreement;
2. Employees are advised of the right to consult with an attorney prior to signing the agreement; and
3. The waiver specifically refers to the ADEA.<sup>4</sup>

When entering into DRP agreements with individuals aged 40 and over, agencies should provide a supplemental notice that makes written disclosure of additional, agency-specific disclosures required by the OWBPA. This is so an employee has enough information regarding the program to allow the employee to make an informed choice whether to sign a waiver. Agencies should disclose the following information:

1. Any class, unit, or group of individuals covered by such program, any eligibility factors for such program, and any time limits applicable to such program; and
2. The job titles and ages of all individuals eligible or selected for the program, and the ages of all individuals in the same job classification or organizational unit who are not eligible or selected for the program.<sup>5</sup>

The disclosure must be written in a manner calculated to be understood by the average individual eligible to participate.<sup>6</sup>

---

<sup>3</sup> See OPM, *Guidance Regarding Deferred Resignation Program* (Jan. 28, 2025).

<sup>4</sup> Agencies may modify the template agreement, for example, to add agency-specific information or to enhance the agreement (including to acknowledge waivers of specific additional claims, as warranted in individual circumstances).

<sup>5</sup> 29 U.S.C. § 626(f)(1)(H); 29 C.F.R. § 1625.22(f)(1).

<sup>6</sup> 29 C.F.R. § 1625.22(f)(4)(i).

EEOC regulations provide an example of one way in which agencies could present the required disclosures to employees.<sup>7</sup> Based upon those regulations, the required disclosure for the DRP could look something like the following:

The Deferred Resignation Program was open from January 28, 2025 through [DATE]. On [DATE], you were given 45 days to consider and accept the terms of the Deferred Resignation Program agreement, and you were advised of your right to consult with an attorney about the agreement before signing it.

The class, unit, or group of individuals covered by the Deferred Resignation Program includes all full-time federal employees in [AGENCY NAME] except for [military personnel of the armed forces], [employees of the U.S. Postal Service], [employees in positions related to immigration enforcement and national security], and [employees in any of the following positions specifically excluded by [AGENCY: LIST ANY AGENCY-SPECIFIC EXCLUSIONS]].

The following is a listing of the job titles and ages of employees who were and were not eligible for the Deferred Resignation Program and offered consideration for signing the waiver. No other employee is eligible or was offered consideration in exchange for signing the waiver.

Position Title	Age	Number of Employees Eligible for DRP	Number of Employees not Eligible for DRP
Job Title 1	25 <sup>8</sup>	5	1
	32	6	2
	45	2	3
Job Title 2	60	10	0
	40	9	2
	52	20	1
	29	4	8

For more information about these OWBPA requirements, please consult EEOC's regulations at 29 C.F.R. § 1625.22 and related guidance, including [Q&A-Understanding Waivers](#)

---

<sup>7</sup> 29 C.F.R. § 1625.22(f)(4)(vii).

<sup>8</sup> The numbers in this chart are illustrative only. Follow EEOC guidance regarding age groupings.

of Discrimination Claims in Employee Severance Agreements | U.S. Equal Employment Opportunity Commission.

cc: Chief Human Capital Officers (CHCOs), Deputy CHCOs, Human Resources Directors, and Chiefs of Staff.

Attachment 1- Template Deferred Resignation Agreement

**Appendix 1- Template Deferred Resignation Agreement**

This agreement is between [AGENCY] (“Agency”) and the Employee identified below.

WHEREAS, on or about January 28, 2025, OPM circulated a memorandum to all Agency employees (Fork in the Road Memo) offering them a voluntary deferred resignation option. The offer states that those employees who accept the offer will not be subject to any reduction in pay and benefits by their agency and exempts them from all applicable in-person work requirements until September 30, 2025, or earlier if they choose to accelerate the resignation date for any reason (Deferred Resignation Program); and

WHEREAS, Agency has received Employee’s voluntary request to be included in the Deferred Resignation Program; and

WHEREAS, Agency accepts Employee’s request to be included in the Deferred Resignation Program; and

WHEREAS, Employee agrees to waive certain rights as detailed below in exchange for participation in the Deferred Resignation Program; and

WHEREAS, the parties wish to express the terms and conditions of the agreement between the parties concerning Employee’s participation in the Deferred Resignation Program.

WHEREFORE, the parties hereto agree as follows:

1. Employee is accepted into the Deferred Resignation Program.
2. Employee agrees to continue working through the later of [DATE], 2025 or one week after signing this agreement if Employee is age 40 or over, in an effort to ensure a smooth transition of Employee’s duties, responsibilities and work assignments to other staff. Employee is exempt from all return to in-person work requirements. Employee agrees to turn in all Agency equipment and property on or before the later of [DATE], 2025, or one week after signing this agreement if Employee is age 40 or over, as directed by Employee’s supervisor.
3. Employee shall be placed on paid administrative leave by the later of [DATE], 2025, or one week after signing this agreement if Employee is age 40 or over. Employee shall remain on paid administrative leave up through and including September 30, 2025, or such earlier date on which Employee may choose to resign or otherwise separate from federal service (deferred resignation period). Employee agrees not to challenge the Agency’s use of paid administrative leave in any forum. In the event that the use of paid administrative leave is found unlawful or set aside, Employee agrees to accept placement into another duty status, with the understanding that Agency shall not require Employee to perform work after [DATE], 2025.

4. During the deferred resignation period, and subject to the availability of appropriations, [AGENCY] shall continue to pay Employee's current salary and Employee shall continue to retain and receive all benefits of Employee's federal employment, including but not limited to TSP contributions, health, dental, vision and/or any other similar benefits, with Agency making the government's contribution. Employee will continue to accrue annual and sick leave during the deferred resignation period. Employee will receive retirement service credit during the deferred resignation period consistent with the retirement provisions applicable to Employee. If Employee becomes eligible for a within-grade increase during the deferred resignation period, Agency shall process the within-grade increase and Employee shall receive the associated salary increase.
5. After the later of [DATE], 2025, or one week after signing this agreement if Employee is age 40 or over, Employee shall not be expected to work during the deferred resignation period—regardless of what duty status the employee is placed in.
6. Employee agrees that Employee's effective resignation date from Agency, and separation from federal service, shall be September 30, 2025. Employee, however, may resign from the federal service on any date prior to September 30, 2025. Agency shall not take steps to terminate Employee's employment with the federal service prior to September 30, 2025, except where Employee is convicted of a felony crime that would render Employee ineligible for Federal employment.
7. Employee will receive a lump sum payment of accrued annual leave in accordance with 5 CFR part 550 upon separation from service, subject to availability of appropriations.
8. Nothing in this agreement prevents Employee from retiring from federal service at any time if Employee is eligible to do so under the applicable provisions of CSRS or FERS. If Employee is eligible and elects to retire before September 30, 2025, Employee's retirement election shall override any benefits that would be available to Employee under this agreement after the effective date of Employee's separation. Employee understands that Employee is responsible for submitting a CSRS or FERS application.
9. Nothing in this agreement prevents Employee from retiring from federal service on or before [INSERT VERA END DATE] if Employee is eligible to do so under the Voluntary Early Retirement Authority (VERA). If Employee is eligible and elects to retire under VERA, Employee's retirement election shall override any benefits that would be available to Employee under this agreement after the effective date of Employee's separation. Employee understands that Employee is responsible for submitting a VERA application.
10. Employee may accept non-federal employment during the deferred resignation period provided it does not violate the Standards of Ethical Conduct for Employees of the Executive Branch at 5 CFR part 2635, applicable federal laws, or any supplemental Standards of Ethical Conduct for Employees or regulations of the Agency.
11. By signing this agreement, the parties acknowledge that they have entered the agreement knowingly, voluntarily, and free from improper influence, coercion, or duress. Employee

understands that, except as provided in paragraph 15 applicable to Employees 40 years of age or older, Employee cannot rescind this agreement, except in the sole discretion of the Agency Head, which shall not be subject to review at the Merit Systems Protection Board (MSPB), Equal Employment Opportunity Commission (EEOC) or any other forum, and waives all rights to challenge the resignation before the MSPB, EEOC, or any other forum.

12. Employee acknowledges that Agency, in conjunction with other federal departments, agencies and units, will immediately rely on the terms of this agreement in consolidating and reassigning roles and otherwise taking steps to reform the agency workforce. Consequently, Employee understands that, as of the effective date of this agreement, this agreement is final and reflects Employee's decision to resign effective September 30, 2025, unless Employee resigns or retires earlier as set forth above. Agency shall comply with all terms of this agreement even if Employee's position is eliminated or reassigned prior to September 30, 2025. Employee shall not be subject to furlough, termination, reduction in force or layoff as a result of an agency-initiated reorganization or reduction in force. Employee agrees to cooperate with steps taken by Agency (such as reassignment to a different component) to exempt Employee from any reduction in force.
13. If there is a lapse in appropriations during the term of this agreement that requires Employee to be placed on furlough status, Employee shall be placed on furlough status during the lapse. Once the lapse is over, Employee shall be taken off furlough and shall receive back pay consistent with the Government Employee Fair Treatment Act of 2019.
14. Employee forever waives, and will not pursue through any judicial, administrative, or other process, any action against Agency or any other agency or instrumentality of the federal government that is based on, arising from, or related to Employee's employment at Agency or separation from employment, including any and all claims that were or could have been brought concerning said matters, including but not limited to all claims for reinstatement, back pay, front pay, costs, attorney's fees, expenses, and/or damages of any kind whatsoever. This waiver includes any claims concerning the Deferred Retirement Program that may have accrued as of the date the agreement is signed. Employee unconditionally releases Agency and its present and former employees, officers, agents, representatives, and all persons acting by, through, or in concert with any of those individuals, either in their official or individual capacities, from any and all liability based on, arising from, or relating to the matters that Employee may have against them, including any and all claims that were or could have been brought. Consistent with applicable law, Employee similarly waives any claim that could be brought on Employee's behalf by another entity, including Employee's labor union. Employee agrees to immediately withdraw any and all claims, complaints, charges, grievances, appeals, or civil actions of any kind whatsoever that he or she may have filed in any forum against the Agency, its officers, employees or agents, arising out of his or her employment with the Agency, as of the effective date of this Agreement. Notwithstanding the waivers above, claims which have or may be initiated under the Federal Employees Compensation Act (FECA) are exempted from this waiver by Agreement of the parties.
15. If 40 years of age or older, Employee additionally waives any claims, complaints, charges, or civil actions the employee has or could have raised under the Age Discrimination in

Employment Act against Agency as of the effective date of this agreement. Employee further acknowledges the following in connection with this waiver of rights under the ADEA:

- a. The Employee has reviewed the entire agreement and understands its provisions;
  - b. The Employee has not waived any rights or claims that may arise after the date this agreement is signed;
  - c. The Employee is advised to consult with an attorney prior to signing this Agreement;
  - d. The employee has received, by separate attachment, information concerning the job titles, ages, and DRP eligibility of all other employees in the same job classification or organizational unit as required by the Older Workers Benefit Protection Act.
  - e. The Employee had 45 days to consider the terms of this Agreement but could, at the Employee's sole discretion, sign the Agreement at any time prior to the expiration of the 45 days;
  - f. After returning a signed and dated copy of the agreement to [AGENCY], the employee retains the right to revoke the agreement for seven (7) days; and
  - g. The agreement will not become effective or enforceable until the revocation period has expired.
16. Consistent with law, Agency agrees to waive any debt owed by Employee to Agency pursuant to a recruitment incentive, student loan repayment, or other service agreement. Agency also agrees to waive any remaining service requirements from taking paid parental leave and stipulates that it will not seek reimbursement from the employee of any costs it may be entitled to recover under the Paid Parental Leave Act (5 U.S.C. 6382).
17. Should Employee become subject to military orders during the deferred resignation period, then any laws, rules, or other guidance applicable to the Employee as a servicemember that are inconsistent with provisions of this agreement shall supersede the inconsistent terms of this agreement.
18. This agreement shall constitute the entire agreement between the parties, and shall supersede all prior agreements, understandings and negotiations between the parties with respect to the terms of Employee's resignation.
19. In case any provision of this agreement shall be held invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

ON BEHALF OF [AGENCY]:

\_\_\_\_\_  
[NAME, TITLE]

EMPLOYEE

---

[NAME, TITLE]

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Tuesday, February 11, 2025 12:43 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE; Turner, Todd  
**Cc:** Jenkins, Christine  
**Subject:** RE: DRP Agreement update from OPM

Please hold.

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Tuesday, February 11, 2025 3:42 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Subject:** FW: DRP Agreement update from OPM

FYSA. I have asked John to sign updated letter and we will reissue to all DRP participants unless you advise otherwise.

R/Liza



**Lizá A. Rosa**  
*HR Director, HRSC*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Chong Tim,Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>  
**Sent:** Tuesday, February 11, 2025 11:57 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Kuhn,Shana L (BPA) - TA-DITT-2 <slkuhn@bpa.gov>; Spraggins,Melanie (BPA) - P-6 <mspraggins@bpa.gov>  
**Subject:** DRP Agreement update from OPM

**Confidential Legal Communication**

Hello Liza,

OPM issued the attached guidance today regarding the Deferred Resignation Program, which includes a revised version of the DRP Agreement. The updated version is noticeably different from the one that was circulated yesterday. The 2/11 DRP Agreement is pages 5-9 of the enclosed memo. Also, there is guidance in the memo about supplemental

information the agencies must provide to Deferred Resignation employees, in accordance with the ADEA. Please advise on next steps.

**Marcus H. Chong Tim**

**BONNEVILLE POWER ADMINISTRATION**

**U.S. DEPARTMENT OF ENERGY**

Executive Vice President and General Counsel | Office of General Counsel

[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov) | 503-230-4083

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Wednesday, February 12, 2025 10:37 AM  
**To:** Jenkins, Christine  
**Cc:** Rosa,Liza A (BPA) - H-REMOTE; Arceneaux,Leticia C (BPA) - HP-1; Mosley,James G (BPA) - HE-REMOTE  
**Subject:** RE: DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period  
**Attachments:** DOE Probationary January Onboards BPA due 2-12.xlsx

Hello Christine,

I took the original list I sent you and updated it to identify all pathways students. I found three, in red:

(b) (6)  


David Keskitalo  
360-418-2097

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Wednesday, February 12, 2025 5:20 AM  
**To:** Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Cc:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Arceneaux,Leticia C (BPA) - HP-1 <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>; Mosley,James G (BPA) - HE-REMOTE <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>  
**Subject:** RE: DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Thank you David. I see you have (b) (5)

(b) (5)  


**From:** Keskitalo II,David H (BPA) - HE-REMOTE <[dhkeskitaloii@bpa.gov](mailto:dhkeskitaloii@bpa.gov)>  
**Sent:** Tuesday, February 11, 2025 1:19 PM  
**To:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Cc:** Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Arceneaux, Leticia C <[lcarceneaux@bpa.gov](mailto:lcarceneaux@bpa.gov)>; Mosley, James <[jgmosley@bpa.gov](mailto:jgmosley@bpa.gov)>  
**Subject:** RE: DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Christine,

Attached is BPA's list for January 2025 new hires. I'm not able to access the linked spreadsheet though.

Please let me know if any questions.

David Keskitalo  
360-418-2097

---

**From:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Sent:** Monday, February 10, 2025 3:54 PM

**To:** Reese, Cheryl Reese <reese@wapa.gov>; Gerrish, Donald John <gerrish@wapa.gov>; Decker, Stacey Rae <decker@wapa.gov>; Rosa, Liza A (BPA) - H-REMOTE <larosa@bpa.gov>; Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; Keskitalo II, David H (BPA) - HE-REMOTE <dhkeskitaloii@bpa.gov>  
**Cc:** Williams, Jeffrey T. <jeffreyt.williams@hc.doe.gov>; Stone, Cortney <cortney.stone@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Subject:** DUE 12:00 (noon) EST Wednesday, February 12 - Probationers for January 12 and January 26 Pay Period

Hi all ~

Because DOE Info is a few pay periods behind we need to manually gather our January 12, 2025, and January 26, 2025 pay period new hires; those who are required to serve a probationary or trial period. Please add them to the attached spreadsheet (PMA SSC and BPA SC) and linked spreadsheet (NNSA and HC-SSC).

Be sure to include an entry for all columns A thru P for each employee.

 [DOE Probationary January Onboards.xlsx](#)

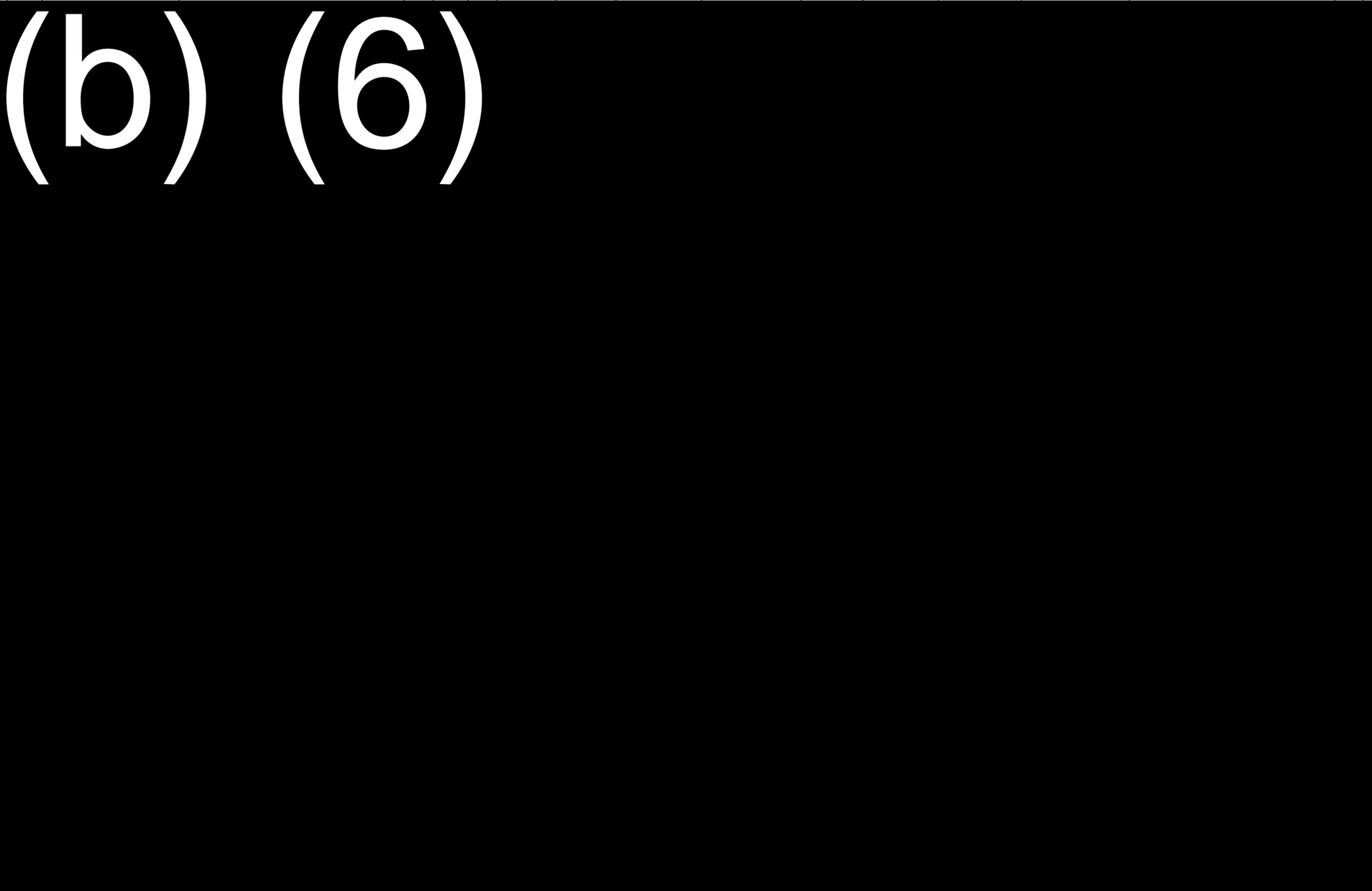
Please submit this completed by 12:00 (noon) EST, Wednesday, February 12. The sooner, the better!

Thank you!!

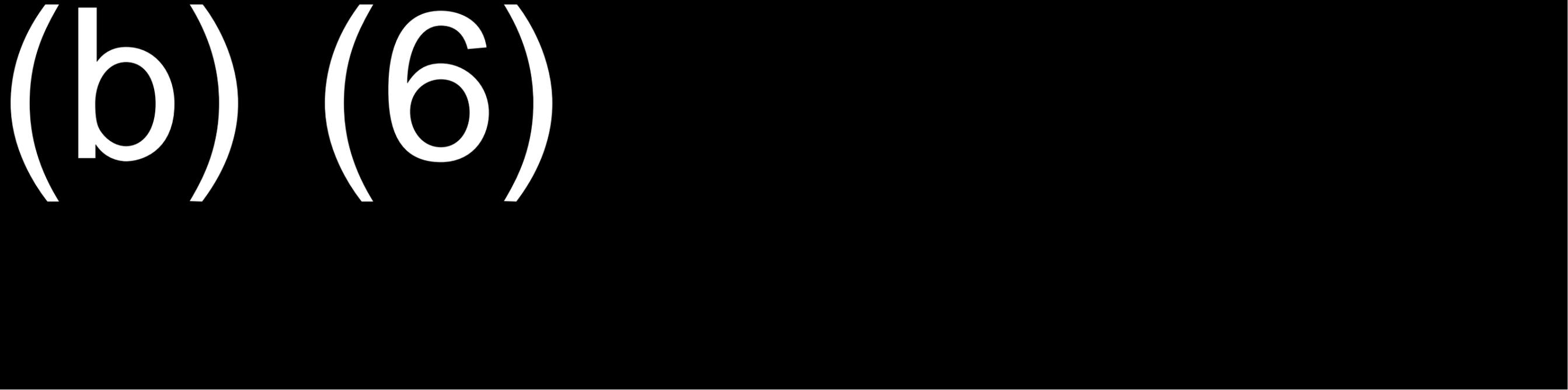


**Christine Jenkins**  
*Director, HR Operations and Compensation (OHROC)*  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

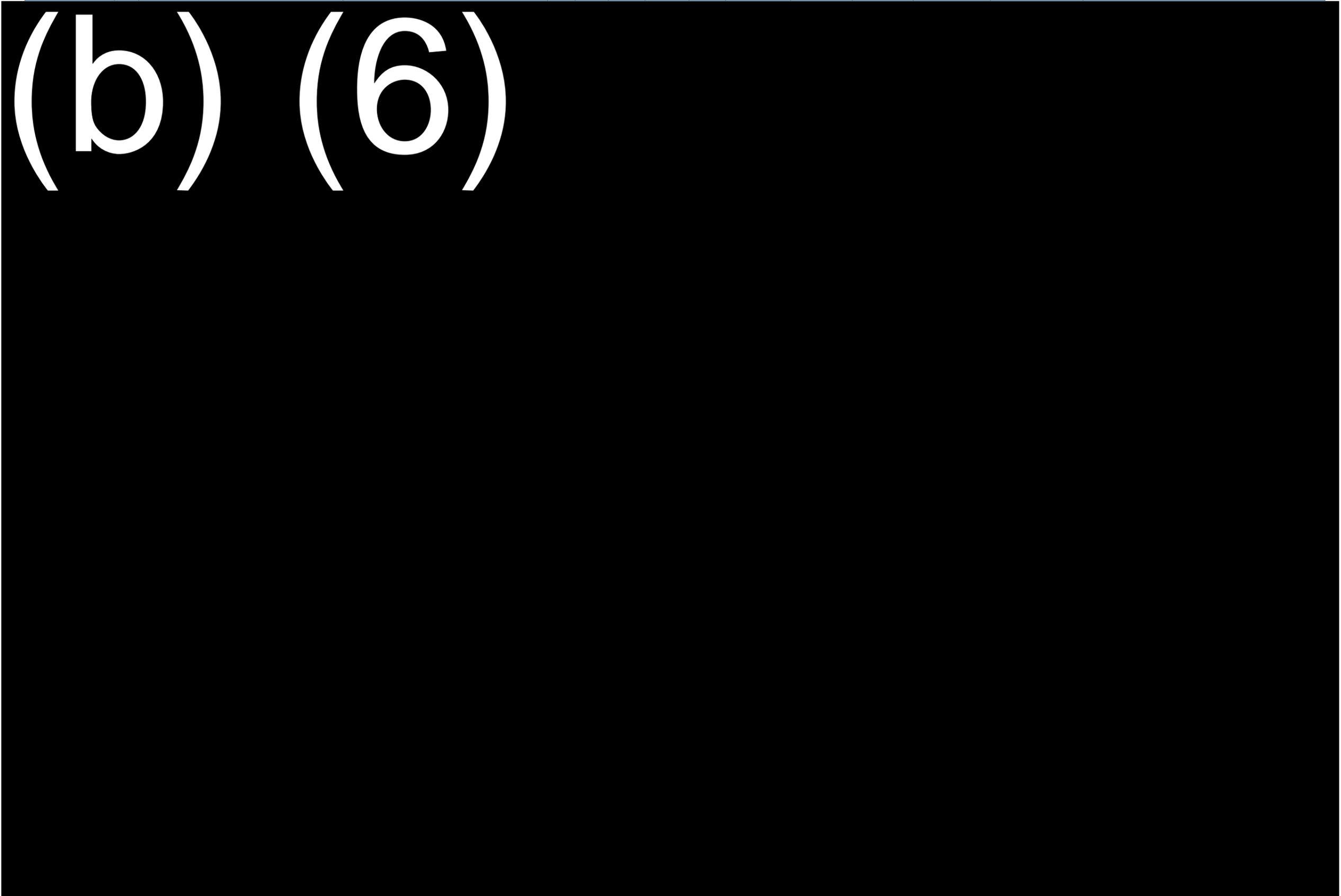
DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	DRP
----	------------------	----------------	----------	--------	-------	-------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----



DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	DRP
----	------------------	----------------	----------	--------	-------	-------------------------------------------------------	---------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	-----------------------------	---------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for line item, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 38 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 38 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

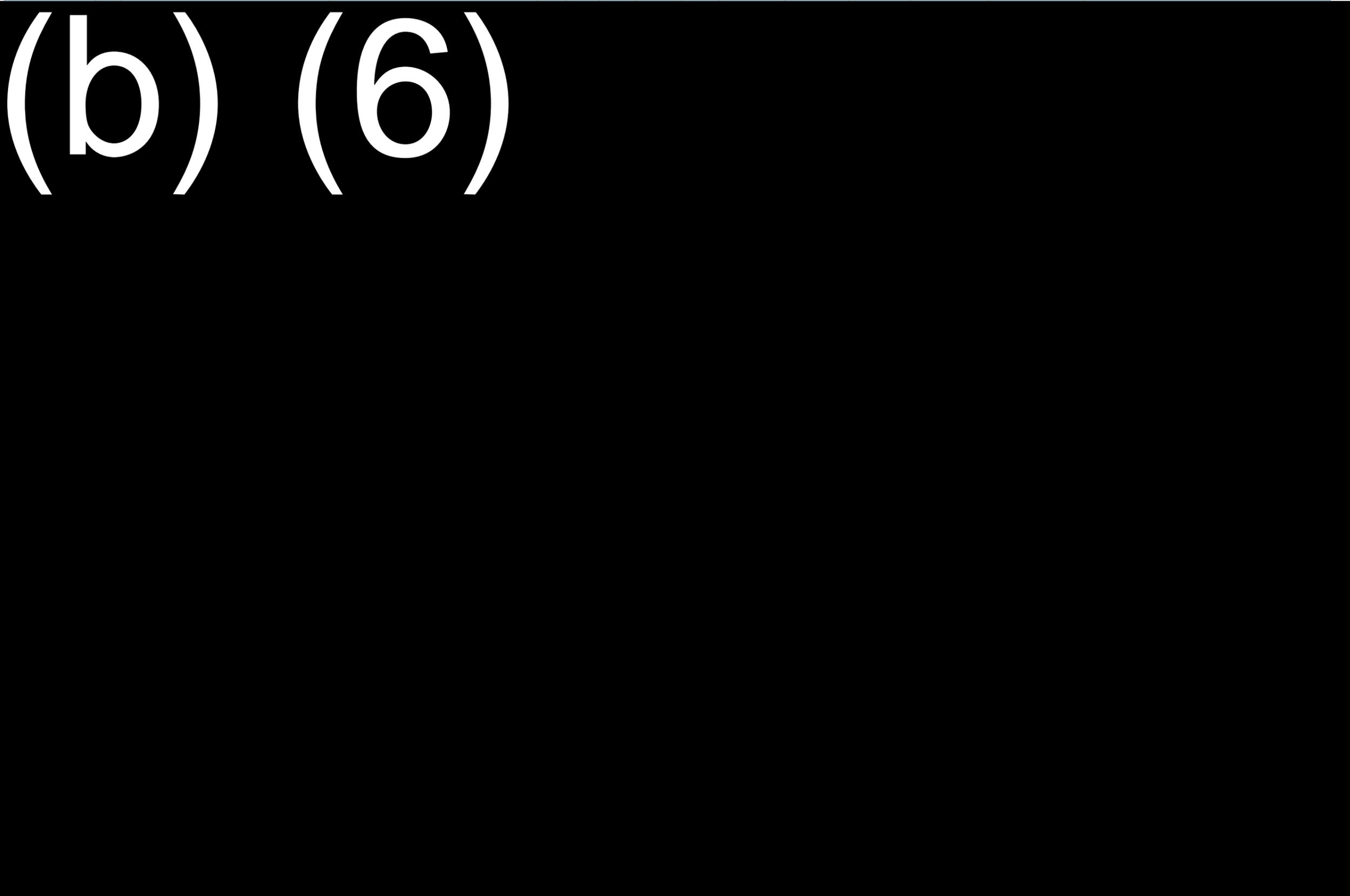
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 38 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for line item, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

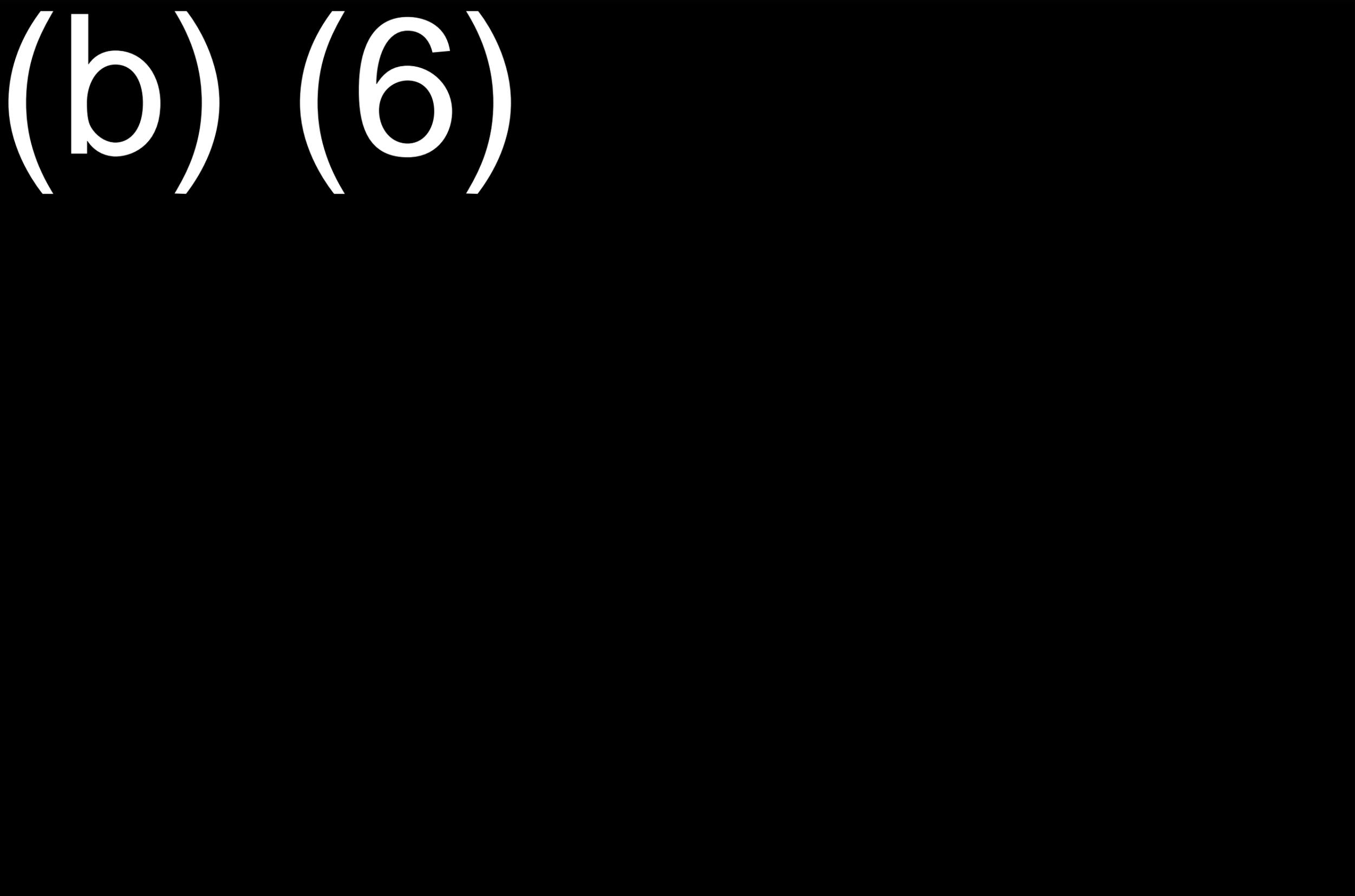
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

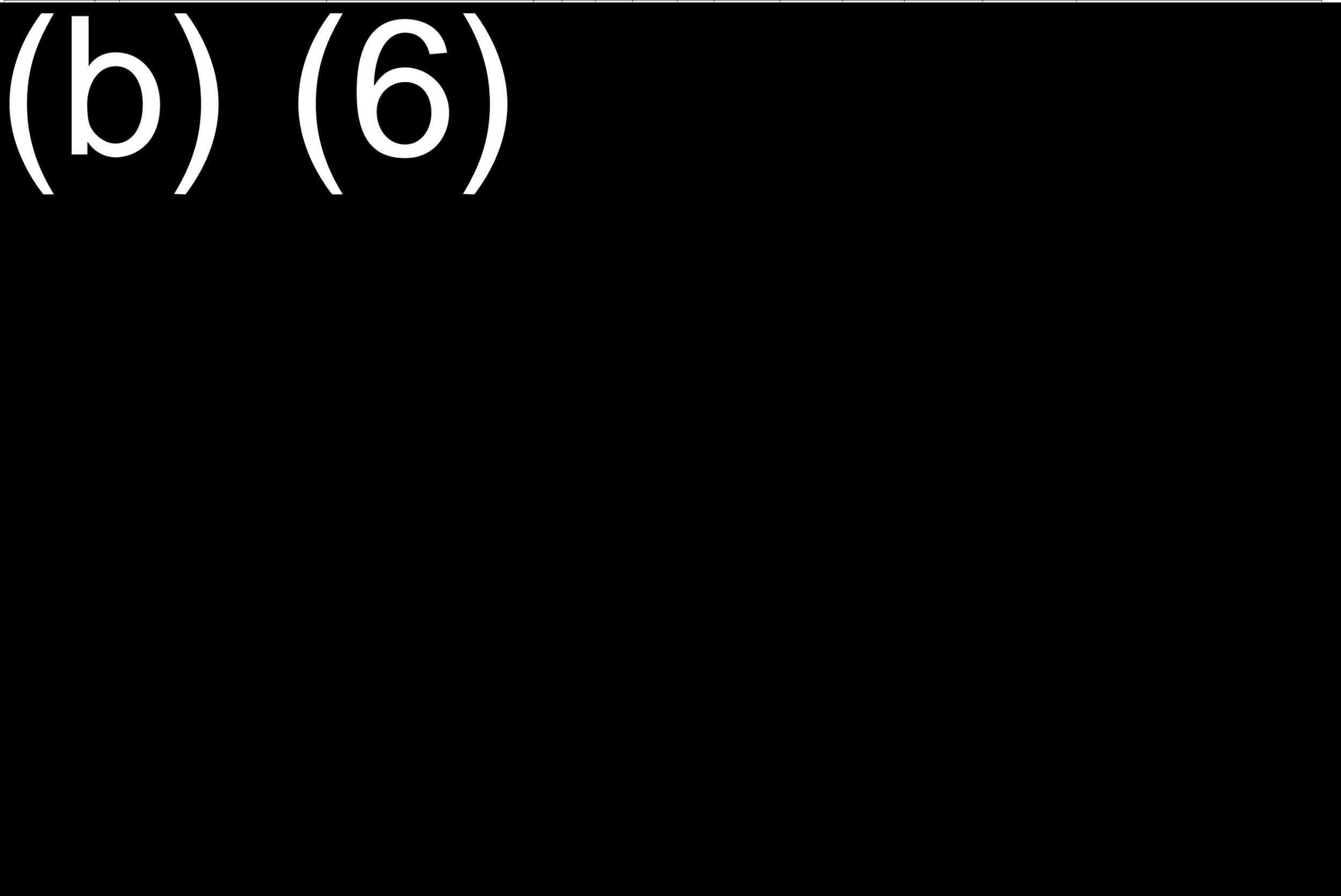
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

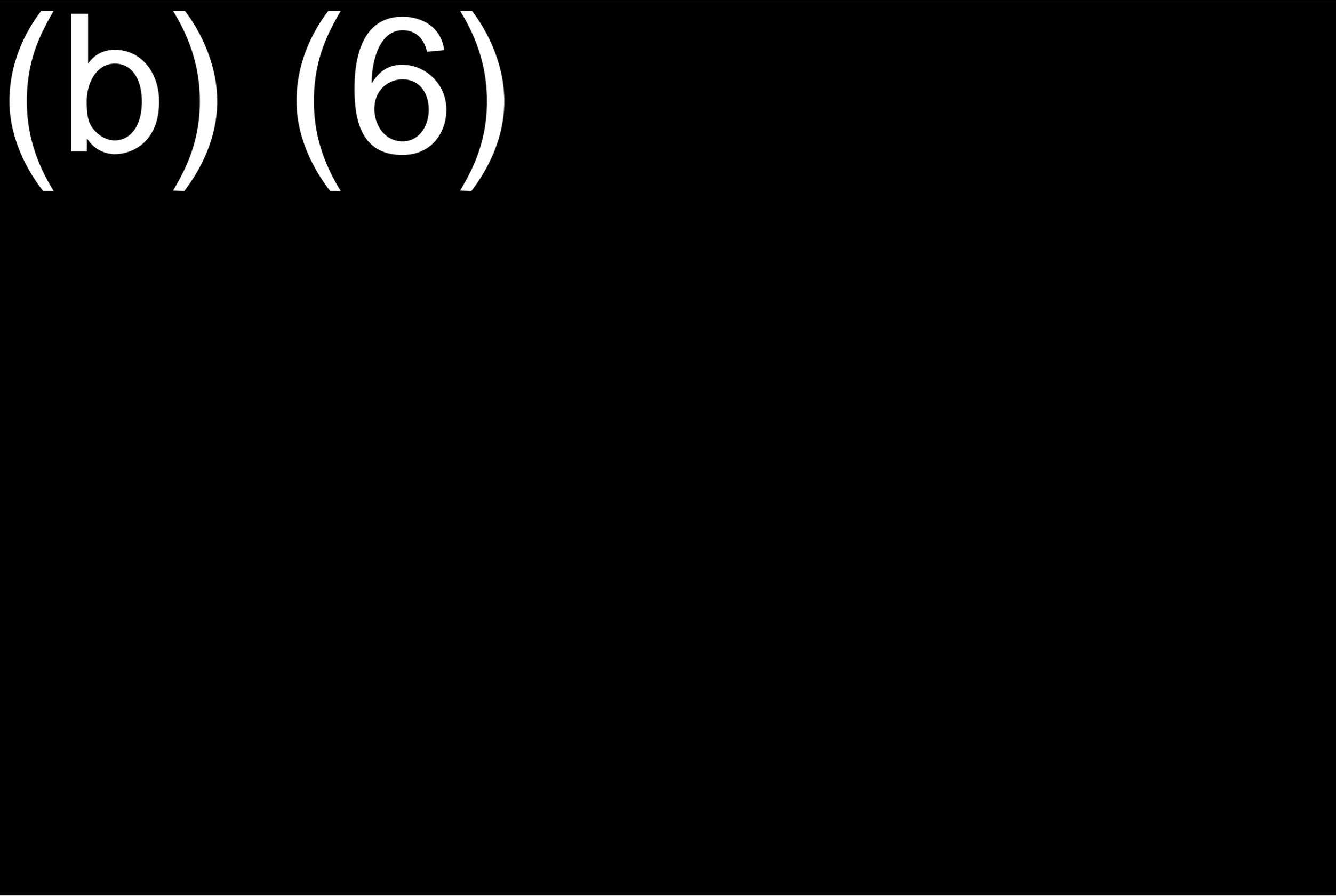
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineamen, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

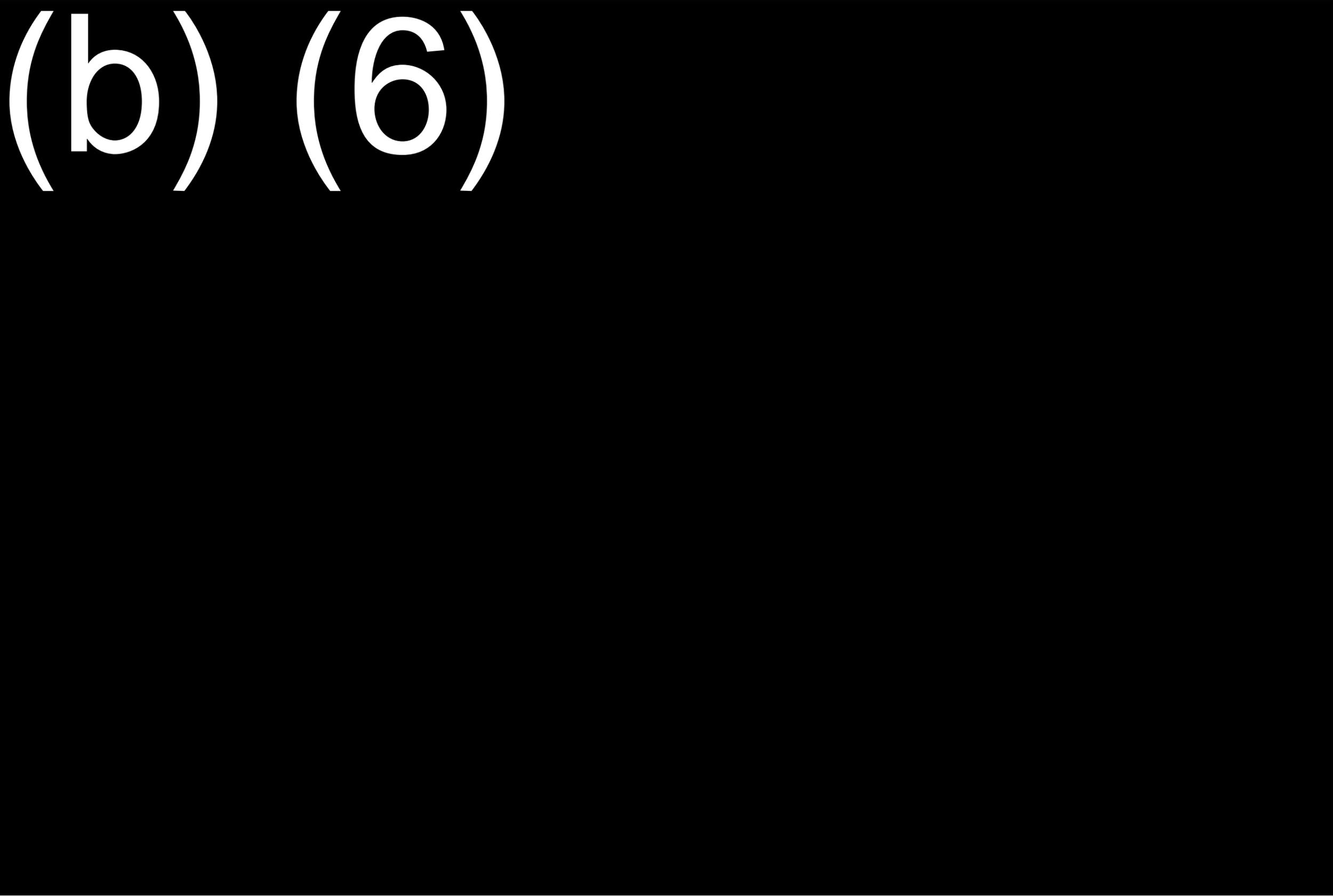
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineamen, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 38 CFR's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

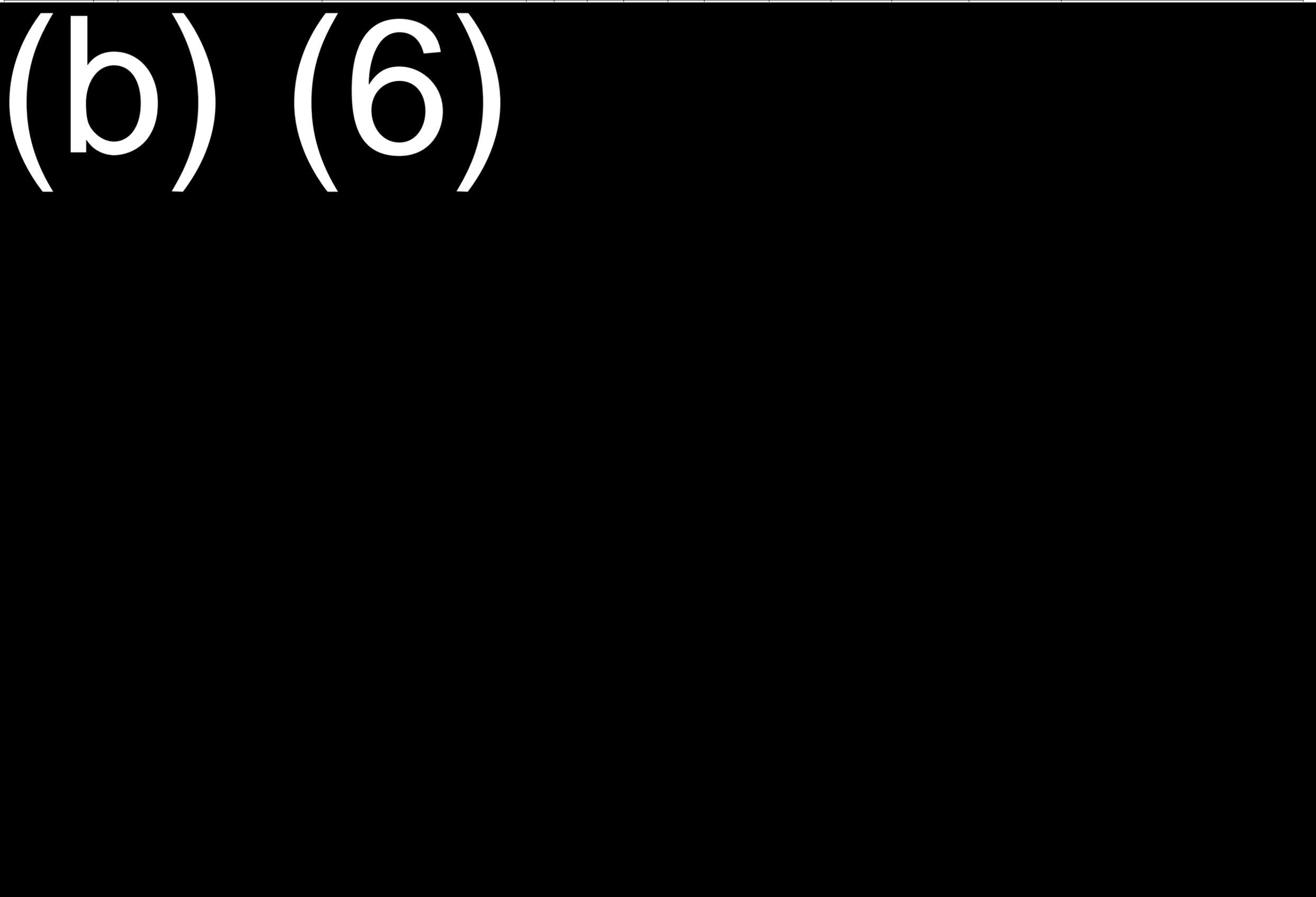
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

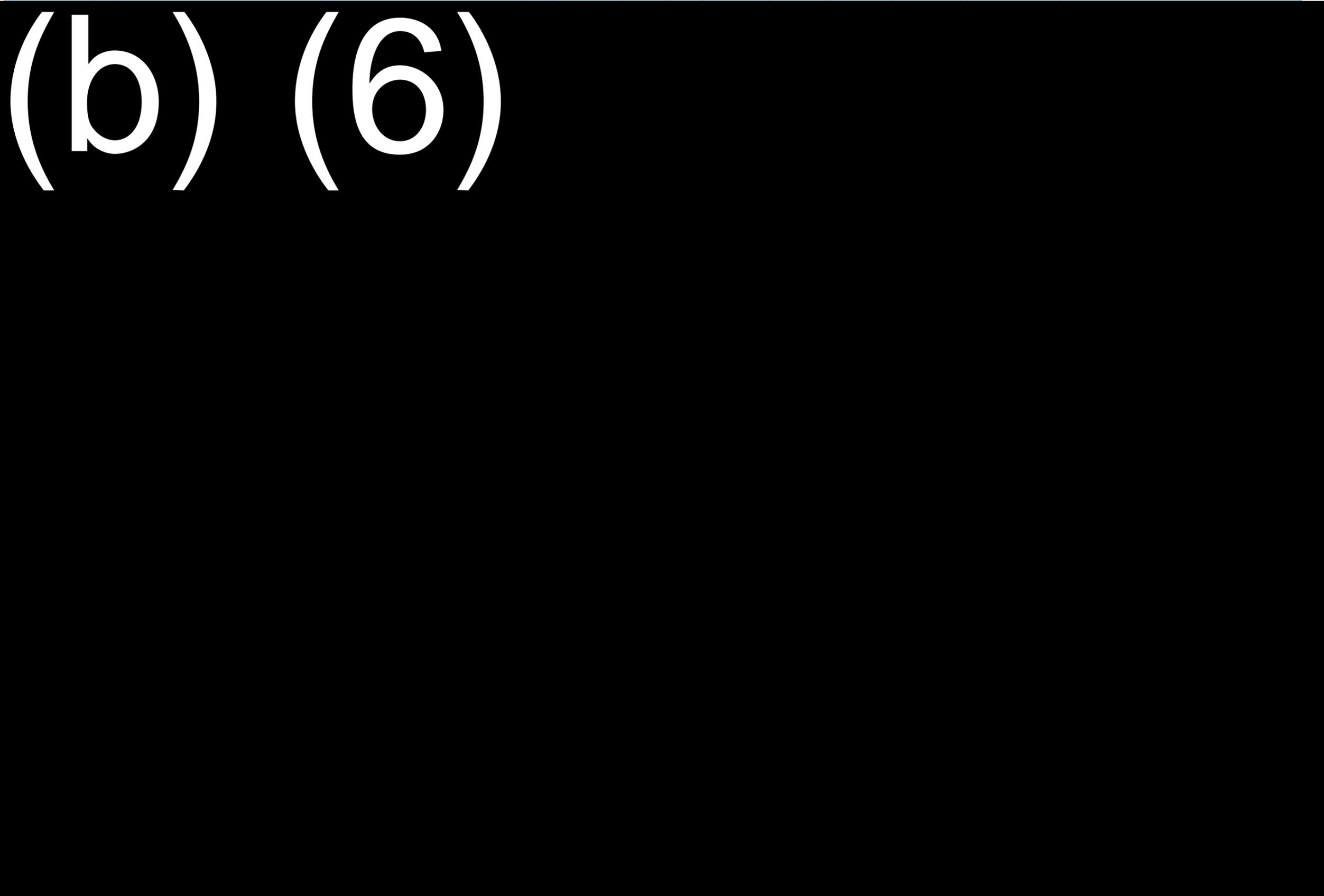
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for line item, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

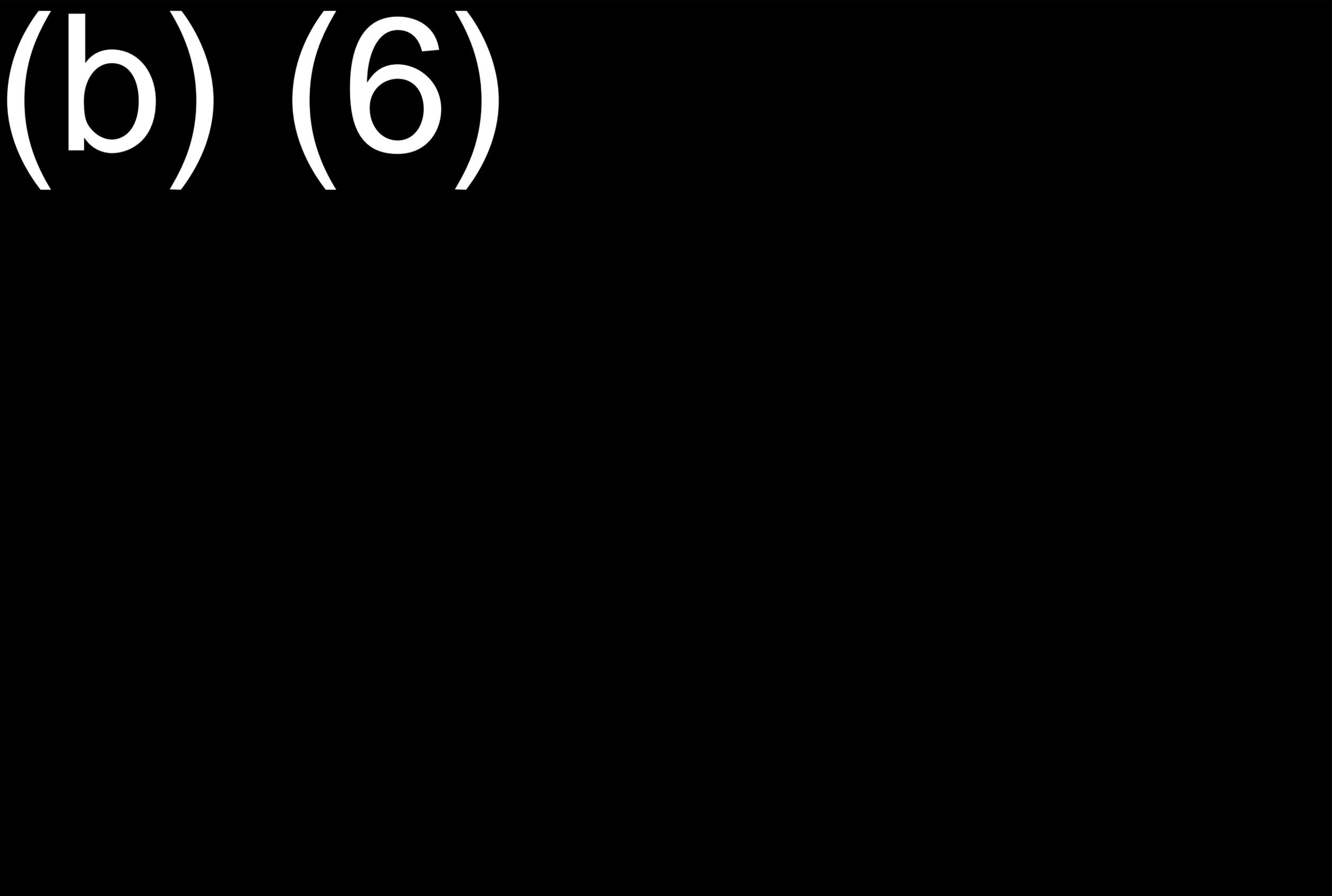
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineitem, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3b OPW's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc.)	Probationary/Tri- al Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Should be retained (Yes/No/ER Contacted)	Exemption Requested for National Security or Public Safety as outlined in 3a OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)
---------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------------	--------------------------------------------	--------------------------	------	--------------------------------------------------	---------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

(b) (6)

Count of Component/Bureau	Column Labels		
Row Labels	No	Yes	Grand Total
ARPA-E	1	6	7
BPA	18	314	332
CESER		20	20
CF		13	13
CI		2	2
EA		4	4
EERE	6	105	111
EHSS	1	17	18
EIA	4	15	19
EJE	6	10	16
EM	34	90	124
FECM	2	108	110
FEMP		5	5
GC		17	17
GDO		35	35
HC	1	8	9
HG		2	2
IA	4	13	17
IE		10	10
IM	3	10	13
IN		21	21
LM		3	3
LPO	1	57	58
MA		24	24
MESC	4	25	29
NE		20	20
NNSA	6	307	313
OCED	67		67
OE		2	2
OP		9	9
OSE	1		1
OTT		5	5
PA	1	1	2
PM		1	1
SC	4	52	56
SCEP	15	28	43
SEPA		9	9
SWPA		15	15
WAPA	6	125	131
<b>Grand Total</b>	<b>185</b>	<b>1508</b>	<b>1693</b>

---

**From:** Keskitalo II,David H (BPA) - HE-REMOTE  
**Sent:** Wednesday, February 12, 2025 11:39 AM  
**To:** Moore, Erin  
**Cc:** Jenkins, Christine; Mosley,James G (BPA) - HE-REMOTE; Rosa,Liza A (BPA) - H-REMOTE  
**Subject:** Copy BPA List due 2-07 update 2 10.xlsx  
**Attachments:** Copy BPA List due 2-07 update 2 10.xlsx

Hello Erin,

I completed the columns in blue only.

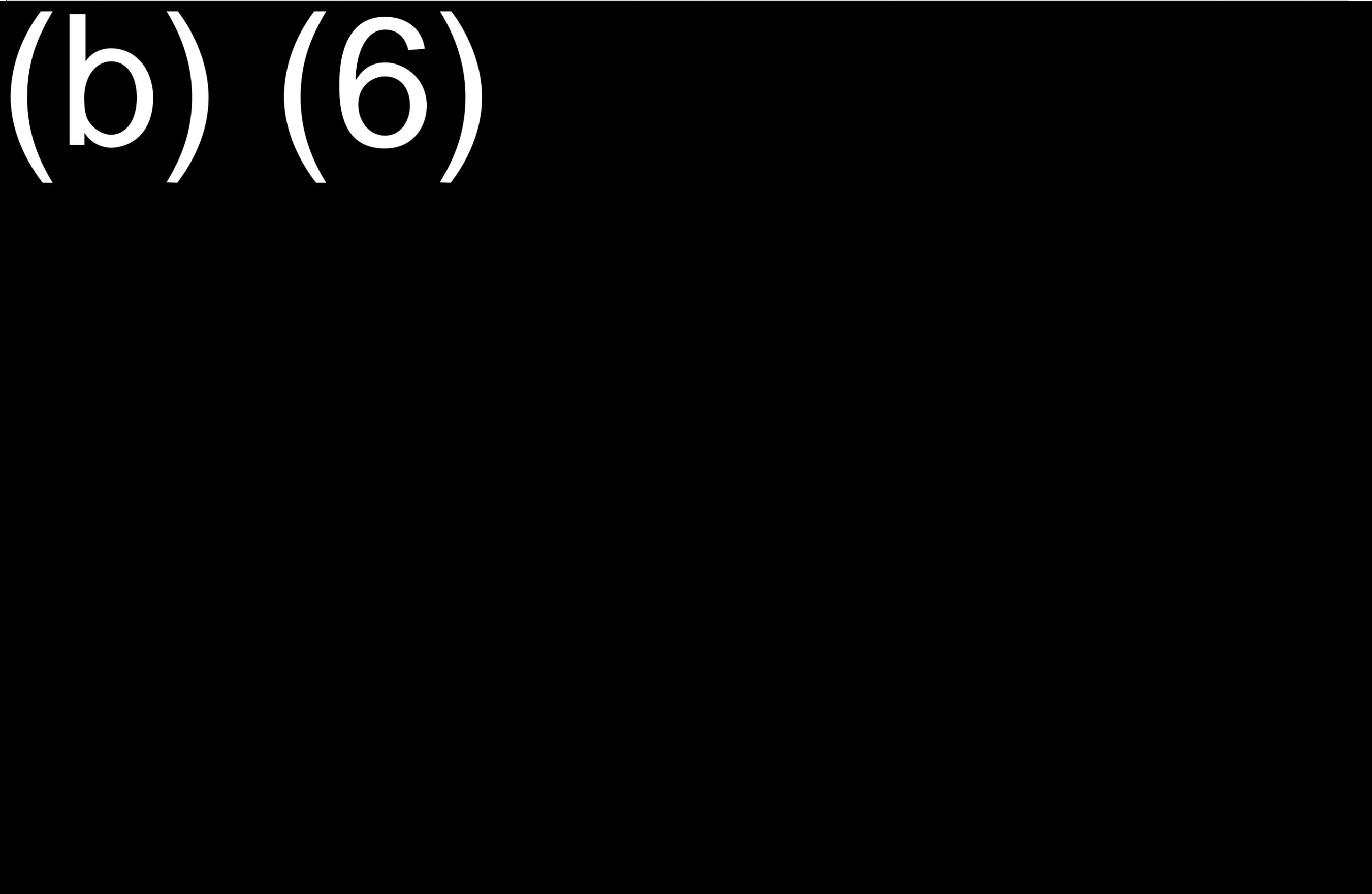
David Keskitalo  
360-418-2097

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
<b>(b) (6)</b>																		

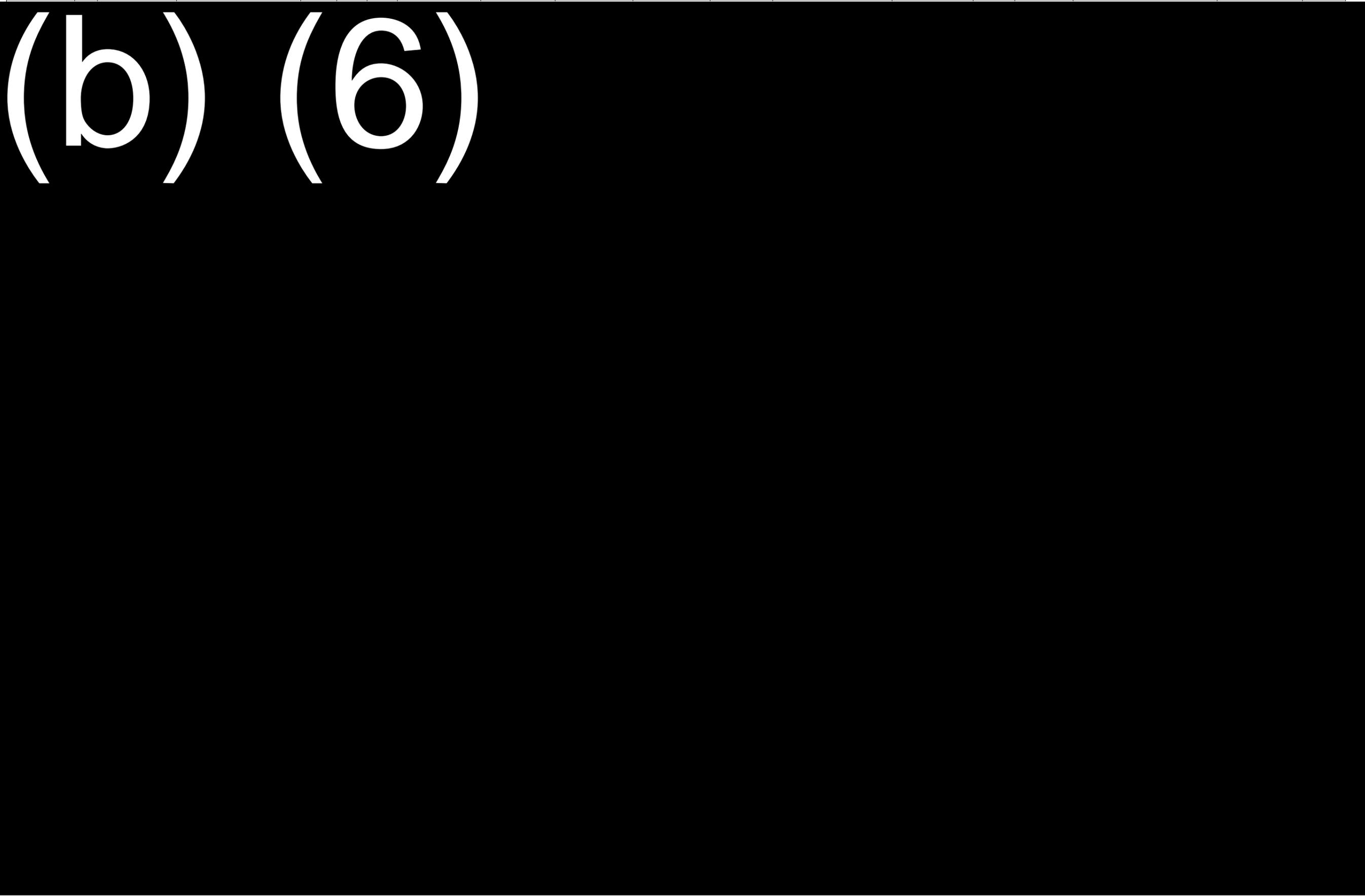
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------

(b) (6)

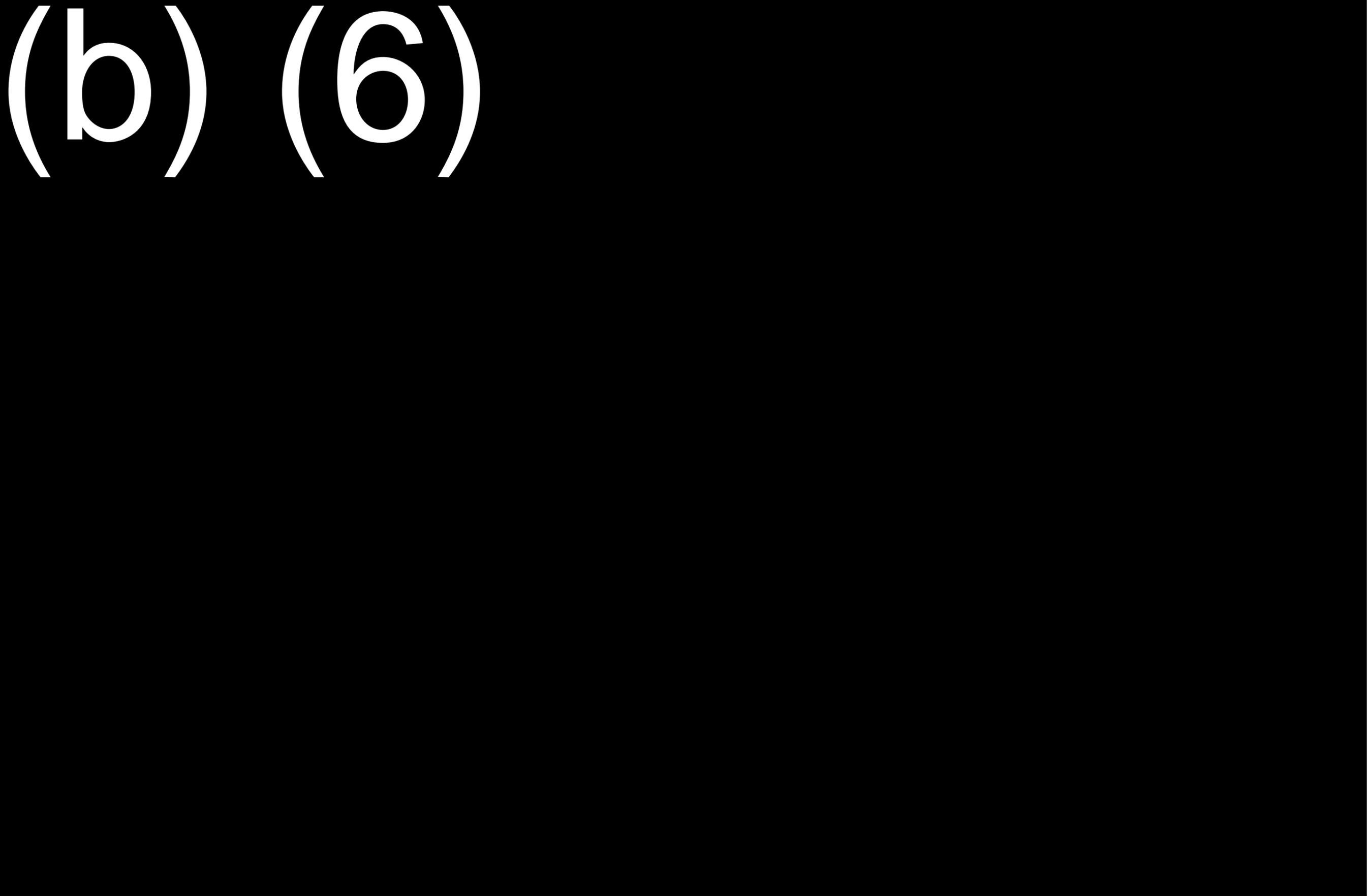
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------



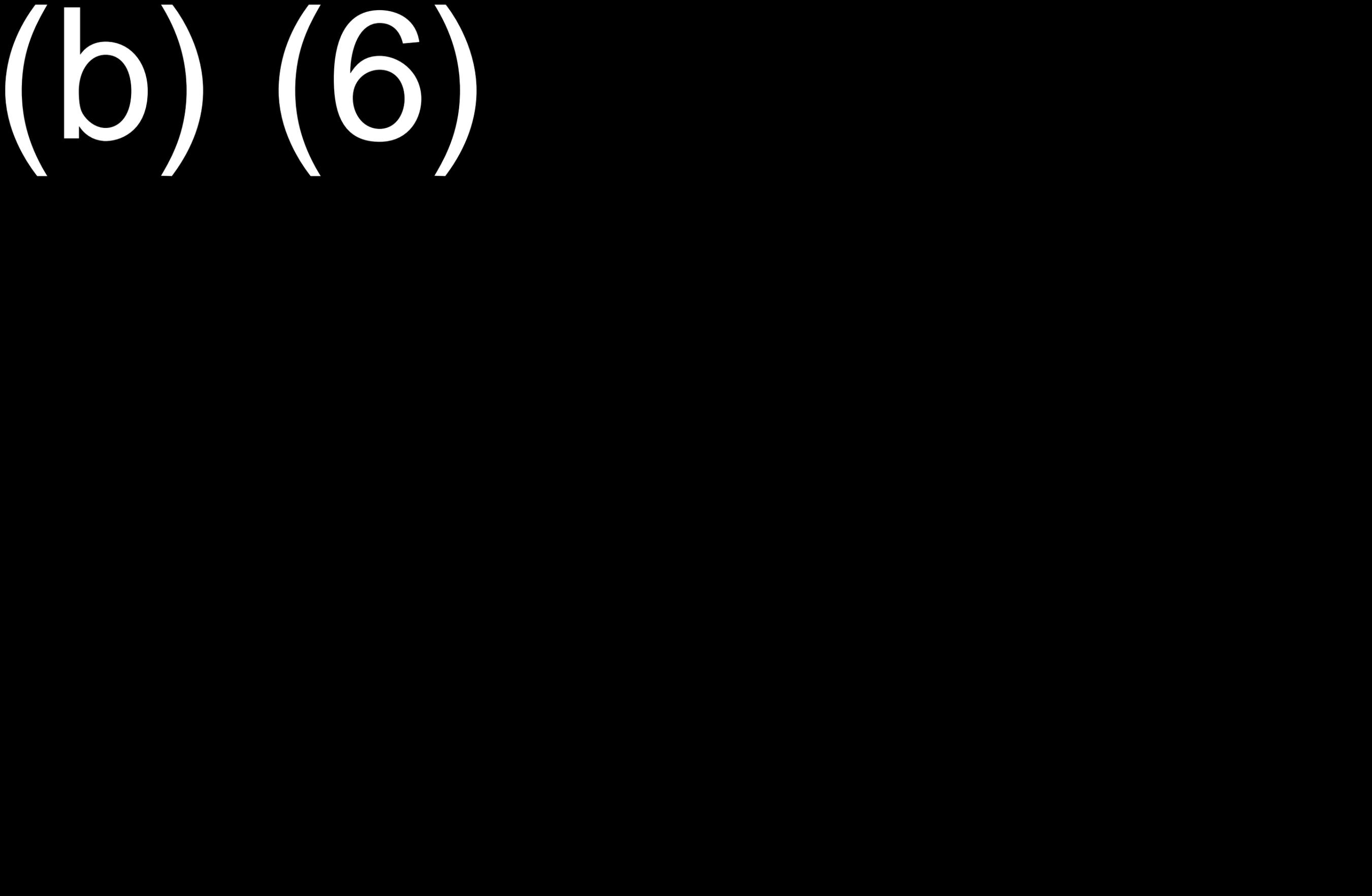
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------

(b) (6)

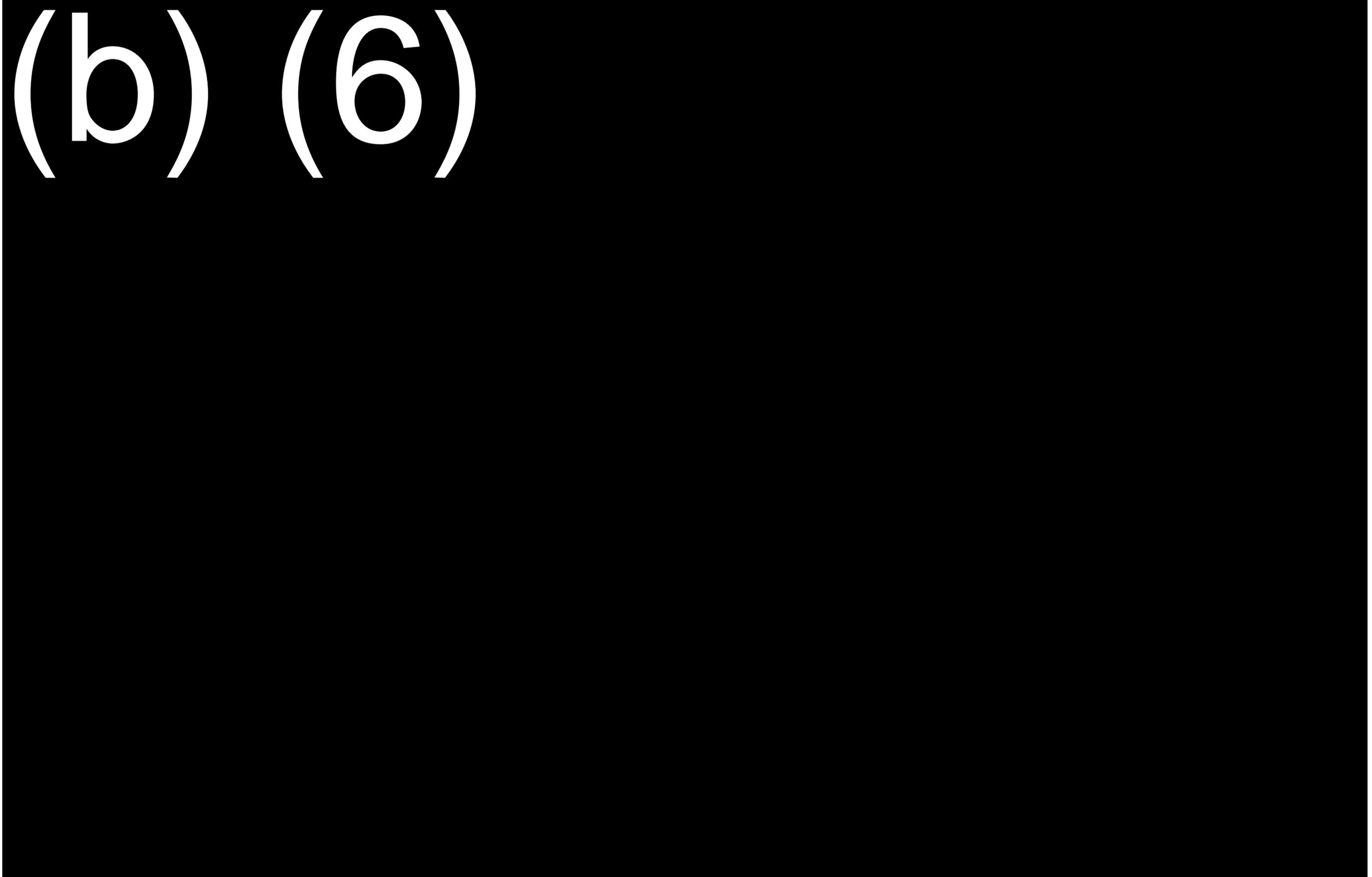
Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------



Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------



(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------

(b) (6)

Employee Name	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc.)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Schedule A	Note	SES only - Prior competitive service (Yes/No)	Full Appeal Rights to MSPB?	Should be retained (Yes/No/ER Contacted)	National Security or Public Safety as outlined in 38 OPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	If Full Appeals Rights, What is the Reason?	Employee ID
---------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------------	------	-----------------------------------------------	-----------------------------	------------------------------------------------	---------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	------------------------------------------------	-------------

(b) (6)

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Wednesday, February 12, 2025 12:16 PM  
**To:** Jefferson, Tyrone  
**Cc:** Burnette, Kendra  
**Subject:** FW: Report needed for DRP

FYI



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) - Let us know how we're doing!

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Wednesday, February 12, 2025 12:14 PM  
**To:** Burnette, Kendra <kendra.burnette@hq.doe.gov>; Reese, Cheryl Reese <reese@wapa.gov>; **NNSA (b)(6)**  
**NNSA (b)(6)** <nnsa.doe.gov>; Hossain, Farhana <farhana.hossain@hq.doe.gov>  
**Subject:** RE: Report needed for DRP

Hi ChiKa,

BPA has no intermittent employees.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) - Let us know how we're doing!

---

**From:** Burnette, Kendra <kendra.burnette@hq.doe.gov>  
**Sent:** Wednesday, February 12, 2025 11:43 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>; Reese, Cheryl Reese <reese@wapa.gov>; **NNSA (b)(6)**  
**NNSA (b)(6)** <nnsa.doe.gov>; Hossain, Farhana <farhana.hossain@hq.doe.gov>  
**Subject:** FW: Report needed for DRP

Directors – Do you have any employees who would be considered intermittent appointments. If so could you please send a list of them ASAP to Tyrone Jefferson on cc. Thanks, Kendra

---

**From:** Jefferson, Tyrone <tyrone.jefferson@hq.doe.gov>  
**Sent:** Wednesday, February 12, 2025 1:30 PM  
**To:** Burnette, Kendra <kendra.burnette@hq.doe.gov>; Clark, Matthew <Matthew.Clark@hc.doe.gov>; Haller, William

<william.haller@hc.doe.gov>

**Subject:** RE: Report needed for DRP

Kendra,

Good afternoon. I have nearly completed the request. I need to know how to identify "intermittent employees", so that they can be excluded. Once I have that information, the table counts should be complete.

Tyrone



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Tyrone Jefferson, Jr.**  
*Management & Program Analyst*

Business Operations (OBO)  
Organizational Effectiveness Division (OED)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Requests for data?: <https://forms.office.com/p/1QF5UNR6un>

---

**From:** Burnette, Kendra <kendra.burnette@hq.doe.gov>

**Sent:** Wednesday, February 12, 2025 2:27 PM

**To:** Clark, Matthew <Matthew.Clark@hc.doe.gov>; Haller, William <william.haller@hc.doe.gov>; Jefferson, Tyrone <tyrone.jefferson@hq.doe.gov>

**Subject:** FW: Report needed for DRP

Status update? Thanks, Kendra

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>

**Sent:** Tuesday, February 11, 2025 5:04 PM

**To:** Clark, Matthew <Matthew.Clark@hc.doe.gov>; Haller, William <william.haller@hc.doe.gov>; Jefferson, Tyrone <tyrone.jefferson@hq.doe.gov>

**Cc:** Turner, Todd <todd.turner@hq.doe.gov>; Burnette, Kendra <kendra.burnette@hq.doe.gov>; Murphy, Julie <julie.murphy@hq.doe.gov>; Jenkins, Christine <christine.jenkins@hc.doe.gov>

**Subject:** Report needed for DRP

Hi there,

Based on OPM's guidance, can you please run a report that looks like page 3: [OPM Memo Additional Guidance on Compliance with the Age Discrimination in Employment Act as amended by the Older Workers Benefit Protection Act in the Implementation of Deferred Resignation Program Agreements 2-11-2025.pdf](#)

We need to do a count by ages (please see bullet below that says we can't band broader than 1 year). Please do it by series for the entire Department including IG. The title used should only be the official series title. Exclude re-employed annuitants (if that's an easy thing to do) and experts/consultants or anyone else on an intermittent appointment. Permanent appointments including temporary and term CAN be included.

(b) (5)

- the **job titles and ages of all individuals who are eligible** or who were selected for the program (the use of age bands broader than one year, such as "age 40-50" does not satisfy this requirement) and the **ages of all individuals in the same job classifications or organizational unit who are not eligible** or who were not selected.

Happy to talk if you have any questions.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer

PHONE 202.586.1234

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Wednesday, February 12, 2025 3:27 PM  
**To:** DL-HC-CHCO Direct Reports  
**Subject:** FW: Key Takeaways from CHCO Council Special Session - ADEA  
**Attachments:** NTE Term Draft.docx; Termination of Probationary Employee-clean.docx; DRP OWBPA notification process.pptx

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
PHONE 202.586.1234

---

**From:** CHCO Council <CHCOCouncil@opm.gov>  
**Sent:** Wednesday, February 12, 2025 5:42 PM  
**Subject:** Key Takeaways from CHCO Council Special Session - ADEA

Good evening, CHCOs and Deputy CHCOs:

We appreciate your participation in today's Special Session!

As promised, we are writing to share key points covered in the meeting, as we know we covered quite a bit in a short period of time.

**I. Process Overview for ADEA/OWBPA Waiver**

To assist you with implementation we've developed and attached a process map that provides an overview of the steps listed below.

**Summary of Requirements**

1. We recommend that agencies communicate to employees that they are required to take two steps to participate in the DRP: they must (1) indicate their interest in participating in the DRP; and (2) if eligible for the DRP, they must execute a written agreement embodying the terms of the Deferred Resignation Program.
2. Ineligible Employees: For any employees who notified OPM of their interest in the DRP but whom your agency determines should be excluded as not eligible for the DRP, you should notify OPM and those employees of their ineligibility.
3. Agencies should use a waiver agreement, and should use the [template waiver agreement](#) (Appendix 1) provided previously to do so.
4. **FOR ANY EMPLOYEE WHO IS 40 YEARS OLD OR OLDER**, the agency also should provide an additional informational disclosure mandated by law.

- a. The Older Workers Benefit Protection Act (OWBPA) Disclosure should be distributed simultaneously with the DRP program written agreement.
  - b. An OWBPA Disclosure has two main components: (1) a required narrative section; and (2) a chart.
    - i. **Narrative:** Create a narrative with a short summary that defines any DRP exclusions that your agency is using or is required to use, and other instructional information, in a manner that can be easily understood:
      - 1. The narrative in your agency's OWBPA Disclosure must explain the group of employees eligible for the DRP in your agency and the specific exclusions from the DRP that apply in your agency.
      - 2. The narrative also must acknowledge the 45-day consideration period and the seven-day revocation period required by law.
      - 3. Include the agency email address to which employees should send signed agreements (if the employee has not yet signed an agreement)
      - 4. Explain how an employee may revoke a previously signed agreement.
    - ii. **Chart:** Prepare a chart listing the job titles and ages of all agency employees in the "decisional unit" who are eligible for the DRP (all full-time federal employees in your agency, who were not subject to DRP program exclusions or additional agency-specific exclusions), and also include the job titles and ages of all individuals in the same decisional units who are not eligible for the DRP. See example on page 3 of the guidance document.
      - 1. Smaller agencies may have only one chart, comprised of their entire agency. Depending on how employee eligibility decisions are made in larger agencies (like cabinet departments), some agencies may have multiple charts, one for each separate "decisional unit."
      - 2. You must separately list each job title / job classification in the applicable "decisional unit" of your agency
      - 3. You must list individual ages and the number of individuals who are each age, broken out by individuals who are eligible and not eligible for the DRP.
      - 4. Do not list employees by name; do not use age bands broader than 1 year.
  - c. You should distribute the chart and the narrative now, even if there is a possibility that you might wish to distribute an updated chart after the program deadline closes.
5. **Timing of Implementing Administrative Leave:** Agencies should not place a participating employee on administrative leave under the DRP before the employee has signed the waiver agreement. And, for any employee who is at least 40 years old, agencies should additionally wait for at least seven days after the agreement is signed (or else provide clear instructions for how employees over 40 can revoke the agreement).
- a. For potentially participating employees who are 40 years or older, an agency must give the employee 45 days to consider the waiver agreement and accompanying OWBPA disclosure (the "consideration period"). The consideration period starts when the waiver agreement and accompanying OWBPA disclosure are transmitted to the employee.
  - b. Once an employee who is 40 years old or older signs the waiver agreement, a mandatory seven-day revocation period begins. **This revocation period cannot be waived, for any reason.** Agencies must clearly communicate to participating employees how and to whom they must notify if they choose to revoke their DRP agreement.

## II. **Probationary Periods**

Draft letters for terminating a probationary period employee and for terminating an employee on an NTE or term employee are attached.

Per 5 CFR 315.803: "The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his or her services during this period if the employee fails to demonstrate fully his or her qualifications for continued employment."

While agencies must identify performance or conduct deficiencies in the notice terminating a probationer, such performance or conduct deficiencies do not have to be identified in a previous performance evaluation.

Thank you,

The CHCO Council Team

[DATE], 2025

MEMORANDUM FOR [EMPLOYEE], [TITLE], [ORGANIZATION]

FROM: [NAME]  
[TITLE]

SUBJECT: Notification of Termination During Probationary Period

REFERENCES: 5 U.S.C. § 7511  
[5 U.S.C. § 3321(a)]  
[5 C.F.R. §§ 315.803 and 804]  
[5 C.F.R. § 316.304]  
[INSERT AGENCY POLICY]

This is to provide notification that the Agency is removing you from your position of [TITLE] and federal service consistent with the above references.

On [INSERT DATE OF APPOINTMENT], the Agency appointed you to the position of [TITLE]. As documented on your appointment Standard Form 50 (SF-50), your appointment is subject to a probationary/trial period. The agency also informed you of this requirement in the job opportunity announcement for the position.

Guidance from the Office of Personnel Management (“OPM”) states, “An appointment is not final until the probationary period is over,” and the probationary period is part of “the hiring process for employees.”<sup>1</sup> “A probationer is still an applicant for a finalized appointment to a particular position as well as to the Federal service.”<sup>2</sup> “Until the probationary period has been completed,” a probationer has “the burden to demonstrate why it is in the public interest for the Government to finalize an appointment to the civil service for this particular individual.”<sup>3</sup>

The Agency finds, based on your performance, that you have not demonstrated that your further employment at the Agency would be in the public interest. For this reason, the Agency informs you that the Agency is removing you from your position of [TITLE] with the Agency and the federal civil service effective [insert date and time, if necessary].

You may have a right to file an appeal with the Merit Systems Protection Board (MSPB) on the limited grounds set forth in 5 C.F.R. § 315.806. Any such appeal must be filed within 30 days of the effective date of this decision or 30 days after the date of your receipt of this decision, whichever is later. You should review MSPB regulations at 5 C.F.R. §§ 1201.14 and 1201.24 for instructions on how to file an electronic appeal and content requirements of the appeal, respectively. For more information, please visit

---

<sup>1</sup> OPM, *Practical Tips for Supervisors of Probationers*.

<sup>2</sup> See U.S. Merit Systems Protection Board Report to the President and Congress, *The Probationary Period: A Critical Assessment Opportunity* (August 2005)

<sup>3</sup> *Id.*

[www.mspb.gov](http://www.mspb.gov) or contact your local MSPB regional or field office at: [INSERT MSPB REGIONAL OR FIELD OFFICE CONTACT INFORMATION].

We appreciate your service to the Agency and wish you the greatest of success in your future endeavors. If you have any questions, please contact [CONTACT].

[INSERT NAME OF AGENCY OFFICIAL]  
[INSERT TITLE OF AGENCY OFFICIAL]

---

**From:** (b) (6)  
**Sent:** Wednesday, February 12, 2025 4:57 PM  
**To:** HR@opm.gov  
**Subject:** RETIRE UNDER DRP EFF DATE 12-31-2025

(b) (6)



---

**From:** HR <[hr@opm.gov](mailto:hr@opm.gov)>  
**Sent:** Wednesday, February 12, 2025 4:42 PM  
**Subject:** The Fork in the Road is Closed  
**Importance:** High

The Deferred Resignation Program is now closed. Any resignations received after 7:20pmET, February 12, 2025, will not be accepted.

---

**From:** Murphy, Julie <julie.murphy@hq.doe.gov>  
**Sent:** Thursday, February 13, 2025 1:43 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE  
**Subject:** FW: BPA Probationary Termination letters  
**Attachments:** Instruction for Prob Term.docx; BPA.xlsx; Final Probationary Termination letter.docx; Instruction for Prob Term.docx

Resending with real documents, sorry!

Thanks,  
Julie



**Julie Murphy**  
*Director*  
Policy, Labor and Employee Relations  
(OPLER)  
Office of the Chief Human Capital Officer  
**PHONE (b) (6)**  
[julie.murphy@hq.doe.gov](mailto:julie.murphy@hq.doe.gov)

---

**From:** Murphy, Julie  
**Sent:** Thursday, February 13, 2025 4:24 PM  
**To:** Rosa, Liza <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Moore, Erin <[Erin.Moore@Hq.Doe.Gov](mailto:Erin.Moore@Hq.Doe.Gov)>; Jenkins, Christine <[Christine.Jenkins@hc.doe.gov](mailto:Christine.Jenkins@hc.doe.gov)>  
**Subject:** BPA Probationary Termination letters

Hi,

Please issue these today.

Attached are instructions, the template letter, the list of employees, and the MSPB appeal rights.

Thanks,  
Julie



**Julie Murphy**  
*Director*  
Policy, Labor and Employee Relations  
(OPLER)  
Office of the Chief Human Capital Officer  
**PHONE (b) (6)**  
[julie.murphy@hq.doe.gov](mailto:julie.murphy@hq.doe.gov)

Instructions for Issuance of Probationary Employees:

1. **DO NOT send a letter to anyone in the DRP (date is in Column R) or if there is TBD in Column N**
2. Complete a word document for each employee
  - a. You will need to add the employee's name and title in the TO line.
  - b. You will need to add the HDE's name and title in the FROM line.
  - c. First paragraph – you will need to add the employee's title.
  - d. Second paragraph – you will need to add the end date for the probationary/trial period (column J)
3. Create a PDF of the letter and send to HDE for signature
  - a. HDE to return the signed letter to you
4. After HDE signs the letter:
  - a. Send email, with the signed letter and MSPB 185F form, to the employee, and copy supervisor:
    - i. Text of email is:

I am issuing you notice that your employment with the Department of Energy is being terminated effective today. The attached letter contains all of the information related to this action including your appeal rights.

Additional guidance will be issued to collect your PIV and DOE equipment.
  - b. Send all emails issuing the notice to your RM for record keeping purposes.
5. RM will need to confirm all DE notices have been issued by sending an email with all annotated notices and emails to:
  - a. [Julie.Murphy@hq.doe.gov](mailto:Julie.Murphy@hq.doe.gov)
  - b. [Christine.Jenkins@hq.doe.gov](mailto:Christine.Jenkins@hq.doe.gov)
  - c. [Erin.Moore@hq.doe.gov](mailto:Erin.Moore@hq.doe.gov)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 35 DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
---------------	------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
---------------	------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
---------------	------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
---------------	------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
<b>(b) (6)</b>																				

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appt)
---------------	------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------



Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annual and Salary (or hourly for lineeman, etc.)	Probationary/Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety as outlined in 3b DPM's memo (only put Yes otherwise leave blank)	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (e.g. Sched A, 30% Vet appl)
---------------	------------	----	------------------	----------------	----------	--------	-------	--------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------

(b) (6)



## Department of Energy

Washington, DC 20585

February 13, 2025

### MEMORANDUM:

TO: **NAME**  
**TITLE**

FROM: **NAME**  
**TITLE**

SUBJECT: Notification of Termination During Probationary/Trial Period

REFERENCES: 5 U.S.C. § 7511  
5 U.S.C. § 3321(a)  
5 C.F.R. § 316.304, if applicable

This is to provide you with notice that the Department of Energy (DOE) is removing you from your position of **TITLE** and federal service consistent with the above references.

Your appointment to this position was subject to the satisfactory completion of an initial probationary/trial period ending on **DATE**.

Guidance from the Office of Personnel Management (OPM) states, "An appointment is not final until the probationary period is over," and the probationary period is part of "the hiring process for employees."<sup>1</sup> "A probationer is still an applicant for a finalized appointment to a particular position as well as to the Federal service."<sup>2</sup> "Until the probationary period has been completed," a probationer has "the burden to demonstrate why it is in the public interest for the Government to finalize an appointment to the civil service for this particular individual."<sup>3</sup>

Per OPM instructions, DOE finds that your further employment would not be in the public interest. For this reason, you are being removed from your position with DOE and the federal civil service effective today.

Terminations during probationary/trial period are not covered under applicable grievance procedures. Your status as an employee serving a probationary period

<sup>1</sup> OPM, [Practical Tips for Supervisors of Probationers](#).

<sup>2</sup> See U.S. Merit Systems Protection Board Report to the President and Congress, [The Probationary Period: A Critical Assessment Opportunity](#) (August 2005)

<sup>3</sup> *Id.*



Printed with soy ink on recycled paper

provides you with limited appeal rights to the Merit Systems Protection Board (MSPB). According to 5 CFR § 315.806, you may appeal this termination to MSPB only if you feel this action was based on discrimination of partisan political activity or marital status. An appeal must be filed within 30 calendar days of the effective date of this action. The MSPB regulations are available on its website, [www.mspb.gov](http://www.mspb.gov). Appeals may be filed by mail, by facsimile, by commercial overnight delivery, by personal delivery, or by the Board's electronic filing procedure, e-Appeal Online (<https://e-appeal.mspb.gov>). We have also included a copy of the MSPB Form 185 for your convenience. If you decide to file an appeal with MSPB, you should notify the MSPB that the Agency point of contact for your MSPB appeal is:

Jenny Knopinski  
Deputy Assistant General Counsel for  
Personnel Law and Administrative Litigation  
Office of the General Counsel, GC-21  
U.S. Department of Energy  
240-678-7837  
[jenny.knopinski@hq.doe.gov](mailto:jenny.knopinski@hq.doe.gov)

You have the right to contact an Equal Employment Opportunity counselor and to file a complaint through the discrimination complaint process within 45 days of your receipt of this letter if you believe this action is being taken because of your race, color, religion, sex, national origin, disability, age, genetics, or in retaliation for your previous participation in the EEO process. You can initiate or amend a complaint by email [civilrights@hq.doe.gov](mailto:civilrights@hq.doe.gov), or by phone at (202) 586-2218. Information regarding the EEOC complaint process can be found at [www.eeoc.gov](http://www.eeoc.gov).

If you believe this action was taken because of a prohibited personnel practice, you have the right to seek corrective action with the Office of Special Counsel (OSC). Information regarding the OSC complaint process can be found at [www.osc.gov](http://www.osc.gov).

Please note your filing with any of these entities, including MSPB, may impact your right to file with the other entities.

You may contact the Employee Benefits Division at: [OHROCBenefits@hc.doe.gov](mailto:OHROCBenefits@hc.doe.gov) for benefits guidance.

DOE's Employee Assistance Program (EAP) and its services are available to you and your immediate family at no cost and are confidential. Should you or a family member need individual counseling you may contact, at your discretion, the Federal Occupational Health (FOH) at 1-800-222-0364 (888-262-7848, hearing-impaired) for support.

We appreciate your service to DOE and wish you success in your future endeavors. If you have any questions, please contact [OPLER@hq.doe.gov](mailto:OPLER@hq.doe.gov).

Instructions for Issuance of Probationary Employees:

1. **DO NOT send a letter to anyone in the DRP (date is in Column R) or if there is TBD in Column N**
2. Complete a word document for each employee
  - a. You will need to add the employee's name and title in the TO line.
  - b. You will need to add the HDE's name and title in the FROM line.
  - c. First paragraph – you will need to add the employee's title.
  - d. Second paragraph – you will need to add the end date for the probationary/trial period (column J)
3. Create a PDF of the letter and send to HDE for signature
  - a. HDE to return the signed letter to you
4. After HDE signs the letter:
  - a. Send email, with the signed letter and MSPB 185F form, to the employee, and copy supervisor:
    - i. Text of email is:

I am issuing you notice that your employment with the Department of Energy is being terminated effective today. The attached letter contains all of the information related to this action including your appeal rights.

Additional guidance will be issued to collect your PIV and DOE equipment.
  - b. Send all emails issuing the notice to your RM for record keeping purposes.
5. RM will need to confirm all DE notices have been issued by sending an email with all annotated notices and emails to:
  - a. [Julie.Murphy@hq.doe.gov](mailto:Julie.Murphy@hq.doe.gov)
  - b. [Christine.Jenkins@hq.doe.gov](mailto:Christine.Jenkins@hq.doe.gov)
  - c. [Erin.Moore@hq.doe.gov](mailto:Erin.Moore@hq.doe.gov)

---

**From:** Visconti, Kelly <kelly.visconti@hq.doe.gov>  
**Sent:** Thursday, February 13, 2025 2:54 PM  
**To:** Moore, Erin; Melendez, Carmelo; Richards, Jocelyn; Kolb, Ingrid  
**Cc:** NNSA (b)(6); (b)(6); Kolb, Ingrid; Cunningham, Daniel; Hairston, John L (BPA) - A-7; Kumar, Puesh; Johns, Christopher; Dupuy, John; Moreno, Alejandro; Hrkman, Lou (Louis); Lapointe, Todd; Martin, Stephanie (DOE-HQ\EHSS); Nalley, Stephen (EIA); Zarate, Patricia; Robertson, Candice; Jarrell, Roger; Goudarzi, Tala; Richards, Jocelyn; Campbell, Joshua; Hoffman, Patricia; Alexander, Joe D.; Marmolejos, Poli; Joyce, William (IA); Conrad, David; Riedel, Ryan; Zimmer, Dawn; Sneed, John; Fitzgerald, Shawn P.; Morman, Laurie; Goff, Michael; NNSA (b)(6); NNSA (b)(6); Tripodi, Cathy; Frisch, Carla; Bindewald III, Gilbert; Gonzales Harsha, Marcos; Woods, Andrea; Kung, Harriet; Fontaine, Juston; Mahroum, Eric; Hobbs, Virgil; Wech, Mike; LeBeau, Tracey; Sotos, Mary; Affolter, Shawn; Bosco, Paul  
**Subject:** RE: IMPORTANT UPDATE -- Probationary Employees

I would double on the request the additional time for employees to have access to their emails – they are not likely to see these tonight.

Thank you,  
Kelly

Cell: (b)(6)

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Thursday, February 13, 2025 5:48 PM  
**To:** Melendez, Carmelo <carmelo.melendez@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Kolb, Ingrid <ingrid.kolb@hq.doe.gov>  
**Cc:** NNSA (b)(6)@nnsa.doe.gov; (b)(6) Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov> NNSA (b)(6)@nnsa.doe.gov; NNSA (b)(6)@nnsa.doe.gov; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Frisch, Carla <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn

<shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>

**Subject:** RE: IMPORTANT UPDATE -- Probationary Employees

Hi friends,

I really appreciate everyone's due diligence in asking about their lists for us to double/triple check. Since we began this, we've been reviewing and updating everyone's eOPFs. (b) (5)

(b) (5)

We sent you the complete list of people including those who are a "yes" and "no" to retain (this is identified in column O). In some cases, we included those with MSPB appeal rights as "TBD – pending eOPF" because we are waiting for their eOPF as they just started last month but wanted you to know that we are tracking them. We are also showing you who applied for DRP.

Also, your SES are on this list. As a reminder, if you have any SES members who are not to retain, please do NOT contact them. We will need to prepare different notices as the moratorium applies and we will work to get you those as quickly as we can.

I'm sorry if this was confusing but we wanted you to see the full list so you could ask questions if anything looked amiss. Please reach out directly to Christine, Julie, or me with questions and we will research and get back to you as fast as we can.

As always, I really appreciate your support.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
PHONE 202.586.1234

---

**From:** Melendez, Carmelo <carmelo.melendez@hq.doe.gov>

**Sent:** Thursday, February 13, 2025 5:24 PM

**To:** Moore, Erin <erin.moore@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Kolb, Ingrid <ingrid.kolb@hq.doe.gov>

**Cc:** NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; (b) (6) <[REDACTED]>; Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Frisch, Carla <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos

<marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn <shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>  
**Subject:** RE: IMPORTANT UPDATE -- Probationary Employees

Ms. Erin/Ingrid/Jocelyn – Concur with Teresa, Pat, and Jay.

(b) (5)

Ready to execute the Agency Head's direction and Executive Intent but I would like some clarification and V&V.

V/R  
Carmelo



Office of Legacy  
Management  
Office: 202-586-7550

**Carmelo Melendez EngD, PE, PMP**  
*Program Office Director (LM-1)*  
Office of Legacy Management  
1000 Independence Ave. SW (6G-030)  
Washington, DC 20585-1615  
**MOBILE:** (b) (6)  
**EMAIL:** [carmelo.melendez@hq.doe.gov](mailto:carmelo.melendez@hq.doe.gov)

---

**From** NNSA (b)(6) <[redacted]@nnsa.doe.gov>  
**Sent:** Thursday, February 13, 2025 5:14 PM  
**To:** (b) (6) <[redacted]>; Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Melendez, Carmelo <carmelo.melendez@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov>; NNSA (b)(6) <[redacted]@nnsa.doe.gov>; NNSA (b)(6) <[redacted]@nnsa.doe.gov>; NNSA (b)(6) <[redacted]@nnsa.doe.gov>; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Frisch, Carla <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>;

LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn <shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>

Cc: Moore, Erin <erin.moore@hq.doe.gov>

Subject: RE: IMPORTANT UPDATE -- Probationary Employees

Same here. We are working this diligently. I was curious. (b) (5)  
(b) (5)

(b) (5) Thank you for considering this request.

From: (b) (6) >

Sent: Thursday, February 13, 2025 5:11 PM

To: Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Melendez, Carmelo <carmelo.melendez@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; NNSA (b)(6) <[REDACTED]@nnsa.doe.gov>; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Frisch, Carla <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn <shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>

Cc: Moore, Erin <erin.moore@hq.doe.gov>

Subject: RE: IMPORTANT UPDATE -- Probationary Employees

Hi Ingrid,

We will execute as best as possible. Saying what is on everyone's mind is this is already a stressful exercise, but aiming for 5 pm when many of us did not even get our lists until mid-afternoon makes the execution of the letters quite difficult. Again, we will do our best. Jay

From: Kolb, Ingrid <ingrid.kolb@hq.doe.gov>

Sent: Thursday, February 13, 2025 4:04 PM

To: Cunningham, Daniel (HQ) <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh (HQ) <puesh.kumar@hq.doe.gov>; Johns, Christopher (HQ) <christopher.johns@hq.doe.gov>; Dupuy, John (HQ) <john.dupuy@hq.doe.gov>; Moreno, Alejandro (HQ) <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) (HQ) <lou.hrkman@hq.doe.gov>; Lapointe, Todd (HQ) <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) (HQ) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia (HQ) <patricia.zarate@hq.doe.gov>; Robertson, Candice (HQ) <candice.robertson@em.doe.gov>; Jarrell, Roger (HQ) <roger.jarrell@em.doe.gov>; Goudarzi, Tala (HQ) <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn (HQ) <jocelyn.richards@hq.doe.gov>; Campbell, Joshua (HQ) <joshua.campbell@hq.doe.gov>; Hoffman, Patricia (HQ)

<pat.hoffman@hq.doe.gov>; Alexander, Joe D. (HQ) <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli (HQ) <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) (HQ) <william.joyce@hq.doe.gov>; Conrad, David (HQ) <david.conrad@hq.doe.gov>; Riedel, Ryan (HQ) <ryan.riedel@hq.doe.gov>; Zimmer, Dawn (HQ) <dawn.zimmer@hq.doe.gov>; (b) (6); Melendez, Carmelo (HQ) <carmelo.melendez@hq.doe.gov>; Sneed, John (HQ) <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. (HQ) <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie (HQ) <laurie.morman@hq.doe.gov>; Visconti, Kelly (HQ) <kelly.visconti@hq.doe.gov>; Goff, Michael (HQ) <mike.goff@nuclear.energy.gov>; NNSA (b)(6) NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) NNSA (b)(6) @nnsa.doe.gov; Tripodi, Cathy (HQ) <cathy.tripodi@hq.doe.gov>; Frisch, Carla (HQ) <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert (HQ) <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos (HQ) <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea (HQ) <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <juston.fontaine@science.doe.gov>; Mahroum, Eric (HQ) <eric.mahroum@hq.doe.gov>; Hobbs, Virgil (HQ) <virgil.hobbs@sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary (HQ) <mary.sotos@hq.doe.gov>; Affolter, Shawn (HQ) <shawn.affolter@hq.doe.gov>; Bosco, Paul (HQ) <paul.bosco@hq.doe.gov>  
**Cc:** Moore, Erin (HQ) <erin.moore@hq.doe.gov>  
**Subject:** IMPORTANT UPDATE – Probationary Employees

Your Resource Manager will soon be sent the list of probationary employees who will be separated from your organization as well as the termination letter. HC will provide further instructions. These letters must be signed as soon as possible, but no later than 5:00 PM so they can be distributed to impacted employees today.

We will ask the Resource Managers to report back to HC as soon as possible today confirming that the letters have been disseminated to the employees. We ask that you ensure that your Resource Managers complete these actions as quickly as possible. Also, the badge and computer access will be terminated for impacted employees at 11:59 PM tonight.

If you have any immediate questions, please contact me or Erin Moore. Thanks.

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 7:50 AM  
**To:** Frisch, Carla; (b) (6) Kolb, Ingrid; Cunningham, Daniel; Hairston, John L (BPA) - A-7; Kumar, Puesh; Johns, Christopher; Dupuy, John; Moreno, Alejandro; Hrkman, Lou (Louis); Lapointe, Todd; Martin, Stephanie (DOE-HQ\EHSS); Nalley, Stephen (EIA); Zarate, Patricia; Robertson, Candice; Jarrell, Roger; Goudarzi, Tala; Richards, Jocelyn; Campbell, Joshua; Hoffman, Patricia; Alexander, Joe D.; Marmolejos, Poli; Joyce, William (IA); Conrad, David; Riedel, Ryan; Zimmer, Dawn; Melendez, Carmelo; Sneed, John; Fitzgerald, Shawn P.; Morman, Laurie; Visconti, Kelly; Goff, Michael; NNSA (b)(6); Tripodi, Cathy; Bindewald III, Gilbert; Gonzales Harsha, Marcos; Woods, Andrea; Kung, Harriet; Fontaine, Justin; Mahroum, Eric; Hobbs, Virgil; Wech, Mike; LeBeau, Tracey; Sotos, Mary; Affolter, Shawn; Bosco, Paul  
**Cc:** Kremer, Kevin P. (GOV); Wistner Nicholas E DOE HQ USA GOV; Willis Sandra J DOE HQ USA GOV  
**Subject:** RE: IMPORTANT UPDATE -- Probationary Employees

Thanks Carla – you are (b) (5)

(b) (5)

1. (b) (5)
- 2.
- 3.

(b) (5)

Thanks!



**Erin Moore**  
Chief Human Capital Officer  
Office of the Chief Human Capital Officer  
PHONE 202.586.1234

**From:** Frisch, Carla <carla.frisch@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 10:03 AM  
**To:** (b) (6) Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>;

Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Melendez, Carmelo <carmelo.melendez@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov>; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn <shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>

Cc: Moore, Erin <erin.moore@hq.doe.gov>; (b) (6) (b) (6)

(b) (6) (b) (6) >

Subject: RE: IMPORTANT UPDATE -- Probationary Employees

(b) (5)

Thanks,  
Carla

From: (b) (6)

Sent: Friday, February 14, 2025 12:04 AM

To: Kolb, Ingrid <ingrid.kolb@hq.doe.gov>; Cunningham, Daniel <daniel.cunningham@hq.doe.gov>; Hairston, John <jlhairston@bpa.gov>; Kumar, Puesh <puesh.kumar@hq.doe.gov>; Johns, Christopher <christopher.johns@hq.doe.gov>; Dupuy, John <john.dupuy@hq.doe.gov>; Moreno, Alejandro <alejandro.moreno@ee.doe.gov>; Hrkman, Lou (Louis) <lou.hrkman@hq.doe.gov>; Lapointe, Todd <todd.lapointe@hq.doe.gov>; Martin, Stephanie (DOE-HQ\EHSS) <stephanie.martin@hq.doe.gov>; Nalley, Stephen (EIA) <stephen.nalley@eia.gov>; Zarate, Patricia <patricia.zarate@hq.doe.gov>; Robertson, Candice <candice.robertson@em.doe.gov>; Jarrell, Roger <roger.jarrell@em.doe.gov>; Goudarzi, Tala <tala.goudarzi@hq.doe.gov>; Richards, Jocelyn <jocelyn.richards@hq.doe.gov>; Campbell, Joshua <joshua.campbell@hq.doe.gov>; Hoffman, Patricia <pat.hoffman@hq.doe.gov>; Alexander, Joe D. <joseph.d.alexander@hq.doe.gov>; Marmolejos, Poli <poli.marmolejos@hq.doe.gov>; Joyce, William (IA) <william.joyce@hq.doe.gov>; Conrad, David <david.conrad@hq.doe.gov>; Riedel, Ryan <ryan.riedel@hq.doe.gov>; Zimmer, Dawn <dawn.zimmer@hq.doe.gov>; Melendez, Carmelo <carmelo.melendez@hq.doe.gov>; Sneed, John <john.sneed@hq.doe.gov>; Fitzgerald, Shawn P. <shawn.fitzgerald@hq.doe.gov>; Morman, Laurie <laurie.morman@hq.doe.gov>; Visconti, Kelly <kelly.visconti@hq.doe.gov>; Goff, Michael <mike.goff@nuclear.energy.gov>; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; NNSA (b)(6) @nnsa.doe.gov; Tripodi, Cathy <cathy.tripodi@hq.doe.gov>; Frisch, Carla <carla.frisch@hq.doe.gov>; Bindewald III, Gilbert <gilbert.bindewald@hq.doe.gov>; Gonzales Harsha, Marcos <marcos.gonzalesharsha@hq.doe.gov>; Woods, Andrea <andrea.woods@hq.doe.gov>; Kung, Harriet <harriet.kung@science.doe.gov>; Fontaine, Juston <Juston.Fontaine@science.doe.gov>; Mahroum, Eric <eric.mahroum@hq.doe.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>; Wech, Mike <mike.wech@swpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Sotos, Mary <mary.sotos@hq.doe.gov>; Affolter, Shawn <shawn.affolter@hq.doe.gov>; Bosco, Paul <paul.bosco@hq.doe.gov>

Cc: Moore, Erin <erin.moore@hq.doe.gov>; (b) (6) (b) (6)

(b) (6) (b) (6) >

Subject: Re: IMPORTANT UPDATE -- Probationary Employees

Hi Ingrid,

It is late, but I wanted you all to know that I am receiving anecdotal information (b) (5)

(b) (5)

I know you know this, but in short, today has been a clown show. Jay

---  
Sent from [Workspace ONE Boxer](#)  
On February 13, 2025 at 5:10:00 PM EST, (b) (6) > wrote:

Hi Ingrid,

We will execute as best as possible. Saying what is on everyone's mind is this is already a stressful exercise, but aiming for 5 pm when many of us did not even get our lists until mid-afternoon makes the execution of the letters quite difficult. Again, we will do our best. Jay

---

**From:** Kolb, Ingrid <[ingrid.kolb@hq.doe.gov](mailto:ingrid.kolb@hq.doe.gov)>  
**Sent:** Thursday, February 13, 2025 4:04 PM  
**To:** Cunningham, Daniel (HQ) <[daniel.cunningham@hq.doe.gov](mailto:daniel.cunningham@hq.doe.gov)>; Hairston, John <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; Kumar, Puesh (HQ) <[puesh.kumar@hq.doe.gov](mailto:puesh.kumar@hq.doe.gov)>; Johns, Christopher (HQ) <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>; Dupuy, John (HQ) <[john.dupuy@hq.doe.gov](mailto:john.dupuy@hq.doe.gov)>; Moreno, Alejandro (HQ) <[alejandro.moreno@ee.doe.gov](mailto:alejandro.moreno@ee.doe.gov)>; Hrkman, Lou (Louis) (HQ) <[lou.hrkman@hq.doe.gov](mailto:lou.hrkman@hq.doe.gov)>; Lapointe, Todd (HQ) <[todd.lapointe@hq.doe.gov](mailto:todd.lapointe@hq.doe.gov)>; Martin, Stephanie (DOE-HQ\EHSS) (HQ) <[stephanie.martin@hq.doe.gov](mailto:stephanie.martin@hq.doe.gov)>; Nalley, Stephen (EIA) <[stephen.nalley@eia.gov](mailto:stephen.nalley@eia.gov)>; Zarate, Patricia (HQ) <[patricia.zarate@hq.doe.gov](mailto:patricia.zarate@hq.doe.gov)>; Robertson, Candice (HQ) <[candice.robertson@em.doe.gov](mailto:candice.robertson@em.doe.gov)>; Jarrell, Roger (HQ) <[roger.jarrell@em.doe.gov](mailto:roger.jarrell@em.doe.gov)>; Goudarzi, Tala (HQ) <[tala.goudarzi@hq.doe.gov](mailto:tala.goudarzi@hq.doe.gov)>; Richards, Jocelyn (HQ) <[jocelyn.richards@hq.doe.gov](mailto:jocelyn.richards@hq.doe.gov)>; Campbell, Joshua (HQ) <[joshua.campbell@hq.doe.gov](mailto:joshua.campbell@hq.doe.gov)>; Hoffman, Patricia (HQ) <[pat.hoffman@hq.doe.gov](mailto:pat.hoffman@hq.doe.gov)>; Alexander, Joe D. (HQ) <[joseph.d.alexander@hq.doe.gov](mailto:joseph.d.alexander@hq.doe.gov)>; Marmolejos, Poli (HQ) <[poli.marmolejos@hq.doe.gov](mailto:poli.marmolejos@hq.doe.gov)>; Joyce, William (IA) (HQ) <[william.joyce@hq.doe.gov](mailto:william.joyce@hq.doe.gov)>; Conrad, David (HQ) <[david.conrad@hq.doe.gov](mailto:david.conrad@hq.doe.gov)>; Riedel, Ryan (HQ) <[ryan.riedel@hq.doe.gov](mailto:ryan.riedel@hq.doe.gov)>; Zimmer, Dawn (HQ) <[dawn.zimmer@hq.doe.gov](mailto:dawn.zimmer@hq.doe.gov)>; (b) (6) >; Melendez, Carmelo (HQ) <[carmelo.melendez@hq.doe.gov](mailto:carmelo.melendez@hq.doe.gov)>; Sneed, John (HQ) <[john.sneed@hq.doe.gov](mailto:john.sneed@hq.doe.gov)>; Fitzgerald, Shawn P. (HQ) <[shawn.fitzgerald@hq.doe.gov](mailto:shawn.fitzgerald@hq.doe.gov)>; Morman, Laurie (HQ) <[laurie.morman@hq.doe.gov](mailto:laurie.morman@hq.doe.gov)>; Visconti, Kelly (HQ) <[kelly.visconti@hq.doe.gov](mailto:kelly.visconti@hq.doe.gov)>; Goff, Michael (HQ) <[mike.goff@nuclear.energy.gov](mailto:mike.goff@nuclear.energy.gov)>; NNSA (b)(6) <[nnsa.doe.gov](mailto:nnsa.doe.gov)>; NNSA (b)(6) <[nnsa.doe.gov](mailto:nnsa.doe.gov)>; NNSA (b)(6) <[nnsa.doe.gov](mailto:nnsa.doe.gov)>; Tripodi, Cathy (HQ) <[cathy.tripodi@hq.doe.gov](mailto:cathy.tripodi@hq.doe.gov)>; Frisch, Carla (HQ) <[carla.frisch@hq.doe.gov](mailto:carla.frisch@hq.doe.gov)>; Bindewald III, Gilbert (HQ) <[gilbert.bindewald@hq.doe.gov](mailto:gilbert.bindewald@hq.doe.gov)>; Gonzales Harsha, Marcos (HQ) <[marcos.gonzalesharsha@hq.doe.gov](mailto:marcos.gonzalesharsha@hq.doe.gov)>; Woods, Andrea (HQ) <[andrea.woods@hq.doe.gov](mailto:andrea.woods@hq.doe.gov)>; Kung, Harriet <[harriet.kung@science.doe.gov](mailto:harriet.kung@science.doe.gov)>; Fontaine, Juston <[juston.fontaine@science.doe.gov](mailto:juston.fontaine@science.doe.gov)>; Mahroum, Eric (HQ) <[eric.mahroum@hq.doe.gov](mailto:eric.mahroum@hq.doe.gov)>; Hobbs, Virgil (HQ) <[virgil.hobbs@sepa.doe.gov](mailto:virgil.hobbs@sepa.doe.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Sotos, Mary (HQ) <[mary.sotos@hq.doe.gov](mailto:mary.sotos@hq.doe.gov)>; Affolter, Shawn (HQ) <[shawn.affolter@hq.doe.gov](mailto:shawn.affolter@hq.doe.gov)>; Bosco, Paul (HQ) <[paul.bosco@hq.doe.gov](mailto:paul.bosco@hq.doe.gov)>  
**Cc:** Moore, Erin (HQ) <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** IMPORTANT UPDATE -- Probationary Employees

Your Resource Manager will soon be sent the list of probationary employees who will be separated from your organization as well as the termination letter. HC will provide further instructions. These letters must be signed as soon as possible, but no later than 5:00 PM so they can be distributed to impacted employees today.

We will ask the Resource Managers to report back to HC as soon as possible today confirming that the letters have been disseminated to the employees. We ask that you ensure that your Resource Managers complete these actions as quickly as possible. Also, the badge and computer access will be terminated for impacted employees at 11:59 PM tonight.

If you have any immediate questions, please contact me or Erin Moore. Thanks.

---

**From:** Haller, William <william.haller@hc.doe.gov>  
**Sent:** Friday, February 14, 2025 9:33 AM  
**To:** Mosley,James G (BPA) - HE-REMOTE  
**Cc:** Rosa,Liza A (BPA) - H-REMOTE; Clark, Matthew; Burnette, Kendra  
**Subject:** RE: DRP Coordinator Updates  
**Attachments:** BPA.xlsx

## CUI//SP-PERS

Hello- as promised, please find the updated BPA file including (b) (6) in the first row.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

Controlled by: The U.S. Department of Energy, DOEUI@hq.doe.gov

---

**From:** Haller, William  
**Sent:** Friday, February 14, 2025 11:56 AM  
**To:** 'Mosley,James G (BPA) - HE-REMOTE' <jgmosley@bpa.gov>  
**Cc:** Rosa, Liza <larosa@bpa.gov>; Clark, Matthew <Matthew.Clark@hc.doe.gov>; Burnette, Kendra <Kendra.Burnette@hq.doe.gov>  
**Subject:** RE: DRP Coordinator Updates

Apologies, the file did not make it over. Here it is attached.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

**From:** Haller, William  
**Sent:** Friday, February 14, 2025 11:39 AM  
**To:** Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>  
**Cc:** Rosa, Liza <larosa@bpa.gov>; Clark, Matthew <Matthew.Clark@hc.doe.gov>; Burnette, Kendra <Kendra.Burnette@hq.doe.gov>  
**Subject:** RE: DRP Coordinator Updates  
**Importance:** High

Good morning,

Note this is the latest BPA DRP data. Note that we are still working to combine your most recent file you shared with us to give an updated look on total status. You may copy-paste the new records to your existing file if more helpful.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
PHONE (b) (6)

Learn more about Workday – [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

---

**From:** Mosley, James G (BPA) - HE-REMOTE <jgmosley@bpa.gov>  
**Sent:** Friday, February 14, 2025 10:48 AM  
**To:** Haller, William <william.haller@hc.doe.gov>  
**Subject:** RE: DRP Coordinator Updates

Will,

Please send me BPA's latest list.

Thanks



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**James G. Mosley**  
*Manager, Employee & Labor Relations*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
PHONE 503.230.3339

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Haller, William <william.haller@hc.doe.gov>  
**Sent:** Thursday, February 13, 2025 6:43 AM  
**Cc:** Clark, Matthew <Matthew.Clark@hc.doe.gov>; Burnette, Kendra <kendra.burnette@hq.doe.gov>  
**Subject:** DRP Coordinator Updates

Good morning,

First, thank you to all individuals involved with the DRP effort- your dedication to your workforce has been incredibly moving to witness. We are here to support you throughout this effort- please continue to reach out at any moment if you

have any questions or need help completing your DRP effort. We will continue to use this thread to provide updates. A few updates are below:

1. **DRP Closing:** From OPM: The Deferred Resignation Program is now closed. Any resignations received after 7:20pmET, February 12, 2025, will not be accepted.
2. **New DRP Information:** This morning, we received new information from OPM. We will be updating every single DE File ASAP, and will notify you via email if you are receiving static Excel files so you can receive the latest version. Please check you files to review any more recent additions from 2/10-2/11.
3. **DRP Reporting:** Every DE is required to have their respective linked files as up to date as possible by COB of every Thursday starting today. If you have a static file, please send your latest by end of day Thursday. We must report to OPM every Friday.
4. **DRP Respondents:** We must track every single response OPM received. All of the names you received are of those who responded, however that does not mean all opted in. Please verify with each person that they submitted resign and whether or not they rescinded. Additionally, there may be individuals who sent questions or other notes to OPM. If the employee states they did not submit any language to resign, please reach out directly and we can provide you with an email receipt from the employee. If you confirm they did not submit a resignation email, you can mark "N" to the very first question in your file.



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Will Haller**  
*Workday Change Lead*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
PHONE (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

Date Received from OPM	DE	Sub-Orig	Routing Symbol	Employee Name	EMPLID	Email Address	Position Title	Pay Plan	Occupational Series	Pay Grade	BUS Code	TW/RW Agreement	Duty Station City State	Early Retirement Eligibility Date	Projected Retirement Date	Status	Did the Employee Opt in to DRP (Y/N)	Did Employee Sign DRP Agreement (Y/N)	Date DRP Agreement was Signed or Date DRP Admin Leave Date Confirmed	Did Employee Request to Work beyond 3/31/25 (Yes otherwise leave blank)	Will the Employee Retire or Resign	DRP End Date (can't extend past 9/30 for resignations and 12/31 for retirements)	DATE ADMIN LEAVE BEGINS (MM/DD) (should be NLT March 1 unless requested by employee and approved by HCO)	DATE ALL ACTIONS WERE COMPLETED (MM/DD)	Employee Personal Phone Number	Employee Personal Email Address	Alternate/Emergency Contact Information	Requested to Rescind DRP Resignation (Date)	Other Notes
------------------------	----	----------	----------------	---------------	--------	---------------	----------------	----------	---------------------	-----------	----------	-----------------	-------------------------	-----------------------------------	---------------------------	--------	--------------------------------------	---------------------------------------	----------------------------------------------------------------------	-------------------------------------------------------------------------	------------------------------------	----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------	-----------------------------------------	--------------------------------	---------------------------------	-----------------------------------------	---------------------------------------------	-------------

(b) (6)

Date Received from OPM	DE	Sub-Orig	Routing Symbol	Employee Name	EMPLID	Emal Address	Position Title	Pay Plan	Occupational Series	Pay Grade	BUS Code	TW/RW Agreement	Duty Station City State	Early Retirement Eligibility Date	Projected Retirement Date	Status	Did the Employee Opt in to DRP (Y/N)	Did Employee Sign DRP Agreement (Y/N)	Date DRP Agreement was Signed or Date DRP Admin Leave Date Confirmed	Did Employee Request to Work beyond 3/3/25 (Yes otherwise leave blank)	Will the Employee Retire or Resign	DRP End Date (can't extend past 9/30 for resignations and 12/31 for retirements)	DATE ADMIN LEAVE BEGINS (MM/DD) (should be NLT March 1 unless requested by employee and approved by HCC)	DATE ALL ACTIONS WERE COMPLETED (MM/DD)	Employee Personal Phone Number	Employee Personal Email Address	Alternate/Emergency Contact Information	Requested to Rescind DRP Resignation (Date)	Other Notes	
(b) (6)																														

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 9:51 AM  
**To:** DL-HC-CHCO Direct Reports  
**Cc:** Haller, William; Clark, Matthew  
**Subject:** FW: Follow up: CHCO Council Special Session  
**Attachments:** Termination of Probationary Employee-clean.docx; Copy of (Agency Name) Probationary Employees Template\_v3.xlsx

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
PHONE 202.586.1234

---

**From:** CHCO Council <CHCOCouncil@opm.gov>  
**Sent:** Friday, February 14, 2025 12:48 PM  
**Subject:** Follow up: CHCO Council Special Session

CHCOs and Deputy CHCOs,

Thank you for your time today.

This message clarifies immediate next steps for probationary employees.

Over the past several days, agencies have worked to review, clean up, and finalize their lists of probationary employees they wish to keep, and wish to terminate, and begin taking action.

We have asked that you separate probationary employees that you have not identified as mission-critical no later than end of the day Monday, 2/17. We have attached a template letter. The separation date should be as soon as possible that is consistent with applicable agency policies (including those in CBAs).

Guidance from the Office of Personnel Management (“OPM”) states, “An appointment is not final until the probationary period is over,” and the probationary period is part of “the hiring process for employees.” A probationer is still an applicant for a finalized appointment to a particular position as well as to the Federal service. “Until the probationary period has been completed,” a probationer has “the burden to demonstrate why it is in the public interest for the Government to finalize an appointment to the civil service for this particular individual.” Thus, the probationary period is part of the federal hiring process; there is currently a hiring freeze; and a probationer has no right to continued employment in the federal government.

An employee’s performance must be measured in light of the existing needs and interests of government. OPM has emphasized that individual employee performance measurement should be “aligned with and support organizational goals” and “focus[] employee efforts on achieving organizational and group goals.” An employee’s performance must be viewed through the current needs and best interest of the government, in light of the President’s directive to dramatically reduce the size of the federal workforce.

Through the exemptions process, agencies have identified the highest-performing probationers in mission critical areas. Regulations on probationary periods state: “The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his or her services during this period if the employee fails to demonstrate fully his or her qualifications for continued employment.” 5 CFR 315.803. OPM believes “qualifications for continued employment” in the current context means that only the highest-performing probationers in mission-critical areas should be retained.

After actioning, please update the previous probationary employee spreadsheet you’ve sent us to include the information below. **Please resend the updated version to [tracking@opm.gov](mailto:tracking@opm.gov) with Amanda Scales and Jamie Sullivan on cc by 8:00pm EST Monday.** This tracker should include:

- Which probationary employees have been terminated and which you plan to keep. For those you plan to keep, provide an explanation of why.
- For each probationary employee, indicate if they have opted into the deferred resignation program or not. This can be done by cross-checking the latest submissions sent to you via [tracking@opm.gov](mailto:tracking@opm.gov). Please also indicate whether you have signed a written deferred resignation agreement with them or not.
- Probation end date.

**Please continue providing these reports daily through at least the end of next week.**

We have also attached a template Probationary tracker for your reports today.

Thank you,  
OPM

[DATE], 2025

MEMORANDUM FOR [EMPLOYEE], [TITLE], [ORGANIZATION]

FROM: [NAME]  
[TITLE]

SUBJECT: Notification of Termination During Probationary Period

REFERENCES: 5 U.S.C. § 7511  
[5 U.S.C. § 3321(a)]  
[5 C.F.R. §§ 315.803 and 804]  
[5 C.F.R. § 316.304]  
[INSERT AGENCY POLICY]

This is to provide notification that the Agency is removing you from your position of [TITLE] and federal service consistent with the above references.

On [INSERT DATE OF APPOINTMENT], the Agency appointed you to the position of [TITLE]. As documented on your appointment Standard Form 50 (SF-50), your appointment is subject to a probationary/trial period. The agency also informed you of this requirement in the job opportunity announcement for the position.

Guidance from the Office of Personnel Management (“OPM”) states, “An appointment is not final until the probationary period is over,” and the probationary period is part of “the hiring process for employees.”<sup>1</sup> “A probationer is still an applicant for a finalized appointment to a particular position as well as to the Federal service.”<sup>2</sup> “Until the probationary period has been completed,” a probationer has “the burden to demonstrate why it is in the public interest for the Government to finalize an appointment to the civil service for this particular individual.”<sup>3</sup>

The Agency finds, based on your performance, that you have not demonstrated that your further employment at the Agency would be in the public interest. For this reason, the Agency informs you that the Agency is removing you from your position of [TITLE] with the Agency and the federal civil service effective [insert date and time, if necessary].

You may have a right to file an appeal with the Merit Systems Protection Board (MSPB) on the limited grounds set forth in 5 C.F.R. § 315.806. Any such appeal must be filed within 30 days of the effective date of this decision or 30 days after the date of your receipt of this decision, whichever is later. You should review MSPB regulations at 5 C.F.R. §§ 1201.14 and 1201.24 for instructions on how to file an electronic appeal and content requirements of the appeal, respectively. For more information, please visit

---

<sup>1</sup> OPM, *Practical Tips for Supervisors of Probationers*.

<sup>2</sup> See U.S. Merit Systems Protection Board Report to the President and Congress, *The Probationary Period: A Critical Assessment Opportunity* (August 2005)

<sup>3</sup> *Id.*

[www.mspb.gov](http://www.mspb.gov) or contact your local MSPB regional or field office at: [INSERT MSPB REGIONAL OR FIELD OFFICE CONTACT INFORMATION].

We appreciate your service to the Agency and wish you the greatest of success in your future endeavors. If you have any questions, please contact [CONTACT].

[INSERT NAME OF AGENCY OFFICIAL]  
[INSERT TITLE OF AGENCY OFFICIAL]

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Friday, February 14, 2025 9:57 AM  
**To:** Moore, Erin  
**Subject:** RE: confirming BPA numbers for OMB

Hi Erin,

Yes, the team will have it in a few minutes.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 9:55 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Can you please send me the probationary spreadsheet soonest where you highlighted if any changes were made so I can put it in our tracker.

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 14, 2025 12:35 PM  
**To:** Johns, Christopher <christopher.johns@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>  
**Cc:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** RE: confirming BPA numbers for OMB

You are welcome!



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:34 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks much for the quick response.

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:32 PM  
**To:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Todd,

For DRP the number is 230 accepted, and probationary employees separated was 126.

R/Lizá



**Lizá A. Rosa**  
*HR Director, HRSC*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:20 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** FW: confirming BPA numbers for OMB

Liza - haven't looked at the article to see what the numbers are – but can you take a look please and respond all to this message.

Thanks!

Todd



**Todd Turner**  
*Deputy Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:41 AM

**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>

**Cc:** Donley, Katherine <[katherine.donley@hq.doe.gov](mailto:katherine.donley@hq.doe.gov)>

**Subject:** confirming BPA numbers for OMB

Erin and Todd, is there someone in your office who can help us confirm (or correct) the numbers in this article: [Bonneville Power staff departures under President Trump raise concerns about Northwest electrical grid - OPB](#)

OMB is asking.

Thanks,

csj

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Friday, February 14, 2025 10:29 AM  
**To:** Moore, Erin  
**Subject:** RE: confirming BPA numbers for OMB  
**Attachments:** Original Removals List for Erin 2-14-2025 Deliveries and Excissions Added.xlsx

Hi Erin,

Please see the attached list of the probationary employees, that were issued separation notices yesterday.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

[HR Customer Experience Survey](#) – Let us know how we're doing!

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 9:55 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Can you please send me the probationary spreadsheet soonest where you highlighted if any changes were made so I can put it in our tracker.

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 14, 2025 12:35 PM  
**To:** Johns, Christopher <christopher.johns@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>  
**Cc:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** RE: confirming BPA numbers for OMB

You are welcome!



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:34 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks much for the quick response.

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:32 PM  
**To:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Todd,

For DRP the number is 230 accepted, and probationary employees separated was 126.

R/Liza



**Lizá A. Rosa**  
*HR Director, HRSC*  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:20 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** FW: confirming BPA numbers for OMB

Liza - haven't looked at the article to see what the numbers are – but can you take a look please and respond all to this message.

Thanks!

Todd



**Todd Turner**  
*Deputy Chief Human Capital Officer*  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:41 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Donley, Katherine <[katherine.donley@hq.doe.gov](mailto:katherine.donley@hq.doe.gov)>  
**Subject:** confirming BPA numbers for OMB

Erin and Todd, is there someone in your office who can help us confirm (or correct) the numbers in this article: [Bonneville Power staff departures under President Trump raise concerns about Northwest electrical grid - OPB](#)

OMB is asking.

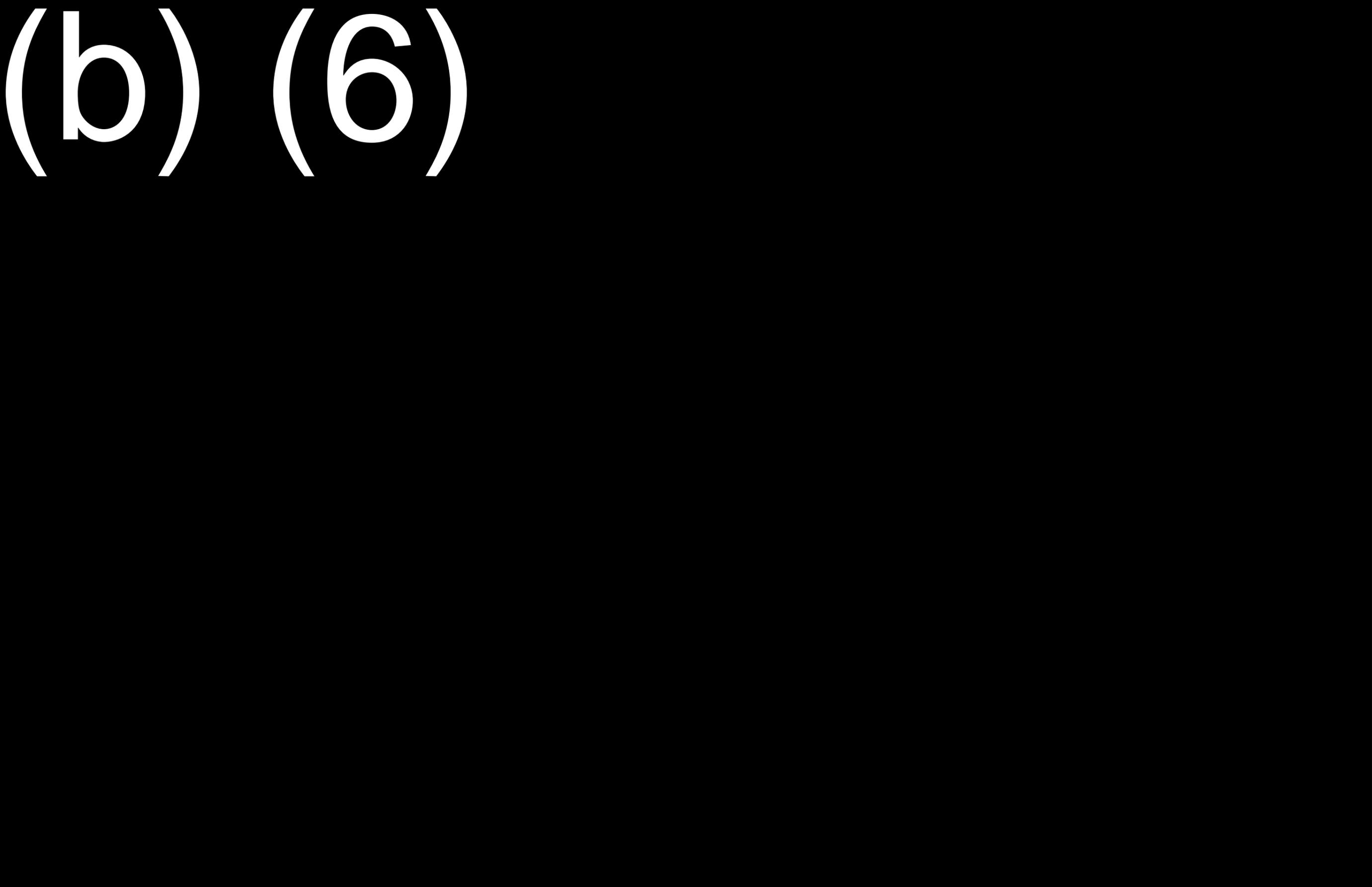
Thanks.

csj

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOID	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/13/2025	Excised From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	------	----------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

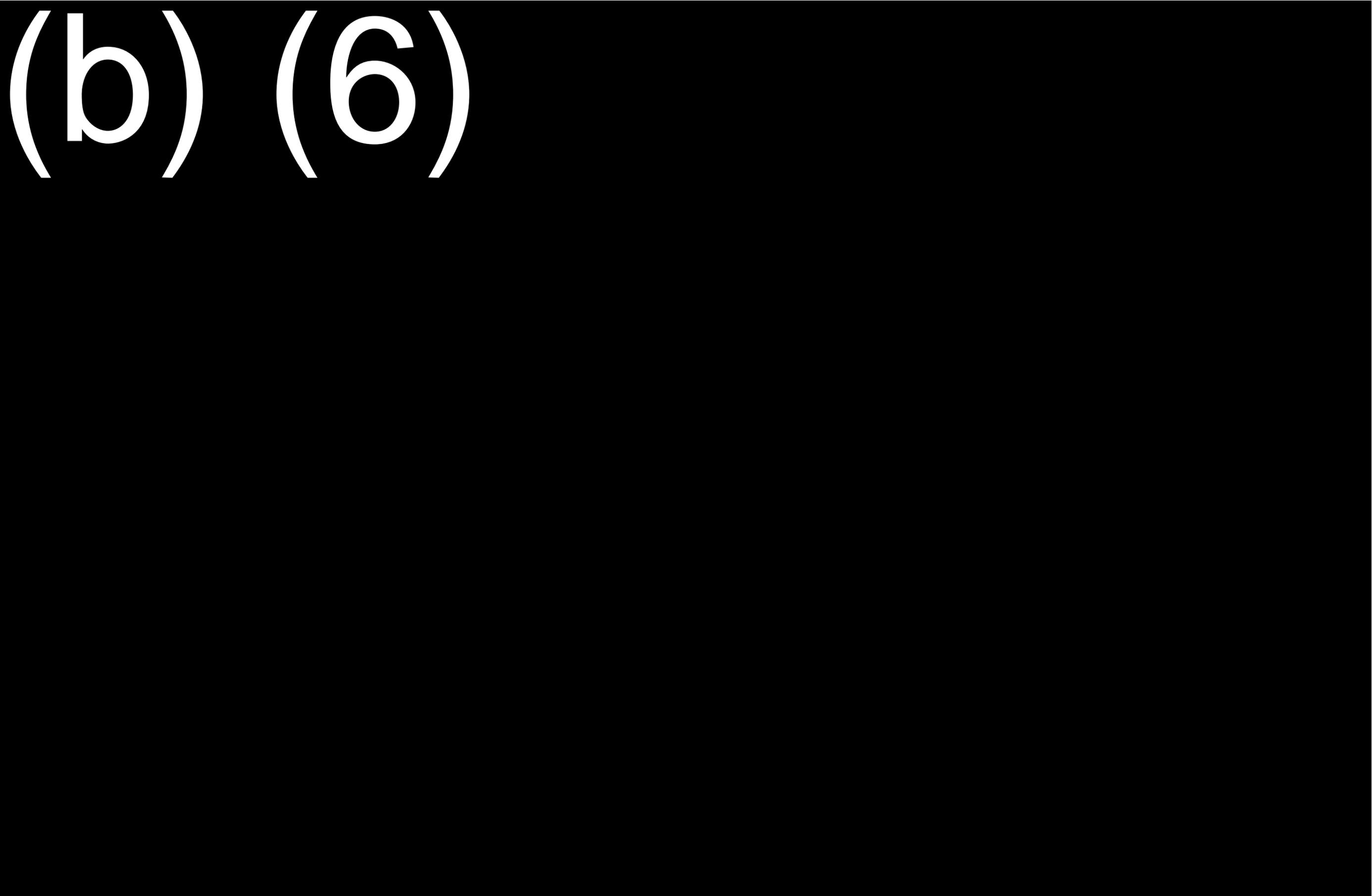
Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOD	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excised From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	-----------------------------------	---------



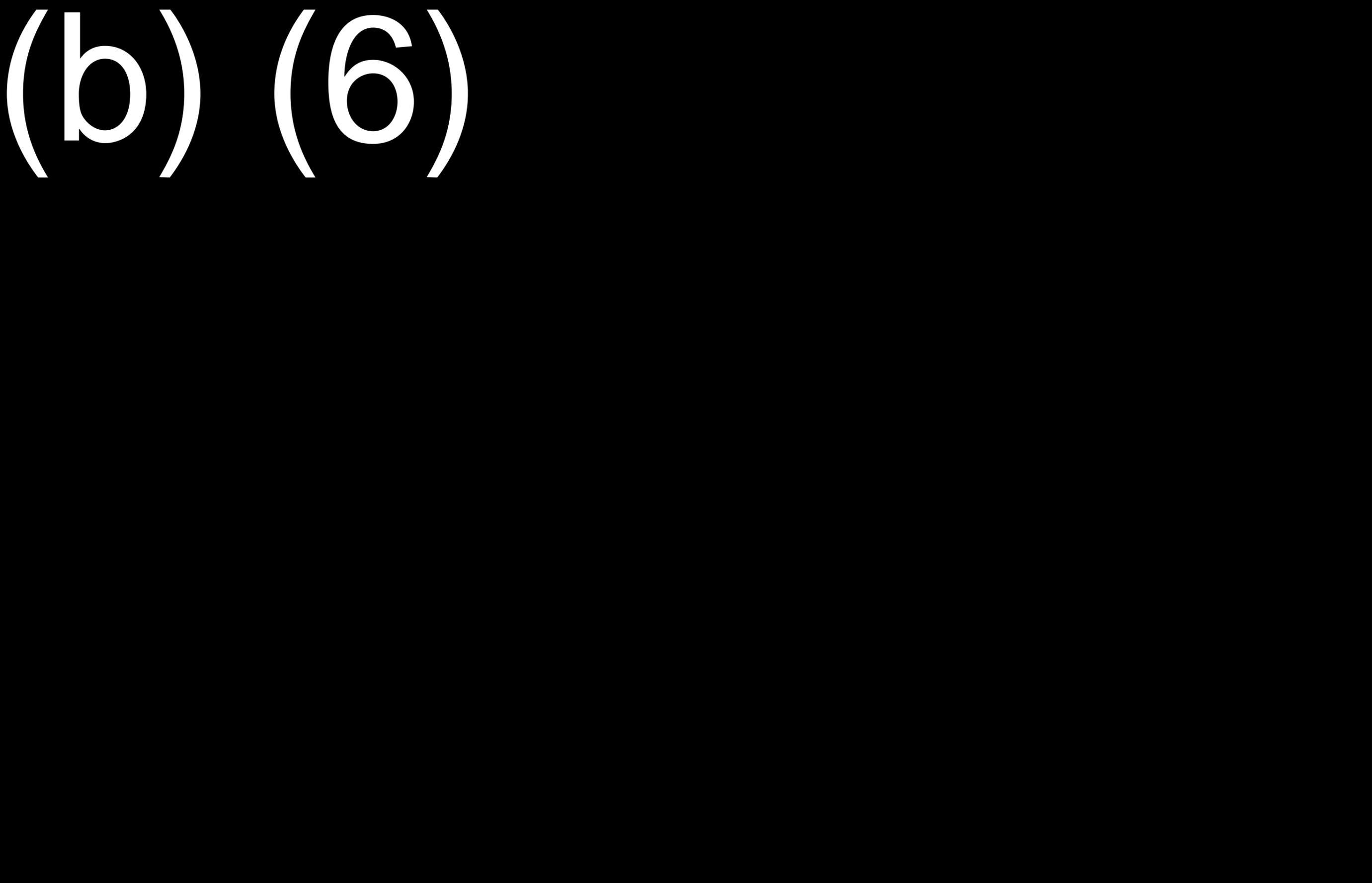
Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excluded From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	------------------------------------	---------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineeman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excluded From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	------------------------------------	---------



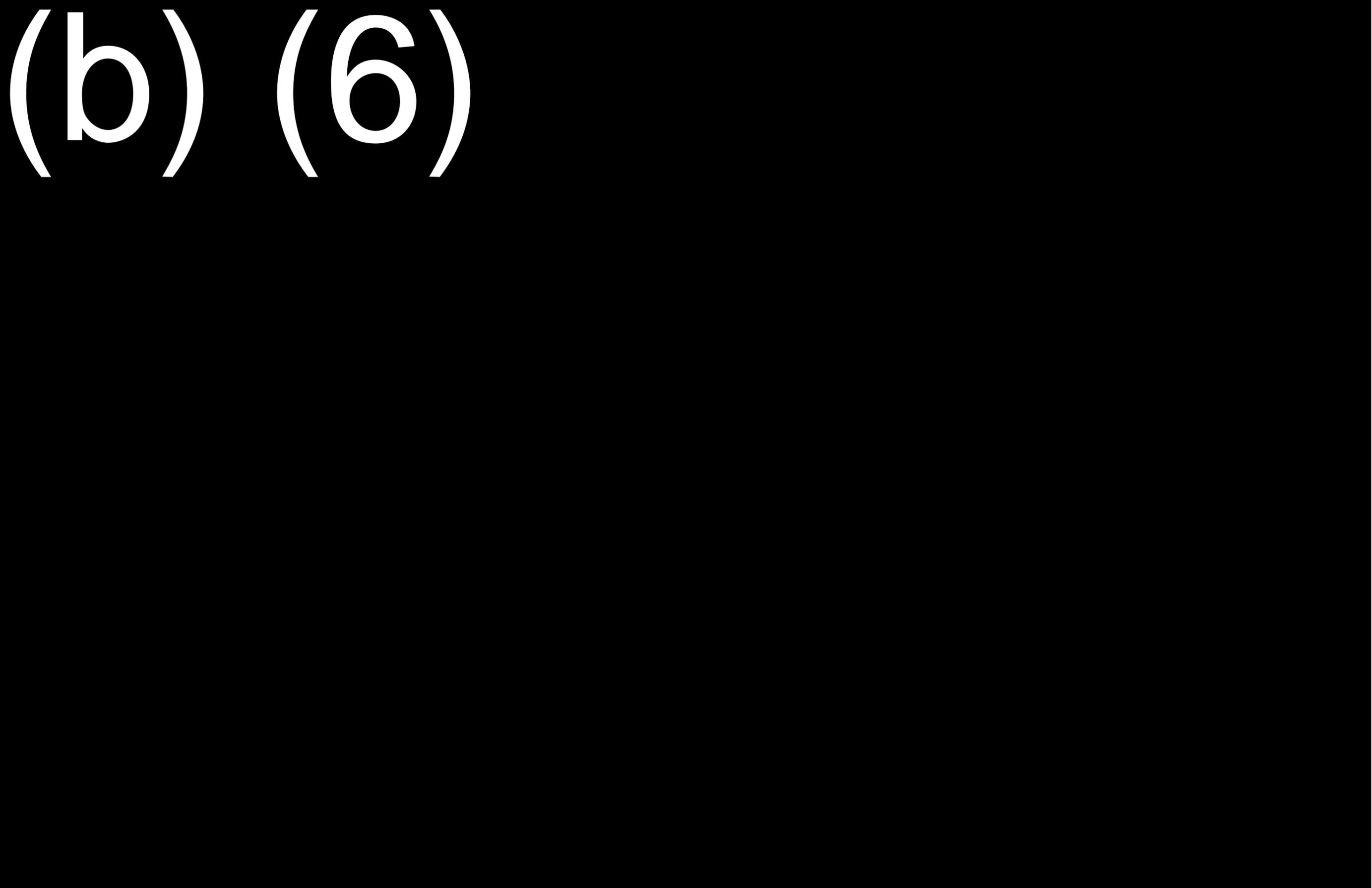
Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excluded From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	------------------------------------	---------



Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excised From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet appt)	Removal Notice Delivered 2/12/2025	Excluded From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	-----------------------------------------------------	----------------------------------	--------------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	----------------------------------	---------------------------------------	------------------------------------	---------



Order ID	Order Date	Employee Name	Position Title	Department/Division	Start Date	End Date	Annual Salary	Contract Type	Notes	Agency	Reporting Supervisor	Work Location	Job Family	Job Grade	Job Code	Job Title	Job Description	Job Family	Job Grade	Job Code	Job Title	Job Description	Job Family	Job Grade	Job Code	Job Title	Job Description
----------	------------	---------------	----------------	---------------------	------------	----------	---------------	---------------	-------	--------	----------------------	---------------	------------	-----------	----------	-----------	-----------------	------------	-----------	----------	-----------	-----------------	------------	-----------	----------	-----------	-----------------

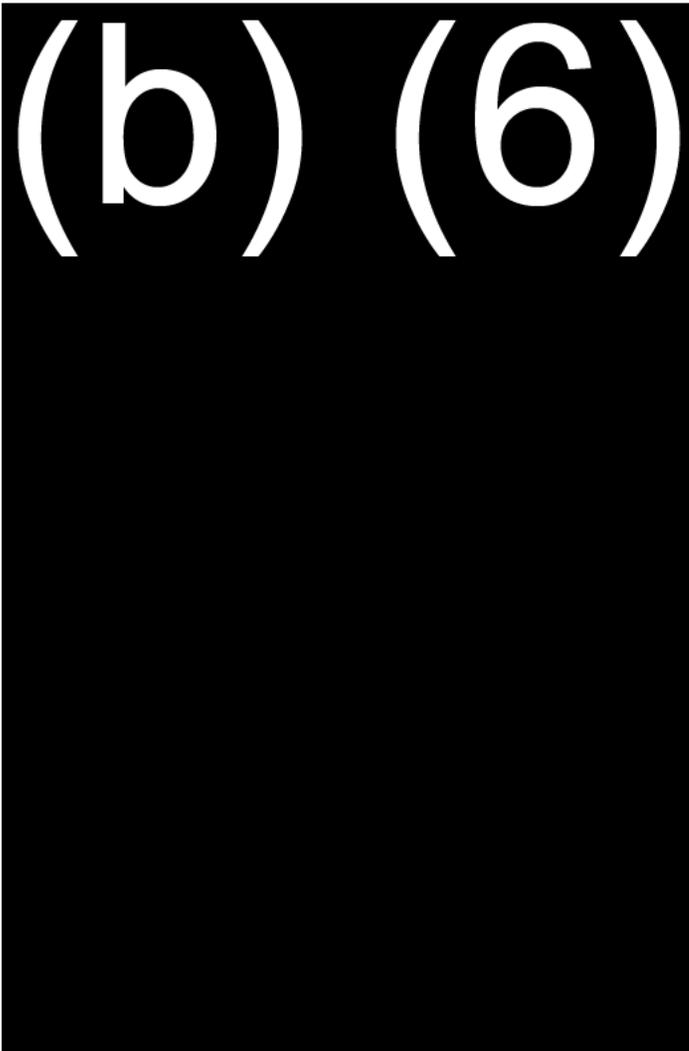
(b) (6)





(b) (6)

(b) (6)



---

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Friday, February 14, 2025 1:16 PM  
**To:** King, Nikki; DL-HC-OHROC-only Resources Managers  
**Cc:** Williams, Jeffrey T.; Todd, David; Turner, Todd; Moore, Erin; Murphy, Julie; Adams, Amanda  
**Subject:** RE: Information for Terminated Probationary Employees  
**Attachments:** Unemployment Compensation Form SF-8.pdf

Hi again everyone,

Because it will take us a while to process all the separations, we are providing the OF8 to you now. Please share this with as many of the impacted individuals as possible.

cj

---

**From:** Jenkins, Christine  
**Sent:** Friday, February 14, 2025 1:42 PM  
**To:** King, Nikki <nikki.king@hq.doe.gov>; DL-HC-OHROC-only Resources Managers <DL-HC-OHROC-onlyResourcesManagers@hc.doe.gov>  
**Cc:** Williams, Jeffrey T. <JeffreyT.Williams@HC.DOE.Gov>; Todd, David <david.todd@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Moore, Erin <Erin.Moore@Hq.Doe.Gov>; Murphy, Julie <julie.murphy@hq.doe.gov>; Adams, Amanda <Amanda.Adams@hq.doe.gov>  
**Subject:** RE: Information for Terminated Probationary Employees

Yes, an SF-8 will be provided in the separation package.

---

**From:** King, Nikki <nikki.king@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 1:17 PM  
**To:** Jenkins, Christine <christine.jenkins@hc.doe.gov>; DL-HC-OHROC-only Resources Managers <DL-HC-OHROC-onlyResourcesManagers@hc.doe.gov>  
**Cc:** Williams, Jeffrey T. <jeffreyt.williams@hc.doe.gov>; Todd, David <david.todd@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Murphy, Julie <julie.murphy@hq.doe.gov>; Adams, Amanda <Amanda.Adams@hq.doe.gov>  
**Subject:** RE: Information for Terminated Probationary Employees

Thank you, Christine and HC team.

We will also need the SF-8 with the DOE info added.

Nikki

**Nikki King**  
**Workforce Management Officer**  
State and Community Energy Program  
Business Operations  
MOBILE (b) (6)

---

**From:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Sent:** Friday, February 14, 2025 10:41 AM  
**To:** DL-HC-OHROC-only Resources Managers <DL-HC-OHROC-onlyResourcesManagers@hc.doe.gov>

**Cc:** Williams, Jeffrey T. <jeffreyt.williams@hc.doe.gov>; Todd, David <david.todd@hq.doe.gov>; Turner, Todd <todd.turner@hq.doe.gov>; Moore, Erin <erin.moore@hq.doe.gov>; Murphy, Julie <julie.murphy@hq.doe.gov>

**Subject:** Information for Terminated Probationary Employees

Hello all ~

Employees undoubtedly have a lot of questions after the termination letters went out yesterday. The information below should help answer some questions they have. They may also seek answers to [HR questions](#) via the HR Hotline.

The following information is provided regarding the employees who received the probationary termination notice.

- OHROC will process Termination actions without the need for the RM to submit a CHRIS Workflow action. Probationary Termination SF50s, effective February 13, 2025, will be processed as soon as possible. This may take longer than normal as the team is also managing questions and requests related to the Deferred Resignation Program (DRP).
- FEHB is automatically extended for 31 days after separation and employees will have the option to continue coverage under the Temporary Continuation of Coverage (TCC) program.
- OHROC will send separation packages via FedEx or UPS. The package will include a copy of the SF50 and information regarding how to extend or convert their FEHB and/or FEGLI where allowable.
- Additional information can be found on OPM's website.

(b) (6)

- Annual leave will be paid to employees in a lump sum via direct deposit.
- Comp Time balances will be paid out via direct deposit.
- Sick leave will not be paid but is restorable if employees are reinstated in the future.
- A maximum of 24 Credit Hours will be paid out via direct deposit.
- Time Off Awards will be forfeited.
- Travel Comp time will be forfeited.
- Terminations are effective at the end of the day, February 13. Final pay will include 4 days of the pay period that ends February 21 (the rest will be LWOP) and will be received via direct deposit.

RMs should advise employees about requirements related to returning PIV/badges, IT equipment, government travel cards, etc.

Timekeepers should enter code KA-LWOP for any hours the employee would have worked after February 13, 2025.



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Christine Jenkins**

*Director, HR Operations and Compensation  
(OHROC)*

Office of the Chief Human Capital Officer (HC)

PHONE (b) (6)

**TAKE THIS FORM WITH YOU IF YOU GO TO FILE A CLAIM**  
**UNEMPLOYMENT COMPENSATION FOR FEDERAL EMPLOYEES (UCFE) PROGRAM**  
**NOTICE TO FEDERAL EMPLOYEE ABOUT UNEMPLOYMENT INSURANCE**

This form has been given to you because (1) you have been separated from your job, or (2) you were placed in a nonpay status, or (3) your records have been transferred to a different payroll office.

*Unemployment insurance (UI) for Federal workers.* When unemployed, Federal workers may be entitled to UI benefits similar to those of workers in private industry. If you become unemployed or are in a nonpay status and want to FILE A CLAIM, go to the nearest LOCAL PUBLIC EMPLOYMENT SERVICE OFFICE of the STATE EMPLOYMENT SECURITY AGENCY to register for work and file your claim for UI. Your ELIGIBILITY for UI CANNOT be determined until AFTER you file a claim. DO NOT DELAY filing a UI claim; if you wait, your unemployment benefits may be reduced or you may not qualify for any benefits.

To help EXPEDITE your claim, take THIS FORM with you, your SOCIAL SECURITY ACCOUNT NUMBER CARD, the OFFICIAL NOTICE of your most recent SEPARATION or of your present NONPAY status (Standard Form 50 if available), EARNINGS and LEAVE statements, or similar documents that indicate you were employed by a Federal agency.

**FEDERAL AGENCY** will insert in the box:

**1st line** - Parent Federal Agency

Name and 3 digit code number  
**2nd line** - Major Component (if any)

**3rd and 4th line** - complete address to which all forms pertaining to a claim should be sent (ES-931, 931A, 934, 936, and notices of appeal, hearings, and determinations)

U.S. Department of Energy	3 Digit Identification FEDERAL AGENCY CODE NO. 475
HC Shared Service Center	
PO Box 500	
Germantown, MD 20874	

To be completed by the *Federal Agency*:

Contact Name/Office  
DoE - Payroll Office

Telephone No. (include area code)  
(301) 903-2500, Ext. 4

**KEEP THIS FORM** and **TAKE IT WITH YOU** if you file a UCFE/UI claim for unemployed Federal workers provided by Federal law (U.S. CODE, Title 5, Chapter 85). For more information about UCFE/UI, read the REVERSE SIDE of this form.

## UNEMPLOYMENT COMPENSATION FOR FEDERAL EMPLOYEES (UCFE) PROGRAM

### UNEMPLOYMENT INSURANCE (UI) FOR FEDERAL WORKERS

#### TAKE THIS FORM WITH YOU IF YOU GO TO FILE A CLAIM

#### GENERAL INFORMATION:

##### 1. WHO WILL PAY UNEMPLOYMENT BENEFITS?

If you are eligible, you will be paid by a State employment security agency under the provisions of its unemployment insurance (UI) law. The amount of your regular weekly benefits and the period for which benefits will be paid will generally be determined by the law of the State in which you had your last Official Duty Station. This Duty Station will be printed on your final "Notification of Personnel Action", SF-50. If you have received all the regular benefits for which you are eligible, you may, under certain circumstances, become eligible for additional weeks of extended benefits; check with a State local office official. If your last duty station was outside the United States, you will not be eligible until you return to the United States, including the District of Columbia, Puerto Rico, and Virgin Islands. Your benefit rights will then be determined under the law of your State of residence.

UCFE/UI for unemployed Federal workers is paid from U.S. Government funds. No deductions were taken from your pay to finance these benefits.

##### 2. UNDER WHAT CONDITIONS WILL I BE ELIGIBLE?

All State UI laws require that:

- a. You must be unemployed, able to work, and available for suitable work; (In some cases, you may be eligible if you are employed less than full time);
- b. You must register for work and file a claim at a local public employment service/UI claim office;
- c. You must continue to report to the office as directed; and
- d. You must have had a certain amount of employment/wages within a base period of 1 year specified in the State law and have been separated through no fault of your own.

All State UI laws will deny you benefits for such reasons as:

- a. Quitting your job voluntarily without good cause or being discharged for misconduct connected with work; or
- b. Refusing an offer of a suitable job without good cause.

Some State UI laws deny or reduce UI benefits for certain types of payments you may receive (retirement, severance, and/or lump-sum amount for unused, accrued annual leave).

##### 3. DO I HAVE THE RIGHT OF APPEAL?

Yes. If a determination is made denying you benefits, you have the right to appeal as provided in the applicable State law.

##### 4. ARE THERE ANY PENALTIES?

Yes. If you willfully make a false (fraudulent) claim, you may be fined, imprisoned, or both. If you make a mistake in giving information when you file your claim, notify the local UI claim office as soon as you discover the mistake: prompt notification may avoid a penalty.

(The above statements are issued for general information; they do not have the effect of law, regulation, or ruling).

IF YOU BECOME REEMPLOYED and have been collection UCFE/UI benefit payments, it is your RESPONSIBILITY to notify the local office, in writing, to discontinue paying benefits now that you are employed. Failure to do so may result in a *penalty such as a fine, imprisonment, or both.*

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Friday, February 14, 2025 2:16 PM  
**To:** Moore, Erin  
**Subject:** RE: confirming BPA numbers for OMB

Hi Erin,

On our list in column O there is a yes for him. We only issued letters to employees that had a no in "n" and a no in "o". I confirmed with Julie and Christine prior to executing. If I misinterpreted, please confirm and we will remedy.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 2:04 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks so much. (b) (6) is on my list but not your list...

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 14, 2025 1:29 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Erin,

Please see the attached list of the probationary employees, that were issued separation notices yesterday.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:55 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Can you please send me the probationary spreadsheet soonest where you highlighted if any changes were made so I can put it in our tracker.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:35 PM  
**To:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

You are welcome!



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:34 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks much for the quick response.

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:32 PM  
**To:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>

**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Todd,

For DRP the number is 230 accepted, and probationary employees separated was 126.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:20 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** FW: confirming BPA numbers for OMB

Liza - haven’t looked at the article to see what the numbers are – but can you take a look please and respond all to this message.

Thanks!

Todd



[Follow us on social media](#)

**Todd Turner**  
*Deputy Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:41 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Donley, Katherine <[katherine.donley@hq.doe.gov](mailto:katherine.donley@hq.doe.gov)>  
**Subject:** confirming BPA numbers for OMB

Erin and Todd, is there someone in your office who can help us confirm (or correct) the numbers in this article: [Bonneville Power staff departures under President Trump raise concerns about Northwest electrical grid - OPB](#)

OMB is asking.

Thanks,

csj

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Friday, February 14, 2025 3:07 PM  
**To:** Moore, Erin  
**Subject:** RE: confirming BPA numbers for OMB  
**Attachments:** Copy of Original Removals List for Erin 2-14-2025 Deliveries and Excissions Added LR.xlsx

Hi Erin,

I've updated the spreadsheet and added back in (b) (6)

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 2:04 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks so much. (b) (6) s on my list but not your list...

Thanks!



[Learn more on HCnet](#)  
[Contact the HR Hotline](#)

**Erin Moore**  
*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Friday, February 14, 2025 1:29 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Erin,

Please see the attached list of the probationary employees, that were issued separation notices yesterday.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:55 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Can you please send me the probationary spreadsheet soonest where you highlighted if any changes were made so I can put it in our tracker.

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**  
Chief Human Capital Officer

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:35 PM  
**To:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

You are welcome!



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:34 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Thanks much for the quick response.

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Friday, February 14, 2025 12:32 PM  
**To:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>

**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** RE: confirming BPA numbers for OMB

Hi Todd,

For DRP the number is 230 accepted, and probationary employees separated was 126.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we’re doing!

---

**From:** Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:20 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Subject:** FW: confirming BPA numbers for OMB

Liza - haven’t looked at the article to see what the numbers are – but can you take a look please and respond all to this message.

Thanks!

Todd



[Follow us on social media](#)

**Todd Turner**  
*Deputy Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Johns, Christopher <[christopher.johns@hq.doe.gov](mailto:christopher.johns@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 9:41 AM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>; Turner, Todd <[todd.turner@hq.doe.gov](mailto:todd.turner@hq.doe.gov)>  
**Cc:** Donley, Katherine <[katherine.donley@hq.doe.gov](mailto:katherine.donley@hq.doe.gov)>  
**Subject:** confirming BPA numbers for OMB

Erin and Todd, is there someone in your office who can help us confirm (or correct) the numbers in this article: [Bonneville Power staff departures under President Trump raise concerns about Northwest electrical grid - OPB](#)

OMB is asking.

Thanks,

csj

---

**From:** Hairston, John L (BPA) - A-7  
**Sent:** Saturday, February 15, 2025 3:46 PM  
**To:** Winberg, Steven; LeBeau, Tracey; Wech, Mike; Hobbs, Virgil  
**Cc:** Ardis, Melissa  
**Subject:** Re: PMA Reinstatements

---

**From:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Sent:** Saturday, February 15, 2025 3:42:50 PM  
**To:** Hairston, John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>  
**Cc:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

---

**From:** Hairston,John L (BPA) - A-7  
**Sent:** Saturday, February 15, 2025 3:51 PM  
**To:** Winberg, Steven; LeBeau, Tracey; Wech, Mike; Hobbs, Virgil  
**Cc:** Ardis, Melissa  
**Subject:** Re: PMA Reinstatements

Thank you Steve, this will be extremely helpful. Please pass along thanks on behalf of myself and the BPA team to S1 and team.

All the best,

John

---

**From:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>  
**Cc:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

---

**From:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Sent:** Saturday, February 15, 2025 5:30 PM  
**To:** Hairston,John L (BPA) - A-7  
**Cc:** Ardis, Melissa  
**Subject:** Re: PMA Reinstatements

John  
We will take this under consideration in the coming days.  
Steve

---

**From:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Sent:** Saturday, February 15, 2025 8:06:50 PM  
**To:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Subject:** Re. PMA Reinstatements

Steve,

As a quick follow-up, I have received a preliminary briefing from our team regarding the probationary positions affected. The allowance to reinstate positions essential to operations and safety will be helpful and very much appreciated.

However, for consideration, I want to note that (b) (5)

(b) (5)

(b) (5)

Best,  
John

---

**From:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Wech, Mike <mike.wech@swpa.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>  
**Cc:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Sunday, February 16, 2025 9:27 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE  
**Subject:** Re: PMA Reinstatements

Ok. Just send the updated list and can you denote which were reinstated.

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Saturday, February 15, 2025 8:42:16 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** FW: PMA Reinstatements

Hi Erin,

BPA leadership is working on the list of employee that they want to reinstate. We intend to send emails tomorrow (Sunday) to let the employees know.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Sent:** Saturday, February 15, 2025 3:48 PM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <lbaskerville@bpa.gov>; Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>; Spraggins,Melanie (BPA) - P-6 <mspraggins@bpa.gov>; Kuhn,Shana L (BPA) - TA-DITT-2 <slkuhn@bpa.gov>; Chong Tim,Marcus H (BPA) - L-7 <mhchongtim@bpa.gov>; Furrer,Robin R (BPA) - N-7 <rrfurrer@bpa.gov>; James,Daniel M (BPA) - D-7 <dmjames@bpa.gov>  
**Subject:** Fw: PMA Reinstatements

FYI, need to know how many this affects?

Thanks  
John

---

**From:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Wech, Mike <mike.wech@swpa.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>  
**Cc:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)  
(b) (5)

(b) (5) If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH  
**Sent:** Sunday, February 16, 2025 10:33 AM  
**To:** steven.winberg@hq.doe.gov  
**Cc:** Hairston,John L (BPA) - A-7; Ardis, Melissa  
**Subject:** Re: PMA Reinstatements  
**Attachments:** Reinstatement of Mission Critical Employees Bonneville Power Administration\_2\_15\_2025JLH.pdf; List of Rescinded Probationary Terminations - Sanitized.xlsx

Hello. Please see the attached cover letter and list of BPA reinstatements/rescinding terminations. Of course, please feel free to contact John or me if you have questions. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C: (b) (6)

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 8:08 PM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Subject:** Fw: PMA Reinstatements

FYI.

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 5:06 PM  
**To:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Subject:** Re: PMA Reinstatements

Steve,

As a quick follow-up, I have received a preliminary briefing from our team regarding the probationary positions affected. The allowance to reinstate positions essential to operations and safety will be helpful and very much appreciated.

However, for consideration , I want to note that (b) (5)

(b) (5)

(b) (5)

(b) (5)

Best,  
John

---

**From:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston, John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>  
**Cc:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

United States Government

Department of Energy  
Bonneville Power Administration

# memorandum

DATE: 2/15/2025

REPLY TO  
ATTN OF: John L. Hairston, Administrator and Chief Executive Officer, Bonneville Power Administration

SUBJECT: Immediate Reinstatement of Mission Critical Employees

TO: Steven Winberg, Deputy Under Secretary for Infrastructure

Pursuant to Department guidance received on February 15, 2025, Bonneville Power Administration is immediately reinstating the attached list of mission critical employees. This decision aligns with department guidance regarding power and transmission grid reliability and operational duties.

This reinstatement process excludes administrative support positions in accordance with Department guidance. While Bonneville recognizes that administrative support (including project management for grid expansion and supply chain support, etc.) are vital to supporting mission critical work, Bonneville understands that it is not possible at this time to reinstate these positions.

We greatly appreciate your support for Bonneville's statutory mission.

Sincerely,

John L. Hairston  
Administrator and Chief Executive Officer  
Bonneville Power Administration

Employee ID	Emp Name	Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name	VP	VP Email	Supv	Supv Email
-------------	----------	------------	----------------	------------	----------	--------	-------	-----	----------	----	----------	------	------------



(b) (6)

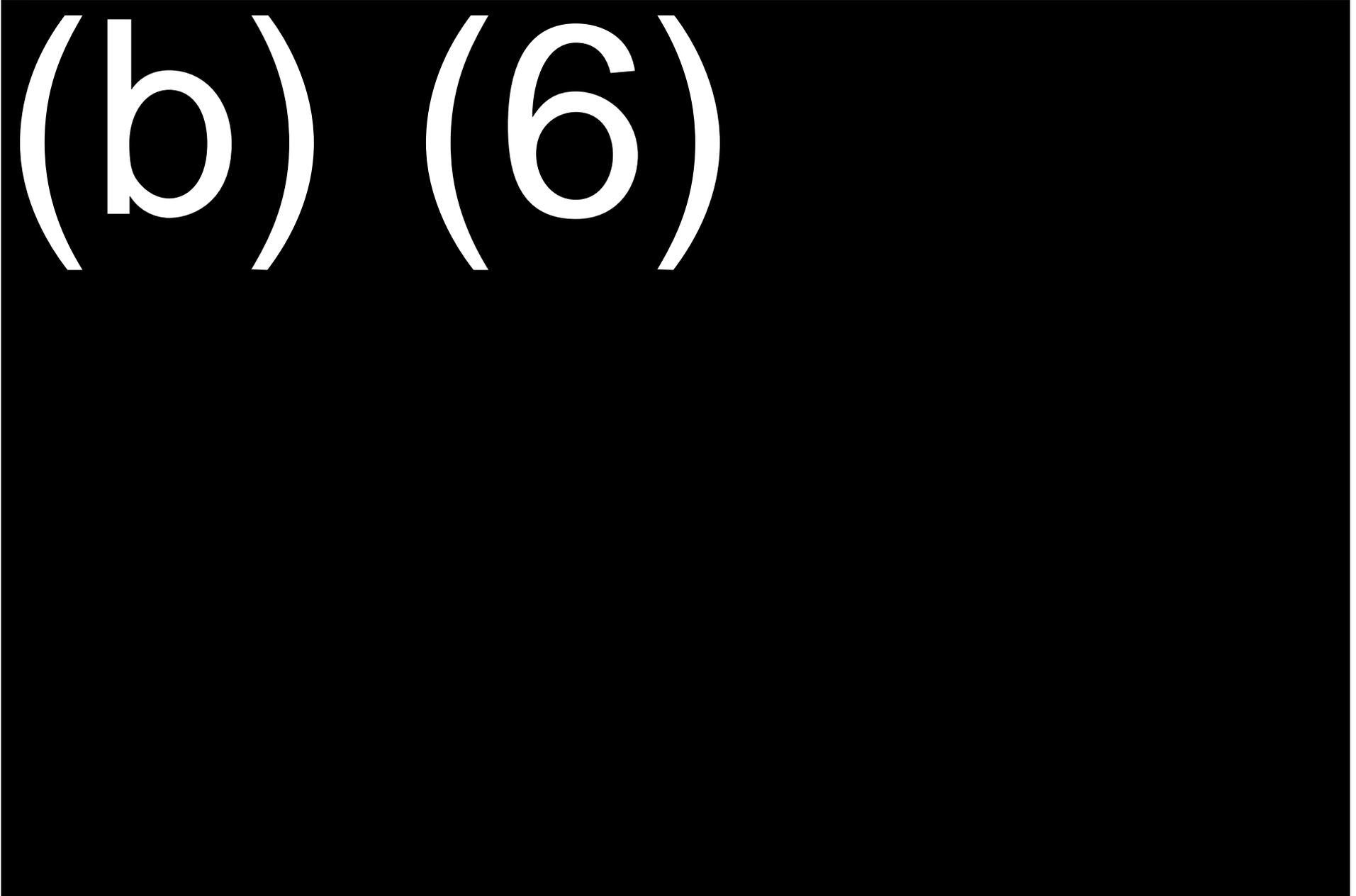
Reinstatement	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
---------------	----------------	------------	----------	--------	-------	-----	----------

(b) (6)

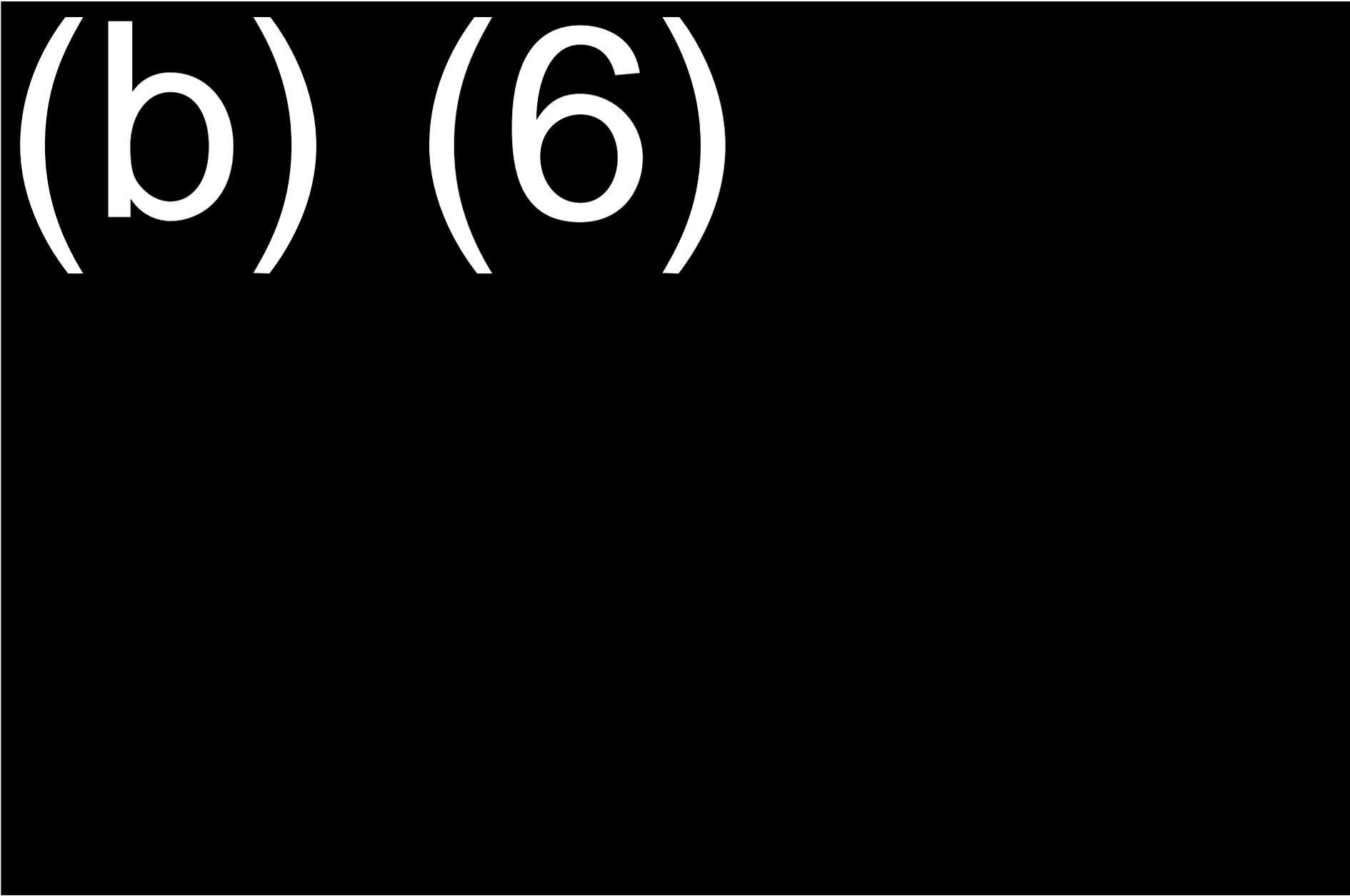
Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------

(b) (6)

Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------



Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------



Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------

(b) (6)

Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------

(b) (6)

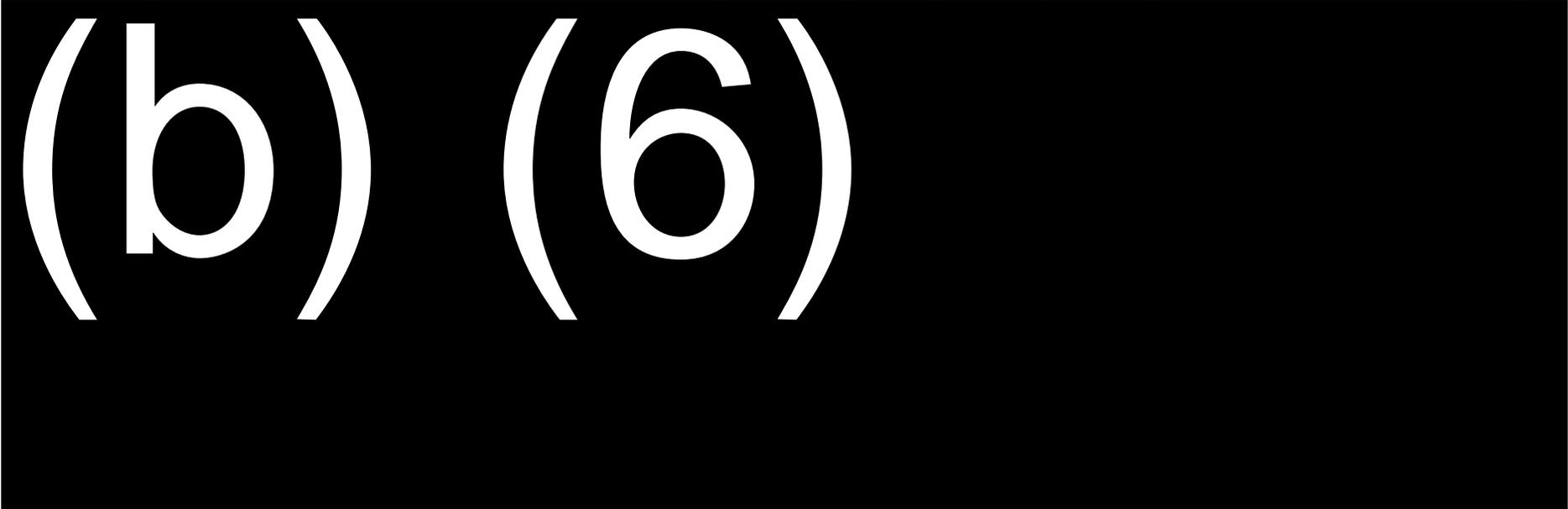
Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------



Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------



Reinstated	Official Title	Occ Series	Pay Plan	Series	Grade	Org	Org Name
------------	----------------	------------	----------	--------	-------	-----	----------



---

**From:** Donley, Katherine <katherine.donley@hq.doe.gov>  
**Sent:** Monday, February 17, 2025 6:16 AM  
**To:** Ardis, Melissa; Harris, Thomas; Baskerville, Sonya L (BPA) - AI-WASH  
**Cc:** Roessing, Megan; Shapiro, Adam; Smith, Barbara L; Thompson, Dionne E.; Lawrence, Christopher Alex; Jereza, Catherine  
**Subject:** Re: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

Thanks, Sonya

---

**From:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Sunday, February 16, 2025 8:29:55 PM  
**To:** Donley, Katherine <katherine.donley@hq.doe.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Harris, Thomas <thomas.harris@hq.doe.gov>  
**Cc:** Roessing, Megan <megan.roessing@hq.doe.gov>; Shapiro, Adam <adam.shapiro@hq.doe.gov>; Smith, Barbara L <barbara.smith@swpa.gov>; Thompson, Dionne E. <dthompson@wapa.gov>; Lawrence, Christopher Alex <clawrence@wapa.gov>; Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Subject:** Re: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

Thanks for understanding. It will take some time to see what the net is from the probationary employees who choose to come back. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
slbaskerville@bpa.gov  
O: 202-586-5587 | C: (b) (6)

---

**From:** Donley, Katherine <katherine.donley@hq.doe.gov>  
**Sent:** Sunday, February 16, 2025 7:18:38 PM  
**To:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Harris, Thomas <thomas.harris@hq.doe.gov>  
**Cc:** Roessing, Megan <megan.roessing@hq.doe.gov>; Shapiro, Adam <adam.shapiro@hq.doe.gov>; Smith, Barbara L <barbara.smith@swpa.gov>; Thompson, Dionne E. <dthompson@wapa.gov>; Lawrence, Christopher Alex <clawrence@wapa.gov>; Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Subject:** RE: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

I just talked to Melissa and understand that you all only just got direction to start rehiring. We will take numbers as they are available but understand this may take a few days.

All the best,  
Katie

---

**From:** Donley, Katherine  
**Sent:** Sunday, February 16, 2025 7:04 PM  
**To:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Harris, Thomas <thomas.harris@hq.doe.gov>

**Cc:** Roessing, Megan <megan.roessing@hq.doe.gov>; Shapiro, Adam <adam.shapiro@hq.doe.gov>; Smith, Barbara L <barbara.smith@swpa.gov>; Thompson, Dionne E. <dthompson@wapa.gov>; Lawrence, Christopher Alex <clawrence@wapa.gov>; Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Subject:** RE: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

Sonya,

Can you confirm whether any line workers were impacted by the probationary terminations? (Dionne and Barbara, I emailed you the same question separately.)

Thanks,  
Katie

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Friday, February 14, 2025 3:19 PM  
**To:** Ardis, Melissa <melissa.ardis@hq.doe.gov>; Harris, Thomas <thomas.harris@hq.doe.gov>; Donley, Katherine <katherine.donley@hq.doe.gov>  
**Cc:** Roessing, Megan <megan.roessing@hq.doe.gov>; Shapiro, Adam <adam.shapiro@hq.doe.gov>; Smith, Barbara L <barbara.smith@swpa.gov>; Thompson, Dionne E. <dthompson@wapa.gov>; Lawrence, Christopher Alex <clawrence@wapa.gov>; Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Subject:** Re: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

We did receive an updated number for the probationary employees.

- DOE List of Probationary Employee Terminations for BPA: 126
- Number of Rescinded Offers: 90
- Number of Deferred Resignation Program Participants: 230

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C:(b) (6)

---

**From:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Sent:** Friday, February 14, 2025 2:00:03 PM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Harris, Thomas <thomas.harris@hq.doe.gov>; Donley, Katherine <katherine.donley@hq.doe.gov>  
**Cc:** Roessing, Megan <megan.roessing@hq.doe.gov>; Shapiro, Adam <adam.shapiro@hq.doe.gov>; Smith, Barbara L <barbara.smith@swpa.gov>; Thompson, Dionne E. <dthompson@wapa.gov>; Lawrence, Christopher Alex <clawrence@wapa.gov>; Jereza, Catherine <catherine.jereza@hq.doe.gov>  
**Subject:** RE: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

+Katie – BPA’s numbers below.

Melissa Ardis  
Senior Advisor, Power Marketing Administrations



---

**From:** Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Sent:** Friday, February 14, 2025 10:52 AM  
**To:** Harris, Thomas <[thomas.harris@hq.doe.gov](mailto:thomas.harris@hq.doe.gov)>  
**Cc:** Roessing, Megan <[megan.roessing@hq.doe.gov](mailto:megan.roessing@hq.doe.gov)>; Shapiro, Adam <[adam.shapiro@hq.doe.gov](mailto:adam.shapiro@hq.doe.gov)>; Smith, Barbara L <[barbara.smith@swpa.gov](mailto:barbara.smith@swpa.gov)>; Thompson, Dionne E. <[dthompson@wapa.gov](mailto:dthompson@wapa.gov)>; Lawrence, Christopher Alex <[clawrence@wapa.gov](mailto:clawrence@wapa.gov)>; Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>; Jereza, Catherine <[catherine.jereza@hq.doe.gov](mailto:catherine.jereza@hq.doe.gov)>  
**Subject:** Re: \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

Thomas, here is BPA's data:

- DOE List of Probationary Employee Terminations for BPA: 138 (we have learned from DOE that there may have been some errors in their BPA list, so this number may change depending on what we learn)
- Number of Rescinded Offers: 90
- Number of Deferred Resignation Program Participants: 230

Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C: (b) (6)

---

**From:** Shapiro, Adam <[adam.shapiro@hq.doe.gov](mailto:adam.shapiro@hq.doe.gov)>  
**Sent:** Friday, February 14, 2025 12:00 PM  
**To:** Smith, Barbara L <[barbara.smith@swpa.gov](mailto:barbara.smith@swpa.gov)>; Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>; Thompson, Dionne E. <[dthompson@wapa.gov](mailto:dthompson@wapa.gov)>; Lawrence, Christopher Alex <[clawrence@wapa.gov](mailto:clawrence@wapa.gov)>; Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Cc:** Harris, Thomas <[thomas.harris@hq.doe.gov](mailto:thomas.harris@hq.doe.gov)>; Roessing, Megan <[megan.roessing@hq.doe.gov](mailto:megan.roessing@hq.doe.gov)>  
**Subject:** \*HOT\* For Action (DUE: ASAP) - HEWD maj - PMAs -Layoffs

Good morning Barbara, Sonya, and Dionne,

HEWD Majority just called me and asked if any of the PMA's are affected by the announcement yesterday.

If so, can you please provide figures.

I am OOO today so I have added Thomas who pick this up once we hear from you all.

thanks,  
Adam

**Congress of the United States**  
Washington, DC 20515

February 17, 2025

The Honorable Chris Wright  
Secretary  
U.S. Department of Energy  
1000 Independence Avenue, SW  
Washington DC, 20585

Dear Secretary Wright:

We write to express deep concern regarding the abrupt termination of federal employees at the Power Marketing Administrations (PMAs)—Bonneville Power Administration, Southeastern Power Administration, Southwestern Power Administration, and Western Area Power Administration. Operating at no expense to federal taxpayers, the PMAs provide affordable, reliable power to public utility districts and cooperatives at cost-based rates, playing a key role in supporting our nation's energy security. The PMAs' ability to remain a cornerstone of our nation's energy system depends on maintaining adequate staffing levels—particularly for grid reliability, energy distribution, and infrastructure maintenance. These indiscriminate layoffs threaten to disrupt core operations, drive up energy costs, cause service interruptions, and compromise long-term grid stability.

To assess the full impact of these workforce reductions and to ensure the PMAs can continue fulfilling their statutory obligations, we request responses to the following questions no later than Friday, February 21, 2025:

- How many probationary employees were terminated at each PMA, and what roles did they serve?
- How many employees have resigned at each PMA and what roles did they serve?
- Following these workforce reductions, how many positions are currently vacant at each PMA compared to the start of this calendar year, and how many of these positions does the Department anticipate refilling?
- What is the anticipated attrition rate for current employees over the next year?
- How will recent terminations, resignations, and retirements affect PMA operations?
- What measures are being taken to mitigate potential risks to grid reliability, energy distribution, potential energy rate increases, and service delivery disruptions for customers as a result of these workforce reductions?
- Will these workforce reductions interrupt, suspend, or result in the cancellation of any planned grid modernization, transmission upgrades, or other critical infrastructure projects?

The PMAs play an essential role in providing reliable, affordable energy to millions of Americans. Any disruption to their operations could greatly impact energy security and affordability nationwide. Given their importance, we urge your immediate attention to this matter and look forward to your timely response.

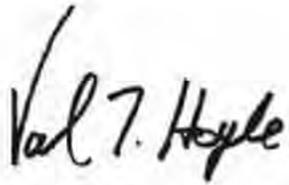
Sincerely,



Jared Huffman  
Ranking Member  
House Committee on Natural Resources



Frank Pallone, Jr.  
Ranking Member  
House Committee on Energy and Commerce



Val Hoyle  
Ranking Member  
Subcommittee on Water, Wildlife and Fisheries  
House Committee on Natural Resources



Kathy Castor  
Ranking Member  
Subcommittee on Energy  
House Committee on Energy and Commerce

Cc:

John Hairston, Administrator and Chief Executive Officer, Bonneville Power Administration  
Virgil Hobbs, Administrator and Chief Executive Officer, Southeastern Power Administration  
Tracey LeBeau, Administrator and Chief Executive Officer, Western Area Power Administration  
Mike Wech, Administrator and Chief Executive Officer, Southwestern Power Administration

---

**From:** Baskerville, Sonya L (BPA) - AI-WASH  
**Sent:** Monday, February 17, 2025 1:51 PM  
**To:** Jereza, Catherine  
**Subject:** Fw: Letter on PMAs  
**Attachments:** Letter to DOE on PMAs Final.pdf

FYI

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C: (b) (6)

---

**From:** Muirragui, Matthew <[Matthew.Muirragui@mail.house.gov](mailto:Matthew.Muirragui@mail.house.gov)>  
**Sent:** Monday, February 17, 2025 3:53:10 PM  
**To:** [Jazmin.EverettSorgho@hq.doe.gov](mailto:Jazmin.EverettSorgho@hq.doe.gov) <[Jazmin.EverettSorgho@hq.doe.gov](mailto:Jazmin.EverettSorgho@hq.doe.gov)>; [stephan.tetreault@hq.doe.gov](mailto:stephan.tetreault@hq.doe.gov) <[stephan.tetreault@hq.doe.gov](mailto:stephan.tetreault@hq.doe.gov)>; Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>; Thompson, Dionne <[DThompson@WAPA.GOV](mailto:DThompson@WAPA.GOV)>; Barbara Smith (SEPA/SWPA) <[Barbara.Smith@swpa.gov](mailto:Barbara.Smith@swpa.gov)>  
**Cc:** Wright, Tuley <[Tuley.Wright@mail.house.gov](mailto:Tuley.Wright@mail.house.gov)>; Jackson, Christopher <[Christopher.Jackson3@mail.house.gov](mailto:Christopher.Jackson3@mail.house.gov)>; Wilhite, Olivia <[Olivia.Wilhite@mail.house.gov](mailto:Olivia.Wilhite@mail.house.gov)>  
**Subject:** Letter on PMAs

Good afternoon.

Attached please find a letter to Secretary Wright from Ranking Members Huffman, Pallone, Hoyle, and Castor regarding the PMAs.

Best regards,

**Matthew Muirragui** | *Deputy Staff Director*  
U.S. House Natural Resources Committee Democrats  
202-225-6065 | [matthew.muirragui@mail.house.gov](mailto:matthew.muirragui@mail.house.gov)



---

**From:** Baskerville,Sonya L (BPA) - AI-WASH  
**Sent:** Monday, February 17, 2025 2:23 PM  
**To:** Winberg, Steven  
**Cc:** Ardis, Melissa, Hairston,John L (BPA) - A-7  
**Subject:** Re: PMA Reinstatements  
**Attachments:** Consolidated Response to S3 on Probationary Reinstatements 2.17.25 v1.pdf

Hello. Here are BPA's responses to the requests below. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
slbaskerville@bpa.gov  
O: 202-586-5587 | C: (b) (6)

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Monday, February 17, 2025 11:32 AM  
**To:** Winberg, Steven <steven.winberg@hq.doe.gov>; Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** Re: PMA Reinstatements

I have requested this information and will be back in touch. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
slbaskerville@bpa.gov  
O: 202-586-5587 | C: (b) (6)

---

**From:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Sent:** Monday, February 17, 2025 11:04 AM  
**To:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>; Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** RE: PMA Reinstatements

John, Sonya & Melissa  
A couple of questions:

1. (b) (5)
2.
  - a. (b) (5)
  - b.
  - c.

d. (b) (5)  
e. [REDACTED]

Thank you,  
Steve

---

**From:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Sent:** Sunday, February 16, 2025 5:54 PM  
**To:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Subject:** FW: PMA Reinstatements

Overall, I think this list looks appropriate. As expected, BPA came back with the largest list – at 37 employees (but frankly they did a great job culling it). Please let me know if you want me to ask about any of the duplicates (highlighted on this list).

Thank you,

Melissa Ardis  
Senior Advisor, Power Marketing Administrations  
Office of the Under Secretary for Infrastructure

(b) (6)  
[www.energy.gov](http://www.energy.gov)



---

**From:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Sent:** Sunday, February 16, 2025 11:33 AM  
**To:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Cc:** Hairston, John <jlhairston@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** Re: PMA Reinstatements

Hello. Please see the attached cover letter and list of BPA reinstatements/rescinding terminations. Of course, please feel free to contact John or me if you have questions. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C: (b) (6)

---

**From:** Hairston, John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Sent:** Saturday, February 15, 2025 8:08 PM  
**To:** Baskerville, Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>  
**Subject:** Fw: PMA Reinstatements

FYI.

---

**From:** Hairston, John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Sent:** Saturday, February 15, 2025 5:06 PM  
**To:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Subject:** Re: PMA Reinstatements

Steve,

As a quick follow-up, I have received a preliminary briefing from our team regarding the probationary positions affected. The allowance to reinstate positions essential to operations and safety will be helpful and very much appreciated.

However, for consideration, I want to note that (b) (5)

(b) (5)

(b) (5)

Best,  
John

---

**From:** Winberg, Steven <steven.winberg@hq.doe.gov>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston, John L (BPA) - A-7 <jlhairston@bpa.gov>; LeBeau, Tracey <lebeau@wapa.gov>; Wech, Mike <mike.wech@swpa.gov>; Hobbs, Virgil <Virgil.Hobbs@Sepa.doe.gov>  
**Cc:** Ardis, Melissa <melissa.ardis@hq.doe.gov>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5) [REDACTED] If

you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

BPA Response to Questions Received on 2.17.25 from Steve Winberg:

1.

(b) (5)

2.

a.

(b) (5)

b. (b) (5) [Redacted]

(b) (5) [Redacted]

c. (b) (5) [Redacted]

(b) (5) [Redacted]

d. (b) (5) [Redacted]

(b) (5) [Redacted]

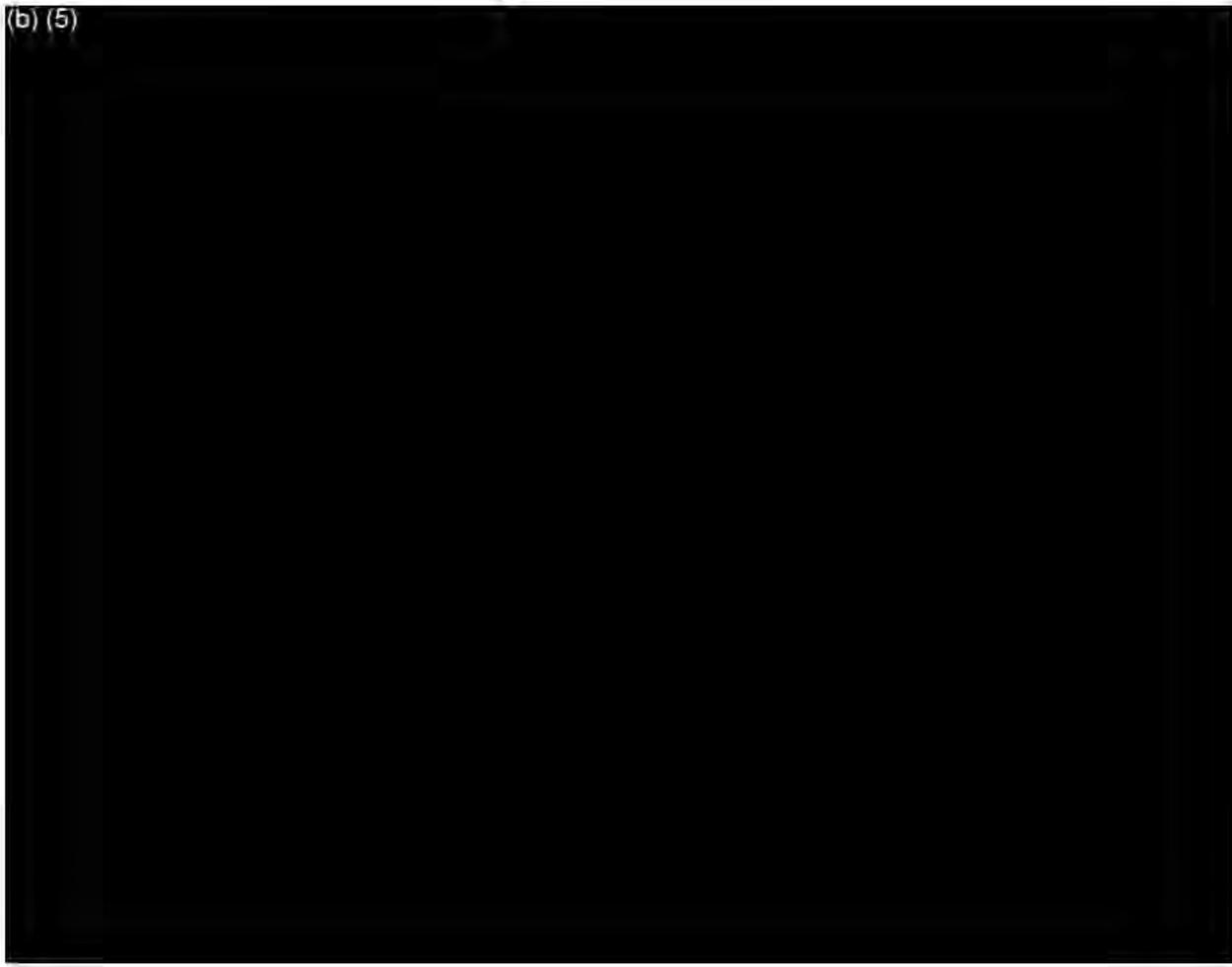
(b) (5)



a. (b) (5)



(b) (5)



(b) (5)

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Monday, February 17, 2025 2:51 PM  
**To:** Moore, Erin  
**Cc:** Jenkins, Christine  
**Subject:** RE: PMA Reinstatements  
**Attachments:** Copy of Copy of Original Removals List for Erin 2-17-2025 Deliveries and Excissions Added, Rescission LR.xlsx

Hi Erin,

Please see the attached list that we worked on Friday to clean up with information that you requested. Also, in Column "O", I have changed (b) (5)

R/Lizá



**Lizá A. Rosa**  
*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <erin.moore@hq.doe.gov>  
**Sent:** Monday, February 17, 2025 1:34 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Cc:** Jenkins, Christine <christine.jenkins@hc.doe.gov>  
**Subject:** Re: PMA Reinstatements

Hi there

Can you please send us your updated spreadsheet for your first thing in the AM so we have the latest of what ones were reinstated. Please highlight the ones that were reinstated so we can make the updates to the master. We have to pull stats together for S1 by 11 am.

Thanks!  
Erin

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <larosa@bpa.gov>  
**Sent:** Saturday, February 15, 2025 8:42:16 PM  
**To:** Moore, Erin <erin.moore@hq.doe.gov>  
**Subject:** FW: PMA Reinstatements

Hi Erin,

BPA leadership is working on the list of employee that they want to reinstate. We intend to send emails tomorrow (Sunday) to let the employees know.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 3:48 PM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>; Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Spraggins,Melanie (BPA) - P-6 <[mspraggins@bpa.gov](mailto:mspraggins@bpa.gov)>; Kuhn,Shana L (BPA) - TA-DITT-2 <[slkuhn@bpa.gov](mailto:slkuhn@bpa.gov)>; Chong Tim,Marcus H (BPA) - L-7 <[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov)>; Furrer,Robin R (BPA) - N-7 <[rrfurrer@bpa.gov](mailto:rrfurrer@bpa.gov)>; James,Daniel M (BPA) - D-7 <[dmjames@bpa.gov](mailto:dmjames@bpa.gov)>  
**Subject:** Fw: PMA Reinstatements

FYI, need to know how many this affects?

Thanks  
John

---

**From:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Sent:** Saturday, February 15, 2025 3:43 PM  
**To:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>  
**Cc:** Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5) If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

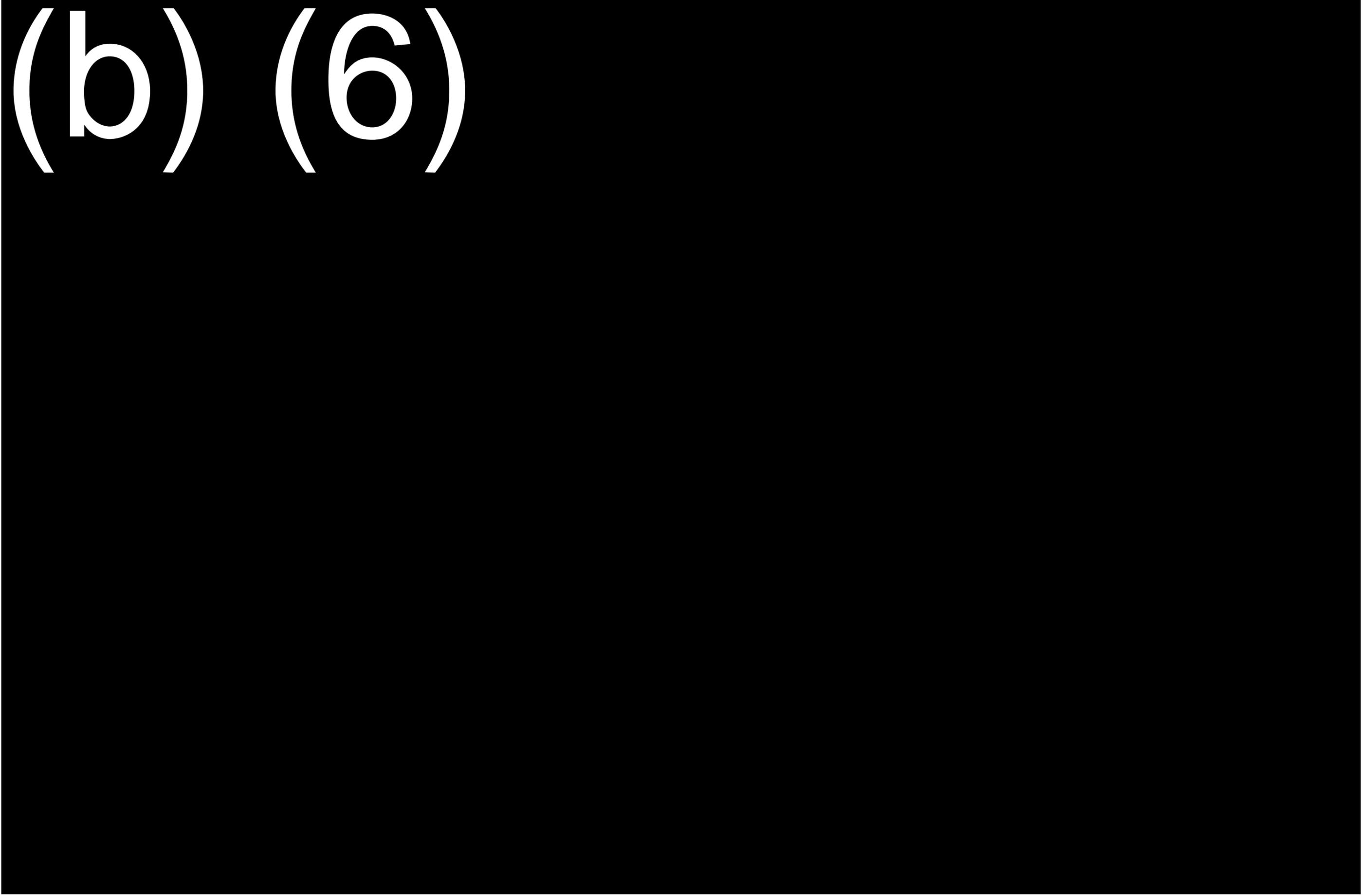
We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

Emp ID	Org	ID # Name	Employee Name	PKA or DOI	DE	Component/Bureau	Pay Plan Title	Pay Plan	Grade	Annual and Salary (or Security for Decision, etc)	Probationary/Pl or Period End Date	Competency/Exception/SES	Note	SES only - Prior competition service (Yes/No)	Full MOPM Appeal # g/m (Y/N)	Should be retained (Yes/No)	Description Requested for National Security or Public Safety	What would happen if this rule is not met? (200 character limit)	Is ES in DMP Account?	DMP Opt-In Decision	ESD	Notice (eg School A, 30% Vet opt)	Step Step 0	Supervisor	Step Email	Column1	Column2	VP	Email	Column
--------	-----	-----------	---------------	------------	----	------------------	----------------	----------	-------	------------------------------------------------------	------------------------------------	--------------------------	------	-----------------------------------------------	---------------------------------	--------------------------------	-----------------------------------------------------------------	------------------------------------------------------------------	-----------------------	---------------------	-----	-----------------------------------	-------------	------------	------------	---------	---------	----	-------	--------

(b) (6)

Emp ID	Org	ID # Name	Employee Name	PIRA or OIG	DE	Component/Bureau	Pay Plan Title	Pay Plan	Series	Grade	Annual and Safety For Security For Success, LSC	Probationary/Pl at Period End Date	Compet Inv/Exception/SES	State	SES only - Prior competitive service flag/nd	Full MOP Appeal # g/m E/NO	Should be retained flag/nd	Description Requested for National Security For PIA & Safety	What would happen if this rule is not met (200 character limit)	is it a DOP Account?	DOP Opt In Decision	SES	Notice (eg School A, 30% less appt)	Sup Email ID	Supervisor	Sup Email	Column1	Column2	VP	Email	Column3
--------	-----	-----------	---------------	-------------	----	------------------	----------------	----------	--------	-------	-------------------------------------------------	------------------------------------	--------------------------	-------	----------------------------------------------	----------------------------	----------------------------	--------------------------------------------------------------	-----------------------------------------------------------------	----------------------	---------------------	-----	-------------------------------------	--------------	------------	-----------	---------	---------	----	-------	---------



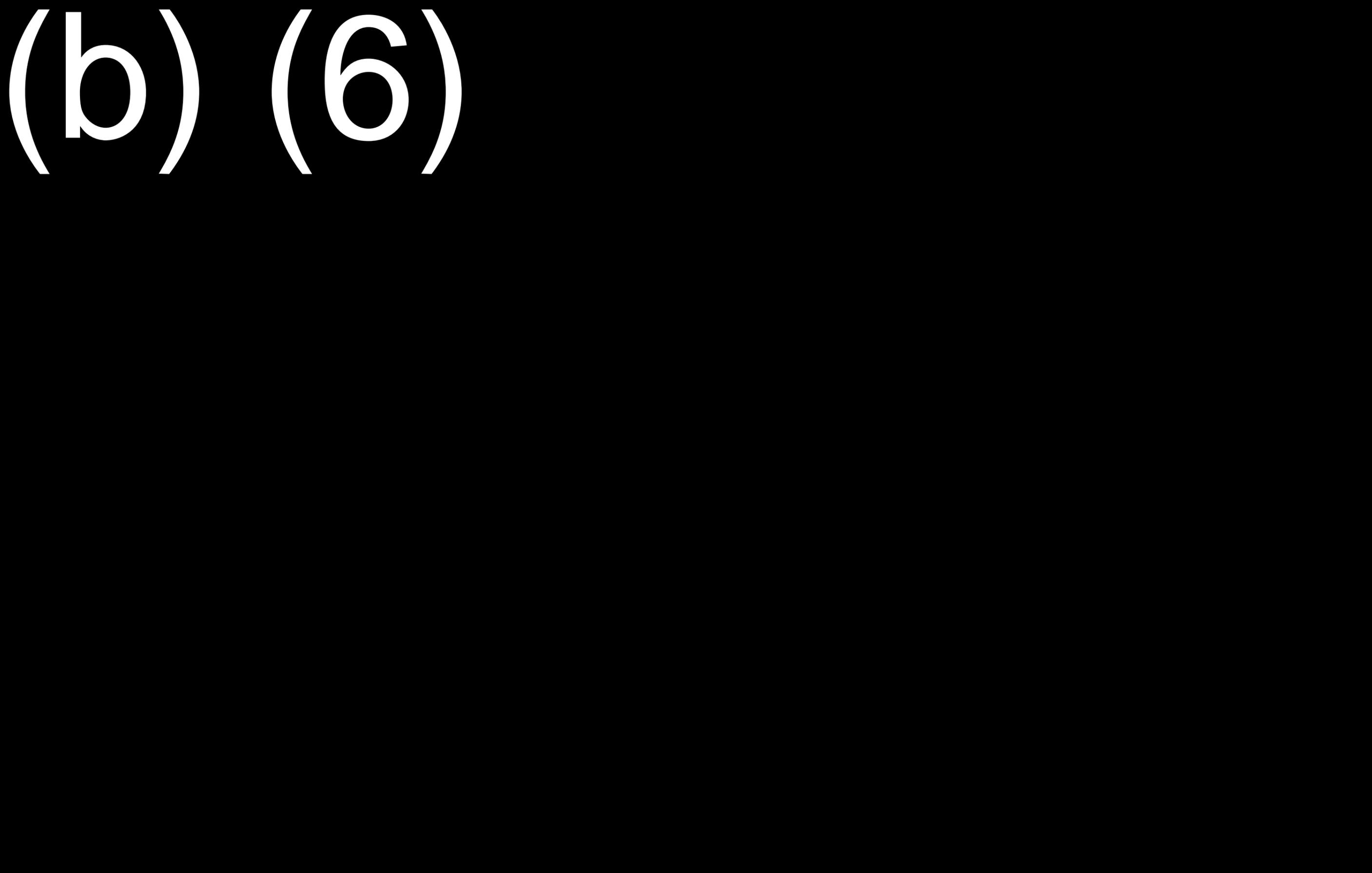
Emp ID	Org	SS # Name	Employee Name	PIRA or ODS	DE	Component/Bureau	Pay Plan Title	Pay Plan	Grade	Grade	Annual and Salary For Security For Decision, etc	Probationary/Pl or Period End Date	Compet Proc/Exception/SES	State	SES only - Prior competitive service (Y/N)	Full MSW Appeal # g/m (Y/N)	Should be retained (Y/N)	Description Requested for National Security For PIA & Safety	What would happen if this rule is not met? (200 character limit)	is ES in OIP Account?	OIP Opt In Decision	SES	Notice (eg School A, 30% less pay)	Supp Emp ID	Supervisor	Supp Email	Column1	Column2	VP	Email	Column3
--------	-----	-----------	---------------	-------------	----	------------------	----------------	----------	-------	-------	--------------------------------------------------	------------------------------------	---------------------------	-------	--------------------------------------------	-----------------------------	--------------------------	--------------------------------------------------------------	------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	-------------	------------	------------	---------	---------	----	-------	---------

(b) (6)

Employee Name	PMA vs DDE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for firemen, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg Sched A, 30% Vet app)	Removal Notice Delivered 2/15/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	---------------------------------------	-----------------------------------	---------



Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt in Decision	EOD	Notes (eg Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	---------------------------------------	-----------------------------------	---------



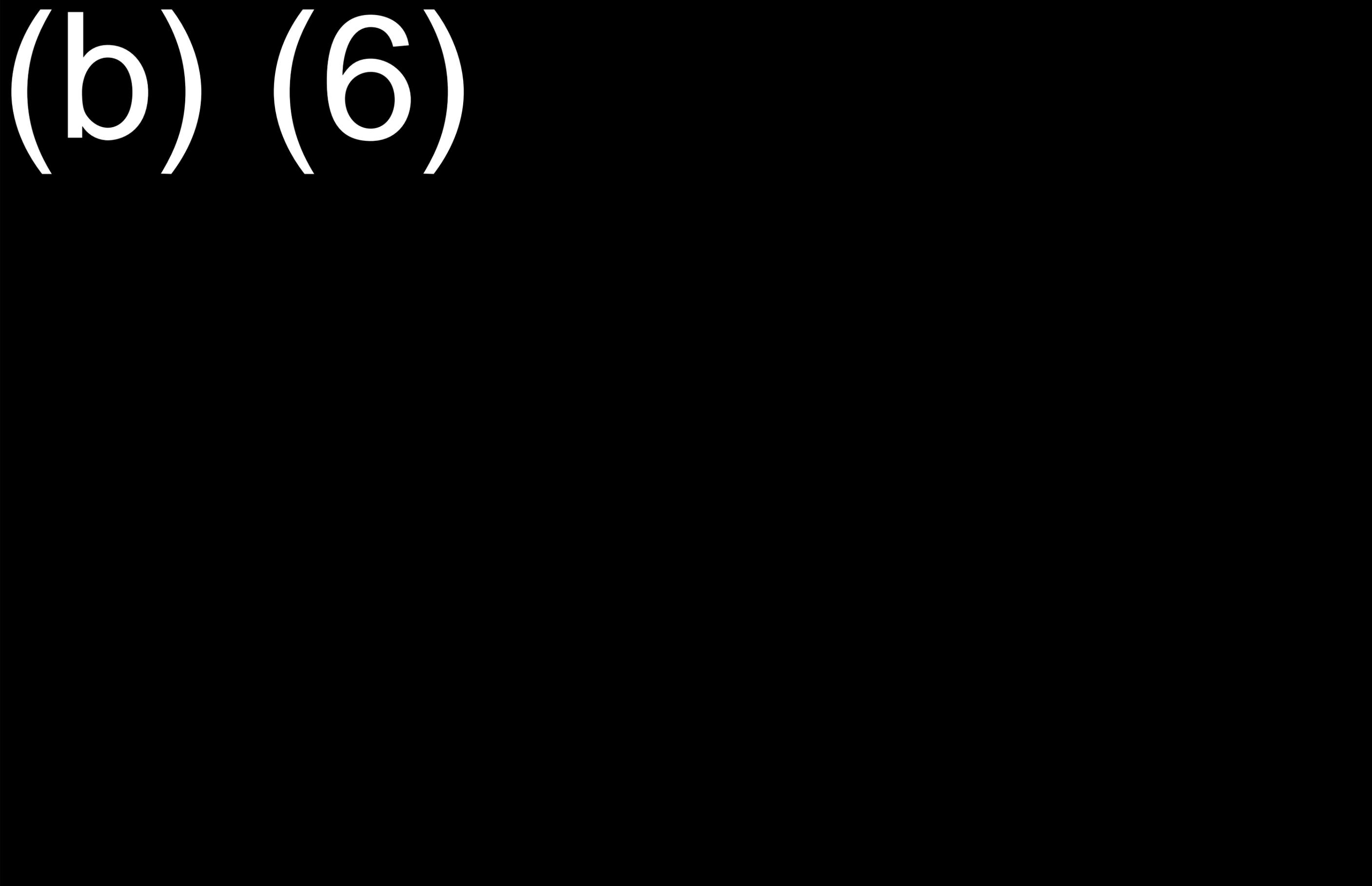
Employee Name	PMA vs DDE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for linemen, etc)	Probationary/ Total Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOB	Notes (eg. Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	-------------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

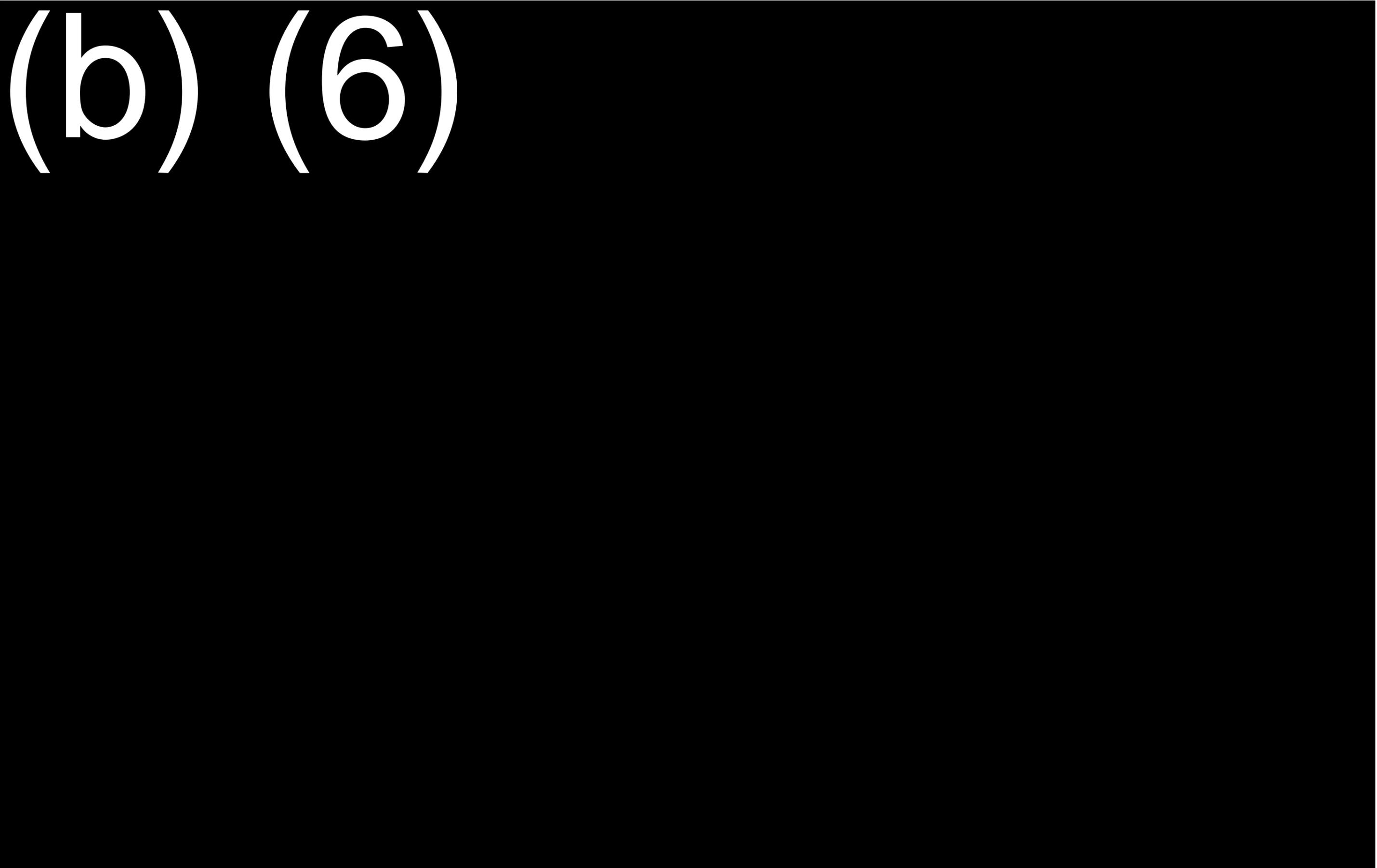
Employee Name	PMA vs DDE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for fireman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt in Decision	EOB	Notes (eg Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt in Decision	EOD	Notes (eg Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	---------------------------------------	-----------------------------------	---------



Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineamen, etc)	Probationary/ Total Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOD	Notes (eg. Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	-------------------------------------	---------------------------------------	-----------------------------------	---------



Employee Name	PMA vs DDE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineamen, etc)	Probationary/ Total Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOD	Notes (eg. Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	----------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	-------------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

Employee Name	PMA vs DOE	DE	Component/Bureau	Position Title	Pay Plan	Series	Grade	Annualized Salary (or hourly for lineman, etc)	Probationary/ Trial Period End Date	Competitive/Excepted/SES	Note	SES only - Prior competitive service (Yes/No)	Full MSPB Appeal Rights (Y/N)	Should be retained (Yes/No)	Exemption Requested for National Security or Public Safety	What would happen if this role isn't filled? (200 character limit)	Is EE in DRP Records?	DRP Opt In Decision	EOD	Notes (eg Sched A, 30% Vet app)	Removal Notice Delivered 2/13/2025	Exc sed From Probationary List	Empl ID
---------------	------------	----	------------------	----------------	----------	--------	-------	---------------------------------------------------	----------------------------------------	--------------------------	------	--------------------------------------------------	-------------------------------	-----------------------------	------------------------------------------------------------------	--------------------------------------------------------------------	-----------------------	---------------------	-----	------------------------------------	---------------------------------------	-----------------------------------	---------

(b) (6)

(b) (6)

---

**From:** Hairston,John L (BPA) - A-7  
**Sent:** Tuesday, February 18, 2025 6:34 AM  
**To:** Winberg, Steven; Baskerville,Sonya L (BPA) - AI-WASH  
**Cc:** Ardis, Melissa  
**Subject:** Re: PMA Reinstatements

Thank you Steve. This will help. Your support is recognized and very much appreciated by our team.

Best,  
John

---

**From:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Sent:** Tuesday, February 18, 2025 4:37:10 AM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Cc:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** Re: PMA Reinstatements

Approved for reinstatement.

---

**From:** Baskerville,Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Sent:** Sunday, February 16, 2025 1:33:00 PM  
**To:** Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
**Cc:** Hairston, John <[jhairston@bpa.gov](mailto:jhairston@bpa.gov)>; Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
**Subject:** Re: PMA Reinstatements

Hello. Please see the attached cover letter and list of BPA reinstatements/rescinding terminations. Of course, please feel free to contact John or me if you have questions. Thanks.

SONYA BASKERVILLE  
BONNEVILLE POWER ADMINISTRATION  
DEPARTMENT OF ENERGY  
Director | Intergovernmental Affairs  
[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)  
O: 202-586-5587 | C: (b) (6)

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 8:08 PM  
**To:** Baskerville,Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>  
**Subject:** Fw: PMA Reinstatements

FYI.

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 5:06 PM

To: Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>

Subject: Re: PMA Reinstatements

Steve,

As a quick follow-up, I have received a preliminary briefing from our team regarding the probationary positions affected. The allowance to reinstate positions essential to operations and safety will be helpful and very much appreciated.

However, for consideration, I want to note that (b) (5)

(b) (5)

(b) (5)

Best,  
John

---

From: Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>

Sent: Saturday, February 15, 2025 3:43 PM

To: Hairston, John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>

Cc: Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>

Subject: PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Tuesday, February 18, 2025 12:58 PM  
**To:** Burnette, Kendra  
**Subject:** RE: DRP Agreements and Spreadsheets

Hi ChiKa,

I do. Ok will send it to you.

R/Liza



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

[HR Customer Experience Survey](#) - Let us know how we're doing!

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

---

**From:** Burnette, Kendra <[kendra.burnette@hq.doe.gov](mailto:kendra.burnette@hq.doe.gov)>  
**Sent:** Tuesday, February 18, 2025 12:37 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Subject:** RE: DRP Agreements and Spreadsheets

Hi ChiKa - Your folks are on the BPA spreadsheet. They were not broken out separately. Do you have access to that spreadsheet? Thanks, ChiCa



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Kendra Burnette**

*Deputy Director*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday - [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Tuesday, February 18, 2025 2:33 PM  
**To:** Burnette, Kendra <[kendra.burnette@hq.doe.gov](mailto:kendra.burnette@hq.doe.gov)>  
**Subject:** RE: DRP Agreements and Spreadsheets

Hi Chika,

Please resend original email.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Burnette, Kendra <[kendra.burnette@hq.doe.gov](mailto:kendra.burnette@hq.doe.gov)>  
**Sent:** Tuesday, February 18, 2025 12:30 PM  
**To:** DL-HC-CHCO Direct Reports <[DL-HC-CHCODirectReports@HQ.DOE.Gov](mailto:DL-HC-CHCODirectReports@HQ.DOE.Gov)>  
**Subject:** DRP Agreements and Spreadsheets

Hi Everyone –

Friendly reminder, I need your employee's signed DRP agreements and spreadsheets with the requested information NLT noon tomorrow. Thanks, Kendra



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Kendra Burnette**

*Deputy Director*

Business Operations (OBO)  
Office of the Chief Human Capital Officer (HC)  
**PHONE** (b) (6)

Learn more about Workday – [HCnet](#) | [Energy Hub](#) | [Workday Team](#)

---

**From:** Rosa,Liza A (BPA) - H-REMOTE  
**Sent:** Tuesday, February 18, 2025 3:04 PM  
**To:** Moore, Erin  
**Subject:** FW: PMA Reinstatements

Hi Erin,

They show as a new Sched A - Excepted Service hire, but there is no resume in their eOPF for whatever reason, nor do we have a complete eOPF. So, at this time, I would advise ; pending eOPF but on appeal it would be TBD, pending eOPF, and retain is no.

R/Lizá



**Lizá A. Rosa**  
*HR Director, HRSC*  
  
BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) - Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Tuesday, February 18, 2025 9:38 AM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: PMA Reinstatements

(b) (6) has a note saying pending eOPF but says no in appeal rights and is blank in keep or retain...

Thanks!



**Erin Moore**  
*Chief Human Capital Officer*  
  
Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Tuesday, February 18, 2025 12:02 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: PMA Reinstatements

Hi Erin,

Please delete the notes. Sorry.

R/Lizá



[Learn more on BPA Connection](#)

[Contact BPA HR Help](#)

**Lizá A. Rosa**

*HR Director, HRSC*

BPA HR Service Center  
Office of the Chief Human Capital Officer  
**PHONE** 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Tuesday, February 18, 2025 5:29 AM  
**To:** Rosa, Lizá A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: PMA Reinstatements

Hi Lizá – these people still have notes about their cOPF but say no to appeal rights. Am I just deleting the notes?

(b) (6)

Thanks!



[Learn more on HCnet](#)

[Contact the HR Hotline](#)

**Erin Moore**

*Chief Human Capital Officer*

Office of the Chief Human Capital Officer  
**PHONE** 202.586.1234

---

**From:** Rosa, Lizá A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Monday, February 17, 2025 5:51 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** RE: PMA Reinstatements

Hi Erin,

Please see the attached list that we worked on Friday to clean up with information that you requested. Also, in Column "O", I have changed (b) (5)

R/Lizá



[Learn more on BPA Connector](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
PHONE 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Sent:** Monday, February 17, 2025 1:34 PM  
**To:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Cc:** Jenkins, Christine <[christine.jenkins@hc.doe.gov](mailto:christine.jenkins@hc.doe.gov)>  
**Subject:** Re: PMA Reinstatements

Hi there

Can you please send us your updated spreadsheet for your first thing in the AM so we have the latest of what ones were reinstated. Please highlight the ones that were reinstated so we can make the updates to the master. We have to pull stats together for S1 by 11 am.

Thanks!  
Erin

---

**From:** Rosa,Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 8:42:16 PM  
**To:** Moore, Erin <[erin.moore@hq.doe.gov](mailto:erin.moore@hq.doe.gov)>  
**Subject:** FW: PMA Reinstatements

Hi Erin,

BPA leadership is working on the list of employee that they want to reinstate. We intend to send emails tomorrow (Sunday) to let the employees know.

R/Lizá



[Learn more on BPA Connection](#)  
[Contact BPA HR Help](#)

**Lizá A. Rosa**  
HR Director, HRSC

BPA HR Service Center  
Office of the Chief Human Capital Officer  
PHONE 503-230-5007

[HR Customer Experience Survey](#) – Let us know how we're doing!

---

**From:** Hairston,John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>  
**Sent:** Saturday, February 15, 2025 3:48 PM

To: Baskerville, Sonya L (BPA) - AI-WASH <[slbaskerville@bpa.gov](mailto:slbaskerville@bpa.gov)>; Rosa, Liza A (BPA) - H-REMOTE <[larosa@bpa.gov](mailto:larosa@bpa.gov)>; Spraggins, Melanie (BPA) - P-6 <[mspraggins@bpa.gov](mailto:mspraggins@bpa.gov)>; Kuhn, Shana L (BPA) - TA-DITT-2 <[sikuhn@bpa.gov](mailto:sikuhn@bpa.gov)>; Chong Tim, Marcus H (BPA) - L-7 <[mhchongtim@bpa.gov](mailto:mhchongtim@bpa.gov)>; Furrer, Robin R (BPA) - N-7 <[rrfurrer@bpa.gov](mailto:rrfurrer@bpa.gov)>; James, Daniel M (BPA) - D-7 <[dmjames@bpa.gov](mailto:dmjames@bpa.gov)>

Subject: Fw: PMA Reinstatements

FYI, need to know how many this affects?

Thanks  
John

---

From: Winberg, Steven <[steven.winberg@hq.doe.gov](mailto:steven.winberg@hq.doe.gov)>  
Sent: Saturday, February 15, 2025 3:43 PM  
To: Hairston, John L (BPA) - A-7 <[jlhairston@bpa.gov](mailto:jlhairston@bpa.gov)>; LeBeau, Tracey <[lebeau@wapa.gov](mailto:lebeau@wapa.gov)>; Wech, Mike <[mike.wech@swpa.gov](mailto:mike.wech@swpa.gov)>; Hobbs, Virgil <[Virgil.Hobbs@Sepa.doe.gov](mailto:Virgil.Hobbs@Sepa.doe.gov)>  
Cc: Ardis, Melissa <[melissa.ardis@hq.doe.gov](mailto:melissa.ardis@hq.doe.gov)>  
Subject: PMA Reinstatements

Good afternoon, Administrators Hairston, Hobbs, LeBeau and Wech

I realize the recent cuts to certain PMA probationary employees have led to concern that our PMAs will be able to continue operating safely and effectively.

I spoke with S1's leadership today and we would like to (b) (5)

(b) (5)

[Redacted]

(b) (5)

If you have any questions regarding the positions eligible for reinstatement, please reach out to Melissa Ardis (cc'd).

Please let us know how we can support you in the reinstatement process.

We have meet & greets set up starting next week and I look forward to meeting with each one of you.

Thank you,  
Steve Winberg  
Deputy Under Secretary for Infrastructure

**From:** Hairston,John L (BPA) - A-7  
**Sent:** Tuesday, February 18, 2025 3:32 PM  
**To:** Morales, Aaron  
**Cc:** Baskerville,Sonya L (BPA) - AI-WASH; Ardis, Melissa; Tatulyan, Kevin; Playforth, Taylor  
**Subject:** RE: REQUEST: S3 FTE TRACKING for BPA

Thanks Aaron.

Sonya is coordinating with an internal team to pull of this info. Together.

Best,  
 John

**From:** Morales, Aaron <aaron.morales@hq.doe.gov>  
**Sent:** Tuesday, February 18, 2025 3:26 PM  
**To:** Hairston,John L (BPA) - A-7 <jlhairston@bpa.gov>  
**Cc:** Baskerville,Sonya L (BPA) - AI-WASH <slbaskerville@bpa.gov>; Ardis, Melissa <melissa.ardis@hq.doe.gov>; Tatulyan, Kevin <kevin.tatulyan@hq.doe.gov>; Playforth, Taylor <Taylor.Playforth@hq.doe.gov>  
**Subject:** REQUEST: S3 FTE TRACKING for BPA

John,

Thank you for attending today's S3 leadership meeting. I am following up on the FTE tracking request S3 mentioned during that gathering.

- **FTE tracking across S3 program offices/PMA's**

Please fill out the following form on behalf your program office/PMA. We understand there were additional requests made to better represent the makeup of teams or critical nature of positions, but we will follow up on that information in the near future.

*Following the format below will be critical to ensuring S3 can properly relay information up the chain in a concise manner. Please reach out to me if you have any questions.*

	Authorized Positions prior to Probationary Position Terminations	Filled Positions of 2/12/25) (as	Probationary Positions of 2/12/25) (as	Probationary Positions Terminated (as of 2/21/25)	Current FTEs	DRP Participation	Projected FTEs Post DRP
BPA					0		

Additionally, I will be following up tomorrow (Wed) on the requests below.

- **Status updates for exemption requests/invoices**
- **Priority rankings for resuming communications with external stakeholders**

Please let me know if you have any questions.

Best,



Position Title
ACCOUNTANT
ASSET MANAGEMENT SPECIALIST
ASSET MANAGEMENT SPECIALIST (DATA MANAGEMENT)
ASSET MANAGEMENT SPECIALIST (DATA MANAGEMENT)
ATTORNEY-ADVISER (GENERAL)
ATTORNEY-ADVISER (GENERAL)
ATTORNEY-ADVISER (GENERAL)
ATTORNEY-ADVISER (GENERAL)
AUDITOR
BUSINESS ANALYST
BUSINESS ANALYST
BUSINESS ANALYST
BUSINESS SPECIALIST
CENTRAL ELECTRICAL SERVICES MANAGER
CHIEF COMPLIANCE OFFICER
CHIEF OPERATING OFFICER
CHIEF SUBSTATION OPERATOR III
CHIEF SUBSTATION OPERATOR III
CIVIL ENGINEER
CIVIL ENGINEER (STRUCTURAL)
CONSTRUCTION AND MAINTENANCE SERVICES MANAGER
CONTRACT ADMINISTRATION ANALYST
CONTRACT SPECIALIST
CONTRACT SPECIALIST
CONTRACT SPECIALIST
CONTRACT SPECIALIST
CUSTOMER ACCOUNT EXECUTIVE (REAL-TIME TRADER AND SCHEDULER)
CUSTOMER SERVICE RELIABILITY PROGRAM SPECIALIST
DIRECTOR, HUMAN RESOURCES SERVICE CENTER
DIRECTOR, TECHNOLOGY INNOVATION
DISBURSEMENT AND RECEIVABLES ANALYST
DISBURSEMENT SPECIALIST
ELECTRICAL ENGINEER

ELECTRICAL ENGINEER
Electrical Engineer, Programming
ELECTRICAL UTILITY MATERIALS HANDLER
ELECTRICAL UTILITY MATERIALS HANDLER FOREMAN I
ELECTRICAL UTILITY MATERIALS HANDLER FOREMAN I
ELECTRICIAN
ELECTRICIAN APPRENTICE VI
ELECTRICIAN FOREMAN I
ELECTRICIAN FOREMAN III
ELECTRICIAN FOREMAN III (CONSTRUCTION)
ELECTRICIAN FOREMAN III (CONSTRUCTION)
ELECTRICIAN FOREMAN III (T)
ELECTRONICS ENGINEER
FACILITIES MAINTENANCE WORKER
FACILITIES MAINTENANCE WORKER
FACILITY OPERATIONS SPECIALIST
FIELD STRATEGY AND OPERATIONAL EXCELLENCE MANAGER
FINANCIAL ANALYST
FISH AND WILDLIFE ADMINISTRATOR
FISH AND WILDLIFE ADMINISTRATOR
FISH AND WILDLIFE ADMINISTRATOR
GENERATION DISPATCHER RELIEF
HEAVY MOBILE EQUIPMENT MECHANIC
HEAVY MOBILE EQUIPMENT MECHANIC (1-MECH SHOP)
HUMAN RESOURCES ASSISTANT
HUMAN RESOURCES ASSISTANT
HUMAN RESOURCES ASSISTANT (CLASSIFICATION)
HUMAN RESOURCES ASSISTANT (INFORMATION SYSTEMS)
HUMAN RESOURCES ASSISTANT (INFORMATION SYSTEMS)
HUMAN RESOURCES SPECIALIST (CLASSIFICATION)

HUMAN RESOURCES SPECIALIST (EMPLOYEE & LABOR RELATIONS)
INDUSTRY ECONOMIST
INTERNAL OPERATIONS MANAGER
IT CYBERSECURITY SPECIALIST
IT PROJECT MANAGER
IT SPECIALIST
IT SPECIALIST (APPSW)
IT SPECIALIST (INFOSEC)
IT SPECIALIST (INFOSEC)
IT SPECIALIST (SYSADMIN)
IT Specialist (SYSADMIN/DATAMGT)
IT SPECIALIST (SYSADMIN/OS)
IT SPECIALIST (SYSADMIN/OS)
IT Specialist (SYSADMIN/OS)
IT SPECIALIST (SYSADMIN/SYSANALYSIS)
IT SPECIALIST (SYSANALYSIS/SYSADMIN)
ITSPEC(SYSANALYSIS/APPSW)
LEAD HUMAN RESOURCES ASSISTANT (RECRUITMENT & PLACEMENT)
LINEMAN
LINEMAN
LOGISTICS MANAGEMENT SPEC.
MACHINIST
MANAGEMENT ANALYST
MANAGEMENT ANALYST (SLMO-COMPLIANCE)
MANAGEMENT AND PROGRAM ANALYST
MANAGEMENT AND PROGRAM ANALYST
MANAGEMENT ASSOCIATE I
MANAGER, POWER AND OPERATIONS PLANNING
MECHANICAL ENGINEER
MECHANICAL ENGINEER
MECHANICAL ENGINEER
NUCLEAR ENGINEER
OPERATIONS AND PLANNING SPECIALIST
OUTAGE SUPERVISOR
PARALEGAL SPECIALIST
PHYSICAL SCIENTIST
POLICY SPECIALIST
POWER SYSTEM CONTROL CRAFTSMAN TRAINEE 6
PROCUREMENT ANALYST
PROGRAM SPECIALIST (COMPLIANCE AND GOVERNANCE)

PROPERTY DISPOSAL OFFICER
PSC CRAFTSMAN II (CNTRL CNTR)
PUBLIC UTILITIES SPECIALIST
PUBLIC UTILITIES SPECIALIST (BUSINESS ANALYST)
PUBLIC UTILITIES SPECIALIST (CONTRACTS)
PUBLIC UTILITIES SPECIALIST (EIM LEAD)
PUBLIC UTILITIES SPECIALIST (RATES)
PUBLIC UTILITIES SPECIALIST (TRANSMISSION SCHEDULING)
PUBLIC UTILITIES SPECIALIST (TRANSMISSION SCHEDULING)
PURCHASE CARD PROGRAM SPECIALIST
REALTY SPECIALIST
REALTY SPECIALIST
RELIABILITY CENTERED MAINTENANCE SPECIALIST (TLM)
SAFETY AND OCCUPATIONAL HEALTH MANAGER
SAFETY AND OCCUPATIONAL HEALTH MANAGER
SAFETY AND OCCUPATIONAL HEALTH SPECIALIST
SENIOR FINANCIAL ADVISOR TO THE CHIEF FINANCIAL OFFICER
SENIOR VICE PRESIDENT, TRANSMISSION SERVICES
SPACE MANAGEMENT TECHNICAL REPRESENTATIVE
SPECIAL ASSISTANT
SPECIALTY SERVICES MANAGER
STUDENT TRAINEE (FINANCIAL ANALYSIS)
STUDENT TRAINEE (HUMAN RESOURCES ASSISTANT)
SUBSTATION MAINTENANCE CRAFT SPECIALIST
SUBSTATION OPERATIONS SPECIALIST
SUBSTATION OPERATOR
SUBSTATION OPERATOR
SUBSTATION OPERATOR
SUBSTATION OPERATOR APPRENTICE II
SUPERVISORY AIRCRAFT SERVICES SPECIALIST
SUPERVISORY ARCHITECT
SUPERVISORY CONTRACT SPECIALIST
SUPERVISORY ELECTRICAL ENGINEER
SUPERVISORY FINANCIAL BUSINESS ANALYST
SUPERVISORY HUMAN RESOURCES SPECIALIST (EMPLOYEE BENEFITS)
SUPERVISORY HUMAN RESOURCES SPECIALIST (RECRUITMENT & PLACEM)
SUPERVISORY IT CYBERSECURITY SPECIALIST
SUPERVISORY IT PROGRAM MANAGER
SUPERVISORY IT SPECIALIST (SYSADMIN)
SUPERVISORY IT SPECIALIST (SYSADMIN)

SUPERVISORY PHYSICAL SECURITY SPECIALIST
SUPERVISORY PROCUREMENT ANALYST
SUPERVISORY PROGRAM SPECIALIST (WORKFORCE DEVELOPMENT)
SUPERVISORY PUBLIC UTILITIES SPECIALIST
SUPERVISORY PUBLIC UTILITIES SPECIALIST
SUPERVISORY REALTY SPECIALIST
SUPERVISORY SUPPLY SYSTEMS ANALYST
SUPERVISORY SUPPLY SYSTEMS ANALYST
SUPERVISORY TRAINING SPECIALIST
SUPPLY SYSTEMS ANALYST
SUPPLY SYSTEMS ANALYST
SUPVRY PUBLIC UTILITIES SPECIALIST
SYSTEM DISPATCHER
SYSTEM DISPATCHER (OUTAGE)
SYSTEM DISPATCHER (RELIEF)
SYSTEM PROTECTION CONTROL CRAFTSMAN II
SYSTEM PROTECTION CONTROL CRAFTSMAN II
SYSTEM PROTECTION CONTROL CRAFTSMAN TRAINEE 9
TRADING FLOOR MANAGER
TRANSMISSION FIELD CLERK (OA)
TRANSMISSION FIELD CLERK (OA)
WELDER
WELDER
WELDER
WORK PLANNER SCHEDULER