

APPENDIX B

DOI CHECKLIST FOR RECOMMENDATION OF SPECIAL CSRS/FERS COVERAGE FOR LAW ENFORCEMENT OR FIREFIGHTER POSITIONS		
BUREAU: _____		
POSITION DESCRIPTION NO: _____ SERIES AND GRADE: _____		
CLASSIFICATION TITLE: _____		
ORGANIZATION TITLE: _____		
CHECKLIST	YES	NO

CHECKLIST OF DOCUMENTATION SUBMITTED FOR SPECIAL CSRS/FERS COVERAGE FOR LAW ENFORCEMENT OR FIREFIGHTER POSITIONS	
CHECK	DOCUMENTATION
	<p>1. Official position description:</p> <p>A. Primary Position: must show that special physical qualifications are necessary.</p> <p>B. Secondary Position:</p> <p style="margin-left: 40px;">(1) Supervisory - must show that 51+% of primary duties are as a first-level supervisor of primary law enforcement officers or firefighters in rigorous positions and experience outside the Federal Government, is a mandatory prerequisite. OR</p> <p style="margin-left: 40px;">(2) Administrative - must establish that experience in a rigorous law enforcement or firefighting position, or equivalent experience outside the Federal Government, is a mandatory prerequisite.</p>
	2. Functional Statement
	3. Organization Chart
	4. If applicable, a list of the provisions of the Federal criminal law incumbent is responsible for enforcing.
	5. Current performance standard. (Optional)
	6. Classification evaluation statement. (Optional)