

Department of The Army

SCD-Leave Credit for Prior Non-Federal Work Experience or Military Service Not Otherwise Creditable

STATEMENT OF UNDERSTANDING

I understand and agree that if I separate or transfer prior to completing one full year of continuous service with the Department of Defense, I am not entitled to retain service credit granted under the Credit for Prior Non-Federal and Certain Military Service Leave Accrual provision. In that case, prior to separating or transferring, a new service computation date for leave will be established for me by subtracting the credit that was initially provided under 5 U.S. Code Sec. 6303(e). All unused annual leave that I accrued and accumulated, however, will remain to my credit and will be transferred to the new agency or liquidated with a lump-sum payment as appropriate.

Signature of Employee

Employee SSAN

Date

Privacy Act of 1974 as amended applies//for Official Use Only

Authority for collecting this information is contained in 5 U.S.C. Section 6303 and 5 C.F.R. Part 630. Authority for requesting your Social Security Number (SSN) is Executive Order 9397. DoD's Blanket Routine Uses as well as the specific uses found in A0690-200 DAPE - Department of the Army Civilian Personnel Systems - apply to this information. The requested information will be used to identify you and make determinations regarding service credit for prior non-Federal or honorable, active-duty Military Service not otherwise creditable for purposes of determining our annual leave accrual rate. Your disclosure of the requested information, including your SSN, is voluntary. However, failure to provide the requested information may result in processing delays or an inability of the agency to make the determination necessary to authorize service credit.