SPECIAL APPOINTING AUTHORITIES FOR VETERANS

**1. VETERANS’ RECRUITMENT APPOINTMENT (VRA)**

The VRA is a special authority by which agencies may, if they wish, appoint an eligible veteran without competition. The candidate does not have to be on a list of eligibles, but must meet the basic qualification requirements for the position. The VRA is a convenient method of appointment for both the agency and the veteran. However, use of the authority is entirely discretionary and no one is entitled to a VRA appointment.

VRA appointees initially are hired for a 2-year period. Successful completion of the 2-year VRA appointment leads to a permanent civil service appointment. (Please note, however, that a veteran may be employed without competition on a temporary or term appointment based on VRA eligibility. Such an appointment is not a VRA appointment and does not lead to conversion to a permanent position.)

# SERVICE REQUIREMENTS

Must have served in the Armed Forces on active duty (not active duty for training or inactive duty as a Reservist) for more than 180 days, any part of which occurred after August 4, 1964, and been released from active duty under conditions other than dishonorable. Disabled Veterans see definition on Page 2.

  The 180-day requirement does not apply to veterans who were discharged or released from active duty because of a service-connected disability, or members of the Reserve or National Guard ordered to active duty under for service during a period of war or in a campaign or expedition for which a campaign badge is authorized.

**ELIGIBILITY**

The following individuals are eligible for a VRA appointment:

* Disabled veterans; **or**
* Veterans who served on active duty in the Armed Forces during a war declared by Congress, or in a campaign or expedition for which a campaign badge has been authorized; **or**
* Veterans who, while serving on active duty in the Armed Forces, participated in a military operation for which the Armed Forces Service Medal was awarded; Global War on Terrorism Service (GWOT) **or**
* Veterans separated recently from active duty (employment must start within 3-years of military discharge and may not be extended.)

There is no minimum service requirement, but the individual must have served on *active duty*, not active duty for training (except Disabled Veterans)

# This time limit does not apply to a veteran with a 30 percent or more service-connected disability.

# TRAINING REQUIREMENT

If you are selected for a VRA and have less than 15 years of education, you must agree to participate in a training or educational program.

**GRADE LEVEL OF JOBS THAT CAN BE FILLED**

Agencies can use the VRA authority to fill white collar positions up through GS-11 and equivalent jobs under other pay systems.

# CONDITIONS OF EMPLOYMENT

## VRAs are in the excepted service. After 2 years of substantially continuous service under a VRA appointment, provided your performance has been satisfactory, your appointment may be converted to the competitive service, i.e., a permanent appointment.

## PREFERENCE VETERANS

When hiring under the VRA program, agencies must give preference consideration to disabled veterans and others with veterans’ preference over veterans who are not eligible for preference. On the reverse of this notice, the eligibility requirements for preference are defined.

**2. 30% OR MORE DISABLED VETERAN PROGRAM**

Federal agencies have the authority, by law, to give noncompetitive appointments to any veteran who has a service-connected disability of 30% or more and the disability must be officially documented by the Department of Defense or the Department of Veterans Affairs.

**GRADE LEVEL OF JOBS THAT CAN BE FILLED**

This authority covers all grade levels and occupations. You must meet all qualification requirements for any position to which you are appointed.

**CONDITIONS OF EMPLOYMENT**

You must serve initially under a temporary appointment not limited to 60 days or less. After successfully performing on such a temporary appointment, the Federal Agency may convert you to a permanent position.

**3 . SPECIAL VETERAN HIRING UNDER VETERANS EMPLOYMENT ACT OF 1998 (VEOA)- (P.Law 106-117)**

# SERVICE REQUIREMENTS

All preference eligibles OR those veterans who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service. Veterans who have substantially completed, but who are released just short of 3 years and who are separated under honorable conditions also meet the service requirements.

**HOW TO APPLY**

For all programs, you should review the job listings at the Federal agency where you are interested in working to find out about opportunities. You will need a copy of your DD form 214. A copy of a letter dated 1991 or later from the Department of Veterans Affairs or the Department of Defense certifying receipt of compensation for a service-connected disability without the diagnosis.

**4. ADDITIONAL INFORMATION**

Applicants should refer to the office of Personnel Management website at [www.opm.gov](http://www.opm.gov) and [Veteran Guide](Veteran%20Guide) for more detailed information about eligibility and programs.

**IF YOUR ONLY ACTIVE DUTY WAS TRAINING IN THE RESERVES OR NATIONAL GUARD, VETERANS’ PREFERENCE DOES NOT APPLY EXCEPT FOR DISABLED VETERANS.**

**2007 MSPB 43 defines Disabled Veterans Service as:** Served on active duty in the armed forces, including for training, and were separated from active duty under honorable conditions; and either establish the present existence of a service-connected disability, or are receiving compensation, disability retirement benefits, or pension because of a public statute administered by the Department of Veterans Affairs or a military department.

**VETERANS PREFERENCE**

The New sole survivorship preference, the individual (1) does not receive veterans’ preference points as other preference eligibles do when the “rule of 3” is applied; (2) is entitled to be listed ahead of non-preference eligibles with the same score on an examination, or listed ahead of non-preference eligibles in the same quality category when agencies are using category rating; (3) is entitled to receive the same pass over rights as other preference eligibles; and (4) is entitled to credit experience in the armed forces to meet the qualification requirements for Federal jobs.  OPM will be implementing changes to its guides that list the various forms of veterans’ preference to indicate that the sole survivorship designation should be “Sole Survivorship Preference” or “SSP” <http://www.chcoc.gov/transmittals/TransmittalDetails.aspx?TransmittalID=5368>.

There are two types of veteran preference: 5 Point Preference and 10 Point Preference.

**5 POINT PREFERENCE**

You must have been honorably separated or discharged from active duty in the Armed Forces. You must have served:

* During a war; **OR**
* During the period 4-28-52 and 7-1-55; **OR**
* For more than 180 consecutive days, other than as a “six months” reservist or National Guard trainee, between 2-1-55 and 10-14-76; **OR**
* During the gulf war from August 2, 1990, through January 2, 1992.
* Sserved on active duty as defined by section 101(21) of title 38 for more than 180 consecutive days, which occurred during the period beginning on September 11, 2001 through August 31, 2010 of Operation Iraqi Freedom
* In a campaign or expedition for which a campaign medal has been authorized. Any Armed Forces Expeditionary Medal or campaign badge, including El Salvador, Lebanon, Grenada, Panama, Southwest Asia, Somalia, and Haiti qualifies for preference;

Medal holders and Gulf War veterans who enlisted after September 7, 1980, or entered on active duty on or after October 14, 1982, must have served continuously for 24 months or the full period called or ordered to active duty. The service requirement does not apply to veterans with compensable service-connected disabilities, or to veterans separated for disability in the line of duty, or for hardship. List of qualifying Medals/Campaigns can be found at: <http://www.opm.gov/veterans/html/vgmedal2.asp>

**10 POINT PREFERENCE**

THERE ARE FOUR (4) BASIC GROUPS OF PEOPLE ENTITLED TO 10 POINT PREFERENCE:

1. Non-compensated disabled veterans and Purple Heart recipients. These veterans are not necessarily disabled as a result of service and do not qualify for military disability.
2. Disabled veterans who are currently receiving compensation for service-connected disabilities at the rate of less than 30%.
3. Disabled veterans who are currently receiving compensation for service-connected disabilities at the rate of 30% or more.
4. Spouses, widows, widowers, or mothers of deceased or disabled veterans. (Preference allowed only upon application to a USA JOBS Delegated Examining Unit Announcement.)

In order to claim 5 point preference, you must submit with your application, a copy of your DD-214 discharge paper, official notification that shows you have been awarded a campaign badge, or if a reservist or national guard member, a copy of your mobilization orders and a copy of your demobilization orders for the time spent on active duty if the information is not on your DD Form 214. If you have more than one period of service you should try to have copies of all DD-214’s.

In order to claim 10 point preference because of a disability, you should submit your DD-214 and a letter from the veterans administration (dated 1991 or later), stating the percent of disability without a diagnosis. For a Purple Heart recipient, just your DD-214 is sufficient. For widow/widower, spouse and mother of deceased or disabled veterans, please submit proof of relationship and the veteran’s DD-214 and death certificate or proof of disability from the Veterans Administration.



**MILITARY SPOUSE**

**Noncompetitive Appointment Authority**

Eligible spouses must apply in response to a Job Opportunity Announcement on USAJOBS

Eligible spouses must meet qualification requirements for the position.

Agencies may choose to hire eligible military spouses under this special hiring authority

**3 categories of eligibility – an applicant must be one of the following:**

1. Relocating with service member spouse under Permanent Change of Station (PCS) orders,
2. Spouse of a service member who is 100 percent disabled due to a service-connected injury, or
3. Spouse of a service member killed while on active duty

**Eligibility time limits:**

1. 2 years of eligibility from the date of the spouse’s Permanent Change of Station (PCS) orders
2. Permanent eligibility from the date of the documentation indicating the service-connected disability or death