



## Voluntary Reduction in Force (VRIF)

References: Title 5, United States Code (U.S.C.), Section 3502(f); Title 5, Code of Federal Regulations (CFR), Part 351

Voluntary Reduction in Force (VRIF) allows Department of Defense (DoD) employees who are unaffected by reduction in force (RIF) to volunteer for separation so that employees who would otherwise be separated by RIF may be retained. Some employees who may desire to leave the Federal Service, but who are not impacted by RIF, can take advantage of VRIF to become eligible for entitlements such as severance pay or continued health benefits coverage.

To be eligible for VRIF, you must meet the definition of a “competing employee” in 5 CFR Part 351. In addition, you must be serving under an appointment without time limitation. Reemployed annuitants and employees who have filed an application for disability retirement are ineligible for VRIF.

VRIF volunteers are not eligible to register in the [DoD Priority Placement Program \(PPP\)](#) or to receive [Voluntary Separation Incentive Pay \(VSIP\)](#). If you separate under VRIF and receive [Severance Pay](#) in a lump sum, you may be required to repay a pro-rated amount of your severance pay if you’re later reemployed by the Federal Government.

Usually, employees occupying critical or hard-to-fill positions, or those who possess critical knowledge or skills, are not allowed to participate in VRIF unless an exception is granted by the installation commander or activity head.

Additionally, employees should be aware that participation in the VRIF program is not an entitlement. Approval is subject to the discretion of your installation’s leadership.