



U.S. Department of Justice

Justice Management Division

Human Resources

Washington, D.C. 20530

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MEMORANDUM FOR COMPONENT HUMAN RESOURCES OFFICERS

FROM: 
Rod Markham
Director, Human Resources

SUBJECT: Rate of Accrual of Annual Leave for Civilian Employees Hired While
on Terminal Leave Pending Retirement from the Uniformed Services

The Office of Personnel Management (OPM) has issued the attached subject memorandum which provides instructions on crediting service years for the purpose of determining leave accrual for entitled individuals who were appointed to a Federal civilian position before October 17, 2006, while on terminal leave pending military retirement. Additionally, OPM provides guidance regarding any required corrective action.

If you or members of your staff have any questions regarding military terminal leave, please contact Denise Corbitt, Human Resources Policy and Advisory Services, on (202) 353-7786, or by e-mail at: Denise.V.Corbitt@usdoj.gov.

Attachment