



## United States Department of State

Washington, D.C. 20520

[www.state.gov](http://www.state.gov)

### Statement of Understanding (Temporary Appointment)

You are being appointed to a temporary position, which may be terminated at any time depending upon the needs of the Department. You are subject to Social Security deductions (FICA) under this appointment. Employees serving under appointments limited to one year or less are ineligible for health and life insurance benefits. However, you are eligible to accrue (earn) annual and sick leave. \*

I understand that this has been discussed with me and I understand the conditions of employment.

\_\_\_\_\_  
Printed Name of Appointee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Appointee

**\* NOTE:** Employees serving under appointments which are 90 days or less are ineligible to accrue annual leave but are eligible to accrue sick leave.