



Strategic Human
Resources Policy
Division

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

DEC 22 2008

MEMORANDUM FOR HUMAN RESOURCES DIRECTORS

FROM: *Nancy H. Kichak*
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STRATEGIC HUMAN RESOURCES POLICY

Subject: Cancellation of Occupational Series

In April 2008, the U.S. Office of Personnel Management (OPM) proposed to cancel 39 occupational series with approximately 25 or fewer Federal employees. Agencies were asked to provide comments on the proposed cancellations. Based on the comments received, we are canceling the occupations below.

Reclassification actions must be completed within 12 months of the date of this letter. The series/job codes will be dropped from the pay tables by January 1, 2010. Unless otherwise specified, agencies should reclassify impacted positions to the "01" series/job code for the appropriate job family. Official titles may be constructed in accordance with the Introduction to the Position Classification Standards and the Introduction to the Federal Wage System Job Grading System.

Cancelled White Collar Occupations

- 0312 – Clerk-Stenographer and Reporter Series; reassign to the 303, Miscellaneous Clerk and Assistant Series and retain the Stenography parenthetical
- 0664 – Restoration Technician Series; reassign to the 0640, Health Aid and Technician Series
- 0920 – Estate Tax Examining Series
- 0945 – Clerk of Court Series
- 1897 – Customs Aid Series; reassign to the GS-1802, Compliance Inspection and Support Series
- 2050 – Supply Cataloging Series

Cancelled Trades, Craft, and Labor Occupations

- 3103 – Shoe Repairing
- 3543 – Stevedoring
- 3609 – Floor Covering Installing

- 3611 – Glazing
- 3653 – Asphalt Working
- 3702 – Flame/Arc Cutting
- 3741 – Furnace Operating
- 3833 – Transfer Engraving
- 4103 – Paperhanging
- 4351 – Plastic Molding Equipment Operating
- 4370 – Glassblowing
- 4405 – Film Assembling-Stripping
- 4445 – Bank Note Designing
- 4447 – Sculptural Engraving
- 4448 – Siderographic Transferring
- 4845 – Orthopedic Appliance Repairing
- 5330 – Printing Equipment Repairing
- 5335 – Wind Tunnel Mechanic
- 5403 – Incinerator Operating
- 5424 – Weighing Machine Operating
- 5433 – Gas Generating Plant Operating
- 5435 – Carton/Bagmaking Machine Operating
- 5455 – Paper Pulping Machine Operating
- 5478 – Portable Equipment Operating
- 5479 – Dredging Equipment Operating
- 5484 – Counting Machine Operating
- 5706 – Road Sweeper Operating
- 6903 – Coal Handling
- 7010 – Parachute Packing
- 7306 – Pressing
- 7641 – Beautician

If you have questions or would like additional information, please contact your agency's assigned OPM Human Capital Officer.