

STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235-2789

NGOH-HRO-T

DEC 07 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy on Backfilling Technician Positions when the Absence is due to Uniformed Service or Compensable Injury (NGOH-T-1 1-02)

1. **PURPOSE.** To clarify position management actions when a technician is absent from work and restoration to employment is an entitlement.
2. Effective immediately, any position made vacant by the absence of a permanent technician due to uniformed service or compensable injury, as defined in 5 CFR 353, will not be backfilled on a permanent basis unless the technician voluntarily separates from the technician program or the term allowed for restoration expires.
3. A vacancy caused by the absence of a permanent technician, due to uniformed service or compensable injury, may be backfilled by the appointment of an indefinite or temporary technician, by the temporary reassignment or promotion of a permanent technician.
4. Supervisors who wish to request an exception to this policy must forward the request, in writing with full justification, to the Director of Human Resources.
5. The POC is Dana Pharis, (Acting) Technician Branch Manager at (614) 336-7054/DSN 346-7054.

FOR THE ADJUTANT GENERAL:



JAMES R. CAMP, Col, OHANG
Director of Human Resources

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