ATTACHMENT

Note: This spreadsheet is to be used to identify all individuals who received a tentative job offer/appointment from a human resources representative that specifies a confirmed start date <u>ofter</u>. February 22, 2017, or does not have a confirmed start date (Reference HRML No 05-17-02). Each position listed must have a recommendation to either **Proceed** with the onboarding or **Rescind** the offer (Column H).

Admin/ Staff Office	District VISN Region	Geographic Location (City & State)	Selectee (First-Last Name)	Vacancy ID# - If Applicable	Series and Grade	Type of Appt. (Perm or Temp)	Position Criticality	Job Offer Date	Projected EOD - If Known	Recommendation (Proceed or Rescind Offer)
NCA	orth Atlant	Long Island National Cemetery	John Doe 1	1234567	Cemetery Caretaker, WG 4754-6	Perm				Proceed
										100-
					20					
- 20										