




# United States Department of the Interior

BUREAU OF LAND MANAGEMENT  
1849 C St, NW  
Washington DC 20240



## Memorandum

To:

From: June E. Shoemaker   
Assistant Director (A), Resources & Planning

Subject: Notice of Management Directed Geographic Reassignment (MDR)

Date: November 12, 2019

I am directing your geographic reassignment from your position of record as \_\_\_\_\_ GS-\_\_\_\_\_, presently duty-stationed in Washington, D.C., to your position of record as \_\_\_\_\_, GS-\_\_\_\_\_, which is being relocated to the Utah State Office, 440 West 200 South, Suite 500, Salt Lake City, UT 84101. This directed geographic reassignment will not result in any change to your grade level and step. Unless notified otherwise, your supervisor and chain of command will remain unchanged.

As you are aware from prior Bureau of Land Management (BLM) communications, the BLM has initiated its move to the West and is relocating your position of record as \_\_\_\_\_, \_\_\_\_\_ to Salt Lake City, Utah. The BLM has begun to move Washington Office employees closer to the Western resources and lands that they manage in order to most efficiently carry out the BLM's mission. This relocation is necessary, due in part, to the upcoming lease expiration of the office space at 20 M Street, S.E., Washington, D.C. 20003. The anticipated benefits of the relocation to the West include enhanced management, oversight, and communication; improved customer service and partner/stakeholder engagement; increased functionality; reduced leasing costs and consolidation; decreased travel expenses; and reduced personnel costs.

This position is in the Resources and Planning Directorate. The work of the Directorate provides for integrated management of public lands and resources including: soil, water and air; rangelands; forests; riparian; wild horses and burros; wildlife and fisheries; wildlife and aquatic habitat; and threatened and endangered species. In addition, the Directorate is responsible for resource management planning; abandoned mine lands; resource protection; and, hazardous materials management. The Directorate develops and implements policy, develops programmatic annual and out-years budgets, carries out projects, and maintains vital partnerships at all levels within the BLM to support multiple-use on the public lands. Relocating positions

from the Resources and Planning Directorate closer to BLM resources and implementation activities will help inform the formulation of national level policy, guidance, and regulations for which the Directorate is responsible. Relocation enhances the opportunity for more frequent, face-to-face communication with BLM staff working in these areas as well as stakeholders. Program level expertise will also help assist with navigating implementation of relevant policies, guidance and regulations developed by the Directorate.

Reassigning you to your position of record located at Salt Lake City, Utah will best utilize your unique skills and competencies and best serve the mission of the BLM. You are a valued member of the BLM. You have served in the Federal government for many years, meeting or exceeding performance expectations.

You provide critical expertise in the development of national policy supporting healthy fish and wildlife habitat. You support budget development and implementation of the programs and work at the nexus of other resource management programs. You collaborate with your peers to ensure the successful implementation of the BLM's multiple-use mission.

Please indicate your decision to accept or decline the directed reassignment on the attached Response to Notice of Management Directed Geographic Reassignment form and send a copy to the MDR mailbox at [BLM\\_HQ\\_Relocation@blm.gov](mailto:BLM_HQ_Relocation@blm.gov). You have 30 calendar days after the date of this memo to decide whether you will accept or decline this directed geographic reassignment. If you fail to respond within the 30 calendar days, the agency will interpret this as declining the directed reassignment. If you are facing extenuating circumstances and require flexibility for your decision or report date, please speak with me.

If you accept this directed geographic reassignment, you will have an additional 90 calendar days (for a total of 120 calendar days from issuance of this notice) to report to your new duty station. You will receive reimbursement for eligible travel and relocation costs associated with a Permanent Change of Station (PCS). Travel and relocation expenses will be paid consistent with the Federal Travel Regulation, 41 C.F.R. Chapter 302, and Departmental policy. You will be able to choose between either a house-hunting trip prior to reporting to your new duty station or temporary quarters. Consistent with 5 U.S.C. 5753 and 5 CFR part 575, subpart B, you will also be eligible for a one-time, 25% relocation incentive, which will be paid in a single lump sum upon your acceptance of the terms in a 2-year service agreement and proof of residency in the geographic area of your new duty station.

If you are unsure whether to accept or decline, you will have resources available to help you make an informed decision. Information is available at the <https://blmspace.blm.doi.net/portal/SitePages/relocation.aspx> Share Point site regarding retirement and individual appointments to assist with job searches, resume writing and interviewing techniques classes, relocation, information about the new location, and retirement eligibility. Additionally, the Department has been approved for Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment (VERA/VSIP). There is also information provided on Severance Pay and Priority Placement such as the Department's Career Transition Assistance Program (CTAP) and the Inter-agency Career Transition Assistance

Program (ICTAP). There will be specialists on site at 20 M Street, S.E., Washington, D.C. 20003 to assist with inquiries regarding relocation, job search, or retirement options from November 12, 2019 to November 22, 2019. If you are unable to accept your relocated position, BLM has set up a mechanism to assist with finding jobs within the Bureau. DOI will continue working with you to explore job opportunities in the Washington, D.C. area or other desired areas.

If you do not accept this directed geographic reassignment, you may be subject to a removal from Federal service. If a proposal for removal from Federal service is issued to you, you will have an opportunity to respond, orally and in writing, to the Deciding Official who will make a decision based on the proposed removal, supporting documents for the proposed removal, and any response you provide. If you are removed from Federal service, you will have the right to appeal such decision to the Merit Systems Protection Board (MSPB) within 30 calendar days of the effective date of the action being appealed or 30 days after the date of receipt of the decision, whichever is later. You may also seek corrective action before the Office of Special Counsel, and if you believe you have been unlawfully discriminated against, you may contact an Equal Employment Opportunity counselor within 45 days of the effective date of a decision to remove. A proposed removal action will entitle you to special selection priority through the DOI CTAP that you can access at

<https://www.doi.gov/sites/doi.gov/files/elips/documents/Career%20Transition%20Assistance%20Plan.pdf>.

As has been previously communicated to you, the BLM recognizes that this is a difficult decision for many and we encourage you to continue availing yourself of the resources available to you, including the Employee Assistance Program (ESPYR) and the Human Resources Transition Team. Information on how to receive support from these services can be found at <https://blmspace.blm.doi.net/portal/SitePages/relocation.aspx>. While I realize that this geographic reassignment may present some challenges for you, I sincerely hope that you will accept the reassignment. I am confident your continued contributions to the BLM remain significant to the success of the Bureau's mission.

Upon receipt of this Notice of Management Directed Geographic Reassignment memo, please sign, date and return the acknowledgement form to me. If you are unable or unwilling to sign the acknowledgement of receipt, I will sign on your behalf.

### 3 Attachments

- 1 - Acknowledgement of Receipt - Notice of Management Directed Geographic Reassignment Form
- 2 - Response to Notice of Management Directed Geographic Reassignment
- 3 - Reassignment Consideration Request Form