

**APPLYING UNDER THE INTERAGENCY
CAREER TRANSITION ASSISTANCE
PROGRAM (ICTAP)**

INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM

*** For displaced employees who are requesting special selection priority consideration ***

If you are a Federal displaced employee you may be entitled to receive priority consideration under the Interagency Career Transition Assistance Program. To receive consideration you must:

1. Be a Federal displaced employee.

The following categories of candidates are considered displaced employees.

[You must submit a copy of the appropriate documentation such as RIF separation notice, letter from the Office of Personnel Management (OPM), or your agency documenting your priority consideration status with your application package.]

- a. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
1) received a special RIF separation notice; or 2) separated because of a compensable injury, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or 3) retired with a disability and whose disability annuity has been or is being terminated; or 4) upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF"; or 5) retired under the discontinued service retirement option; or 6) was separated because he/she declined a transfer of function or directed reassignment to another commuting area;
- OR
- b. Former military reserve or National guard technicians who are receiving a special OPM disability retirement annuity under section 8337(h), or 8456 of Title 5 United States Code.
2. Be applying for a position at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
 3. Have a current performance rating of record (or last) of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement.)
 4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
 5. File your application by the vacancy announcement closing date and meet all the application criteria (e.g. submit all required documentation, forms, etc.)
 6. Be rated well-qualified for the position. Well-qualified candidates are distinguished from minimally qualified candidates based on the rating criteria developed for this position.