

OPF
T&D
Employee
Supervisor

VETERANS READJUSTMENT APPOINTMENT
EMPLOYMENT AND INDIVIDUAL DEVELOPMENT AGREEMENT

1. I, _____, having been selected for Veterans Readjustment Appointment (VRA) in the position and grade of _____ for development to _____ in _____ Fort Sill, OK 73503, understand:

2. I must perform the job satisfactorily and I must make satisfactory progress in the developmental and/or formal training program specified below. If I fail to do so the agency may terminate my employment under the Veterans Readjustment Appointment Authority.

3. I agree to undertake the following developmental/training activity during my employment under VRA. (Developmental OJT and/or educational program is provided below. Periodic progress evaluations will be submitted by your supervisor.)

4. Education/Training Plan	Dates/Criteria for Completion
	Satisfactory completion of required education/training plan must be accomplished NLT _____

5. I will cooperate with the agency in obtaining progress reports on my training. If enrolled in courses at a college, technical school, or high school, I will furnish grade reports to my supervisor.

6. Representatives in this agency who can provide job-related counseling are located at the Training and Development Branch, Civilian Personnel Office, Building 207, Randolph Road, Fort Sill, or by calling 351-6053.

7. Educational and vocational counseling services are available to Veterans Readjustment Appointees from the Veterans Administration. The nearest VA facility which can provide this counseling is located at the Veterans Administration, 125 South Main Street, Muskogee, OK 74401, and can be reached by calling 357-2400.

8. I will advise my supervisor and get concurrence from CPO before making changes in my developmental program.

9. Period covered by VRA Appointment: FROM _____ TO _____

SIGNED _____
(EMPLOYEE) (DATE)

SIGNED _____
(AGENCY REPRESENTATIVE) (DATE)

SIGNED _____
(SUPERVISOR) (DATE)

FS Form 1018 PHONE _____
(CPO) Rev 1 Feb 85