

DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY FIELD ARTILLERY CENTER AND FORT SILL
FORT SILL, OKLAHOMA 73503-5100

USAFACFS Regulation
No. 690-3

4 September 1985

Civilian Personnel
ADVERSE ACTIONS

Chapter 1

GENERAL

1-1. PURPOSE. This regulation contains guidance to supervisors on disciplinary and other adverse actions based on substandard conduct or performance. It incorporates the provisions of applicable laws and regulations of higher authority, but in no way modifies them.

1-2. RESPONSIBILITIES.

a. Supervisors. Supervisors are responsible for maintenance of discipline and initiation of disciplinary and other adverse actions based on employee conduct or performance. However, such actions may not be accomplished without action by the Civilian Personnel Office.

b. Civilian Personnel Office. The Civilian Personnel Officer, primarily through the Management-Employee Relations Branch, is responsible for advising supervisors and all levels of management on the propriety of adverse actions, and assuring that all procedural requirements specified by law and regulation are observed. Proposal and decision letters on adverse actions will be prepared in the Civilian Personnel Office for the applicable supervisor or manager. Appropriate coordination with the Staff Judge Advocate Labor Counselor will be effected by the Civilian Personnel Office.

1-3. APPLICABILITY.

a. This regulation generally applies to employees paid from appropriated funds who are under the jurisdiction of the Commanding General, US Army Field Artillery Center and Fort Sill, and to employees of activities serviced by the Civilian Personnel Office, unless otherwise specified in applicable servicing agreements, except for those employees excluded from coverage by statutes or regulations of higher authority. For example, temporary employees, employees serving a probationary or trial period, and employees on excepted appointments who have less than 1 year of current continuous service on an initial appointment are not covered by the laws and regulations governing adverse actions based on misconduct or unacceptable performance. In addition, employees on excepted appointments who are not eligible for veteran preference are not covered by the procedures pertaining to removals or suspensions of more than 14 days even though they may have more than 1 year of current continuous service.

b. Appendix A describes procedures for separation of employees serving probationary or trial periods. Temporary employees may be separated at any time for cause. Supervisors should contact the Management-Employee Relations Branch, Civilian Personnel Office, for guidance and assistance when such separations appear warranted.

1-4. REFERENCES.

- a. Chapter 752, Federal Personnel Manual.
- b. Part 432, Code of Federal Regulations.
- c. Chapter 751, Army Regulation 690-700.
- d. DA Civilian Personnel Regulation 735.
- e. Army Regulation 600-85.
- f. Army Regulation 600-50.
- g. Chapter 432, Army Regulation 690-400.
- h. Section 7114, Title 5, US Code.

*This regulation supersedes USAFACFS Regulation 690-3, 9 April 1985

Chapter 2

ACTIONS BASED ON MISCONDUCT

2-1. DISCIPLINARY MEASURES. Disciplinary action may be informal or formal, depending upon the circumstances and the seriousness of the offense.

a. An informal disciplinary action is an oral reprimand or warning. As a general rule, such actions are taken by the supervisor on his/her own initiative in situations involving minor violations of a rule, regulation, or policy. The discussion should be conducted in private, and the employee should be advised on the specific infraction or breach of conduct, exactly when it occurred, and allowed to explain his/her conduct. The supervisor should make a note or memorandum of the discussion, to include the incident, the employee's response, and any warning as to future consequences, if applicable. It is Department of the Army policy that formal disciplinary action will not be taken where corrective action can be accomplished through closer supervision, on-the-job training, or oral admonitions or warnings.

(1) Supervisors are responsible for investigating the circumstances regarding an employee's misconduct, when such investigation is needed, in order to determine the relevant facts and whether disciplinary action is appropriate. Section 7114, Title 5, US Code, gives an employee who is a member of a bargaining unit the right to have a union representative present during an examination or interview if the employee reasonably believes that the examination may result in disciplinary action against him/her, and the employee requests representation.

(2) Letters of reprimand are normally issued by the immediate supervisor and remain in the employee's official personnel folder for a period of 1 to 3 years. There is no right of reply to a letter of reprimand, nor is a decision letter issued. The letter informs the employee of applicable grievance rights.

(3) A suspension or removal requires a written proposal (signed by the immediate or higher-level supervisor), the right of the employee to reply, and issuance of a decision letter. For suspensions of 14 days or less, decision letters will be issued at major activity/major subordinate command or special staff section level, or at a lower level designated by these officials. For removals and suspensions of more than 14 days, decision letters will be issued at major activity/major subordinate command or special staff level.

b. The action taken must be consistent with the precept of like penalties for like offenses, with consideration for mitigating or aggravating circumstances in each case. The penalty imposed should be fair, equitable, and no more severe than that which sound judgment indicates is required to correct the problem and maintain discipline. Appendix B lists the penalties which Department of the Army views as reasonable for particular offenses, to be used as a guide to ensure that disciplinary actions are administered consistently and equitably. The guide is not intended as a total list of all possible offenses. For offenses not specifically described, a reasonable penalty will be determined by comparison with those contained in Appendix B.

2-2. MISCONDUCT INVOLVING DRUG OR ALCOHOL ABUSE. AR 600-85, Alcohol and Drug Abuse Prevention and Control Program (ADAPCP), provides nondisciplinary procedures by which an employee with alcohol or other drug-related problems is offered rehabilitation assistance. Initiation of adverse actions for absenteeism, misconduct, and marginal or unsatisfactory job performance related to alcohol or other drug abuse will be postponed for 90 consecutive days only for employees who are enrolled in and satisfactorily progressing in the ADAPCP unless retention in a duty status might result in damage to Government property or personal injury to the employee or others. In the latter instance, consideration should be given to approving official leave for the employee for all or a portion of the rehabilitation period, if appropriate. Information pertaining to the employee's enrollment and progress in the ADAPCP can be obtained only with the employee's consent. If the employee refuses rehabilitation assistance or, upon completion of the rehabilitation period (NTE 90 consecutive days), fails to achieve satisfactory job performance and conduct, appropriate adverse action may be initiated. Adverse action must be based on unacceptable conduct or performance, and may not be initiated based upon failure to participate in or complete the rehabilitation program. Previously initiated adverse actions in which the final decision letter has not been issued will be canceled upon the employee's enrollment in the ADAPCP provided the employee has not previously refused rehabilitation assistance. Such action may be initiated anew if, at the end of the 90 consecutive days of rehabilitation phase, the employee refuses such assistance. Once an adverse action has been initiated against an employee who previously refused rehabilitation assistance, the proposed adverse action need not be delayed as a result of the employee's subsequent request for rehabilitation.

2-3. **INDEBTEDNESS.** The following is Department of the Army policy concerning disciplinary action based on failure to pay debts:

a. Complaints about failure to pay debts are a private matter between the creditor and the employee. Formal disciplinary actions will be taken only when management can clearly establish that the nonpayment of a just debt has or will have a harmful effect on the employee's performance, or on the ability of the organization to accomplish its assigned mission.

b. Even if the effects described in a above are present, disciplinary action will be initiated only if counseling and other corrective measures have failed to resolve the problem, and only after full consideration of the employee's personal circumstances and a finding that failure to meet the just obligation was without good cause. Because they add to the adverse effects of the problem, suspensions should be avoided when selecting appropriate disciplinary actions to correct indebtedness.

2-4. **FRAUD, THEFT, AND INTENTIONALLY DISHONEST CONDUCT.** The following Department of the Army policy on fraud, theft, and intentionally dishonest conduct was announced in a letter issued on 22 March 1985 by the Secretary of the Army and the Chief of Staff.

"It is essential that strong and effective measures be applied, consistent with applicable law and regulation, to those individuals who are found to have engaged in theft, fraud, or other intentionally dishonest conduct against the Army.

"Service members who engage in this type of misconduct are already subject to punishment under applicable provisions of the Uniform Code of Military Justice and to adverse personnel actions.

"Effective with the promulgation of Army Regulation 690-700, Chapter 751, it is the policy of the Army that any civilian employee found to have engaged in theft, fraud, or other intentionally dishonest conduct against the Army will be considered for removal from the federal service. Any lesser penalty will require justifiable mitigating circumstances. It is the duty of all supervisors to ensure that this policy is implemented.

"This strong disciplinary posture is a necessary element in the Army's campaign against fraud, waste, and abuse. The vast majority of our civilian employees are honest, hard working, and fully aware of their fiduciary responsibilities to the public. We must assure that they are not required to tolerate or work with those who will not live up to this public trust."

Chapter 3

ACTIONS BASED ON UNACCEPTABLE PERFORMANCE

3-1. **BASIS.** An employee may be reassigned, changed to lower grade, or removed for failure to perform acceptably one or more critical elements of the job.

3-2. **OPPORTUNITY TO IMPROVE.**

a. The employee must be notified in writing of the applicable critical elements and standards of performance, and informed of performance deficiencies, and allowed reasonable time to demonstrate acceptable performance. "Reasonable time" will vary with the complexity of the position. A few weeks may be a reasonable time for an employee doing simple, repetitive tasks to show acceptable performance, while several months may be required for an employee with complex technical or administrative duties.

b. If the employee's performance does not improve to an acceptable level after a reasonable time, formal action to reassign, change to lower grade, or remove may be initiated.

3-3. **FORMAL ACTION.** Involuntary change to lower grade and removal require:

a. Thirty days advance written notice of the proposed action which identifies specific instances of unacceptable performance on which the proposed action is based, and critical elements and standards involved in each instance of unacceptable performance.

b. The right to reply personally and in writing, and the right to representation.

c. A written decision, concurred in by an official who is in a higher position than the one who proposed the action.

APPENDIX A

SEPARATION OF PROBATIONARY EMPLOYEES

A-1. A person selected for appointment through competitive procedures is presumed to possess the skills and character traits necessary for satisfactory performance as a career employee. However, that presumption must be verified through demonstrated capacity during the probationary period. If the employee fails to demonstrate these characteristics after full and fair trial, he/she may be separated with less than full job protection rights. Separation may be based upon deficiency in duty performance, lack of aptitude or cooperativeness, or undesirable suitability characteristics.

A-2. Action to terminate a probationary employee should not be initiated in haste or until the employee has had a full and fair trial. The length of such a trial cannot be described in terms of so many weeks or months. It is whatever time it takes to appraise the employee's conduct and performance carefully and to arrive at a judgment whether retention or separation is warranted.

A-3. Formal disciplinary actions (reprimands and suspensions) usually should not be taken against probationary employees, unless the supervisor is reasonably certain the employee will be retained beyond the probationary period, and that formal disciplinary action is needed for corrective purposes. Ordinarily, in cases of minor misconduct, the supervisor should counsel the probationer, remind him/her that the probationary period is a trial period, and that a pattern of misconduct will be taken as evidence of unsuitability and separation will be effected. Such counseling and warning should be thoroughly documented, i.e., specific information about the offense, including times, dates, etc., and dates of counseling and what was said. Serious offenses, depending upon the circumstances, may warrant separation without further trial.

A-4. Termination should be initiated at any time during the probationary period, after a "full and fair trial", whenever the employee's work performance or conduct fails to demonstrate qualifications or fitness for continued Federal employment. Separation must be effected prior to the end of the probationary period (1 year); otherwise, full job protection rights are applicable. Supervisors who contemplate separation of a probationer should contact the Management Employee Relations Branch of the Civilian Personnel Office and discuss the circumstances. If separation is warranted, the supervisor will forward a Standard Form 52 with reasons attached. The termination letter will be prepared in the Civilian Personnel Office for signature of the appropriate supervisor.

APPENDIX B

TABLE OF PENALTIES

The table of penalties is meant to be a guide to supervisors in disciplining employees. It is not meant to be an exhaustive listing of all offenses. Appropriate penalties for unlisted offenses may be derived by comparing the nature and seriousness of the offense to those listed in the table and the employee's previous history of discipline.

The use of a particular penalty is not mandatory simply because it is listed in the table. Selection of an appropriate penalty must involve a responsible balancing of the relevant factors in the individual case. For example, even for offenses where removal is not listed for a first offense, removal for a first infraction may be assessed for an aggravated offense or multiple offenses. Similarly, removal is not required unless the penalty is mandatory by law (see references to the US Code in the remarks column). A prior offense of any type forms the basis for proposing an enhanced penalty. In assessing penalties, consideration should be given to the "freshness" or time frame of previous offenses.

Oral admonishments are not considered formal disciplinary actions, for the purpose of determining a first, second, or third offense. However, informal discipline may be considered when determining an appropriate penalty. All references to written reprimands are to formal written reprimands within the meaning of Chapter 751.

In selecting an appropriate penalty, the deciding official should distinguish between misconduct for which progressive discipline aimed at correcting behavior is warranted and misconduct warranting punitive discipline. In general, for progressive discipline, the deciding official should select the least stringent penalty thought necessary to get the employee's attention and motivate him/her to improve behavior. For punitive discipline, the deciding official should select the strongest penalty warranted to preclude repeated acts of misconduct by the employee concerned and to deter such misconduct by others. The table of penalties is divided into two sections. Offenses in Section A are normally considered behavioral offenses, whereas offenses in Section B are offenses warranting punitive discipline.

NOTE: "Days" of suspension means calendar days.

TABLE OF PENALTIES FOR VARIOUS OFFENSES

A. BEHAVIORAL OFFENSES FOR WHICH PROGRESSIVE DISCIPLINE IS APPROPRIATE.

<u>OFFENSE</u>	<u>NATURE OF OFFENSE</u>	<u>FIRST OFFENSE</u>	<u>SECOND OFFENSE</u>	<u>THIRD OFFENSE</u>	<u>REMARKS</u>
1. Insubordination	Refusal to obey orders, defiance of authority.	Written reprimand to removal.	5-day suspension to removal.	Removal	
2. Fighting/creating a disturbance*	a. Creating a disturbance resulting in an adverse effect on morale, production, or maintenance of proper discipline.	Written reprimand to 5-day suspension	5 to 10 day suspension	10 day suspension to removal	*Penalty may be exceeded if work is severely disrupted
	b. Threatening or attempting to inflict bodily harm without bodily contact.	Written reprimand to 14-day suspension	14-day suspension to removal	30-day suspension to removal	*Penalty may be exceeded based on such factors as type of threat, provocation, extent of injuries, whether actions were defensive or aggressive in nature, or whether actions were directed at a supervisor.
	c. Hitting, pushing, or other acts against another without causing injury.	Written reprimand to 30-day suspension	30-day suspension to removal	Removal	
	d. Hitting, pushing, or other acts against another causing injury.	30-day suspension to removal	Removal		
3. Sleeping on duty	a. Where safety of personnel or property is not endangered.	Oral admonishment to 1-day suspension	Written reprimand to 5-day suspension	5-day suspension to removal	
	b. Where safety of personnel is endangered.	1-day suspension to removal	Removal		
4. Loafing; delay in carrying out instructions	a. Idleness or failure to work on assigned duties.	Written reprimand to 3-day suspension	1-5 day suspension	5-day suspension to removal	
	b. Delay in carrying out or failure to carry out instructions within the time required.	Written reprimand to 3-day suspension	1-5 day suspension	5-day suspension to removal	
5. Attendance related offenses	a. Any absence from duty which has not been authorized and/or for which pay must be denied (AWOL). Includes leaving the work site without permission.	Written reprimand to 5-day suspension	1-14 day suspension	5-day suspension to removal	Penalty depends on length of absences. Removal may be appropriate for 1st or 2d offense if the absence is prolonged.

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	b. Failure to follow established leave procedures.	Written reprimand to 5-day suspension	1-5 day suspension	5-day suspension to removal	
	c. Unexcused tardiness.	Oral admonishment to written reprimand	Oral admonishment to 3-day suspension	Oral admonishment to 5-day suspension Habitual tardiness warrants removal	Includes delay in reporting at the scheduled starting time, returning from lunch or break periods, and returning after leaving work station on official business. Penalty depends on length and frequency of tardiness.
6. Unauthorized use of alcohol, drugs, or controlled substances	a. Unauthorized possession or transfer of alcoholic beverages while on Government premises or in a duty status.	Written reprimand to 5-day suspension	5-14 day suspension	14-day suspension to removal	Penalty may be exceeded when aggravating circumstances are present. See AR 600-85.
	b. Unauthorized use of alcoholic beverages while on Government premises or in a duty status.	Written reprimand to 14-day suspension	14-30 day suspension	30-day suspension to removal	
	c. Reporting to work or being on duty while under the influence of alcohol, a drug, or a controlled substance to a degree which would interfere with proper performance of duty, would be a menace to safety, or would be prejudicial to the maintenance of discipline.	Written reprimand to 30-day suspension. Removal may be warranted if the safety of personnel or property is endangered.	14-day suspension to removal	Removal	
	See para. 13 for other drug related offenses.				
7. Discourtesy	a. Discourtesy, e.g., rude, unmannerly, impolite acts or remarks (nondiscriminatory).	Oral admonishment to 1-day suspension	Written reprimand to 5-day suspension	3-10 day suspension	Penalty for fourth offense within 1 year may be 14-day suspension to removal. Penalty may be exceeded if discourtesy or similar conduct was directed to a supervisor.

	b. Use of abusive or offensive language, gestures, or similar conduct (nondiscriminatory)	Written reprimand to 10-day suspension	5-day suspension to removal	30-day suspension to removal	
8. Gambling	a. Participating in an unauthorized gambling activity while on Government premises or in a duty status.	Oral admonishment to written reprimand	1-5 day suspension	5-30 day suspension	See AR 600-50
	b. Operating, assisting, or promoting an unauthorized gambling activity while on Government premises or in a duty status or while others involved are in a duty status.	14-day suspension	Removal		
9. Indebtedness	Failure to honor valid debts where agency mission or employee performance are affected.	Oral admonishment	Oral admonishment to written reprimand	Oral admonishment to 5-day suspension	See AR 690-700, Chap 735, App E. There must be a clear nexus between efficiency and the debt complaint.

B. OFFENSES WARRANTING PUNITIVE DISCIPLINE.

<u>OFFENSE</u>	<u>NATURE OF OFFENSE</u>	<u>FIRST OFFENSE</u>	<u>SECOND OFFENSE</u>	<u>THIRD OFFENSE</u>	<u>REMARKS</u>
10. False statements	a. False statements, misrepresentation, or fraud in entitlements, includes falsifying information on a time card, leave form, travel voucher, or other document pertaining to entitlements.	Written reprimand to removal	30-day suspension to removal	Removal	Removal is warranted for a first offense.
	b. False statements or misrepresentations on an SF 171 or other documents pertaining to qualifications, or on any official record not otherwise enumerated.	Written reprimand to removal	14-day suspension to removal	30-day suspension to removal	Removal is warranted when selection was based on falsified SF 171 where falsification was intentional (i.e., not an omission or where intent can be proven), or where the employee occupies a fiduciary position.

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c. Knowingly making false or malicious statements against coworkers, supervisors, subordinates, or Government officials with the effect of harming or destroying the reputation, authority, or official standing of that individual or an organization. Written reprimand to removal Removal

d. Deliberate misrepresentation, exaggeration, concealment, withholding of a material fact. Includes perjury, making false sworn statements, and lying to a supervisor. Written reprimand to removal 5-day suspension to removal 10-day suspension to removal

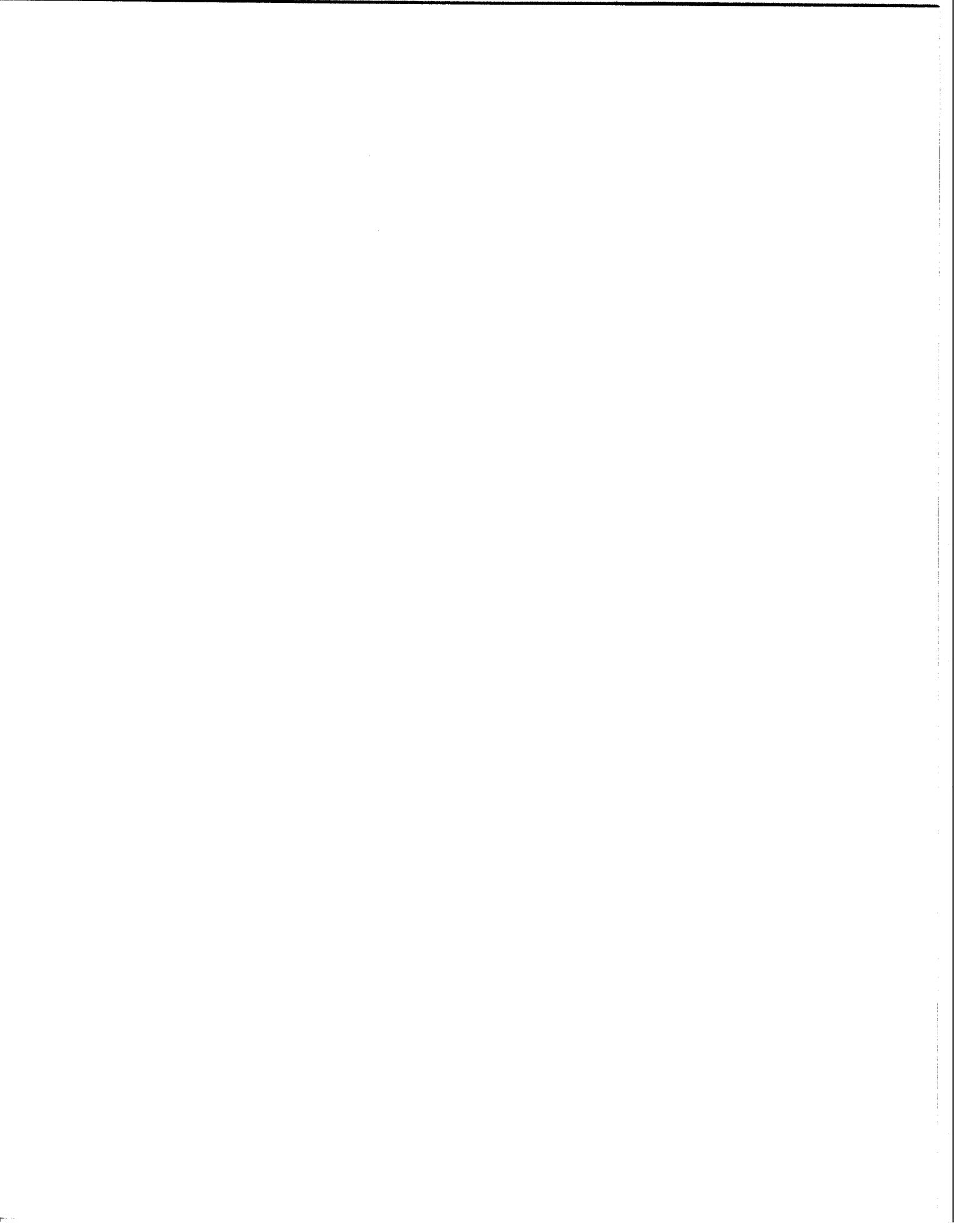
11. Stealing Stealing, actual or attempted, unauthorized possession of Government property or property of others, or collusion with others to commit such acts. 14-day suspension to removal Removal

Penalty depends on such factors as the value of property involved, and the nature of the position held by offending employee which may dictate a higher standard of conduct.

12. Misuse or abuse of Government property a. Using Government property or Federal employees in a duty status for other than official purposes. Written reprimand to removal 1-day suspension to removal 14-day suspension to removal

Ref AR 600-50. Penalty depends on such factors as the value of the property or amounts of employee time involved, and the nature of the position held by the offending employee which may dictate a higher standard of conduct.

b. Loss of or damage to Government property, records, or information when an employee is entrusted in safeguarding Government property Written reprimand to 14-day suspension Written reprimand to removal 14-day suspension to removal



	as an absolute requirement of the job (e.g., cashier, warehouse worker, property book officer).				
	c. Willfully using or authorizing the use of a Government passenger motor vehicle or aircraft for other than official purposes.	30-day suspension to removal	Removal		See 31 USC 638a (c)(2). Penalty cannot be mitigated to less than 30 days.
	d. Misuse of Government credentials.	Written reprimand to removal	5-day suspension to removal	14-day suspension to removal	
	e. Intentionally mutilating or destroying a public record.	Removal			18 USC 2071
13. Unauthorized use or possession of a controlled substance	a. Introduction of controlled substance to a work area or Government installation for personal use.	3-day suspension to removal	Removal		
	b. Introduction of a controlled substance to a work area or Government installation in amounts sufficient for distribution or distribution of a controlled substance on a Government installation.	Removal			
	c. Positive urinalysis or blood test by an employee for whom such testing is a condition of employment.	Removal			See AR 600-85
14. Failure to observe written regulations, orders, rules, or procedures	a. Violation of administrative rules or regulations where safety to persons or property is not endangered.	Written reprimand to 1-day suspension	1-14 day suspension	5-day suspension to removal	
	b. Violation of administrative rules or regulations where safety to persons or property is endangered.	Written reprimand to removal	30-day suspension to removal	Removal	
	c. Violation of official security regulations. Action against National Security				
	(1) Where restricted information is not compromised and breach is unintentional.	Written reprimand to 5-daysuspension	1-14 day suspension	5-day suspension to removal	See AR 604-5 and 5 USC 7532

	(2) Where restricted information is compromised and breach is unintentional.	Written reprimand to removal	30-day suspension to removal	Removal	
	(3) Deliberate violation.	30-day suspension to removal	Removal		
15. Discrimination because of race, color, religion, age, sex, national origin, political affiliation or handicap, or marital status	a. Use of critical, demeaning, slanderous, inflammatory, defamatory, ignominious, or degrading remarks, comments, observations or statements with regard to any of the categories cited not directed at a subordinate. If a subordinate is involved, see b. below. If a superior is involved, see offense #1 (insubordination).	Written reprimand to 5-day suspension	1-5 day suspension	5-day suspension to removal	
	b. Prohibited discriminatory practice in any aspect of employment (e.g., employment, appraisal, development, advancement or treatment of employees). Includes failure to prevent or curtail discrimination of a subordinate when the supervisor knew or should have known of the discrimination.	Written reprimand to removal			Appropriate penalty depends on the fact situation in a given case weighed against DA policy that discrimination is prohibited. See FPM Letter 713-42, 13 Mar 78, concerning alleged discriminating officials.
16. Sexual Harassment. Influencing, offering to influence, or threatening the career, pay, job, or work assignments of another person in exchange for sexual favors OR deliberate or repeated offensive comments, gestures, or physical contact of a sexual nature.	a. Involving a subordinate.	1-day suspension to removal	10-day suspension to removal	30-day suspension to removal	Appropriate penalty depends on the fact situation in a given case weighed against DA policy that sexual harassment will not be tolerated. Where conduct created a hostile or offensive work environment, removal is warranted for a first offense.
	b. Not involving a subordinate.	Written reprimand to 5-day suspension	5-day suspension to removal	10-day suspension to removal	

17. Constitutional violation	Violation of employee's constitutional rights (i.e., freedom of speech/association/religion).	Reprimand to removal	5-day suspension to removal	30-day suspension to removal	
18. Conduct unbecoming a Federal employee	a. Immoral, indecent, or disgraceful conduct.	1-day suspension to removal	Removal		Includes off-duty conduct if nexus is established.
	b. Solicitation of or accepting anything of monetary value from person who is seeking contracts or other business or financial gain.	10-day suspension to removal	Removal		
19. Refusal to testify; interference or obstruction	a. Refusal to testify or cooperate in a properly-authorized inquiry or investigation.	1-day suspension to removal	5-day suspension to removal	Removal	Witness shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal in their testimony.
	b. Interference with attempting to influence, or attempting to alter testimony of witnesses or participants.	5-day suspension to removal	10-day suspension to removal	Removal	
	c. Attempting to impede investigation or to influence investigating officials.	10-day suspension to removal	30-day suspension to removal	Removal	
20. Political activity	a. Violation of prohibition against soliciting political contributions.	Removal			5 USC 7323, 7324, and 7325
	b. Violation of prohibition against campaigning or influencing elections.	30-day suspension to removal	Removal		
21. Misappropriation	a. Directing, expecting, or rendering services not covered by appropriations.	Removal			5 USC 3103
	b. Failure to deposit into the Treasury money accruing from lapsed salaries or from unused appropriations from salaries.	Removal			5 USC 5501

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22. Job actions	Participating in or promoting a strike, work stoppage, slow down, sick out, or other job actions.	Removal			
23. Reprisal	a. Intentional interference with an employee's exercise of, or reprisal against an employee for exercising a right to grieve, appeal, or file a complaint through established procedures.	Written reprimand to removal	5-day suspension to removal	30-day suspension to removal	
	b. Reprisal against an employee for providing information to an Inspector General, MSPB Office of Special Counsel, EEOC or USACARA investigator, or for testifying in an official proceeding.	Written reprimand to removal	5-day suspension to removal	30-day suspension to removal	
	c. Intentional interference with an employee's exercise of, or reprisal against an employee for exercising a right provided under 5 USC 7101 et seq (governing Federal Labor-Management Relations).	Written reprimand to removal	5-day suspension to removal	30-day suspension to removal	
	d. Finding by MSPB of refusal to comply with MSPB order or finding of intentional violation of statute causing issuance of a special counsel complaint.	Written reprimand to removal	Removal		5 USC 1206(g)(1) and 1207(b)

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FOR THE COMMANDER:



PAUL T. WEYRAUCH
Colonel, GS
Chief of Staff

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Teamsters Local 886 (6)
Route 1, Box 1A
Marlow, OK 73055