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**ROTATION AGREEMENT - EMPLOYEES RECRUITED FROM THE US TERRITORIES AND POSSESSIONS**

For use of this form, see AR 690-300, chapter 301; the proponent agency is DCSPER

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This agreement must be signed by an employee recruited from a territory or possession for an assignment to a Department of the Army (DA) position with career or career-conditional status in any foreign area. This agreement must be signed before an employee may be assigned to a position in a foreign area.

This document is an agreement between DA and the employee named in item 1 below regarding the requirements of the DA Rotation Program. This agreement becomes effective upon the employee's initial assignment to the foreign area listed in item 2 below; it remains in effect throughout all approved extensions.

The initial period of the employee's overseas tour is shown in item 4 below. Extensions beyond the initial tour are authorized if management decides that an extension is in the best interest of DA and the employee consents to the extension. Such an extension is initiated only by management. A management decision to return the employee rather than grant an extension is not grievable by the employee. (See AR 690-700, chap 771, paragraph 1-7b(15)).

The employee recognizes the obligation to apply for return assignment before completion of the overseas tour or extension(s) thereof as specified in DOD 1400.20-1-M (DOD Program for Stability of Civilian Employment Policies, Procedures, and Programs Manual). This application must be made within 7 work days following the date of a management decision not to extend the employee's tour. DA agrees to give the employee timely notice of the requirement to apply for assignment. If notice to the employee is delayed, the employee's application may be delayed until not later than 30 calendar days after the date of the notice.

Reemployment rights (if applicable) are to the position shown in item 3 below. If the employee has reemployment rights to a position at a grade equal to or higher than the one occupied 6 months before completion of the overseas tour, the employee will apply to exercise these rights. If reemployment rights are to a lower grade, the employee may either exercise these rights or register in the DOD Priority Placement Program (PPP).

When the employee whose home of record is a US territory or possession does not have reemployment rights, or when these rights will not be exercised, application for return will be made through the PPP. The employee agrees to expand availability to the geographic area considered necessary by the registering Civilian Personnel Office to assure receipt of one valid offer of continued employment. The employee's initial availability will be for the particular territory or possession from which recruited. If an offer is not received within the first 90 calendar days, the employee's availability will be expanded to include the PPP Zone in the US less distant from the overseas activity. The employee agrees to accept, as outlined in DOD 1400.20-1-M, the first valid offer of continuing employment. The employee will then return within 30 calendar days. With the concurrence of the gaining activity, this time period normally may be extended not to exceed 45 calendar days.

DA agrees to reasonably help the employee to apply for return placement. Also, DA agrees to help the employee to obtain a valid offer of continuing employment which is consistent with the employee's geographic and occupational availability.

By signing at item 5 below or in the appropriate signature block item on the extension addendum, the employee agrees to the above conditions of employment and understands that failure to abide by the terms of the agreement may result in a proposal to separate the employee from the Federal service.

This agreement becomes void if, before completion of the overseas tour, the employee transfers to a Federal agency outside the Department of Defense or is voluntarily or involuntarily separated.

**ROTATION AGREEMENT - EMPLOYEES RECRUITED FROM THE US TERRITORIES AND POSSESSIONS (Cont'd)**

1. NAME OF EMPLOYEE

2. POSITION AND AREA FOR WHICH SELECTED

3. REEMPLOYMENT RIGHTS

       NONE

TO \_\_\_\_\_

4. INITIAL OVERSEAS TOUR

\_\_\_\_\_ MONTHS

DATE TOUR BEGINS

\_\_\_\_\_

5. EMPLOYEE'S SIGNATURE

6. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

7. DATE OF AGREEMENT

**1ST EXTENSION\***

8. DATE OF APPROVED EXTENSION

\_\_\_\_\_

FOR

\_\_\_\_\_ MONTHS

9. EMPLOYEE'S SIGNATURE

10. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

11. DATE OF AGREEMENT

**2ND EXTENSION\***

12. DATE OF APPROVED EXTENSION

\_\_\_\_\_

FOR

\_\_\_\_\_ MONTHS

13. EMPLOYEE'S SIGNATURE

14. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

15. DATE OF AGREEMENT

**3RD EXTENSION\***

16. DATE OF APPROVED EXTENSION

\_\_\_\_\_

FOR

\_\_\_\_\_ MONTHS

17. EMPLOYEE'S SIGNATURE

18. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

19. DATE OF AGREEMENT

\*If reemployment rights are extended, attach a completed Supplement to Reemployment Rights Agreement. (See AR 690-300, chap 352, app C.)