

## **Public Notice and the Pathways Internship Program**

The Pathways Program final rules became effective on July 10, 2012. OPM receives questions regarding the use of the Internship Program every day, particularly on what can or cannot be done with current STEPs and SCEPs transitioning into the Internship Program, and public notice requirements. The purpose of this guidance is to clarify further the public notice requirements associated with transitioning current students to corresponding appointments under the new Pathways Internship Program. Also, the guidance covers the public notice requirements for processing other position changes (promotions, reassignments, etc.).

The attached matrices are designed to assist agencies in effecting actions, particularly under the Internship NTE Program. The shaded matrices are for use during the Transition Period ONLY and apply only to STEP and SCEP employees transitioned into the Pathways Internship Program.

The second set of matrices applies to any new Internship appointment, during transition and beyond. Also, effective Jan 7, 2013, the second set of matrices will apply to newly transitioned Interns.

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**The following rules apply only to former STEPs and SCEPs TRANSITIONED into the Pathways Programs. These actions may only be taken during the transition period (July 10, 2012, to January 6, 2013)**

<b>STEP transitioned to Intern NTE</b>	<b>Conversion to Intern</b>	<b>USAJOBS Public Notice Required</b>
GS-399-4	GS-399-5 target 9	No
GS-399-4	GS-599-4	No
GS-399-4	GS-599-4 target 9	No
GS-399-4	GS-399-4	No

<b>STEP transitioned to Intern NTE</b>	<b>Conversion to Intern NTE</b>	<b>USAJOBS Public Notice Required*</b>
GS-399-4	GS-399-5	No
GS-399-4	GS-599-4	No
GS-399-4	GS-599-5	No

<b>SCEP transitioned to Intern</b>	<b>To Intern</b>	<b>USAJOBS Public Notice Required*</b>
GS-399-3	GS-399-4	No
GS-399-4	GS-399-5 target 9	No
GS-399-4	GS-599-4	No
GS-399-4	GS-599-4 target 9	No

\*Agency policy for promotion

## Public Notice and the Pathways Internship Program

**The following rules apply to any new Internship appointment, during transition and beyond.  
Also, effective Jan 7, 2013, these rules will apply to newly transitioned Interns.**

Intern NTE	Conversion to Intern	USAJOBS Public Notice Required
GS-399-4	GS-399-5 target 9	Yes. Minimum announcement for current agency Interns Vets pref applies
GS-399-4	GS-599-4	Yes. Minimum announcement for current agency Interns Vets pref applies
GS-399-4	GS-599-4 target 9	Yes. Minimum announcement for current agency Interns Vets pref applies
GS-399-4	GS-399-4	Yes. Minimum announcement for current agency Interns Vets pref applies

Intern NTE	Conversion to Intern NTE	USAJOBS Public Notice Required*
GS-399-4	GS-399-5	Yes. Minimum announcement for current agency Interns Vets pref applies
GS-399-4	GS-599-4	Yes. Minimum announcement for current agency Interns Vets pref applies
GS-399-4	GS-599-5	Yes. Minimum announcement for current agency Interns Vets pref applies

Intern	To Intern	USAJOBS Public Notice Required*
GS-399-3	GS-399-4	No
GS-399-4	GS-399-5 target 9	No
GS-399-4	GS-599-4	No
GS-399-4	GS-599-4 target 9	No

\*Agency policy for promotion