




FEMA

OCT 8 2008

MEMORANDUM FOR: All Puerto Rico NPSC Employees

FROM: Kathy Fields 
Branch Chief, NPSC Operations

SUBJECT: Puerto Rico NPSC Employee Reassignments

On October 3, 2008, the PR-NPSC received an OSHA Life Safety and Fire Engineering Branch certification for the newly constructed means of egress. Construction of the ramp is an improvement to the building's egress and will enable all occupants to safely exit the facility in case of fire or other emergency. All fire and safety issues identified in the May 8, 2008 inspection have been effectively addressed.

With these repairs complete, we may now increase the occupancy of the PR-NPSC facility to an expanded, but still limited capacity. We will begin the process of phasing in employees deployed to other temporary assignments; first those currently assigned to the field and headquarters. They will return to Puerto Rico when released from their assignments. After we learn the occupancy limit for the facility, we will identify those who are working at the other NPSCs who are interested in returning to the PR-NPSC and determine a return date.

PR-NPSC HSSs who want to be reassigned to another NPSC do not need to apply for the HSS positions that are being advertised at the NPSCs; you will be reassigned to the location of your preference. Once you are reassigned, you will no longer be in travel status, so your hotel and per diem will end. You will keep your same grade and step, NEMIS rights, and SCD date. You will also be given the opportunity to change your enrollment in a health benefit plan to one that is available in your new location.

Members of the NCT Assistance Group (AG) who are interested in reassignment to the NCT AG in another NPSC should inform George (Butch) Rogers. PR-NPSC employees in other job categories who are interested in relocating to other NPSCs are encouraged to apply for job vacancies.

You do not need to make a decision right now about being reassigned to another NPSC. There will be ample opportunity for you to decide if a transfer is right for you. We have significant amounts of work to keep everyone occupied right now regardless of the location.

I would also like to take this opportunity to express my gratitude for the great flexibility, compassion and commitment you have shown to FEMA's mission these past weeks. Most of you have traveled far from home and worked very long hours to assist those affected by Hurricanes Gustav and Ike. Again, thank you for your efforts and desire to continue to help those in need.