



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

Strategic Human  
Resources Policy  
Division

JUL 21 2008

MEMORANDUM FOR HUMAN RESOURCES DIRECTORS

FROM: *Nancy H. Kichak*  
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ASSOCIATE DIRECTOR  
STRATEGIC HUMAN RESOURCES POLICY

SUBJECT Applying Veterans' Preference for Applicants on Active Military Duty

During a focus group conducted by the U.S. Office of Personnel Management (OPM) with recently hired veterans, we received considerable feedback regarding veterans' preference for applicants currently on active military duty. The comments focused on the inconsistent manner in which agencies apply, or fail to apply veterans' preference. OPM's Delegated Examining Operations Handbook (DEOH), Chapter 4, Section A provides specific guidance in granting *tentative* preference for applicants who do not yet possess a DD Form 214, *Certificate of Release or Discharge from Active Duty*. The attached table is provided for further clarification. Of course, prior to appointment, agencies must verify the applicant's entitlement to veterans' preference and that their military service was honorable.

If you have questions concerning this issue, please contact Daniel Fusco, Group Manager, Recruiting, Examining and Assessment by telephone (202) 606-2226 or by email [Daniel.Fusco@opm.gov](mailto:Daniel.Fusco@opm.gov)

Attachment

