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DEPARTMENT OF FINANCE AND ADMINISTRATION

Office of Personnel Management

Special Entry Rate Request - Labor Market Conditions

Agency Name		
Class Title	Grade	Class Code

Current Entry Salary/Pay Level	Requested Entry Salary/Pay Level	**Institutions Only** Number of Positions			**Agencies Only** Number of Positions	
		Authorized	Budgeted	Filled	Authorized	Filled

☐ If current employee is to be moved to the requested rate attach OPM form 095.

Filled Positions by Pay Level				
Entry	Base	Mid-Point	Maximum	Career

Agency/Institution Personnel Representative	Date
Agency/Institution Head	Date

OFFICE OF PERSONNEL MANAGEMENT - ACTION

Attach Salary Survey:	
Reviewed by:	Reviewed by:
OPM Personnel Representative	Date
Classification and Compensation Manager	Date