



HR Policy Bulletin

OFFICE OF HUMAN RESOURCES

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SUBJECT: **CHANGE IN THE INTERGOVERNMENTAL PERSONNEL ACT (IPA) AGREEMENT POLICY**

PURPOSE: This bulletin describes changes to the duration and approval authority of Intergovernmental Personnel Act (IPA) extensions.

BACKGROUND: IPA assignments are temporary in nature, whose duration does not exceed two years. The designated assignments should be kept to the minimum time period that is necessary to complete the assigned objectives and tasks. Assignments can be made on a full-time, part-time, or intermittent basis.

POLICY: The Director of the Office of Human Resources (currently the Agency IPA Coordinator) may approve an extension of a two year assignment for an additional year (currently two years). The extension will only be approved if it is fully justified and of mutual benefit to the organizations concerned. It is the Agency's policy that the duration of IPA assignments, to include extensions, will not exceed a total of three (currently four) consecutive years, regardless of whether the assignment is full-time, part-time, or intermittent.

REFERENCES: EPA Intergovernmental Personnel Act Policy and Procedures Manual, EPA 210-B-97-001

CONTACT:

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