

# REQUEST FOR POSITION REVIEW FORM

## Background and Instructions

Apart from the Claims Process, a neutral independent expert will conduct a review of all GS-14 and GS-15 Agent-only positions at FBI HQ and affiliated offices (Quantico, Newington and CJIS) to ensure that they are properly designated. The review will be ongoing until June 28, 2010. It is part of the programmatic relief under the Settlement and is intended to benefit the Agency as a whole. There is no individual relief attendant to this process.

At any point during the review process, you as a class member may request that the independent expert review a subject position to ensure that it is properly designated Agent-only or not. While she is to review all such positions, your request will highlight the need for review and help her prioritize. It may also call a position to her attention that was omitted from the list provided her. You may be aware of the Agent-only position by way of a formal vacancy announcement, word-of-mouth, or by some informal event in your workplace. The request may relate to any current or prospective Agent-only designation, including a long-standing position, a newly forming (impending) position, or a temporary situation. You may submit more than one form.

You may make such request by mailing the following Request for Review Form. The form is CONFIDENTIAL unless you expressly indicate otherwise. The form follows below and is also available at [www.katorparks.com/fbi.htm](http://www.katorparks.com/fbi.htm). To submit the form you must mail it to:

Dr. Kathleen Lundquist  
Applied Psychological Techniques  
One Thorndal Circle  
Darien, CT 06820  
ATT: FBI Position Review

You should retain a copy of the form for your records. You may also send a copy to Class Counsel, however, it is solely your responsibility to submit the original form to Dr. Lundquist. Class Counsel's copy should be mailed to:

Maia Caplan  
Kator Parks & Weiser  
1020 19th Street, NW, Ste. 350  
Washington, DC 20036  
ATT: FBI Position Review  
Tele: 202 898 4800

You may attach any information you believe helpful to the Request for Review Form.

The Position Designation Review process is entirely independent of the Claims Process. **Filing a Request for Review Form with the expert does not satisfy the requirement of filing the Basic and Comprehensive Claim Forms under the Claims Process. Only the Claims Process provides for individual class member monetary damages and/or job relief.** You may pursue both the Claims Process and file a Request for Review. The latter Request for Review Form may be filed at any time during the term of the Settlement Agreement (until June 2010) and must relate to a current or prospective position. To be eligible for relief under the Claims Process, the Basic and Comprehensive Claim Forms must be filed by September 5, 2006 and December 6, 2006, respectively.

**Information**

1. Your official Bureau name: \_\_\_\_\_  
(first) (middle) (last)

2. Current mailing address: \_\_\_\_\_  
(street or P.O. Box) (Apt. No.)  
\_\_\_\_\_  
(city) (state) (zip code)

3. Telephone no.s: \_\_\_\_-\_\_\_\_/\_\_\_\_-\_\_\_\_ (day/ work)  
\_\_\_\_-\_\_\_\_/\_\_\_\_-\_\_\_\_ (evening/ home)

Best time /place to reach you: \_\_\_\_\_

Other telephone no.s: \_\_\_\_-\_\_\_\_/\_\_\_\_-\_\_\_\_

4. E-mail address: \_\_\_\_\_  
(accessible to outside expert)

5. Do you want the fact that you submitted this request for review to be kept **confidential**? Yes  No

6. Do you believe a position is improperly designated as Agent-only? Yes  No

7. Which position?

\_\_\_\_\_  
(job title) (date and # of vacancy announcement, if any) (GS-level) (unit/location)

8. Is it a GS-14 or GS-15 position? Yes  No

9. Is the position at FBI HQ, Quantico, Newington or CJIS? Yes  No

10. Specify why you believe the position is improperly designated as Agent-only. You may attach extra sheets with explanation and any useful documentation. Please be as specific as possible.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

If you want confirmation that your Request for Review Form has been received, please send it by certified mail, return receipt requested.