# GPPA November 2026 Update 113 Release Change Log

## At-a-glance release summary

Update 113 is a maintenance release affecting Chapters 1, 4, 9, 10, 11, 13, 14, 15, 16, 19, 24, 26, 29, 30, 31, 32, and Glossary. This release is not a wholesale rewrite of the GPPA; it focuses on ending the Presidential Management Fellows (PMF) program references, consolidating the use of a second Legal Authority Code (LAC) such as ZRM/ZLM across reemployment and restoration rules, standardizing NOAC/NOA/LAC column terminology, and correcting a number of citations, remarks, and table headers. The most important changes are:

removal of Presidential Management Fellow (PMF) program references and LACs across Chapters 9, 10, 11, and 14 (program ended);
consolidation of the second Legal Authority Code (commonly ZRM, with a new LAC P6M for 22 USC 2385) across the reemployment/restoration rules in Chapters 9, 10, 11, and 13;
a new agency-specific hiring authority addendum in Chapters 9 and 10 (LACs BY1/BY2 replacing shared use of BYO);
Chapter 31 additions: new remark S48 language for probationary-period terminations and new LAC/Authority citation on Rule 31B-14;
document-wide standardization of NOAC/NOA/LAC table-header terminology in several chapters, and a number of citation, spelling, and spacing corrections (Chapters 1, 9, 15, 16, 19, 24, 26, 30, 31, 32, and Glossary).

What did not change:

- Core chapter scope and processing workflows remain stable for the affected chapters.
- The same NOAC families remain in scope for each affected chapter unless a specific Update 113 line item states otherwise.
- Users still rely on the applicable chapter tables to select NOA/NOAC, LAC, legal authority, and required remarks.
- General SF-52/SF-50 processing, approval, notification, filing, distribution, EHRI/GHRR, and agency procedure dependencies remain outside the targeted Update 113 edits.

### Release coverage

| Chapter | Chapter title | Update 113 line items | Primary type(s) |
|---|---|---|---|
| 1 | Introduction to the Guide to Processing Personnel Actions | 2 | Clarification only |
| 4 | Requesting and Documenting Personnel Actions | 1 | Process change |
| 9 | Career and Career-Conditional Appointments | 8 | Process change, Clarification only |
| 10 | Nonstatus Appointments in the Competitive Service | 5 | Process change, Clarification only |
| 11 | Excepted Service Appointments | 11 | Process change, Removed, Clarification only |
| 13 | Senior Executive Service (SES) | 3 | Process change, Clarification only |
| 14 | Promotions; Changes to Lower Grade, Level, or Band; Reassignments; Position Changes; and Details | 2 | Process change, Clarification only |
| 15 | Placement in Nonpay or Nonduty Status and Documentation of Written Warnings | 2 | Clarification only |
| 16 | Return to Duty (RTD) from Nonpay Status | 2 | Clarification only |
| 19 | Continuance Not to Exceed (NTE) | 1 | Clarification only |
| 24 | Change in Work Schedule/ | 1 | Clarification only |

| | | | |
|---|---|---|---|
| | Change in Hours | | |
| 26 | Change in Tenure Group | 2 | Clarification only, Correction |
| 29 | Bonuses, Awards, and Other Incentives | 2 | Clarification only |
| 30 | Retirements | 2 | Clarification only |
| 31 | Separations by Other than Retirement | 5 | Clarification only, Process change |
| 32 | Corrections, Cancellations, Replacement, Newly Required, and Interim Relief Actions | 2 | Clarification only |
| Glossary | Glossary | 1 | Clarification only |

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- Glossary


# Change type legend

| Change Type | Use for | Meaning |
|---|---|---|
| Critical change | Required behavior changed | Affects compliance, approvals, required steps, deadlines, or decision-making. May affect decisions, routing, or ownership. |
| Process change | Work must be done differently | Operational change that affects how the work is done. |
| Clarification only | Meaning did not change | Wording or examples improved; no required behavior changed. |
| Moved | Location changed | Content was relocated without changing meaning. |
| Removed | Content deleted | Obsolete, duplicate, or replaced content was removed. |
| Correction | Content edited | Minor correction to prior entry |

# Chapter 1: Introduction to the Guide to Processing Personnel Actions

## 1. At-a-glance chapter summary

Summary of major changes:

- Formating clean up
- Split the combined sentence on OPM-approved remark standardization into two sentences for clarity, and changed “the other characters of the code” to “the additional characters of a code”. (Chapter 1 introductory text)

What did not change:

- Chapter 1 continues to cover Introduction to the Guide to Processing Personnel Actions under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Formating clean up / (Update 113 row 123) | — | Formating clean up | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | Remark standardization sentence / (Update 113 row 123) | Chapter 1 introductory text | Split the combined sentence on OPM-approved remark standardization into two sentences for clarity, and changed “the other characters of the code” to “the additional characters of a code”. | N/A | No workflow change; wording clarity only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 123: Chapter 1, — — Formating clean up
- Update 113 row 123: Chapter 1, Chapter 1 introductory text — Split the combined sentence on OPM-approved remark standardization into two sentences for clarity, and changed “the other characters of the code” to “the additional characters of a code”.

## 7. New-user quick guidance

- For Chapter 1, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.

- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 4: Requesting and Documenting Personnel Actions

## 1. At-a-glance chapter summary

Summary of major changes:

- Removed 355/term expt of appt (Job Aid 5-C)

What did not change:

- Chapter 4 continues to cover Requesting and Documenting Personnel Actions under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

**High-impact change 1**

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 rows 114-115) |
| **Change type** | Process change |
| **Location** | Job Aid 5-C |
| **What changed** | Removed 355/term expt of appt |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: N/A. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| None | No other changes | — | All Update 113 entries for this chapter are Critical or Process changes listed in Section 3. | — | — | — |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Agency HR Policy Specialist | Update SOPs, local desk guides, and copied table references that still reflect October 2026 wording. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark |

| | |
|---|---|
| | consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

### 6. Expert-only quick reference

- Update 113 rows 114-115: Chapter 4, Job Aid 5-C — Removed 355/term expt of appt

### 7. New-user quick guidance

- For Chapter 4, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 9: Career and Career-Conditional Appointments

### 1. At-a-glance chapter summary

Summary of major changes:

- End of program (Remove from Chapter 9 (LAD) - 9C-41, 42, 43, 44, Remove from Chapter 9 (LAH) - 9F-16, 17, 18, 19, Remove from Chapter 9 (LAP) - 9G-61, 62, 63, 64)
- Removed the verbage as it is duplicated in the -and authority is- column and replaced it with the LAC ZRM in the LAC column (9H rules )
- New LAC for 22 UC 2385 vs using ZRM (9H )
- Corrected MPSB to MSPB Merit Systems P.B. (9I-78 and E66)
- Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002. (Table 9B Addendum)

What did not change:

- Chapter 9 continues to cover Career and Career-Conditional Appointments under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

#### High-impact change 1

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 91) |
| **Change type** | Process change |
| **Location** | Remove from Chapter 9 (LAD) - 9C-41, 42, 43, 44 |
| **What changed** | End of program |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

#### High-impact change 2

| | |
|---|---|
| **Entry** | High-impact change 2 (Update 113 row 92) |
| **Change type** | Process change |

| | |
|---|---|
| **Location** | Remove from Chapter 9 (LAH) - 9F-16, 17, 18, 19 |
| **What changed** | End of program |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 3

| | |
|---|---|
| **Entry** | High-impact change 3 (Update 113 row 93) |
| **Change type** | Process change |
| **Location** | Remove from Chapter 9 (LAP) - 9G-61, 62, 63, 64 |
| **What changed** | End of program |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 4

| | |
|---|---|
| **Entry** | High-impact change 4 (Update 113 row 107) |
| **Change type** | Process change |
| **Location** | 9H rules |
| **What changed** | Removed the verbage as it is duplicated in the -and authority is- column and replaced it with the LAC ZRM in the LAC column |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 5

| | |
|---|---|
| **Entry** | High-impact change 5 (Update 113 row 108) |
| **Change type** | Process change |
| **Location** | 9H |
| **What changed** | New LAC for 22 UC 2385 vs using ZRM |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 6

| | |
|---|---|
| **Entry** | High-impact change 6 (Update 113 row 124) |
| **Change type** | Process change |
| **Location** | Table 9B Addendum |
| **What changed** | Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002. |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Correction / (Update 113 row 122) | 9I-78 and E66 | Corrected MPSB to MSPB Merit Systems P.B. | HR Specialist | correction | Review for awareness; update local copied text if applicable. Navigator: Done. |

| | | | | | | |
|---|---|---|---|---|---|---|
| Clarification only | NOAC/LAC header terminology | Table 9-H. Appointment Based on Exercise of Restoration or Re-employment Rights | Standardized the "Auth Code Is" column header to "LAC Is". | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| HR IT Systems Specialist | Update or verify table logic, remark-code selection, Navigator content, and any automated help text for affected rules. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Agency HR Policy Specialist | Update SOPs, local desk guides, and copied table references that still reflect October 2026 wording. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 91: Chapter 9, Remove from Chapter 9 (LAD) - 9C-41, 42, 43, 44 — End of program
- Update 113 row 92: Chapter 9, Remove from Chapter 9 (LAH) - 9F-16, 17, 18, 19 — End of program
- Update 113 row 93: Chapter 9, Remove from Chapter 9 (LAP) - 9G-61, 62, 63, 64 — End of program
- Update 113 row 107: Chapter 9, 9H rules — Removed the verbage as it is duplicated in the -and authority is- column and replaced it with the LAC ZRM in the LAC column
- Update 113 row 108: Chapter 9, 9H — New LAC for 22 UC 2385 vs using ZRM
- Update 113 row 122: Chapter 9, 9I-78 and E66 — Corrected MPSB to MSPB Merit Systems P.B.
- Update 113 row 124: Chapter 9, Table 9B Addendum — Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002.
- Chapter 9, Table 9-H. Appointment Based on Exercise of Restoration or Re-employment Rights — Standardized the "Auth Code Is" column header to "LAC Is".

## 7. New-user quick guidance

- For Chapter 9, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 10: Nonstatus Appointments in the Competitive Service

## 1. At-a-glance chapter summary

Summary of major changes:

- End of program (Remove from Chapter 10 (MAF) - 10E-43)
- Edit - replace SCEP with Pathways (10E-45)
- Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column (10B-41/42, 10E-18/19, 29/30, 10F-10 to 16, 10G-13 to 17, 24/25, 10H-11 to 19 rules )
- Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002. (Table 10B Addendum)

What did not change:

- Chapter 10 continues to cover Nonstatus Appointments in the Competitive Service under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

### High-impact change 1

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 95) |
| **Change type** | Process change |
| **Location** | Remove from Chapter 10 (MAF) - 10E-43 |
| **What changed** | End of program |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 2

| | |
|---|---|
| **Entry** | High-impact change 2 (Update 113 row 110) |
| **Change type** | Process change |
| **Location** | 10B-41/42, 10E-18/19, 29/30, 10F-10 to 16, 10G-13 to 17, 24/25, 10H-11 to 19 rules |
| **What changed** | Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 3

| | |
|---|---|
| **Entry** | High-impact change 3 (Update 113 row 125) |
| **Change type** | Process change |
| **Location** | Table 10B Addendum |
| **What changed** | Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002. |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | SCEP Program to Pathways / (Update 113 row 106) | 10E-45 | Edit - replace SCEP with Pathways | HR Specialist | Change in program | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | NOAC/LAC header terminology and note consolidation | Tables 10-B, 10-C, 10-F, 10-G, and 10-H | Standardized "Auth Code Is" to "LAC Is" in Tables 10-B, 10- | N/A | No workflow change; column/label wording and note- | Review for awareness; update local copied text if |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | C, and 10-H; consolidated scattered note references into fewer column headers in Tables 10-B, 10-F, and 10-G (e.g., "Auth Is (See Note 2)" became "Auth Is (See Notes 1, 2 and 6)"). | | reference consolidation only. | applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| HR IT Systems Specialist | Update or verify table logic, remark-code selection, Navigator content, and any automated help text for affected rules. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 95: Chapter 10, Remove from Chapter 10 (MAF) - 10E-43 — End of program
- Update 113 row 106: Chapter 10, 10E-45 — Edit - replace SCEP with Pathways
- Update 113 row 110: Chapter 10, 10B-41/42, 10E-18/19, 29/30, 10F-10 to 16, 10G-13 to 17, 24/25, 10H-11 to 19 rules — Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column
- Update 113 row 125: Chapter 10, Table 10B Addendum — Created addtional LACs seperating the use of BYO for OPM approved only and creating BY1 and By2 for DA-001 and DA-002.
- Chapter 10, Tables 10-B, 10-C, 10-F, 10-G, and 10-H — Standardized "Auth Code Is" to "LAC Is" and consolidated note references in several column headers.

## 7. New-user quick guidance

- For Chapter 10, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 11: Excepted Service Appointments

## 1. At-a-glance chapter summary

Summary of major changes:

- Rule returned per Karen J (remove time limitation) (11A-61)
- End date - program ended 12/27/2010. Reserved- Is currently serving on a SCEP appt which is being converted to an appt under the Internship Program of the Pathways Programs under Sch D, 5 CFR 213.3402(a) (See note 8 before citing this rule) (11A-49)
- End date - program ended 12/27/2010 (11A-50, 11A-56, 11A-57)

- Delete in relation to rules 11A-49 and 50. Reserved - 8. Conversion under this authority may only occur with prior approval from OPM. Please contact the Student Programs Office at pathways@opm.gov for additional information. (Table 11A (note 8))
- Corrected the header to indicate Table 11B vice Table 11A (Table 11B)
- Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column (11B rules )
- Edited where note 1 may be applicable (Table 11A)
- Edited canceled to cancelled (Rule 11C-73)

What did not change:

- Chapter 11 continues to cover Excepted Service Appointments under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

### High-impact change 1

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 97) |
| **Change type** | Process change |
| **Location** | 11A-61 |
| **What changed** | Rule returned per Karen J (remove time limitation) |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 2

| | |
|---|---|
| **Entry** | High-impact change 2 (Update 113 row 109) |
| **Change type** | Process change |
| **Location** | 11B rules |
| **What changed** | Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Removed | SCEP / (Update 113 row 98) | 11A-49 | End date - program ended 12/27/2010. Reserved- Is currently serving on a SCEP appt which is being converted to an appt under the Internship Program of the Pathways Programs under Sch D, 5 CFR 213.3402(a) (See | HR Specialist | This item is no longer applicable; do not cite the removed content going forward. | Review for awareness; update local copied text if applicable. Navigator: Done. |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | note 8 before citing this rule) | | | |
| Removed | STEP / (Update 113 row 99) | 11A-50 | End date - program ended 12/27/2010 | HR Specialist | This item is no longer applicable; do not cite the removed content going forward. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Removed | Table 11A (note 8) / (Update 113 row 100) | Table 11A (note 8) | Delete in relation to rules 11A-49 and 50. Reserved - 8. Conversion under this authority may only occur with prior approval from OPM. Please contact the Student Programs Office at pathways@opm.gov for additional information. | HR Specialist | This item is no longer applicable; do not cite the removed content going forward. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Removed | STEP / (Update 113 row 101) | 11A-56 | STEP | HR Specialist | This item is no longer applicable; do not cite the removed content going forward. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Removed | STEP / (Update 113 row 102) | 11A-57 | STEP | HR Specialist | This item is no longer applicable; do not cite the removed content going forward. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | Header / (Update 113 row 104) | Table 11B | Corrected the header to indicate Table 11B vice Table 11A | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | Added See Note 1 to the column header / (Update 113 row 126) | Table 11A | Edited where note 1 may be applicable | HR Specialist | clarifies use of ZLM | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | Match EHRI to GPPA / (Update 113 row 127) | Rule 11C-73 | Edited canceled to cancelled | N/A | aligns spelling | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | NOAC/LAC header terminology | Table 11-A. Excepted Appointments that Are Not Based on Exercise of Reemployment or Restoration Rights; Table 11-C. Remarks to Be Shown on SF-50 | Standardized "Auth Code Is" to "LAC Is" and "And the Appointment" to "And the Appt." in Table 11-A; shortened "Use Legal Authority Code" to "Use LAC" in Table 11-C. | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| HR IT Systems Specialist | Update or verify table logic, remark-code selection, Navigator content, and any automated help text for affected rules. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 97: Chapter 11, 11A-61 — Rule returned per Karen J (remove time limitation)
- Update 113 row 98: Chapter 11, 11A-49 — End date - program ended 12/27/2010. Reserved- Is currently serving on a SCEP appt which is being converted to an appt under the Internship Program of the Pathways Programs under Sch D, 5 CFR 213.3402(a) (See note 8 before citing this rule)
- Update 113 row 99: Chapter 11, 11A-50 — End date - program ended 12/27/2010

- Update 113 row 100: Chapter 11, Table 11A (note 8) — Delete in relation to rules 11A-49 and 50. Reserved - 8. Conversion under this authority may only occur with prior approval from OPM. Please contact the Student Programs Office at pathways@opm.gov for additional information.
- Update 113 row 101: Chapter 11, 11A-56 — STEP
- Update 113 row 102: Chapter 11, 11A-57 — STEP
- Update 113 row 104: Chapter 11, Table 11B — Corrected the header to indicate Table 11B vice Table 11A
- Update 113 row 109: Chapter 11, 11B rules — Removed the verbage as it is duplicated in the and authority is column and replaced it with the LAC ZRM in the LAC column
- Update 113 row 126: Chapter 11, Table 11A — Edited where note 1 may be applicable
- Update 113 row 127: Chapter 11, Rule 11C-73 — Edited canceled to cancelled
- Chapter 11, Table 11-A and Table 11-C — Standardized "Auth Code Is" to "LAC Is" and shortened "Use Legal Authority Code" to "Use LAC".

### 7. New-user quick guidance

- For Chapter 11, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Stop using the removed codes, rules, or program references identified above; they are no longer valid.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 13: Senior Executive Service (SES)

### 1. At-a-glance chapter summary

Summary of major changes:

- Edit/add ZRM as the reemployement/restoration LAC (13B Rules 5, 6, 7, and 8)

What did not change:

- Chapter 13 continues to cover Senior Executive Service (SES) under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

**High-impact change 1**

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 111) |
| **Change type** | Process change |
| **Location** | 13B Rules 5, 6, 7, and 8 |
| **What changed** | Edit/add ZRM as the reemployement/restoration LAC |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | NOAC/LAC header terminology and table restructuring | Table 13-A. Appointment and Conversion in the SES; Table 13-B. Appointment Based on Reemployment Rights; Table 13-C. Remarks Required in Special Situations | Standardized "Nature of Action Is" to "NOA Is" and "Legal Authority Code Is" to "LAC Is" (Table 13-B); consolidated note references into the "Rule" column header (Table 13-A); merged the separate "Authority Code is", "Required Remark Code is", and "Remarks" columns into "LAC is" and "Required Remarks" in Table 13-C, moving the "Select the applicable remark(s)" instruction into the Required Remarks column text rather than a separate column. No remark content was deleted. | N/A | No workflow change; column/label wording and layout only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | Remark wording update (not itself a separate Update 113 tracker row) | Table 13-D. Codes and Remarks for Senior Executive Service (SES) Actions, Rule 16 | Updated the Previous Retirement Coverage remark text to add the "previously covered-refund eligible" option and revise the explanatory note — the same wording update tracked separately for Chapters 9, 10, and 11 (Update 113 rows 48-50 context), applied here to Chapter 13 as well. | HR Specialist | Use the revised remark text going forward; update any locally copied remark language. | Review for awareness; update local copied text if applicable. Navigator: Not recorded. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 111: Chapter 13, 13B Rules 5, 6, 7, and 8 — Edit/add ZRM as the reemployement/restoration LAC
- Chapter 13, Tables 13-A/13-B/13-C — Standardized NOAC/NOA/LAC header terminology and merged Table 13-C's separate "Remarks" column into "Required Remarks".
- Chapter 13, Table 13-D, Rule 16 — Updated the Previous Retirement Coverage remark text (matches the Ch. 9/10/11 wording update, not separately tracked for Chapter 13).

## 7. New-user quick guidance

- For Chapter 13, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.

- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 14: Promotions; Changes to Lower Grade, Level, or Band; Reassignments; Position Changes; and Details

## 1. At-a-glance chapter summary

Summary of major changes:

- End of program (Remove from Chapter 14 (YEM) - 14C-8)
- Removed "Sources other than the agency's Reemployment Priority List or Career Transition Assistance Plan" and K12 remark - based on table row movement between pages - this was entered into the new GPPA wrong. Referance update 95 and 109 as historical data. (14I-29)

What did not change:

- Chapter 14 continues to cover Promotions; Changes to Lower Grade, Level, or Band; Reassignments; Position Changes; and Details under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

**High-impact change 1**

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 94) |
| **Change type** | Process change |
| **Location** | Remove from Chapter 14 (YEM) - 14C-8 |
| **What changed** | End of program |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Correction / (Update 113 row 121) | 14I-29 | Removed "Sources other than the agency's Reemployment Priority List or Career Transition Assistance Plan" and K12 remark - based on table row movement between pages - this was entered into the new GPPA wrong. | HR Specialist | correction | Review for awareness; update local copied text if applicable. Navigator: Done. |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | Referance update 95 and 109 as historical data. | | | |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 94: Chapter 14, Remove from Chapter 14 (YEM) - 14C-8 — End of program
- Update 113 row 121: Chapter 14, 14I-29 — Removed "Sources other than the agency's Reemployment Priority List or Career Transition Assistance Plan" and K12 remark - based on table row movement between pages - this was entered into the new GPPA wrong.  Referance update 95 and 109 as historical data.

## 7. New-user quick guidance

- For Chapter 14, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 15: Placement in Nonpay or Nonduty Status and Documentation of Written Warnings

## 1. At-a-glance chapter summary

Summary of major changes:

- Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing (Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing)

What did not change:

- Chapter 15 continues to cover Placement in Nonpay or Nonduty Status and Documentation of Written Warnings under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Tables / (Update 113 row 128) | Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing | Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | NOAC/LAC terminology and table restructuring | Table 15-A. Documenting Placements in Nonpay or Nonduty Status and Written Warnings | Standardized "Nature of Action is" to "NOA is" and "Authority Code is" to "LAC is"; merged the separate "Authority Code is" and "Required Remark Code is" columns, and consolidated the "Notes"/"Additional Remarks" columns into "Notes"/"Remarks" (with an M67/Table 15-B cross-reference moved into the Remarks header). Cell content was relocated between columns, not deleted. | N/A | No workflow change; column/label wording and layout only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 128: Chapter 15, Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing — Edit to mirror the rest of the GPPA format and fix Rule 25/26 as the NOA was missing
- Chapter 15, Table 15-A — Standardized NOAC/NOA/LAC header terminology and merged/relocated the Authority-Code and Required-Remark-Code columns.

## 7. New-user quick guidance

- For Chapter 15, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 16: Return to Duty (RTD) from Nonpay Status

## 1. At-a-glance chapter summary

Summary of major changes:

- 5 USC 5538 - redirected (5 USC 5538)

- Standardized “Nature of Action: ...” to “NOAC: ...” and “Nature of Action Code is / Nature of Action is / Authority code is” to “NOAC is / NOA is / LAC is”, matching GPPA-wide terminology conventions. (Table 16-A headers and chapter subtitle)

What did not change:

- Chapter 16 continues to cover Return to Duty (RTD) from Nonpay Status under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Chapter font clean up - fixed broken hyperlink / (Update 113 row 112) | 5 USC 5538 | 5 USC 5538 - redirected | HR Specialist | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | NOAC/LAC header terminology | Table 16-A headers and chapter subtitle | Standardized “Nature of Action: ...” to “NOAC: ...” and “Nature of Action Code is / Nature of Action is / Authority code is” to “NOAC is / NOA is / LAC is”, matching GPPA-wide terminology conventions. | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 112: Chapter 16, 5 USC 5538 — 5 USC 5538 - redirected
- Chapter 16, Table 16-A headers and chapter subtitle — Standardized “Nature of Action: ...” to “NOAC: ...” and “Nature of Action Code is / Nature of Action is / Authority code is” to “NOAC is / NOA is / LAC is”, matching GPPA-wide terminology conventions.

## 7. New-user quick guidance

- For Chapter 16, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.

- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 19: Continuance Not to Exceed (NTE)

## 1. At-a-glance chapter summary

Summary of major changes:

- Standardized “(Nature of Action: 750)” to “(NOAC: 750)” and “Nature of Action Code Is / Legal Authority Code Is” to “NOAC Is / LAC Is”. (Table 19-A headers and chapter subtitle)

What did not change:

- Chapter 19 continues to cover Continuance Not to Exceed (NTE) under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | NOAC/LAC header terminology | Table 19-A headers and chapter subtitle | Standardized “(Nature of Action: 750)” to “(NOAC: 750)” and “Nature of Action Code Is / Legal Authority Code Is” to “NOAC Is / LAC Is”. | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Chapter 19, Table 19-A headers and chapter subtitle — Standardized “(Nature of Action: 750)” to “(NOAC: 750)” and “Nature of Action Code Is / Legal Authority Code Is” to “NOAC Is / LAC Is”.

### 7. New-user quick guidance

- For Chapter 19, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 24: Change in Work Schedule/ Change in Hours

### 1. At-a-glance chapter summary

Summary of major changes:

- Standardized “(Nature of Action: 781 and 782)” to “(NOAC: 781, 782)”; standardized “Chg in Work Schedule/Hours” to “Change in Work Schedule/Hours”; corrected “Document the 803 acti...” / “881 acti...” wording to “NOA”. (Chapter subtitle and Table 24-A)

What did not change:

- Chapter 24 continues to cover Change in Work Schedule/ Change in Hours under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

### 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | NOAC/LAC terminology and wording consistency | Chapter subtitle and Table 24-A | Standardized “(Nature of Action: 781 and 782)” to “(NOAC: 781, 782)”; standardized “Chg in Work Schedule/Hours” to “Change in Work Schedule/Hours”; corrected “Document the 803 acti...” / “881 acti...” wording to “NOA”. | N/A | No workflow change; wording/label consistency only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

### 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark |

| | |
|---|---|
| | consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

### 6. Expert-only quick reference

- Chapter 24, Chapter subtitle and Table 24-A — Standardized “(Nature of Action: 781 and 782)” to “(NOAC: 781, 782)”; standardized “Chg in Work Schedule/Hours” to “Change in Work Schedule/Hours”; corrected “Document the 803 acti...” / “881 acti...” wording to “NOA”.

### 7. New-user quick guidance

- For Chapter 24, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 26: Change in Tenure Group

### 1. At-a-glance chapter summary

Summary of major changes:

- spacing (Table clean up)
- Corrected the cited authority from “5 CFR 351.502(b)(2)” to “5 CFR 351.502(b)”. (Table 26-A, Rule 4)

What did not change:

- Chapter 26 continues to cover Change in Tenure Group under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

### 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Edited spaceing to fix changes we made during the 112 prepost edit review / (Update 113 row 118) | Table clean up | spacing | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Correction | Legal authority citation correction | Table 26-A, Rule 4 | Corrected the cited authority from “5 CFR 351.502(b)(2)” to “5 CFR 351.502(b)”. | HR Specialist | Use the corrected citation going forward. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

### 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

### 6. Expert-only quick reference

- Update 113 row 118: Chapter 26, Table clean up — spacing
- Chapter 26, Table 26-A, Rule 4 — Corrected the cited authority from “5 CFR 351.502(b)(2)” to “5 CFR 351.502(b)”.

### 7. New-user quick guidance

- For Chapter 26, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 29: Bonuses, Awards, and Other Incentives

### 1. At-a-glance chapter summary

Summary of major changes:

- Added “before the closure or relocation of the employee's office, facility, activity, or organization.” to the end of the If Basis for Action is column. (Table 29, Rules 26-29)

What did not change:

- Chapter 29 continues to cover Bonuses, Awards, and Other Incentives under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

### 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Retention Incentive / (Update 113 row 105) | Table 29, Rules 26-29 | Added “before the closure or relocation of the employee's office, facility, activity, or organization.” to the | HR Specialist | Reduces usage of these rules for incentives related to office/facilty closure or relocation only. | Review for awareness; update local copied text if applicable. Navigator: Done. |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | end of the If Basis for Action is column. | | | |
| Clarification only | NOAC/LAC header terminology | Table 29: Bonuses, Awards, and Other Incentives | Standardized "Nature of Action is" to "NOA is" and "Authority Code is" to "LAC is" across the chapter's rule tables. | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

### 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Payroll System Specialist | Review retirement, separation, and benefits-related remark updates that may affect downstream payroll or benefits interpretation. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

### 6. Expert-only quick reference

- Update 113 row 105: Chapter 29, Table 29, Rules 26-29 — Added “before the closure or relocation of the employee's office, facility, activity, or organization.” to the end of the If Basis for Action is column.
- Chapter 29, Table 29 — Standardized "Nature of Action is"/"Authority Code is" to "NOA is"/"LAC is".

### 7. New-user quick guidance

- For Chapter 29, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 30: Retirements

### 1. At-a-glance chapter summary

Summary of major changes:

- Enter the information for AZM into the remarks section if RZM or ADR are used as the second legal authority. (30A-6/30A-14)
- changed Findings to findings where applicable ( Chapter 30)

What did not change:

- Chapter 30 continues to cover Retirements under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Using AZM / (Update 113 row 119) | 30A-6/30A-14 | Enter the information for AZM into the remarks section if RZM or ADR are used as the second legal authority. | HR Specialist | change in LAC2 placement information | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | Correction / (Update 113 row 120) | Chapter 30 | changed Findings to findings where applicable | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: Not recorded. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Payroll System Specialist | Review retirement, separation, and benefits-related remark updates that may affect downstream payroll or benefits interpretation. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 119: Chapter 30, 30A-6/30A-14 — Enter the information for AZM into the remarks section if RZM or ADR are used as the second legal authority.
- Update 113 row 120: Chapter 30,  Chapter 30 — changed Findings to findings where applicable

## 7. New-user quick guidance

- For Chapter 30, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Chapter 31: Separations by Other than Retirement

## 1. At-a-glance chapter summary

Summary of major changes:

- add - If using remark S48, for Termination under Executive Order ‘Strengthening Probationary Periods in the Federal Service, list this as part of the agency’s stated reason. (Remark S48)
- Add LAC  (31B-14 LAC, 31B-14 Legal Authority)
- Removed where N/A such as death… (Rules/NOA)

What did not change:

- Chapter 31 continues to cover Separations by Other than Retirement under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.

- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

### High-impact change 1

| | |
|---|---|
| **Entry** | High-impact change 1 (Update 113 row 116) |
| **Change type** | Process change |
| **Location** | 31B-14 LAC |
| **What changed** | Add LAC |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

### High-impact change 2

| | |
|---|---|
| **Entry** | High-impact change 2 (Update 113 row 117) |
| **Change type** | Process change |
| **Location** | 31B-14 Legal Authority |
| **What changed** | Add Authority |
| **Why it changed** | To apply the Update 113 release line item and keep the November 2026 GPPA tables, remarks, or references aligned with approved guidance. |
| **Who is affected** | HR Specialist |
| **Action / impact** | Required review/update before release. Navigator: Done. |

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Probation/trial period comment / (Update 113 row 96) | Remark S48 | add - If using remark S48, for Termination under Executive Order 'Strengthening Probationary Periods in the Federal Service, list this as part of the agency's stated reason. | HR Specialist | add comment to SF-50 | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | Note 7 / LAC Z3Z / (Update 113 row 129) | Rules/NOA | Removed where N/A such as death… | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: Done. |
| Clarification only | NOAC/LAC header terminology | Table 31-B. Documenting Separations Other than Resignations and Retirements | Standardized "Auth Code Is" to "LAC Is" and removed the "(See note 7)" reference from the Authority Is column header. | N/A | No workflow change; column/label wording only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| HR IT Systems Specialist | Update or verify table logic, remark-code selection, Navigator content, and any automated help text for affected rules. |
| Staffing Specialist | Review appointment, conversion, Schedule P/C, and position-action rule changes where they intersect with staffing workflows. |

| | |
|---|---|
| Payroll System Specialist | Review retirement, separation, and benefits-related remark updates that may affect downstream payroll or benefits interpretation. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

### 6. Expert-only quick reference

- Update 113 row 96: Chapter 31, Remark S48 — add - If using remark S48, for Termination under Executive Order ‘Strengthening Probationary Periods in the Federal Service, list this as part of the agency’s stated reason.
- Update 113 row 116: Chapter 31, 31B-14 LAC — Add LAC
- Update 113 row 117: Chapter 31, 31B-14 Legal Authority — Add Authority
- Update 113 row 129: Chapter 31, Rules/NOA — Removed where N/A such as death…
- Chapter 31, Table 31-B — Standardized "Auth Code Is" to "LAC Is".

### 7. New-user quick guidance

- For Chapter 31, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Apply the revised LAC, remark, or table logic the next time this situation arises in an action you are processing.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

## Chapter 32: Corrections, Cancellations, Replacement, Newly Required, and Interim Relief Actions

### 1. At-a-glance chapter summary

Summary of major changes:

- Standardized “(Nature of Action: 001, 002, 198, 199, 293, 867, and 868)” to “(NOAC: 001, 002, 198, 199, 293, 867, 868)”; corrected “an 001/Cancellation” to “a 001/Cancellation” (two instances). (Chapter subtitle and Table 32 headers)
- Changed the “Then” column header to “Then (See notes 1 and 2)”, adding a cross-reference to the table's notes. (Table 32-D header (Corrections table))

What did not change:

- Chapter 32 continues to cover Corrections, Cancellations, Replacement, Newly Required, and Interim Relief Actions under the established GPPA structure.
- The chapter remains table-driven: users must still select the correct NOAC/NOA, LAC, legal authority, and required remarks from the applicable table.
- General SF-52/SF-50 processing, approval, notification, filing, and distribution mechanics continue to rely on the GPPA processing framework and applicable agency procedures.

### 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | NOAC/LAC header terminology and grammar | Chapter subtitle and Table 32 headers | Standardized "(Nature of Action: 001, 002, 198, 199, 293, 867, and 868)" to "(NOAC: 001, 002, 198, 199, 293, 867, 868)"; corrected "an 001/Cancellation" to "a 001/Cancellation" (two instances). | N/A | No workflow change; wording/label consistency only. | Review for awareness; update local copied text if applicable. Navigator: N/A. |
| Clarification only | Added notes cross-reference | Table 32-D header (Corrections table) | Changed the "Then" column header to "Then (See notes 1 and 2)", adding a cross-reference to the table's notes. | HR Specialist | Review notes 1 and 2 when using this table; no change to the correction procedure itself. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Chapter 32, Chapter subtitle and Table 32 headers — Standardized "(Nature of Action: 001, 002, 198, 199, 293, 867, and 868)" to "(NOAC: 001, 002, 198, 199, 293, 867, 868)"; corrected "an 001/Cancellation" to "a 001/Cancellation" (two instances).
- Chapter 32, Table 32-D header (Corrections table) — Changed the "Then" column header to "Then (See notes 1 and 2)", adding a cross-reference to the table's notes.

## 7. New-user quick guidance

- For Chapter 32, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.

# Glossary

## 1. At-a-glance chapter summary

Summary of major changes:

- Corrected spacing and tabs (Glossary)

What did not change:

- The Glossary continues to serve as the single reference point for GPPA term definitions.
- Terms not identified above are unchanged from the October 2026 release.

## 3. High-impact changes

Only Critical change and Process change items are listed in this section. Clarification, Moved, Removed, and Correction items are captured in Section 4.

No Critical change or Process change items are listed for this chapter in the Update 113 workbook. All chapter entries appear in Section 4.

## 4. Other changes

Instructions: Use this as the final record for the chapter release. Entries are listed in workbook order and include every non-high-impact Update 113 line item for this chapter, plus any additional findings from direct file comparison.

| Type | Topic | Location | What changed | Who is affected | What this means for you | Action |
|---|---|---|---|---|---|---|
| Clarification only | Glossary / (Update 113 row 103) | Glossary | Corrected spacing and tabs | N/A | No broader chapter workflow change; apply the cited text/table correction in the release copy. | Review for awareness; update local copied text if applicable. Navigator: N/A. |

## 5. Role-based impact summary

| Role or audience | What to review in this release |
|---|---|
| HR Specialist | Review all Update 113 table, remark, note, and correction entries for the affected chapters; confirm revised text is used when processing actions. |
| Senior OPM Leadership | Review the release-level maintenance themes: required remark consistency, retired code/rule cleanup, statutory/reference corrections, and clean publication quality. |

## 6. Expert-only quick reference

- Update 113 row 103: Glossary, Glossary — Corrected spacing and tabs

## 7. New-user quick guidance

- For the Glossary, start with the specific location/table cited in the Update 113 entry and apply only the targeted change shown.
- Use the corrected or clarified wording shown above going forward; it does not change how you process the action.
- For unchanged processing mechanics, continue using the chapter table and the GPPA processing framework as usual.