

ATTACHMENT 6

TO

**BAL: FERS Credit for Certain Government Service
Performed Abroad**

SAMPLE LANGUAGE FOR LETTER VERIFYING CERTAIN SERVICE PERFORMED ABROAD IS
CREDITABLE PURSUANT TO SECTION 321 OF PUBLIC LAW 107-228

Agency Letter Head

(Date)

Applicant's Name and Address

Dear [applicant's name];

This letter certifies that the service documented below is creditable service under the Federal Employees' Retirement System (FERS), pursuant to section 321 of Public Law 107-228. All the conditions for service credit outlined in Public Law 107-228 have been met and both the employee and agency deposits, with interest, have been forwarded to the Office of Personnel Management. Please keep a copy of this letter along with a record of your deposit payment (e.g. cancelled check) for your records.

The following service performed by [*name, date of birth, and Social Security number of employee who performed the service*] is creditable under FERS pursuant to Section 321 of Public Law 107-228:

Agency	Period of Service	Remarks
Department of State	06-24-1989 to 03-03-1991	Full credit for service
	08-01-1991 to 04-29-1993	Employee was on leave without pay from 6-1-92 to 1-15-93. Only 6 months of leave without pay in 1992 is creditable. The time from 12-1-92 to 12-31-92 is not creditable for FERS retirement.

Sincerely,

Certifying Agency Official's Name and Signature