

GOVERNMENT OF THE DISTRICT OF COLUMBIA

D.C. Department of Human Resources



FORM DC-2000RP – RESIDENCY PREFERENCE FOR EMPLOYMENT

[PART OF EMPLOYMENT APPLICATION]

NOTE: Residency Preference is claimed at the time of application for a position in the Career Service, Educational Service, Legal Service other than the Senior Executive Attorney Service ("SEAS"), or Management Supervisory Service. Persons submitting paper applications shall complete this form to claim/decline the preference; persons applying online shall follow the online application process to claim/decline the preference. Except for applicants covered under Sections I or II below, residency preference, if applicable, will not be granted unless this form is completed at the time of application; or unless preference is claimed electronically (online) at the time of application.

Name: [ ]

Last 4 Digits of SSN: [ ]

(Print – Last Name, First Name, Middle Initial)

Position Applied for: [ ]

Job Requisition No: [ ]

CHECK (✓) ONLY ONE (1) OF THE FOLLOWING STATEMENTS:

I.

[ ] I, the undersigned, am currently a District government employee whose service began on or before December 31, 1979 and has been continuous since that date. I understand that I will not be required to submit proof of or establish or maintain residency as a result of receiving preference.

II.

[ ] I, the undersigned, am a former employee of the U.S. Department of Health and Human Services at St. Elizabeths Hospital who accepted employment with the District government, without a break in service, effective October 1, 1987. My service with the District government has been continuous since that date. I understand that I will not be required to submit proof of or establish or maintain residency as a result of receiving preference.

III.

[ ] I, the undersigned, am not a bona fide District resident and I understand that I am not entitled to the 10-point residency preference.

IV.

[ ] I, the undersigned, am a bona fide District resident and I DECLINE the residency preference.

V.

[ ] I, the undersigned, am a bona fide District resident and I claim a residency preference in applying for the position indicated above. My current address is [ ]

I have read the "Facts on Residency Preference" on the reverse side of this form, and I understand that if selected for this position I will be required to submit no less than 8 proofs of bona fide District residency on or before the effective date of the appointment; and maintain such bona fide District residency for a period of 7 consecutive years from the date of appointment or promotion or forfeit the position. Further, I understand that if before the end of the 7-year period to maintain bona-fide District residency I apply and am selected for another position without having claimed the preference for that position, I will still be required to fulfill my obligation to maintain bona-fide District residency for the remainder of the 7-year period.

Name: [ ]

Date: [ ]

Applicant's Signature

Date (Month, Day, Year)

(OVER)

## ***FACTS ON RESIDENCY PREFERENCE***

- (1) An applicant for initial appointment with the District government in the **Career Service, Educational Service, Legal Service other than the Senior Executive Attorney Service (SEAS), or Management Supervisory Service** who is a bona fide District resident **AT THE TIME OF APPLICATION** may be awarded a residency preference of 10-points, unless he/she declines the preference points.
- (2) An employee who applies for a competitive promotion in the services listed in no. 1 above and who is a bona fide District resident **AT THE TIME OF APPLICATION** may be awarded a residency preference of 10-points, unless he/she declines the preference points.
- (3) The 10-point residency preference is to be claimed by completing the front of this form and submitting the form with the employment application.
- (4) A bona fide District resident who declines the 10-point residency preference **AT THE TIME OF APPLICATION** for initial appointment or competitive promotion, if found to be qualified, **WILL NOT** receive any preference. If selected, the person is not required to maintain bona fide residency.
- (5) Residency preference will be afforded as follows:
  - The 10 preference points will be added to any points awarded to the person on the 100-point scale used to rank qualified applicants for the position.
  - For competitive promotions, excepted promotional examination (e.g., police officers, firefighters), the 10-point preference will be added to any points awarded to each qualified employee on the 100-point scale used to rank the qualified employees.
  - Preference candidates will be selected ahead of equally qualified non-preference candidates.
- (6) A person who is awarded a 10-point residency preference and is selected for the position must agree in writing no later than the date of appointment to maintain bona fide District residency for a period of 7 consecutive years from the effective date of his or her appointment; and shall submit **no less than 8 proofs of bona-fide District residency on or before the effective date of the appointment**. Failure to maintain bona fide District residency will result in forfeiture of employment.
- (7) The requirement to maintain bona fide District residency is applicable **ONLY** to an applicant and employee who is awarded a 10-point residency preference at the time of application for initial appointment or competitive promotion and is selected.
- (8) Entitlement to preference: Any person who was employed by the District government on December 31, 1979, and who is still employed by the District government without having had a break in service of 1 workday or more since that date; or, pursuant to the provisions of Pub. Law No. 98-621, any former employee of the U.S. Department of Health and Human Services at St. Elizabeths Hospital who accepted employment with the District government without a break in service effective October 1, 1987 and who has not had a break in service since that date, will be granted a residency preference upon application for a **COMPETITIVE PROMOTION** in the services listed in no. 1 above, if at least 1 qualified applicant for the position has claimed a residency preference. If selected, the employee is not required to establish or maintain bona fide District residency.
- (9) An employee who is under a 7-year residency requirement who thereafter is awarded a 10-point residency preference in applying for another position (i.e., competitive promotion), if selected, will be required to begin a new 7-year residency requirement effective the date of the new appointment.