

MANPOWER SHORTAGE DETERMINATION STATISTICS

Name: \_\_\_\_\_

Title/Series/Grade or Level: \_\_\_\_\_

RPA #: \_\_\_\_\_

Location: \_\_\_\_\_

1. Recruitment Effort *(Complete if applicable)*

a. Number of candidates certified \_\_\_\_\_  
Name request within reach \_\_\_\_\_ yes \_\_\_\_\_ no

b. Vacancy Announcement Number \_\_\_\_\_  
Area of consideration \_\_\_\_\_  
Opening/closing dates \_\_\_\_\_  
Number of status candidates \_\_\_\_\_  
Number of nonstatus candidates \_\_\_\_\_  
Number of best-qualified candidates \_\_\_\_\_  
Number of qualified candidates \_\_\_\_\_

c. Paid ads placed in: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. Other recruitment efforts *(e.g., professional/minority/organizations contacted)*  
\_\_\_\_\_

2. Efforts to relieve shortage *(e.g., interdisciplinary/job reengineering/fill below FPL., etc.)*

\_\_\_\_\_

3. Duration of shortage

a. Total length of recruiting time \_\_\_\_\_  
RPA rec'd in Code1810 \_\_\_\_\_  
Selection made \_\_\_\_\_  
Declinations/withdrawals \_\_\_\_\_  
Offer made \_\_\_\_\_

b. Other justification: \_\_\_\_\_  
\_\_\_\_\_

4. Shortage Determination: \_\_\_\_\_ yes \_\_\_\_\_ no

Code 1800 \_\_\_\_\_

(Signature)