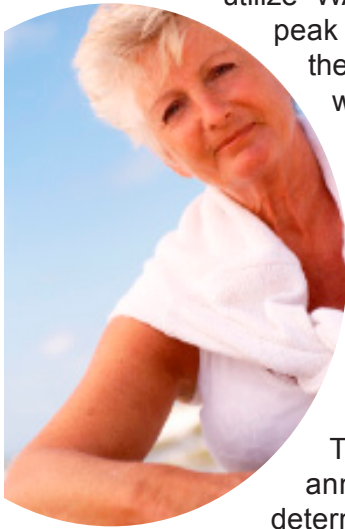


# Reemployed Annuitant (WAE) Program Fact Sheet

## Overview

The term WAE (When Actually Employed) is used in the Department of State (DoS) to describe a reemployed annuitant who works on an intermittent basis for no more than 1040 hours during each service year and whose appointment is not to exceed one year. Bureaus utilize WAEs to fill staffing gaps and peak workload periods. While the acronym WAE is currently well-known inside DoS, new employees understandably find it confusing. In order to transition out of using the term WAE, the WAE program has been renamed the Reemployed Annuitant (WAE) Program.



### Grade

The grade level for a reemployed annuitant (WAE) position is determined by the duties of the position which the bureau needs to fill.

Therefore, the grade level can vary across bureaus.

### Salary

The salary a reemployed annuitant (WAE) receives is contingent upon the position he/she was hired to fill and if the annuitant is a Civil Service (CS) or Foreign Service (FS) annuitant. Reemployed CS annuitants who are appointed to a temporary position are able to continue to receive their full annuity, but the hourly rate of their salary will be reduced by the hourly rate of the annuity. A FS annuitant reemployed on a temporary basis continues to receive full annuity with full salary so long as the annual earnings and annuity received do not exceed the higher of: (a) the FS annuitant's salary at retirement (unadjusted for inflation) or (b) the full-time salary of the position in which the FS annuitant is reemployed.

### Benefits

Since reemployed annuitant (WAE) appointments do not exceed one year, a WAE is not eligible to receive any benefits.

## Centralized Program

The new centralized program is a tool for hiring managers to leverage when searching for qualified and experienced employees to fill a temporary need. The need for a reemployed annuitant (WAE) is driven by the Bureau and not the population of retired employees. The new centralized program is not a job search program, nor will it increase the total number of such positions in DoS or find a job for every annuitant.

### Networking

Many annuitants have very impressive qualifications. For this reason it is critical for annuitants to network with the right people (i.e. Reemployed Annuitant (WAE) Bureau Coordinator or hiring manager) when seeking employment. The ability to network successfully can help increase the chance of finding work.

### Central Registry

The central registry serves as a tool to help hiring managers find annuitants who match the skills they need and are interested in working on a temporary intermittent basis. In order to be added to the registry, the individual must: (a) be a retired Foreign Service or a Civil Service employee who retired from the Department of State; (b) provide a valid telephone number and email address; and (c) submit a current resume or list of skills.

*Being added to the central registry does not place the annuitant on any Bureau's rolls. It only serves as a central storage location that can be used by hiring managers to find annuitants.*

### Out-processing Checklist

All reemployed annuitants (WAE) are required to submit an out-processing checklist prior to departure. The out-processing checklist was created to ensure proper notification is provided to an office when such an appointment is expiring. The out-processing checklist is available on RNet.

