

# Public Lands Corps Participant Verification of Work Hours

Participant Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_ Project Supervisor Name (from Partner Organization): \_\_\_\_\_  
 Email: \_\_\_\_\_ Email: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

| Start and End Dates of Project           | State/Center/Office                    | Organization Name & Phone Number                    | PLC? Yes/No                                    | Location of Project      | Project Type  | Project Duties          | Performance Satisfactory? Yes/No (notes)              | Total Hours | Project Supervisor's Signature                                 |
|--|--|---|--|--------------------------|---|-------------------------|---|-------------|--|
| Provide start/end dates for each project | Identify State & Field/District Office | Provide name & phone number of partner organization | Did project take place on Federal public land? | Specify project location | Identify type of project-e.g., trail construction, habitat restoration, etc | Describe project duties | Yes or No/ Provide details on participant performance |             | Project Supervisor from Partner Organization should sign here. |
|  |  |   |  |                          |   |                         |   |             |  |
|  |  |   |  |                          |   |                         |   |             |  |
|  |  |   |  |                          |   |                         |   |             |  |
|  |  |   |  |                          |   |                         |   |             |  |

I certify that these hours accurately represent the work I conducted on the listed projects.

I certify that these hours accurately represent the work conducted by the participant on the listed projects.

\_\_\_\_\_  
Participant Signature      Date

\_\_\_\_\_  
Project Supervisor Signature (from Partner Organization)      Date

\_\_\_\_\_  
Project Team Lead Signature (BLM staff)      Date

**See reverse side for Privacy Act Notice.**

\_\_\_\_\_  
Federal Youth Coordinator (BLM staff)      Date

# Privacy Act Notice

## **Authority**

The authority to collect this information is derived from the Public Lands Corps Hiring Authority, which is authorized by Congress under Title 16 United States Code (USC) Sec. 1721-1726, Public Law 109-154, [PLC Healthy Forest Restoration Act of 2005](#) (amends the PLC Act of 1993). The authorization permits the Secretary of the Department of the Interior (DOI) to grant members of the PLC credit for time served with the PLC, which may be used towards future Federal hiring; and provide former members of the PLC noncompetitive hiring status for a period of not more than 120 days after completion of PLC service. The United States (U.S.) [DOI Personnel Bulletin No. 12-13](#) (dated January 22, 2013) outlines the Departmental Policy on the PLC Hiring Authority.

## **Purpose and Uses**

The information provided on this form will be used to track hours worked by individual Public Lands Corps (PLC) members in order to determine their eligibility for noncompetitive hiring status for 120 days, according to policy described in DOI Personnel Bulletin 12-13. The information may be available to BLM, DOI, and US Forest Service staff involved in PLC project oversight and partnership coordination, as well as staff from Human Resource offices who review applications for employment. Staff from qualified youth and conservation corps may also have access to the information on this form. The information is protected by various Federal statutes, including the Privacy Act, 5 U.S.C. § 552a.

## **Effect of Non-Disclosure**

Disclosure of the information on this form is voluntary. However, because the individual providing the information is seeking noncompetitive hiring status with DOI or the US Forest Service, failure to disclose requested information may result in denial of that status.