

**JOB HUNTING & POST-GOVERNMENT  
EMPLOYMENT RESTRICTIONS  
(A SUMMARY)**

**I. Job Hunting.**

A. If seeking employment with a company, you are disqualified by law and regulation from participating in any official matter that affects the company (even if someone else makes the final decision). Written notice of this disqualification is often required.

B. “Seeking employment” includes sending a resume or not rejecting outright an unsolicited inquiry. If you tell a company representative who contacts you that you have to wait until next month to discuss the possibilities, you are “seeking employment” now. Sending blanket resumes to industry or asking for a job application would not be “seeking employment.” Also, if you send a resume to a company and do not hear anything for two months, you are no longer “seeking employment.”

C. Under the new procurement integrity law (effective 1 January 1997), if you are participating personally and substantially in a procurement and are contacted by a bidder or offeror before award, you must give written notice to your supervisor and Ethics Counselor.

D. Letters of recommendation on official letterhead may be obtained from other government employees who have dealt with you in the course of your government job and who have personal knowledge of your ability or character.

E. Travel expenses for job interviews. You may accept such expenses from potential employers, including a DoD contractor, in connection with job interviews. To avoid the appearance of a conflict of interest, the cost of the accommodations should be customary in such situations. For those required to file a financial disclosure report (SF 278 or SF 450), travel expenses totaling \$250 or more must be included on these reports.

F. Terminal leave. Remember you are still on active duty, and you cannot represent any non-Federal entity before the Federal Government while on terminal leave. In CECOM those required to file a financial disclosure report must also have written permission of their agency designee to work during terminal leave. Your agency designee is the first supervisor in your chain who is a commissioned military officer or a civilian GS12 or above.

## **II. Post-Government Employment Restrictions.**

A. Switching sides. If you participated personally and substantially in a particular matter, you may never represent someone else back to the Federal Government on the same particular matter.

B. Switching sides. If a particular matter(s) was under your official responsibility during your last year of service, you may not represent someone else back to the Federal Government for two years on the same particular matter(s).

C. Former general officers and senior employees (SES Level V and up) are prohibited from representing someone else back to their agency for one year concerning any matter, even if they were never involved in it.

D. Under the new procurement integrity law (effective 1 January 1997), PMs, Deputy PMs, contracting officers, and others involved with \$10+ million contracts may not accept compensation from the contractor for a period of one year after serving in such capacity for the Government; others include members of the source selection evaluation board, the chief of the financial or technical evaluation team, and the source selection authority for \$10+ million contracts. Also restricted are those who make the decision to award a task order or delivery order of \$10+ million.

E. The new provision cited immediately above does not prohibit working for a division or affiliate of the contractor who does not produce the same product or services.

## **III. Miscellaneous Military Provisions.**

A. Use of Title. Retirees may use military rank in private commercial or political activities, but retired status must be clearly indicated, there must be no appearance of DoD endorsement, and the use must not discredit DoD.

B. Wearing the Uniform. Retirees may wear their uniform for funerals, weddings, military events (such as parades or balls), and national or state holidays. They may wear medals on civilian clothing on patriotic, social, or ceremonial occasions (AR 670-1, para. 29-4).

## **IV. Ethics Advice and Counsel.**

A. Before sending a resume or pursuing an employment contact, you may seek the advice of your organization's Ethics Counselor. Contact the CECOM Legal Office, SJA Division, (908) 532-4444.