

**DEPARTMENT OF HOMELAND SECURITY
FEDERAL LAW ENFORCEMENT TRAINING CENTER**

FLETC DIRECTIVE NO:	63-40.A
DIRECTIVE TITLE:	Recruitment Incentive Plan
EFFECTIVE DATE:	08/31/2006

1. **POLICY:** The Federal Law Enforcement Training Center (FLETC) may authorize a recruitment incentive of up to 25 percent of the annual rate of basic pay to an employee newly appointed to a difficult-to-fill position.
2. **SCOPE:** These provisions apply to all eligible employees of the FLETC.
3. **REFERENCES:**
 - a. 5 United States Code 5753.
 - b. 5 Code of Federal Regulations 575, Subpart A.
 - c. Department of Homeland Security Management Directive 3170.1, Recruitment and Retention Incentives.
4. **CANCELLATION:** None.
5. **ADDITIONAL GUIDANCE:** [FLETC Manual 63-40.A](#), Recruitment Incentive Plan.
6. **OFFICE OF PRIMARY INTEREST (OPI):** Human Resources Division, Office of Operations Support, Administration Directorate.

[Signature on file](#)

Connie L. Patrick
Director