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| U.S. DEPARTMENT OF  HOMELAND SECURITY  U.S. COAST GUARD | U.S. Coast Guard Non-Appropriated Fund Employment Application | OMB No. 1625-0120  Exp: 1/31/2025 |

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| **Who must comply?** | Coast Guard applicants for hire within the Coast Guard NAFI program at the CDC, MWR, Exchange, and Community Services Command. |
| **What is this collection about?** | The collection of the information needed to determine how well an applicant’s education and work experience will qualify them for the job they are applying for. |
| **Where do I find the requirements for this information?** | 5 USC § 301, 1104, 1302, 2103, 3301, 3304 may be found at  <https://www.govinfo.gov/content/pkg/USCODE-2009-title5/html/USCODE-2009-title5-partI.htm>.  Additionally, it is in Executive Order 9397 and Department Regulations. |
| **When must information be submitted to the Coast Guard?** | The deadline is on an ongoing basis when various job openings occur. |
| **How is the information submitted?** | Electronically via the HR Information System. |
| **What happens when complete information is received?** | The information provided will be shared with the hiring manager and interview panel members. It may also be shared in response to a request for discovery or for appearance of a witness, information that is relevant to the subject matter involved in a pending judicial or administrative proceeding. |
| **For additional information, contact--** | CG CSC 757-842-4957 |