# HRDG 4413 - Career Enhancement Program - Exhibit D

Last Modified:

**Section D-Documentation**
**Exhibit D--Statement Regarding Promotions**

**CAREER ENHANCEMENT PROGRAM**

**MARKETING AND REGULATORY PROGRAMS (MRP)**
**CAREER ENHANCEMENT PROGRAM (CEP)**

**STATEMENT REGARDING PROMOTIONS**
**UNDER THE MRP CEP TRAINING AGREEMENT**

I, _____, acknowledge the fact that I do not meet the requirements indicated in the Qualification Standards Operating Manual for the Career Enhancement position of _____.

I agree to meet, to the best of my ability, all the performance requirements and complete all necessary training required under the Career Enhancement Training Program in order to reach the target grade level GS- _____.

I understand that if at any time during the training period I fail to meet the performance requirements of the training program, I may be released and reassigned, after due process, to my former position or another position of similar duties, title, and grade. If I fail to complete the entire training program and reach the targeted grade, I also understand that any promotions received while under the CEP may be forfeited, after due process, and all training received while under the CEP Training Agreement will be credited on a month-for-month basis, not at the accelerated rate.

If I enter the CEP through voluntary change-to-lower grade and fail to meet the performance and training requirements of the CEP Program, I will be assigned to an appropriate position at the lower level and return to my prior grade will be through merit promotion procedures.

_____ _____

SIGNATURE DATE

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