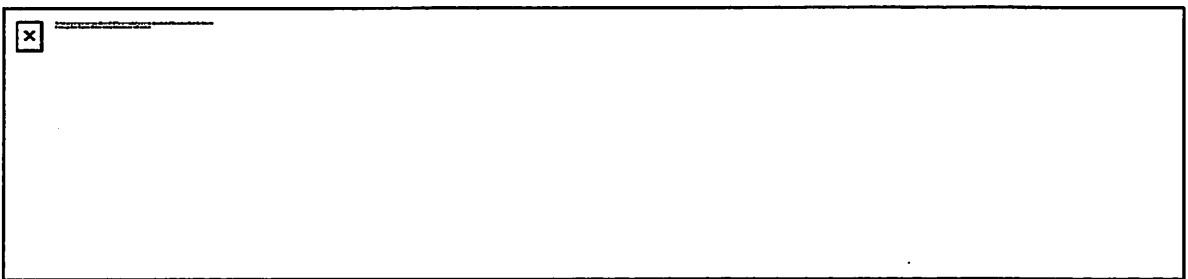


From: **GSA Acting Administrator** <ActingAdministrator@notify.gsa.gov>

Date: Mon, Feb 24, 2025 at 5:07 PM

Subject: Notice of Intent of Reduction in Force

To: <



GSA team,

On Friday, GSA placed the first phase of employees who opted to take the Deferred Resignation Program (DRP) on paid administrative leave to begin their next chapter. I want to congratulate those employees on their decision and thank them for their service to GSA. Many more employees are still working through the DRP process, which will conclude at the end of March. As I have shared with you before, the DRP was the first step in GSA's effort to refocus, modernize, and streamline the agency.

We are now proceeding with the next step of this process, in support of the Presidential Executive Order: Implementing The President's Department of Government Efficiency Workforce Optimization Initiative, dated February 11, 2025. This serves as notice that the agency will be conducting a Reduction in Force (RIF) and is seeking approval from Office of Personnel Management (OPM) to also obtain a Voluntary Early Retirement Authority (VERA). More information to impacted business units and employees will be forthcoming.

I offer my sincere and heartfelt gratitude for all GSA employees impacted by this decision. I appreciate your service to this nation, as well as my best wishes for the next stages of your lives and careers. I promise you that GSA will continue to do everything in our power to make your departure fair and dignified.

Thank you,

Stephen Ehikian
Acting Administrator / Deputy Administrator

