

Appendix A - Interlocation Appointment vs. Work for Others Criteria

	Interlocation Appointment (ILA)	Work for Others (WFO)
Definition	<p>Interlocation appointments are used to provide eligible LBNL employees with the ability to perform work for and at another UC-managed institution, state or federal agencies.</p> <p>The process ensures that the employee is kept "whole" in terms of UC service credit, vacation and sick leave accruals, and health and welfare benefits.</p> <p>An ILA is not intended to be used to circumvent the WFO program or to reduce costs for the host institution.</p>	<p>Work for non-DOE entities performed by DOE/contractor personnel and/or utilize DOE facilities or resources, and are not directly funded by DOE appropriations. Work is in accordance with DOE Order 481.1C.</p>
Work Location and Resources	<p>Assignment is conducted away from any LBNL premises and does not utilize LBNL support services or resources.</p>	<p>Work is performed with the utilization of LBNL's unique facility, equipment, and personnel.</p>
Work Scope and Direction	<p>Host institution is responsible for appointee's work scope. Appointee takes work direction from the host institution supervisor.</p>	<p>LBNL supervisor responsible for employee work scope, job duties, performance review, career planning, training, development and safety.</p>
Authorized Assignment Agreement	<p><u>MLA</u> LBNL Confirmation Memo, Multilocation Appointment Form (UPAY 560-T), LBNL ILA Request Form, Host Institution-Issued Purchase Order</p> <p><u>IJE</u> LBNL Confirmation Memo, LBNL ILA Request Form, Interjurisdictional Agreement</p> <p><u>IPA</u> LBNL Confirmation Memo, LBNL ILA Request Form, IPA Assignment Agreement (Form OF69)</p>	<p>DOE / LBNL Office of Sponsored Projects and Industry Partnerships approved contract, award, memorandum purchase order, Cooperative Research & Development Agreement, or user agreement with federal and non- federal sponsors.</p>

For further information, contact the LBNL ILA Office