

## Relocation Allowances

## § 302-12.112

### **§ 302-12.101 May we enter into a contract with a relocation services company for the company to provide relocation services?**

Yes, you may enter into a contract with a relocation services company for the company to provide relocation services.

### **§ 302-12.102 What contracted relocation services may we provide at Government expense?**

You may pay for contracted relocation services that are substitutes for reimbursable relocation allowances authorized throughout this chapter. For example, you may pay for homesale services as a substitute for residence sale expenses, or household goods management services as a substitute for transportation of household goods.

### **§ 302-12.103 May we separately contract for each type of relocation service?**

Yes, you may separately contract for each type of relocation service or you may combine several types of relocation services in a single contract.

### **§ 302-12.104 What is the purpose of contracting for relocation services?**

The purpose of contracting for relocation services is to improve the treatment of employees who are directed to relocate to facilitate the retention of a well-qualified workforce.

### **§ 302-12.105 Must we have a contract with a RSC that includes a comprehensive homesale program?**

No, you are not required to have a contract that includes a comprehensive homesale program (which, for this purpose, is defined as a relocation program that includes a contract with a RSC that provides for buyer value option sales, amended sales, and appraised value purchases by the RSC). However, if you do not have such a program, you must examine and evaluate the objectives and relative costs of your relocation benefits and management processes at least once every two years to determine whether a comprehensive homesale program should be part of your relocation program.

[FTR Amdt. 2011-01, 76 FR 18343, Apr. 1, 2011]

### **§ 302-12.106 What rules must we follow when contracting for a comprehensive homesale program?**

You must follow the rules contained in the Federal Acquisition Regulations (FAR) (48 CFR) and/or all other acquisition regulations applicable to your agency.

[FTR Amdt. 2011-01, 76 FR 18343, Apr. 1, 2011]

### **§§ 302-12.107—302-12.108 [Reserved]**

### **§ 302-12.109 May we require employees to participate in counseling before listing their homes?**

Yes, you may require that employees participate in counseling before listing their homes, provided this is written into your agency's relocation policy. This is a common practice in the private sector. Please note, however, that this may exclude from your homesale program any employee who lists his/her home before the relocation travel authorization is approved. If you choose to make this part of your agency policy, you should make a major, ongoing effort to inform as many of your potential transferees as possible of this policy.

[FTR Amdt. 2011-01, 76 FR 18344, Apr. 1, 2011]

### **§ 302-12.110 [Reserved]**

### **§ 302-12.111 May we require an employee to use a real estate broker specified by the RSC?**

Yes, you may require, through your contract with the RSC, that every employee enrolled in the homesale program use a real estate broker specified by the RSC. This provision is not part of the standard terms for a homesale program, but it may provide a pricing advantage in negotiations with potential RSC, as well as an opportunity for better management of the homesale process.

[FTR Amdt. 2011-01, 76 FR 18344, Apr. 1, 2011]

### **§ 302-12.112 May we require an employee to use a mortgage service provider specified by the RSC?**

No. Under the Real Estate Procedures Settlement Act (RESPA), you may not require that the employee obtain any mortgage from a lender specified by the RSC. The RSC may provide