✎AO 78A (11/06)

United States Courts Appointment

A

United States District Court
Central District of California
(Name of Court)

Judge's Staff: Yes ____ No ____

_____ is appointed.
(Name as it is signed below)

_____ _____ _____
(Position title) (Date of entrance on duty) (Duty station)

(Vice _____ ; Sep _____
(Previous incumbent) mo. day yr.

Clerk of Court
(Title of appointing officer) (Signature of appointing officer)

(Note: Appointing officer, please indicate the grade or level recommended _____) Special pay rate? Yes ____ No ____

B

I, _____, do solemnly swear (or affirm) that

A. OATH OF OFFICE
I will support and defend the constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

B. AFFIDAVIT AS TO STRIKING AGAINST THE GOVERNMENT
I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof.

C. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE
I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing this appointment.

D. AFFIDAVIT AS TO EMOLUMENT FROM FOREIGN OFFICE
I will not accept, nor am I accepting any present emolument, office or title, of any kind whatever, from any King, Prince, or foreign state.

E. AFFIDAVIT AS TO PERSONAL HISTORY AND EXPERIENCE AND QUALIFICATIONS STATEMENTS
The information given concerning personal history, experience and qualifications is true and correct to the best of my knowledge and belief.

_____
(Signature of appointee)
(Name will be on records as signed)

Subscribed and sworn (or affirmed) before me this _____ day of _____ 20 _____

at _____, _____
(City) (State)

_____
(Signature of officer)

_____
(Title)

(SEAL)

(Note: The words "So help me God" in the oath and the word "swear" wherever it appears above should be stricken out when the appointee elects to affirm rather than swear to the affidavits; only these words may be stricken and only when the appointee elects to affirm the affidavits.

APPOINTMENT IS NOT COMPLETE UNTIL OATH OF OFFICE IS ADMINISTERED.

C

Instructions - Part C

SELF IDENTIFICATION FORM
RACE/ETHNICITY, GENDER, & DISABILITY

(Please read the instructions and Privacy Statement before completing form.)

1. Name (Last, First, MI)	2. Position	3. Social Security Number

Privacy Statement
You are requested to furnish this information to aid the federal judiciary in reporting on equal employment opportunities. Solicitation of this information is in accordance with Judicial Conference of the United States policy. This information will be used in planning and monitoring fair employment practices programs. Your furnishing this information is voluntary. Your failure to do so will have no effect on you or on your federal employment.

Specific Instructions: Please identify your gender and whether or not you have a disability. The categories below are designed to identify your basic racial and national origin category. If you are of mixed racial and/or national origin, identify yourself by the category with which you most closely identify yourself. Place an **X** in the box next to the appropriate category.

Name of Category				**Description of Category**
Gender:	❒	F	❒ M	F = Female M = Male Place an X in one or the other.
Disability:	❒	N (5)	❒ Y (1)	N = No Y = Yes Place an X in one or the other.
Race / Ethnicity:				***Choose only ONE of the following categories.***
(1)	❒	White / Caucasian		A person having origins in any of the original peoples of Europe, North Africa, or the Middle East. Also includes persons not included in other categories.
(2)	❒	Black / African American		A person having origins in any of the black racial groups of Africa. Does not include Hispanics.
(3)	❒	Hispanic or Latino		A person having origins in Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.
(4)	❒	Asian		A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea,
(5)	❒	American Indian or Alaskan Native (Native American)		A person having origins in any of the original peoples of North America, and who maintains cultural identification through community recognition or tribal affiliation.
(6)	❒	Native Hawaiian or Pacific Islander		A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

D

This worksheet portion of the form, containing information as to applicants and interviewees, is for the court's own use and should be retained, either by the appointing officer or by the EDR Coordinator. A copy should also be kept in the recruitment file.

FAIR EMPLOYMENT PRACTICES SYSTEM
DATA GATHERING FORM

New Appointment Applicants and Interviewees Worksheet

1. Position	2. Vacancy #	3. Filled By (Name of Person Hired)	4. Entry on Duty Date

	Total
Number of Applicants	

		Total	**White**	**Black/AfrAm**	**Hisp**	**Asian**	**NatAm**	**PacIs**	**NoRept**
Number of Interviewees	**Male**								
	Female								

Race/Ethnicity groups are: White/Caucasian, Black/African American, Hispanic or Latino, Asian, American Indian or Alaskan Native, Native Hawaiian or Pacific Islander. There is also a place to indicate that the data are "Not Reported." Use the "Not Reported" column whe an interviewee's race/ethnicity data is not known.

The information in Section D is accurate to the best of my knowledge.

Human resources representative _____
(Signature)

Date _____

INSTRUCTIONS:

1. Have applicant complete Section C
2. HR representative completes Section D
3. Separate Section D and retain a copy with the Recruitment file
4. Submit Sections A, B & C to the AO's Court Services Branch

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