



United States
Office of Personnel Management

Photography Series

GS-1060

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**Workforce Compensation and Performance Service
Classification Programs Division
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NOTE

This standard has been converted from the original paper format to electronic format without substantive change in series coverage or grading criteria. The standard was reviewed to correct errors that may have been introduced during the conversion process. In some standards minor corrections were made such as updating references to other documents that may have become obsolete, or correcting minor typographical errors in the original standard. Any errors that remain due to conversion to electronic format should be minor and are not intended to change the meaning of the original standard.

If you find page references near the right hand margin of this standard they indicate the pagination of the official, printed version of this standard. For example, a notation "PAGE 2, 4/88, TS-87" would mean that (1) page two of the printed version begins here, (2) the date of issuance was 4/88, and (3) the Transmittal Sheet number was TS-87.

Photography Series

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SERIES DEFINITION

This series includes positions that involve supervising or performing work in operating still, television (video), or motion picture cameras, and in processing photographic film and negatives. The work requires, in addition to a knowledge of the equipment, techniques, and processes of photography, either (1) working knowledge of the subject matter to be photographed, and/or (2) artistic ability in selecting, arranging, and lighting subjects or in processing work.

This standard supersedes the position classification standard for this series issued in October 1963.

EXCLUSIONS

1. Classify in the [Audiovisual Production Series, GS-1071](#), positions that involve directing the arrangements, sequences, actions, photography, sound, and editing for television or motion picture productions.
2. Classify in the [Visual Information Series, GS-1084](#), positions that involve planning and designing visual materials, such as photographs, illustrations, and diagrams, used in books, exhibits, videotapes, or other communications media.
3. Classify in the most appropriate series under the [Federal Wage System](#) positions that involve using photographic equipment, processes, and techniques when the paramount requirements are skill and experience in a trade or craft. The positions do not require knowledge of the subject matter of the work involved or artistic ability in performing camera or processing work.
4. Classify in the [Photographic Technology Series, GS-1386](#), positions that involve performing research or other professional and scientific work in the design, development, testing, and evaluation of photographic equipment and techniques.
5. Classify in the [Equipment Operator Series, GS-350](#), positions that involve as the primary responsibility operating office microfilm, duplicating, and/or other office equipment.

OCCUPATIONAL INFORMATION

The photography occupation consists of two different but closely related functions: (1) capturing the image on film (camera work) and (2) developing the image so that it is visible to the viewer in the form of a slide, transparency, or print (processing work). Some photography positions involve both camera work and subsequent processing work.

Camera Work

Camera work requires familiarity with the camera equipment used in assignments to produce acceptable work. This may range from the standardized equipment that can be found in any commercial camera shop, such as 35 mm cameras and video camcorders, to more specialized equipment used primarily by professional photographers, such as medium and large format cameras, studio-type television or motion picture cameras, and photoreproduction or "copy" cameras. The work may also involve use of equipment that has been adapted for highly specialized purposes, such as cameras mounted on microscopes or wired for remote control or automatic timed operation, or electronic equipment, such as computerized imaging. The essential knowledge is the same for film/chemical based photography work and computer/electronic aided photography work. The work also requires understanding the uses of a wide range of special purpose accessories, including the many types of film, filters, diffusers, lenses, and lighting sources, such as fiber optics.

All photography work concerns to some degree the elements of lighting and composition in the presentation of subjects, depending on the objectives of the photographs. Most photography work in the Federal service involves technical rather than artistic interpretation of the subject matter. The purpose of these photographs is to render a clear, realistic picture of certain items, features, or events, such as technical equipment, engineering tests, research subjects, medical specimens and procedures, art objects and museum artifacts, criminal evidence and crime scenes, or accident sites. Photography of this type is done primarily for training, documentation, identification, or study purposes, where lighting and composition are used to highlight or display the subjects in an effective, technically useful manner.

Some photography work primarily concerns creating images that present subjects in an aesthetically pleasing or evocative manner. These photographs range from the "public affairs" pictures that appear in employee newsletters, to more sophisticated photographs taken for advertising purposes, for reproduction and sale, or for display in exhibits. In these photographs, lighting and composition are used creatively to attract viewer attention, create a favorable impression, or elicit certain emotional responses.

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Regardless of the purposes of the photographs, the difficulty inherent in camera work is largely a function of the planning involved and the amount of knowledge required about the subjects being photographed. In some cases, the photographer may control the content and composition of the photographs. The planning consists of selecting the subjects, background, positioning, and manner of presentation. In other cases, the subjects may consist of real-life events that cannot be altered by the photographer. Planning for these photographs involves studying the subjects in advance to anticipate the photographic opportunities or to identify those aspects that must be included in the photographic record. Generally speaking, the more planning that an assignment involves, the greater is the degree of knowledge or understanding of the subject required.

Photographer (camera) positions at the lower grade levels tend to concentrate more on the application of the particular techniques required to take individual photographs. The degree of subject matter knowledge required is usually limited to a familiarity with the common terminology of the program or discipline in order to understand instructions on what features of the subjects to photograph. The planning is confined to assessing the particular equipment or lighting needed under the given environmental conditions.

At the higher grade levels, photographers are more involved in taking sequences or collections of photographs to document larger projects or activities. They must have a broader understanding of the objectives of the project, and knowledge of the operations or activities involved, in order to plan the photographic coverage in a way that will ensure accurate, comprehensive, and objective treatment of the subject. For example, a photographer of engineering tests has to understand the nature of the events to be captured to determine how the cameras should be set up, at what stages the photographic record should be made, whether the cameras may be damaged by the effects of the tests, and how to tie the camera controls into the whole process. As another example, a photographer taking a photographic record of a planned news event must be familiar with the background, the major participants and their interrelationships, and the individual activities expected in order to capture images that do not distort or misrepresent the actual occurrences.

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Processing Work

Processing work requires familiarity with the range of equipment peculiar to individual assignments. This may range from the equipment common to most photographic processing laboratories, such as film and negative processors (both automated and manual), printers, enlargers, duplicators, filmstrip generators, contact printers, and vacuum frames, to more specialized equipment used for high precision or high resolution processing, such as manual and computerized rectifiers and orthophoto printers. It also includes the special purpose equipment used for repairing and duplicating motion picture film for archival preservation.

Camera photography and processing photography generally require an equivalent degree of technical knowledge of equipment and techniques. The processes used in developing and printing a piece of film are essentially similar to those used in recording the photograph, i.e., the exposure of the film to light. Either kind of photography requires understanding and applying the principles of lighting, color, and exposure and the uses and limitations of various films, filters, lenses, and papers. In fact, in many cases, a poorly shot piece of film can be salvaged through processing by altering the chemistry or exposure time or by extensive cropping or retouching. Likewise, processing work may require the same degree of subject matter knowledge as camera work. For example, processing a photograph designed to show the firing of a weapon involves understanding both the objectives of the test and the expected physical reactions to determine what specialized processing techniques will bring up or enhance the desired images.

The difficulty inherent in processing positions is a function of the degree of precision or clarity required of the end products. At the lower extreme are those few work situations where the

processing equipment is largely automated and requires minimal intervention on the part of the employee. (This type of situation is not addressed in this standard.) Most photographic assignments fall in the middle range, where the degree of clarity and resolution required is equivalent to what would be expected of a commercial film processing laboratory. In these cases, the employee may manipulate the colors and contrast to improve the quality of the images, but there is no requirement for a high degree of precision or sharpness of image. At the upper extreme are those assignments involving the application of intensive processing efforts to achieve a degree of quality and sharpness required for very specialized purposes. This is characteristic of photographs taken, for example, as identification for insurance purposes, as criminal evidence, or for cartographic use.

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TITLES

Photographer is the title for nonsupervisory positions that involve primarily still photography or any form of film processing work.

Videographer is the title for nonsupervisory positions that involve primarily operating video cameras.

Supervisory Photographer and Supervisory Videographer are the titles for positions that meet the criteria in the appropriate [supervisory evaluation guide](#).

Agencies may add parenthetical titles of their choosing where further distinctions in the work are necessary for personnel management purposes.

EVALUATING POSITIONS

The grade level criteria in this standard cover typical full performance positions at grades GS-7 through GS-11. When a position fails to meet the lowest, or exceeds the highest level provided for a particular factor, evaluate that factor using the FES [Primary Standard](#) along with this standard.

Evaluate positions on a factor-by-factor basis using the factor level descriptions found in this standard. Only the designated point values may be used. This standard includes specific illustrative work situations to supplement the concepts contained in the factor level descriptions. Any one of these examples is not, by itself, totally representative of the factor level. Avoid evaluating positions solely on the basis of comparison with assignments covered in the illustrations. More complete instructions for evaluating positions under the Factor Evaluation System are found in the [Introduction to the Position Classification Standards](#) and [The Classifier's Handbook](#).

GRADE CONVERSION TABLE

Total points on all evaluation factors are converted to GS grade as follows:

GS Grade	Point Range
7	1355-1600
8	1605-1850
9	1855-2100
10	2105-2350
11	2355-2750

FACTOR LEVEL DESCRIPTIONS

FACTOR 1, KNOWLEDGE REQUIRED BY THE POSITION

Level 1-5 -- 750 Points

In camera work, employees use knowledge of basic photographic composition in positioning subjects, arranging backgrounds, and selecting camera angles and views to achieve aesthetically pleasing results. They also use knowledge of the capabilities, limitations, compatibilities, and operation of a variety of standard and specialized cameras, including electronic still imaging, and accessories, including different films, filters, diffusers, lenses, and lights. Some employees apply basic knowledge of specialized subject matter terminology to understand instructions about what features of an object to photograph or emphasize. This knowledge is used in applying a range of complicated techniques to photograph different types of subjects under varying environmental conditions.

OR

In processing work, employees use knowledge of developing, copying, and printing processes and skill in operating a variety of manual and automatic photographic laboratory equipment to assess the condition of source materials, make requisite adjustments in processing methods, and apply processing and printing quality control procedures. They apply knowledge of the working characteristics of photographic chemicals and solutions, the effect of solution and air temperature on processing, and the interaction between a variety of chemicals and photographic films and papers. This knowledge is used in processing a range of photographic products that are tailored to achieve proper contrast, density, and color.

Illustrations:

- The employee provides photographic support to the organization's public information activities by photographing or videotaping award presentations, official portraits, buildings and grounds, and staged or candid shots of equipment and work operations. The subjects of the photographs or videotapes are typically identified at the onset of the assignments. The employee applies knowledge of the appropriate cameras, lights, film type, lenses, and exposures needed to photograph indoors and outdoors, in confined and spacious areas, in natural and fluorescent lighting, and at night.
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- The employee photographs museum artifacts, equipment components, medical specimens, or other stationary objects for documentation, diagnostic, or training purposes. The assignments pose special technical problems related to the illumination of small spaces, the reflective properties of the surfaces, or the need to show fine details or exact color renditions. The employee applies knowledge of how special lighting techniques, such as fiber optic, axial, or ring lighting, can be used to illuminate cavities or minute parts, and what special filters will eliminate glare and reflections, adjust colors, or enhance contrasts.
- The employee develops black-and-white and color film; makes prints, photographic reproductions of drawings, charts, or printed material; and produces duplicate negatives, internegatives, slides, and viewgraphs. The employee evaluates the photographic characteristics of the source materials and selects corresponding films, filters, exposures, and papers based on their reproductive capabilities. The employee applies knowledge of how the developing process can be manipulated (e.g., by changing chemical solutions, timing, exposure, or agitation) to compensate for deviations from normal film quality. The employee also applies skill in using techniques such as dodging, burning, cropping, and retouching to reduce obvious flaws in the material, and in applying sensitometric and densitometric tests to evaluate and adjust color balance and density.

Level 1-6 -- 950 Points

In camera work, employees use knowledge of the capabilities and limitations of specialized photographic equipment, films, and processes to adapt equipment to compensate for physical stresses and special wiring requirements. They also use knowledge of specialized photography requirements, such as high-speed cameras, special films, wired or photoelectric triggering mechanisms, or other specialized equipment or techniques to complete assignments requiring unusually high degrees of detail, critical timing, or critical focus. Some employees apply knowledge of the operations or characteristics of a specialized subject matter field, such as anatomy, forensic science, or a category of technical equipment, or of a program area or topic being depicted to plan the photographic coverage of subjects, events, or activities.

Employees use knowledge of the organization, the photographic objectives, and viewer reaction to various types of images to select or stage scenes and events that will evoke the desired responses.

OR

In processing work, employees use knowledge of the physical and chemical properties of unusual archival materials, such as glass plate negatives, nitrate film, diazo prints, and lantern slides, to generate photographic reproductions. This work also requires knowledge about compatibility with modern equipment and chemicals, and the specialized techniques used in handling them to repair and print from damaged, fragile, or deteriorated source media.

Some employees use knowledge of and skill in operating special-purpose or high-precision photographic laboratory equipment to adapt standard procedures, techniques, and processes in processing film. They assess and resolve difficult or unusual problems related to the enhancement or correction of photographic images.

Illustrations:

- The employee performs still photographic and video documentation of surgeries, post mortems, and other medical procedures for research and education purposes. The employee coordinates with the surgical team prior to the procedure to determine photographic requirements and the equipment and lighting needed to capture the desired images. The employee uses subject-matter knowledge to anticipate the various stages in the procedure, to recognize points of interest, and to apply discretion in documenting elements beyond the scope of the surgeon's explicit instructions. This knowledge is also used in reviewing clinical case histories to document with photographs progression of diseases or other medical phenomena over time.
- The employee sets up and operates standard and high speed still and video cameras to document missile test launchings and flights, blast effects on launchers and targets, and pre-test missile installations. The employee meets with project engineers to review test plans and procedures and to determine the type of photographic information desired. Using knowledge of the capabilities and limitations of the photographic equipment used, the employee adapts the equipment to assure successful accomplishment of the test objectives and to withstand the stresses to which it will be subjected, such as rewiring power sources for remote control operation or building special mounts to withstand vibrations.

- The employee performs studio and remote videography in support of the organization's audiovisual production facility. The employee reviews the script with the director prior to videotaping to define the production's photographic and stylistic requirements. The employee uses this understanding of the director's intentions to deviate from the script and take additional field shots that will facilitate editing, capture interesting scenes that were not anticipated, and minimize distracting audio and visual elements. The employee may also perform video documentation using his/her own initiative in determining what scenes are necessary to establish the main facts, accurately represent the event, and place it in proper context.
- The employee photographs criminal evidence and custom processes the film to obtain high quality photographs for investigative and legal purposes. The employee works closely with investigators to photograph latent fingerprints, such as perspiration, dust, and grease prints, and other evidence susceptible to photographic enhancement. The employee understands how images appear in the light spectrum and applies a range of specialized technical methods to bring up fine details, sharpen images, or eliminate certain colors or features when processing photographic renditions that can be used in court.
- The employee carries out precision processing operations to generate high quality, precisely scaled photographic reproductions of maps, charts, and other cartographic materials. The employee applies skill in the operation of a variety of specialized photographic laboratory equipment such as vacuum frames, precision process cameras, and manual rectifiers. The employee generates products with specified density, tone range, dimensional accuracy, and minimal distortion and image displacement.

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Level 1-7 -- 1250 Points

Employees use a comprehensive knowledge of a wide range of specialized photographic equipment, techniques, and processes to develop, modify, or adapt equipment and procedures to meet new requirements or to perform assignments involving unusual or unprecedented situations that require photographic treatment. They use a knowledge of the most recent advancements in the field of photography and of the range of new equipment, experimental materials, techniques, or processes to create photographic products or to evaluate possibilities for improvements, modifications, or replacements of existing equipment, materials, and techniques. Some employees apply a thorough knowledge of the subject matter area including an understanding of the objectives and operations involved in scientific, engineering, or medical research projects to independently plan the photographic recording and reporting.

Some employees apply knowledge of the techniques and methods for communicating information with photography to create photographic products that go beyond being technically perfect to provide insight into the object itself or present a heightened aspect of reality. They also use this

knowledge to create the illusion of real action, to simulate events, or to use trick photography in unprecedented situations where artistic and creative ability is required.

Illustrations:

- The employee participates as a member of the planning team in contributing photographic knowledge of the capabilities and limitations of cameras and equipment to the total planning of a medical, scientific, or engineering research project. The employee develops and adapts equipment and techniques that will be responsive to unusual or highly specialized situations requiring photographic treatment. Using a comprehensive knowledge of the subject matter and an understanding of the objectives of the research, the employee develops and designs the approach to the photographic aspects of the project. The employee determines what specific information will be presented to advance the informational or educational value of the photographic products.
- The employee plans and produces photographs and videotapes including coverage of live and special events. The employee applies knowledge of new photographic equipment, methods, and procedures, trends in photography, and artistic and creative ability to present realistic photographic rendering of events or occurrences that, in fact, are not subject to successful "real life" photography. The employee uses special effects photography where a high degree of ingenuity and imagination is required and, where possible, exercises control over the setting or action of the event by "staging" actions to improve the artistic effect of the photographs.

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FACTOR 2, SUPERVISORY CONTROLS

Level 2-3 -- 275 Points

The supervisor makes assignments by defining objectives (e.g., indicating generally what features of the subjects should be emphasized or enhanced), priorities, and deadlines, and assists the employee when assignments call for substantial departures from established procedures or standard photographic techniques.

The employee plans and carries out the successive steps of the photographic assignment and independently solves commonly occurring technical problems, such as inadequate lighting, poorly shot film, and equipment malfunctions.

Completed work is evaluated for technical quality, appropriateness, and for meeting the objectives of the assignment. The methods used in accomplishing the work are not usually reviewed in detail.

Level 2-4 -- 450 Points

The employee is given only the overall objectives and resource limitations of the assignment, and participates with the supervisor or client in developing deadlines and the extent of photographic coverage or resolution required.

The employee, having developed expertise in the field, independently plans and carries out all phases of the assignment, resolves most differences that arise with clients, coordinates the work with others as necessary, and interprets policy on such matters as the photographing or presentation of given subjects.

Completed work is reviewed only in terms of its effectiveness in meeting the objectives of the assignment.

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FACTOR 3, GUIDELINES*Level 3-2 -- 125 Points*

The format and content of the visual product are specified and techniques and procedures for doing the work are established. Technical guides are available that provide detailed instructions on such matters as lens settings and exposure times to be used in taking routine photographs and in producing standard negatives and prints under normal conditions.

The employee uses judgment in locating and selecting appropriate references and in making minor deviations in procedures to fit the specific assignment. Situations where precedents are not available or where procedures and methods must be substantially altered are referred to the supervisor for additional guidance.

Level 3-3 -- 275 Points

The parameters of the photographic assignment are well-defined in terms of the subject, the way in which it will be presented, and the aspects that are to be emphasized. However, methods for producing the work have not been specified in detail. Guidelines consist primarily of photography manuals that address the accepted principles and techniques of still or video photography, processing, or duplication, but often do not cover the more specialized requirements of the work performed.

The employee uses judgment in interpreting and adapting these guidelines for application to specific cases and problems. The employee is expected to recognize and exploit photographic

opportunities that arise during the course of an assignment and to determine the specialized lighting and filters that will enhance the desired features.

Level 3-4 -- 450 Points

The work product expected is presented only in terms of a general theme to be expressed or an objective to be achieved. The content and style of the photographs or the equipment configurations used are left largely to the discretion of the employee. Because of the unique nature of the projects, guidelines are scarce or of limited use. Those guidelines that do exist consist primarily of photography textbooks that discuss the aesthetic aspects of composition, lighting, and style, or the operating features and capabilities of standard and specialized photographic equipment.

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The employee uses initiative and resourcefulness in evaluating the subjects to be photographed, identifying the visual elements necessary to represent the topic or event accurately, and devising new ways to present the subjects or capture the images desired. In some work situations, the employee may test and evaluate complex, experimental materials or processes by using precision photographic analysis equipment to analyze their chemical, physical, and optical properties, or make significant adaptations to existing equipment to meet specialized requirements.

FACTOR 4, COMPLEXITY

Level 4-3 -- 150 Points

The work involves a variety of photographic assignments, each with its own technical requirements and processes.

- In camera work, the assignments typically involve a variety of still and limited video photography. The subjects to be photographed are specified, the extent of coverage is predetermined, and the general format is established. The emphasis is on taking clear photographs to document visually objects, images, or events, or to display certain features. The employee's discretion on the photographic composition is generally limited to determining the position, background, lighting, angles, distance, and other aspects that will complement or enhance the subjects. However, the assignments require the use of different cameras, lenses, lens settings, film, filters, lighting equipment, and other accessories to produce images of acceptable quality.
- In processing work, the assignments involve producing a variety of standard photographic products such as color or black-and-white prints, enlargements, slides, contact prints, and duplicate negatives. The work is done both using automated equipment and manually for "custom" jobs. The emphasis is on maintaining consistent levels of quality and on applying

corrective measures to compensate for defects in the source materials. The employee uses discretion in identifying what aspects of the image can be manipulated to enhance the quality of the end product such as adjusting density, correcting color balance, controlling contrast, or minimizing shadows or glare.

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The employee makes decisions on the technical processes that will be used to assure the optimal photographic product. These decisions are based on such considerations as the amount of light available, the properties and characteristics of the subjects, the degree of detail required, or, in processing work, the type and condition of the film or negatives and the nature of the end product desired.

The employee identifies features that are difficult to photograph, such as reflective surfaces, fine or subsurface details, confined spaces, or moving parts, or that pose processing problems, such as under or over exposed film. The employee makes compensating adjustments in equipment and techniques.

Level 4-4 -- 225 Points

The work involves varied photographic assignments requiring the application of a wide range of processes, methods, and techniques.

- In camera work, the subjects are identified but no specific format, composition, or manner of presentation have been specified in advance. The emphasis is on working with the client in planning the content and execution of a photographic collection. In some cases, these products may be designed to document or encapsulate large-scale activities or a complex sequence of events, for example, the photographic coverage of a political convention, the construction of a building, the stages of a scientific research program, the growth of a bacterial culture, a surgical procedure, or a pathological specimen. In others, they may be designed to achieve certain unusual visual effects, for example, creating the illusion of reality through the use of miniature sets and special lighting.
- In processing work, the assignments involve photographic products that must meet highly specialized requirements and standards of quality or precision. The emphasis is on working with very poor quality, damaged, fragile, or otherwise inadequate source materials to produce prints that will meet the requirements of the users. The actual camera work that was done in recording the image is often subordinate to the processing work in the development of the end product. For example, the photographs may have been taken by amateurs or by automated equipment, with the processors then responsible for recovering the maximum information from this imagery to achieve the degree of clarity or precision required.

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The employee makes decisions on the composition of the final photographic products by identifying the important features of the subject in relation to the purposes of the photographs. In camera work, the employee assesses how these features can best be displayed or represented in a manner that ensures comprehensive, accurate, and objective portrayal of the subject. The employee also decides the scenes, angles, and views that will be photographed and, if necessary, the models or materials that will be needed to stage elements of the photographs. In processing work, the employee assesses how the source material can be manipulated, through the selective use of filters, exposures, and other techniques, to accentuate the main points of interest.

The assignments typically involve complicating conditions that require modifying standard photographic methods and techniques or adapting equipment to meet specialized requirements. In camera work, these may include taking photographs under extreme or difficult environmental conditions, such as in heavy rain or wind, under water, or through glass, or compensating for limitations and incompatibilities in photographic materials and equipment, such as by manipulating filtration and lighting to achieve precise color renditions. In processing work, assignments may include handling source materials with multiple deficiencies that require different treatments such as negatives that are faded and stained in different areas.

FACTOR 5, SCOPE AND EFFECT

Level 5-2 -- 75 Points

The purpose of the work is to produce photographic products that require application of fundamental methods, techniques, and procedures in the use of standard camera equipment.

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The work products affect the accuracy of information to convey clearly and simply the required meaning.

Level 5-3 -- 150 Points

The purpose of the work is to produce a variety of conventional photographic products that depict subject matter information or events. These products are conventional in that they are executed using well-established processes and specifications or the same general manner of presentation as other precedent materials.

The work products affect the adequacy of the organization's local training, public information, or scientific documentation activities.

Level 5-4 -- 225 Points

The purpose of the work is to plan the composition, coverage, and execution of a photographic collection or to perform high-precision photographic processing. The work typically involves a number of unusual technical problems, such as photographing subjects under extreme environmental conditions or by remote control, devising ways to express abstract ideas through photography, or processing old photographic materials that are incompatible with modern developing chemicals and equipment.

The work affects a wide range of agency activities such as public information efforts covering the programs and operations of a major organization and its subordinate field units, the activities of other agencies involved in related work, or major activities of commercial photography laboratories.

FACTOR 6, PERSONAL CONTACTS AND FACTOR 7, PURPOSE OF CONTACTS

Match the level of regular and recurring personal contacts with the directly related purpose of contacts and credit the appropriate point value using the chart below.

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Persons Contacted

1. Contacts are with employees in the immediate office and in related support offices.
2. Contacts are with employees in different functions or program areas or at various organizational levels in the same agency but outside the photography organization. These contacts are generally for established and routine relationships. Contacts include illustrating and printing personnel, editors, commercial photography laboratories, and specialists and technicians in other fields.
3. Contacts are with individuals or groups from outside the agency on matters for which there is no routine working relationship already established. Contacts include representatives of manufacturers of photographic equipment and materials, publication editors, and contractors.

Purpose of Contacts

- a. Contacts are to obtain or request information needed to produce photographic products.
- b. Contacts are to plan, coordinate, or advise on work efforts or to resolve technical problems by influencing individuals or groups who are working toward mutual goals and are basically cooperative. Contacts may involve planning, advising, and resolving photographic work efforts in regard to research or informational programs.

P U R P O S E

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	a	b
1	30*	60
2	45	75
3	80	110

*This combination is unlikely.

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FACTOR 8, PHYSICAL DEMANDS

Level 8-1 -- 5 Points

The work is primarily sedentary, although there is some walking, traveling, and carrying of lightweight equipment and materials.

Level 8-2 -- 20 Points

The work requires some physical exertion such as long periods of standing; walking over rough or rocky surfaces; recurring bending, crouching, or stretching; and recurring lifting of moderately heavy equipment and materials.

Level 8-3 -- 50 Points

The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 22.5 kilograms (50 lbs), and crouching or crawling in restricted areas.

FACTOR 9, WORK ENVIRONMENT

Level 9-1 -- 5 Points

The work is typically performed in adequately lighted and climate controlled offices and studios and requires no special safety precautions.

Level 9-2 -- 20 Points

The work requires moderate risks or discomforts such as working near or on moving machinery, using flammable or explosive materials, or being exposed to irritant chemicals or infectious diseases. The work may require special safety precautions and the use of protective clothing or gear.