



## UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

Employee Services

### Memorandum for Human Resources Directors

From: Robert Shriver  
Associate Director  
Employee Services

Subject: Governmentwide Learning and Development Survey (2021)

The U.S. Office of Personnel Management (OPM) is committed to designing policy and programs to ensure the Government's Learning and Development efforts support strategic human capital goals and investments and facilitate the workforce's ability to meet its respective missions. OPM is collaborating with the Chief Learning Officers (CLOs) Council to create a Learning and Development Policy Agenda that focuses on the evolution of training in the Federal Government.

OPM must first determine the current state of Governmentwide Talent Development. OPM will administer a short survey to collect information on agency training programs that includes facets of the training and development lifecycle. The data collected from this survey will aid in creating the *State of Governmentwide Learning and Development* which will inform our decisions and lay the foundation for the formulation of a Talent Development Policy Agenda. The survey launched on **September 28, 2021**, and the deadline for submission will be **October 27, 2021**.

OPM is collecting this information in accordance with its authority in 5 U.S.C. § 4115. The distribution of the survey is to all principal CLO's or equivalent. If your agency does not have these specific positions, please forward this memorandum to whomever is responsible for your agency's Learning and Development programs.

It is important that the information your agency provides is as close to accurate as possible. Therefore, this may require your agency to use other resources (e.g., Bureau Chief Learning Officers, Training Officers, Chief Financial Officer (CFO), and/or Budget Analyst/Officer) as necessary to respond to certain questions. We ask agencies with multiple bureaus, for an example, bureaus such as the Internal Revenue Service (IRS) within the Department of Treasury or the Federal Aviation Administration (FAA) within the Department of Transportation, to submit one response to the survey. Once the survey analysis is completed, the results will be included in a brief summation of the *State of Governmentwide Learning and Development* and will be made available to all agencies. If you have any questions about the survey, please contact Loretta Reeves at [loretta.reeves@opm.gov](mailto:loretta.reeves@opm.gov) or Jamilah McDonald at [jamilah.mcdonald@opm.gov](mailto:jamilah.mcdonald@opm.gov).

cc: Chief Human Capital Officers (CHCOs), Deputy CHCOs, and Chief Learning Officers