



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

October 27, 2022

Memorandum for Chief Human Capital Officers

From: Kiran A. Ahuja
Director

Subject: Closing Skills Gaps Initiative Closeout Report

The Office of Personnel Management (OPM), in partnership with the Chief Human Capital Officer's (CHCO) Council, worked over the last four years with CHCO Act agencies and Occupational Leaders to close agency-specific and Governmentwide skills gaps in high risk mission critical occupations (MCO).

Great progress was made in addressing agency-specific and Governmentwide skills gaps in high risk MCOs. Through the multi-factor model (MMF), there were thirty-seven agency-specific and five Governmentwide high risk MCOs identified for gap closure. These efforts resulted in 86% of CHCO Act agencies having mitigated one or more high risk MCO factors. In addition to the agency-specific accomplishments, the Governmentwide MCOs saw similar success with the removal of the 0511-Auditor and the 0110-Economist as Governmentwide high risk MCOs. Though we acknowledge there is still work to do and there will always be skills gaps, agency and Governmentwide Occupational Leaders should be applauded for their success.

OPM worked diligently with agency experts to develop and implement a methodology that would lead to an institutionalized approach for mitigating skills gaps. This methodology included a data-driven approach to identify high risk MCOs; a strategic action plan to provide a roadmap to success; defining measurable targets; and continuous monitoring through quarterly reporting and HRStat reviews. Agencies' ability to implement this methodology and their diligence to maintain it as a normal business process contributed to an established process going forward to continuously monitor and mitigate skills gaps.

OPM is releasing the attached Closing Skills Gaps Closeout Report, highlighting the achievements over the last four years. We are excited to continue working with agencies and Governmentwide Occupational Leaders on their closing skills gaps effort.

If you or your staff have any questions or need assistance, please call or e-mail Jason Barke, at (202) 606-7994 or at Jason.Barke@opm.gov.

cc: Deputy Chief Human Capital Officers
Human Resources Directors