



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Friday, March 4, 2016

**MEMORANDUM FOR: Chief Human Capital Officers**

FROM: BETH F. COBERT, ACTING DIRECTOR

Subject: Administrative Law Judge (ALJ) Examination

The U.S. Office of Personnel Management (OPM) will soon post a job opportunity announcement to accept applications to take the ALJ examination in order to replenish the existing ALJ register. Agencies may continue to request certificates from the existing register, and hire from those certificates, while the ALJ register is being replenished.

A job opportunity announcement will be posted in the near future on OPM's USAJOBS website at [www.usajobs.gov](http://www.usajobs.gov). Individuals who are interested in applying are urged to closely monitor the USAJOBS website in the coming weeks. Individuals can conduct a search with the job title "Administrative Law Judge" to locate the OPM job opportunity announcement when it is posted. The announcement will provide full details about the application and the examination process. A notice will also be posted on the OPM ALJ website at <http://www.opm.gov/services-for-agencies/administrative-law-judges/>.

cc: Human Resources Directors