



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

Thursday, March 1, 2012

MEMORANDUM FOR: Chief Human Capital Officers

FROM: John Berry, Director

Subject: Agency-specific Diversity and Inclusion Strategic Plans - March 16, 2012

In accordance with Executive Order 13583, Establishing a Coordinated Government-Wide Initiative to Promote Diversity and Inclusion in the Federal Workforce, Federal agencies are required to submit their agency-specific Diversity and Inclusion Strategic Plans (Strategic Plans) for review to the Office of Personnel Management by Friday, March 16, 2012. Please note that agencies should begin implementing their Strategic Plans immediately upon submission.

Consistent with our earlier guidance, when agencies develop their Strategic Plans, they should review their EEO Management Directive 715 report to identify employment barriers and capture strategies to eradicate those barriers. In addition, where underrepresentation exists within your workforce, the plan should include appropriate strategies for addressing it. As also indicated in our earlier guidance, the plan should take into consideration Government-wide initiatives for responding to the underrepresentation of people with disabilities and Hispanics in the Federal workforce. With regard to the former, please refer to your Disability Hiring Plan for alignment with your Strategic Plan.

Because Diversity and Inclusion is a critical business imperative that cultivates a high performing organization, the Federal government must capitalize on the value of diversity of thought and perspective as well. Diversity and Inclusion is about creating a workplace that works for everyone. As such, each employee should see himself/herself in the agency's Strategic Plan.

Finally, please ensure that Human Resources, Equal Employment Opportunity, and Diversity and Inclusion offices continue to collaborate and coordinate all efforts in preparing the Strategic Plan.

We look forward to receiving your agency plan. For ease of submission, please submit the Plan in MS Word format to Jesse Frank via e-mail at jesse.frank@opm.gov. If there are any questions or needed assistance, feel free to contact the Office of Diversity and Inclusion at (202) 606-0040.

Thank you for your ongoing support on this important Presidential initiative.