



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Tuesday, November 13, 2001
MSG 2001-101

MEMORANDUM FOR: Human Resources Directors

The Draft Job Family Position Classification Standard for Administrative Work in the Equipment, Facilities, and Services Group, GS-1600, and the Draft Position Classification Flysheet for a proposed new one-grade interval series, the Equipment, Facilities, and Services Assistance Series, GS-1603, are now available on the OPM Web site for review and comment.

You can access these documents for downloading from several Federal Classification System Web pages.

For the following Web page:

Use this url address:

What's Hot in Federal Classification and Qualifications

opm.gov/fedclass/html/whatshot.htm

What's New in Federal Classification and Qualifications

opm.gov/fedclass/html/whatsnew.htm

General Schedule Position Classification Standards

opm.gov/fedclass/html/gsseries.htm