



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

Thursday, August 7, 2008

MEMORANDUM FOR: Human Resources Directors

FROM: Angela Bailey, Deputy Associate Director, Center for Talent & Capacity Policy

Subject: Draft Qualification Standard for the Information Technology Management Series, 2210

The U.S. Office of Personnel Management (OPM) is issuing a draft qualification standard for the Information Technology Management Series, 2210 for a 30-day comment period. The draft standard is located on OPM's website at www.opm.gov/qualifications/drafts/index.asp and also is attached.

The draft standard updates the occupational requirements and is revised to align with the job family classification standard, *Job Family Standard for Administrative Work in the Information Technology Group*. Additionally, in an effort to streamline, the draft standard now incorporates the qualification requirements into a single stand-alone individual qualification standard as opposed to the current qualification standard which specifies the qualification requirements in two documents to be used in combination: 1) *Group Coverage Qualification Standard for Administrative and Management Positions*; and 2) *Individual Occupational Requirements for GS-2210: Information Technology Management Series*.

Please review the draft standard for accuracy, completeness, clarity, and ease of use. Comments must be received no later than 30 days after the date on this memorandum. Please send your comments to Cynthia Diane either by facsimile (202) 606-2329 or by email to cynthia.diane@opm.gov.

[Attachment](#)