



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Friday, March 22, 2013

**MEMORANDUM FOR: Human Resources Directors**

FROM: Angela Bailey, Associate Director, Employee Services

Subject: Exit Survey for Senior Executive Service (SES) Members

The U.S. Office of Personnel Management (OPM) has developed a Governmentwide exit survey to be administered to all departing SES members. The exit survey will capture valuable information regarding the circumstances under which executives leave the Federal Government and offer an opportunity for executives to provide candid feedback about their work experience. Implementation of this survey will ultimately allow agencies to explore issues that impact retention and succession planning efforts.

The exit survey is the result of a collaborative cross-agency effort among OPM, the Senior Executives Association, the Partnership for Public Service, agency representatives, and current SES members. This web-based survey will be hosted by OPM, and each agency will be provided a common link to distribute to their departing SES members. In addition, OPM will provide survey implementation guidance and an in-person exit interview protocol, for optional use by agencies. The survey will be available on an ongoing basis for an indefinite period of time, and OPM will work with agencies to optimize participation. Data will be captured at least annually, and may be captured more often depending on agency needs.

If you have any questions about the survey, please contact Julie Brill at [Julie.Brill@opm.gov](mailto:Julie.Brill@opm.gov) or Cassandra Cunfer at [Cassandra.Cunfer@opm.gov](mailto:Cassandra.Cunfer@opm.gov).

cc: Chief Human Capital Officers and Deputy Chief Human Capital Officers