



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Wednesday, February 13, 2019

MEMORANDUM FOR: HEADS OF AGENCIES AND DEPARTMENTS

FROM: MARGARET WEICHERT
ACTING DIRECTOR

Subject: Human Capital Reviews

Managing human capital effectively and efficiently requires enterprising leadership, effective policies and programs, and a robust evaluation system. As the President's human capital management agency, the U.S. Office of Personnel Management (OPM) will begin Human Capital Reviews (HCR) in April 2019. The HCR was established in the revised regulations of 5 CFR part 250, subpart B, effective April 11, 2017. OPM invites you to identify members of your executive staff (CXO) to engage in interactive dialogue, leveraging OPM's partnership to identify and share successful practices, identify root causes of issues, develop solutions, and highlight crosscutting organizational challenges within your agency.

The HCR is an annual discussion between agency leadership and leadership from OPM's Employee Services (policy), Merit System Accountability and Compliance (oversight), and Human Resources Solutions (products and services). The HCR will focus primarily on human capital results achieved and challenges remaining, linked specifically to goals in agency Human Capital Operating Plans and the President's Management Agenda (PMA) Priority Transformation Areas: Improving Customer Experience with Federal Services, Sharing Quality Services, and Shifting from Low-Value to High-Value Work. We are particularly interested in learning about the strides your agency is making towards achieving a modern workforce for the 21st century. This includes strategically hiring employees with the proper skills to align with evolving mission needs, engaging the workforce, and reskilling employees as necessary. The HCR also includes a discussion of agency progress in meeting Governmentwide priorities in the Federal Workforce Priority Report, such as closing skill gaps and effectively using data to drive decisions and improve processes. In addition, the HCR should inform your annual strategic reviews, as required by the Government Performance and Results Modernization Act. Finally, we want to hear about any human capital challenges that may impact mission accomplishment.

As planning efforts are underway, we ask that you identify one point of contact for your agency with whom OPM will coordinate the agenda for your agency's HCR. The HCR is an agency's opportunity to showcase its successes in the implementation of human capital objectives; obtain focused, high-level, feedback from OPM on its strategic human capital progress; and demonstrate its application of the driving tenets of the PMA: "Mission, Service, and Stewardship."

Please provide the name of your designated representative to Ms. Ana A. Mazzi, OPM's Principal Deputy Associate Director for Merit System Accountability and Compliance, no later than February 28, 2019, at Ana.Mazzi@opm.gov. We look forward to working with you to improve your human capital results using HCR. For questions related to the review process, please contact Ms. Mazzi at (202) 606-4309 or the email address above.

cc: Chief Human Capital Officers (CHCOs) and Deputy CHCOs