



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Friday, March 4, 2011

MEMORANDUM FOR: Chief Human Capital Officers

FROM: Christine M. Griffin
Deputy Director

Subject: New Due Date for Submission of Agency Plans for Increasing
Employment of People with Disabilities - April 11th, 2011

To All Chief Human Capital Officers, Deputies and Staff:

Message from OPM Deputy Director, Christine Griffin:

In accordance with Executive Order 13548 (Increasing Federal Employment of Individuals with Disabilities), federal agencies are required to submit their specific plans for increasing employment of people with disabilities/targeted disabilities for review and approval by the Office of Personnel Management (OPM), The Office of Management and Budget (OMB), and the White House on March 8, 2011. OPM's Model Strategies for Recruiting, and Hiring People with Disabilities did not advise agencies to link hiring goals for people with disabilities/targeted disabilities to their Strategic Human Capital Plan or how the overall plan should be linked to the agency's Strategic Plan. Agencies are now advised that they should include people with disabilities/targeted disabilities in the aforesaid plans. Agencies should consider, among other factors, current and projected hiring trends, disability hiring and retention trends, and the agency workforce succession plan.

We are offering all agencies a one-time extension of one month to ensure that adequate time is spent determining how their stated goals for hiring employees with disabilities/targeted disabilities are linked consistent with the guidance above. Agencies that have already submitted plans to OPM are encouraged to use the extended deadline if needed. The plans will be due Monday, April 11, 2011.

While the deadline for the agency plans has been extended, agencies must submit the name of the Senior Executive who will be accountable for implementing the plan and the name of your agency's Protecting Our Workers and Ensuring Reemployment (POWER) Initiative representative by March 8, 2011.

Please submit all information required on the appropriate date in MS Word format to Michael LaRosa via e-mail at michael.larosa@opm.gov.

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

Christine M. Griffin
Deputy Director
OPM