



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

Monday, October 22, 2018

MEMORANDUM FOR: CXO COUNCILS

FROM: MARGARET M. WEICHERT
ACTING DIRECTOR

Subject: Program Management Improvement Accountability Act – Program and Project Managers Workforce Survey

The U.S. Office of Personnel Management (OPM) is working in consultation with the Office of Management and Budget (OMB) and the Program Management Policy Council to implement specific requirements of [Public Law 114-264, Program Management Improvement Accountability Act \(PMIAA\)](#). In accordance with the PMIAA, P.L. 114-264, OPM is required to issue regulations that identify key skills and competencies needed for a program and project manager in an agency; establish a new job series, or update and improve an existing job series, for program and project management within an agency; and establish a new career path for program and project managers. OPM is pleased to kick-off this Governmentwide initiative.

Additionally, this study will support OMB's guidance, "[Improving the Management of Federal Programs and Projects through Implementing the Program Management Improvement Accountability Act](#)" (June 25, 2018) and the President's Management Agenda by informing agency efforts to better track and build the program and project management workforce through increased training opportunities, career pathways, and mentorships. To support these efforts, it is important to accurately identify the program and project management workforce. OPM is issuing a survey to identify incumbents and positions Governmentwide performing program and project management work in numerous occupational series.

OPM is requesting your assistance identifying Program and Project Managers in your agencies to participate in this study and sharing the survey link with your program and project management workforce. OPM invites Program and Project Management Managers to complete the online survey at <https://feedback.opm.gov/Community/se/076F441064F765A0>. Agencies will have 4 weeks from the date of this memo to submit survey responses.

For the purpose of this survey, program management and project management work is defined as follows:

- Program Management – Work that involves providing oversight of the provision of one or more programs and/or services to the public, to include the coordinated application of general and specialized knowledge, skills, expertise, and practices necessary for the effective implementation of one or more programs and the accomplishment of the agency mission, goals, and objectives.

- Project Management – Work that involves the coordinated application of general and specialized knowledge, skills, expertise, and practices to a temporary endeavor with a defined scope, cost and completion date. A project may be part of a larger program or portfolio.

While this survey will identify the population of program and project managers Governmentwide, a future survey will be administered for competency modeling development. Also, OPM will identify and consult with lead agencies on this initiative.

We appreciate your assistance with designing policy in line with the requirements of the PMIAA. If you have any questions about the program and project management study, please contact Aron Thune at (202) 606-7001, or by e-mail at Aron.Thune@opm.gov . For questions regarding the survey to identify the program and project management workforce, please contact Competency@opm.gov.

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