



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Tuesday, July 22, 2014

MEMORANDUM FOR: Chief Human Capital Officers

FROM: Katherine Archuleta
Director

Subject: Release of OPM's Online Course: "A Roadmap to Success: Hiring, Retaining and Including People with Disabilities"

On July 26, 2010, President Obama issued Executive Order (E.O.) 13548 on Increasing Federal Employment of Individuals with Disabilities, to mark the historic 20th anniversary of the signing of the Americans with Disabilities Act (ADA). E.O. 13548 says that the Federal Government, as the Nation's largest employer, must become a model for the employment of individuals with disabilities. I applaud my fellow Federal employees for the great strides we have made building an inclusive workforce that draws on the talents of all segments of society.

In continued support of E.O. 13548, OPM, in consultation with partner agencies, has developed an online course entitled, "A Roadmap to Success: Hiring, Retaining and Including People with Disabilities."

This course will provide Federal employees with basic information and resources to successfully hire, retain, and advance employees with disabilities. OPM is making this course available to agencies at no cost on HR University. We believe it will benefit all Federal employees. In accordance with E.O. 13548, this training should be considered required training for human resources personnel and hiring managers.

If you have any questions or need additional information, please contact OPM's Office of Diversity and Inclusion at disabilityemployment@opm.gov.

cc: Human Resources, Equal Employment Opportunity, and Diversity and Inclusion Directors