

MEMORANDUM FOR: INGRID KOLB
DIRECTOR, OFFICE OF MANAGEMENT

THRU: WALTER HOWES
ACTING DIRECTOR, OFFICE OF INFORMATION RESOURCES

FROM: CLAUDIA CROSS
DEPUTY CHIEF HUMAN CAPITAL OFFICER/
DIRECTOR, OFFICE OF HUMAN CAPITAL MANAGEMENT

MIKE KANE
ASSOCIATE ADMINISTRATOR FOR MANAGEMENT AND
ADMINISTRATION, NNSA

SUBJECT: Notice of Intent to Develop the Human Capital Management
Accountability Program (DOE O 328X)

PURPOSE: The purpose of the Order is to establish requirements, roles and responsibilities for the Human Capital Management Accountability Program (HCMAP) for human resources programs and personnel and to ensure human capital activities are regulatory and procedurally compliant with Federal statutes and Departmental policies. Through the Program, the Department of Energy holds managers and human resources offices accountable for efficient and effective human resources (HR) decision-making that supports the DOE mission in accordance with merit system principles. In addition, HCMAP offers managers quantitative and qualitative data to make better informed decisions related to their investments in human capital management programs.

JUSTIFICATION: This Order adheres to Executive Order 13197, Government Accountability for Merit System Principles, Workforce Information, dated January 18, 2001. Under the Order, the U.S. Office of Personnel Management (OPM) required agencies to establish a Human Capital Management (HCM) system. Additionally, the Human Capital Officers Act of 2002 (CHCO Act) (5.U.S.C. 1103(c)) requires every agency to appoint a Chief Human Capital Officer with responsibility for assessing agency management of human capital.

The Department of Energy has established a system of accountability that meets OPM's requirements to measure effectiveness, efficiency and levels of compliance of human capital programs. Through program reviews, deficiencies must be identified and corrective actions must be cited to ensure HR offices comply with human capital requirements. Program assessments must serve as the vehicle to measure levels of success and to ensure results are sound, practical and adhere to merit systems principles.

The proposed directive does not duplicate existing laws, regulations or national standards and it does not create undue burden on the Department.

We are requesting this directive to be processed on track 3.

IMPACT: Not applicable, as this program has been implemented. There is no direct impact on any other Directives.

CONTACT: George Waldmann, 202-586-9904

DECISION:

Concur: _____

Nonconcur: _____

Timeframe: ___ 30 days ___ 60 days ___ 90 days ___ 120 days

Date: _____

Proposed Schedule:

Justification memo to Advisory Group: April 6, 2007

Justification memo to MA-1: April 23, 2007

DOE O 328.1 Coordinated on RevCom: April 27, 2007

DOE O 328.1 approved: July 30, 2007