

Career Service Materials Received in Response to D/Pers Request

Career Service	Date Rec'd	Selection	Training	Spills	Promotion	Rotation	Other
E							
EL							
D	13 Aug	✓	X		X	X	General
I	"	X			X	X	
IB	"	X			X		
IC	"	X			X		
IN	"	✓			X		
IP	"	X			X		General
IR	"	X			X		
ID	"	X			X		
IO	"	X			X		
IOC	"	X			X		
IOB	"	X			X		
R	24 Aug						General
S	20 Aug	X	X		X	X	
SC	10 Aug						General
SF	21 Aug						General
SL	13 Aug		X				General
SM	7 Aug				X	X	General
SP							
SS	14 Aug		X		X	X	
ST							X

Survey of Career Service Practices

1. ~~Selection~~ Input
2. Promotion
3. Rotation and assignment
4. Development
5. Training Standards
6. Positions
7. Agency Regulation
8. Role of the Career Service Board
9. Role of the "SP" Personnel Officer (or other)

Input
~~Input~~

What are sources of input?

Where do new Career Service members come from within the Agency?

What are the sources of outside recruits?

Who selects new members?

What different selection procedures are in effect?

What part does COTP play?

Promotion

Who gets promoted?

What determines who gets promoted?

Is time in grade a significant factor?

7 What is the basis for competitive selection?

Who approves which promotions?

What is the area of competition for promotion?
How large etc.?

Assignments

What is the process by which ~~each~~ individual assignments are determined?

Who selects for "vacancies"?

Who worries about the overall deployment of the personnel assets of the career service?

Development

How are developmental actions conceived and implemented?

Training Standards

What training standards have been formulated?

Who determines individual training needs?

How are selections for training made?

Positions

How does the Career Service make use of the position structure?

Does it consider positions to be the ~~primary~~ record of current requirements?

Does it use positions to show current deployment of personnel?

How does it relate position grades to promotional opportunity (collectively & individually)?

Are there significantly distinct areas of functional difference in terms of personal requirements within the service?

Agency Regulations

Are Agency Regs. responsive to the true needs of the Career Service?

Are they useful & helpful?

What modifications are in order?

Role of the Career Service Board

Who serves on the Board ?

How frequently does the Board meet ?

Are minutes kept ?

Does the Board "advise" or "act for" in fact ?

Are there sub-panels ?

Role of the Personnel Officer

What is the Personnel Officer's Role in the Administration of the Career Service?