



**Biennial Review of Executive Resources  
Agency Projections for FY 2026-2027  
(Response Due: Friday, August 23, 2024)**

**Department or Agency Name:**

This projection pertains to the requirement at [5 U.S.C. § 3133](#) that during even-numbered calendar years, each agency examines its Senior Executive Service (SES) position needs and submits a written request to the U.S. Office of Personnel Management (OPM) for a specific number of SES position authorizations for each of the succeeding fiscal years. Agencies are also expected to provide the results of their examination for the Senior-Level (SL) and Scientific and Professional (ST) allocations below.

**Agency Instructions:** Please address each of the four (4) sections as applicable and obtain the appropriate signatures (Agency Head/ Inspector General or designee). **Return this request no later than Friday, August 23, 2024, to OPM at [SERS@opm.gov](mailto:SERS@opm.gov).**

For additional information or questions, please contact Phyllis Proctor at [Phyllis.Proctor@opm.gov](mailto:Phyllis.Proctor@opm.gov) or Angela Champion at [Angela.Champion@opm.gov](mailto:Angela.Champion@opm.gov).

**Section 1 – No Changes in Existing Allocations**

- The agency confirms it will continue to work within its existing SES/SL/ST allocation(s) and is not requesting additional allocations during the FY 2026 - 2027 biennial allocations process.
- N/A (If Section 2 will be completed below)

**Section 2 – Projected New Allocations (FY 2026 – 2027)**

Allocation Type	Projected # of New Allocations FY2026	Projected # of New Allocations FY2027
SES		
SL		
ST		

- N/A (If Section 1 is completed above)

### Section 3 – Changes in Existing Allocations

Indicate, by checking one below, if the agency intends to request conversion or reduction of its existing allocations.

- The agency intends to request a reduction of existing allocation(s).
- The agency does not intend to request the conversion of existing allocations.
- The agency intends to request the conversion of existing allocation(s) (e.g. from SES to SL).

### Section 4 – Changes in Position Designation

Indicate, by checking one below, the agency's intention pertaining to changes of SES position designations (e.g., from career reserved to general or vice versa).

- The agency **intends** to request the redesignation of SES position(s).
- The agency **does not intend** to request the redesignation of the SES position(s).

### Approving Official

**Signature:**

**Name:**

(Type/Print name of Agency Head, Inspector General, or Designee)

**Title:**

(Type/Print title of Agency Head, Inspector General, or Designee)

### Agency Point of Contact

**Name:**

(Primary)

**Email:**

**Name:**

(Alternate)

**Email:**