



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

January 16, 2024

Memorandum For Heads of CFO Act Agencies and Chief Human Capital Officers

From: Kiran A. Ahuja *Kiran A. Ahuja*
Director

Subject: FY2024 Human Capital Reviews

Managing human capital effectively and efficiently requires enterprising leadership, effective policies and programs, and a robust evaluation system. As the President's human capital management agency, OPM will conduct the FY2024 review of Human Capital Reviews (HCR) starting in March 2024. The HCR is OPM's evidence-based review of agency human capital management practices and activities and is designed to improve human capital outcomes in support of organizational performance. OPM invites you to have members of your executive staff engage in dialogue to identify and share successful practices, crosscutting organizational challenges, and root causes within your agency, and to leverage OPM's partnership to develop solutions.

For FY2024, HCRs will focus on the use of human capital data to develop strategies, measure results, and assess organizational performance through HRStat in support of the enabling priority Leveraging Data as a Strategic Asset in the 2022 Federal Workforce Priorities Report. This year's review will include a discussion of agency progress in:

- using HRStat to measure and inform attainment of Human Capital Operating Plan objectives in support of the Agency Strategic Plan,
- incorporating data from the Agency's Independent Audit Program to inform and adjust human capital strategies, and
- ensuring necessary data analytics skills and processes are in place.

The FY2024 HCRs will build on the success of the FY2023 HCRs. The FY 2023 HCRs identified trends, challenges, and leading practices in workforce planning and analysis (including early career talent); Diversity, Equity, Inclusion, and Accessibility (DEIA); and evaluation system development. The [full summary report](#) can be found on OPM's website.

Finally, agencies will have the opportunity to showcase agency accomplishments and address both agency-specific and Governmentwide needs and concerns that may be affecting mission accomplishment.

Please identify one point of contact for your agency with whom OPM will coordinate the agenda and executive participation for your agency's HCR. This POC should be well positioned in your agency to identify and invite key executives to participate in the HCR based on their responsibilities and the subject matter being discussed.

In addition, to help OPM develop the HCR agenda for your agency, please identify any specific topics you would like to include by completing the attached Human Capital Review Meeting Agenda Request for Topics form. The HCR is your agency's opportunity to converse candidly with OPM about your agency's successes and challenges in implementing strategies designed to strengthen the Federal workforce and achieve human capital objectives, and to receive focused, high-level feedback from OPM.

Please provide, by January 24, 2024, your agency POC's name and the completed topic form to Ms. Ana A. Mazzi, OPM's Principal Deputy Associate Director for Merit System Accountability and Compliance, at Ana.Mazzi@opm.gov. We look forward to working with you to improve your human capital results using the Human Capital Reviews. For questions related to the review process, please contact Ms. Mazzi at (202) 606-4309 or the email address above.