

OPM 99-05

TO: All Appointing Authorities

FROM: Oscar B. Jackson, Jr.
Administrator, Office of Personnel Management and
Cabinet Secretary of Human Resources
Office of Personnel Management

James L. Howard
Executive Director
Oklahoma Merit Protection Commission

DATE: January 22, 1999

RE: Agency Self-Evaluation and Human Resource Management Plan

Enclosed please find a copy of the FY 2000 Agency Self-Evaluation and Human Resource Management Plan (ASE) which was developed by the Merit Protection Commission and the Office of Personnel Management at the recommendation of the Human Resources Management Advisory Committee to provide you with a tool to assess your human resource activities, identify areas for improvement, and develop a strategic plan for lawful and effective human resource management. During 1998, the ASE was the recipient of the National Association of State Personnel Executives' Eugene H. Rooney, Jr. Award for Innovative State Human Resource Programs and a Governor's Commendation Award in conjunction with Quality Oklahoma Team Day.

The ASE has been updated to reflect statutory changes made in the 1998 legislative session, and changes in the Merit Rules which became effective July 1, 1998. In addition, the appendices have been updated, and the index has been updated and moved to end of the document. Please complete and return Part 3 (pages 18-19) of the ASE to the Office of Personnel Management by July 1, 1999. A copy of the ASE has been distributed to each Appointing Authority, agency personnel officer, and AA/EEO officer; however, only one copy need be completed for each agency.

If you have any questions or need additional copies, please contact Brenda Thornton or Robert Miner at (405) 521-2177.

Enclosure