



**STATE OF OKLAHOMA
OFFICE OF PERSONNEL MANAGEMENT**

"Working for Oklahoma"

OPM 11-03

DATE: January 13, 2011

TO: All Appointing Authorities

FROM: Oscar B. Jackson, Jr., IPMA-CP, Administrator and
Cabinet Secretary for Human Resources and Administration

Handwritten signature of Oscar B. Jackson, Jr.

Handwritten signature of Susan Bussey

Susan Bussey, Executive Director
Oklahoma Merit Protection Commission

**RE: Agency Human Resources Management Self-Evaluation and
Management Plan**

The Office of Personnel Management (OPM) and the Merit Protection Commission (MPC) announce the completion of the 2010 updates and modifications to the Agency Human Resources Management Self-Evaluation and Management Plan (The Plan). The Plan is an interactive Word document that allows a user to input responses that can be saved and stored electronically.

The completion of The Plan is not a mandatory requirement; therefore, it is not necessary to return the completed form to OPM or MPC. However, we believe that The Plan will be a useful tool to your organization in providing the ability to assess its human resource activities, identify areas for improvement, and develop a strategic plan for lawful and effective human resource management.

The Agency Human Resources Management Self-Evaluation and Management Plan is available on the OPM website at www.opm.ok.gov under the "Reports and Publications" link.

*"We serve the people of Oklahoma by delivering reliable and innovative
human resource services to our partner agencies to achieve their missions."*