



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ACQUISITION LOGISTICS AND TECHNOLOGY
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

24 NOV 2004

SFAE-CM

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Implementation Guidance for the Revised Senior Rater Potential Evaluation (SRPE)

A memorandum in July of 2003 announced the approval of the revised civilian SRPE form, provided draft guidance, and advised that implementation would take place pending completion of the automation process and statutory contractual labor relations obligations. A later decision delayed implementation until this year in order to conduct a pilot test with field representatives. This memorandum announces the first SRPE cycle and the following changes to the initial guidance based on field feedback from the pilot test.

a. In response to concerns that the SRPE requirement will place an undue burden on managers by having it coincide with the Acquisition Workforce Personnel Demonstration Project performance rating period and the fiscal year end budgetary responsibilities of organizations, the annual SRPE rating cycle will now be on a calendar year basis.

b. Second, to ease the transition to the new SRPE, it is being phased in by grade starting with workforce members in the grade of GS-13/equivalent demonstration project broadband. The period rated is January 1, 2004 through December 31, 2004, with a suspense date of January 31, 2005. Workforce members in the grade of GS-14/equivalent broadband will be phased in the rating period ending December 31, 2005, followed by GS-15s/equivalent broadband for the rating period ending December 31, 2006.

c. Third, the original form used the same competencies as are found on the Officer Evaluation Form (OER). In response to concerns that this might cause confusion, they have been changed to comparable Office of Personnel Management Executive Core Qualifications and associated competencies that are more readily recognized and used by the civilian workforce.

As was learned when the Army implemented a similar senior rater process for officers, it is time consuming, forces raters to make difficult decisions, and involves a significant learning curve for all. With this in mind, Acquisition Career Managers have been trained and are available to assist you with the software. Additionally, a SRPE User's Manual, a SRPE Policy document, and a Senior Rater Comments Guide are available on the Acquisition Support Center (ASC) website at <http://asc.army.mil/info/policies/default.cfm>.

The SRPE is an important document for civilians. It not only provides a means for civilians to better understand their leadership strengths and weaknesses for developmental purposes, but it also allows them to demonstrate their leadership potential when competing on selection boards. In the past SRPEs have not received the same level of management attention as is routinely placed on the senior rater section of the OER. Henceforth, I expect management to place as much importance on completion of the SRPE as is devoted to military senior ratings. I am asking for your personal involvement to ensure quality documents are rendered in a timely manner. I have asked the ASC to provide compliance metrics by organization and command at the end of each rating cycle for review by the Army Acquisition Executive and myself.

Please advise labor unions of this delay in implementing the SRPE and ensure all your labor relation obligations have been met.

My point of contact is Patricia Hopson, commercial (703) 805-1239, DSN 655-1239, or e-mail: patricia.hopson1@us.army.mil.



JOSEPH L. YAKOVAC

Lieutenant General, GS
Director
Acquisition Career Management

DISTRIBUTION:

COMMANDERS:

U.S. SPECIAL OPERATIONS COMMAND, 7701 TAMPA POINT BOULEVARD,
MCDILL, FL 33621

U.S. ARMY MATERIEL COMMAND, 9301 CHAPEK ROAD, FORT BELVOIR,
VA 22060

DISTRIBUTION: (CONT)

U.S. ARMY MATERIEL COMMAND, 9301 CHAPEK ROAD, FORT BELVOIR,
VA 22060

U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND, 1941 JEFFERSON
DAVIS HIGHWAY, ARLINGTON, VA 22202

U.S. ARMY TEST AND EVALUATION COMMAND, 4501 FORD AVENUE,
ALEXANDRIA, VA 22302

U.S. ARMY CORPS OF ENGINEERS, 441 G STREET, N.W., WASHINGTON,
D.C. 20314

U.S. ARMY HUMAN RESOURCES COMMAND, 200 STOVALL STREET,
ALEXANDRIA, VA 22332

JOINT PROGRAM EXECUTIVE OFFICER, CHEMICAL AND BIOLOGICAL
DEFENSE, 5203 LEESBURG PIKE, FALLS CHURCH, VA 22041

PROGRAM EXECUTIVE OFFICERS:

AVIATION, BUILDING 5681, REDSTONE ARSENAL, AL 35898

GROUND COMBAT SYSTEMS, BUILDING 171, PICATINNY ARSENAL,
NJ 07806

AIR, SPACE, AND MISSILE DEFENSE, 215 WYNN DRIVE, HUNTSVILLE,
AL 35805

COMMAND, CONTROL AND COMMUNICATIONS (TACTICAL), MYER
CENTER, FORT MONMOUTH, NJ 07703

COMBAT SUPPORT AND COMBAT SERVICE SUPPORT, 6501 E. 11 MILE
ROAD, WARREN, MI 48397

SIMULATION, TRAINING, AND INSTRUMENTATION, 12350 RESEARCH
PARKWAY, ORLANDO, FL 32826

TACTICAL MISSILES, BUILDING 5250, REDSTONE ARSENAL, AL 35898

AMMUNITION, BUILDING 171, PICATINNY ARSENAL, NJ 07806

SOLDIER, 5071 PUTMAN ROAD, FORT BELVOIR, VA 22060

INTELLIGENCE, ELECTRONIC WARFARE AND SENSORS, PEARL HARBOR
ROAD, MYER CENTER, FORT MONMOUTH, NJ 07703

ENTERPRISE INFORMATION SYSTEMS, 9350 HALL ROAD, FORT BELVOIR,
VA 22060

PROGRAM MANAGER, CHEMICAL DEMILITARIZATION, BUILDING E4585,
ABERDEEN PROVING GROUND, MD 21010

DISTRIBUTION: (CONT)

DIRECTORS:

MISSILE DEFENSE AGENCY/GROUND-BASED MIDCOURSE DEFENSE
JOINT PROGRAM, P.O. BOX 1500, HUNTSVILLE, AL 35807

MISSILE DEFENSE AGENCY/TARGETS AND COUNTERMEASURES,
7100 DEFENSE PENTAGON, WASHINGTON, D.C. 20301

DEFENSE CONTRACT MANAGEMENT AGENCY, 6350 WALKER AVENUE,
ALEXANDRIA, VA 22310

DEFENSE INFORMATION SYSTEMS AGENCY, 701 S. COURTHOUSE ROAD,
ARLINGTON, VA 22204

U.S. ARMY CONTRACTING AGENCY, 5109 LEESBURG PIKE, SKYLINE 6,
SUITE 302, FALLS CHURCH, VA 22041