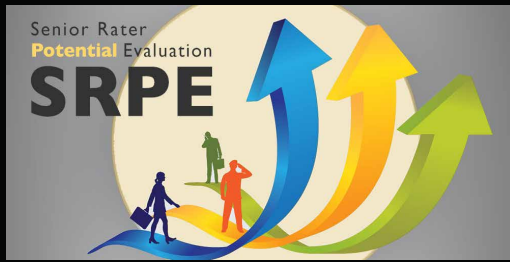




SECTION 9

SENIOR RATER POTENTIAL EVALUATION (SRPE)



The SRPE serves as a valuable tool to facilitate an honest conversation with your civilian acquisition employees on their leadership potential

Annual SRPE Requirements:

- ✓ Required for all GS12-15 and pay band equivalent Army Acquisition Workforce (AAW) professionals
- ✓ Senior Raters must complete a Fiscal Year SRPE between 31 October to 31 December of each calendar year

The Army DACM Office reports on SRPE compliance. Organization Acquisition POC (OAPs) also have report capabilities to monitor Command/Office compliance.

IMPORTANCE OF SENIOR RATER POTENTIAL EVALUATION



Talent Management Tool

- Identify your high potentials, foster growth in leadership
- Develop and broaden AAW professionals
- Mentor and help advance AAW professionals into positions of greater responsibility
- Succession Planning



Employee Development Tool

- Consistent tool used to discuss management’s view of employee strengths, skill levels, potential training and experiences
- Required for many Army DACM Office leader development programs
- Internal organizational selection of developmental or professional opportunities (i.e., Civilian Education System (CES) Advanced course, shortage of quotas)
- Mechanism to provide constructive feedback on employee's potential for selection to positions of greater responsibility compared to their peers
- Most critical document in AAW Centralized Selection List Product/Project Manager and Product/Project Director Selection Boards
- Identify developmental assignments and training to enhance employee’s professional and leadership skills
- Enables supervisors to have frank conversations with their employees about their potential for future opportunities

SRPE RESOURCES

Website: <https://asc.army.mil/web/senior-rater-potential-evaluation/>

- ✓ SRPE Policy and Guidance
- ✓ Frequently Asked Questions
- ✓ User Manual
- ✓ Comment Guides
- ✓ Instructional Briefings

New Rater/Senior Rater

Check out the **live training tutorial** available within the SRPE module.
<https://apps.asc.army.mil/camp/>

CRITICAL STEPS TO ENSURE A SMOOTH SRPE PROCESS

Data Accuracy

Summer Before SRPE Period

- Ensure employee's AND supervisor's email is up to date in CAPP MIS.
- Ensure that the intended SRPE rater for each AAW workforce member is the IDP supervisor.
 - Before Oct 1., the first line supervisor has to be correct. Any first line supervisor changes after a push requires DACM requested support.
 - Rating chains are locked once the SRPE is pushed to supervisors
 - First and second line supervisors have the ability to correct senior rater alignment.

Complete SRPE

1 October through 31 December

- Initiate SRPE for all relevant acquisition professionals under your rating chain.
 - A completed SRPE will be viewable in the SRPE employee module seven days after the Senior Rater signs.
 - Within seven days of receiving notification of SRPE completion, employees may submit a reclama by uploading a Memorandum for Record.

FREQUENTLY ASKED QUESTIONS

Where can I find additional training and information on the annual SRPE?

You can find SRPE information and a SRPE tutorial on the SRPE tab within CAPP MIS at <https://apps.asc.army.mil/camp/apps/cappmis/-modules/srpe/index.cfm?> In addition, you can find more SRPE information on the Army DACM Office website at <https://asc.army.mil/web/senior-rater-potential-evaluation/>

What is a Senior Rater Potential Evaluation (SRPE)?

The SRPE is a tool to assess the potential of acquisition civilian employees in designated grades/broadbands to perform in positions of increased responsibility and for selection into positions in designated senior leadership programs. The SRPE is also a Talent Management tool enabling comparison of civilian grade/broadband structure with the incumbents in those positions. It is NOT a performance evaluation.

What is the responsibility of the Rater?

The rater should ensure rating schemes are published and understood and advocate the AAW employee to the SR. Raters should recommend future Operational and Broadening Assignments and focus on narrative comments. The rater should anticipate and project future SRPE evaluations and keep SR officials informed of upcoming evaluations.

Who will be able to access these documents?

Only the AAW member, his/her rater, and his/her Senior Rater. If an AAW member elects to apply for a best qualified board or an acquisition leadership opportunity which requires a SRPE, then the AAW member will take action to submit their SRPEs along with the other required documentation involved in the application process and will be seen by board members only.

Who can rate/senior rate an AAW employee?

The rater of an AAW employee will be the IDP supervisor of the employee and the Senior Rater (SR) will be the supervisor of rater. The system will automatically populate the SR as the rater's rater. The rater may identify an alternate SR, within the same chain of command of higher grade or rank; for example the first SES or GO in the chain of command. This change in SR must be done prior to the October 1 SRPE push.

What is the responsibility of the Senior Rater?

The SR is the "owner" of the evaluation and is responsible for timely completion. SRs should fairly and accurately assess the potential of subordinates, quantify when appropriate, manage their SR profile and develop a rating philosophy.

