



“An Electronic Revolution in Federal HR Recordkeeping and Reporting”



FEDERAL HUMAN RESOURCES DATA NETWORK

TOPICS

- STEWARDSHIP
- VISION
- CONCEPT OF OPERATIONS
- PROGRAM ACTIVITIES
- CURRENT EVENTS

STEWARDSHIP

Human Resources Technology Council

- Chartered by the Office of Personnel Management in 1997
- The guiding body for government wide HR information technology initiatives
- Comprised of senior HR, CIO and CFO officials from OPM and Federal Agencies

STEWARDSHIP (Cont.)

- Administrative Support and Organizational Alignment with the OPM Office Merit Systems Oversight and Effectiveness (OMSOE)
- Financial Management support provided by OPM's Offices of Chief Information Officer and the Chief Financial Office



PROGRAM VISION

- Enable the use of human resources data by a variety of stakeholders
- Eliminate the need for a paper *employee record*
- Enable the electronic transfer of HR data
- Streamline and improve Government-wide reporting
- Complement and incorporates agency Human Resource Information System (HRIS) capabilities

PROGRAM VISION (Cont.)

- Reduce the cost to perform activities that require use of the OPF
- Increase the percent of time available for value-added HR Services
- Reduce the amount of time to needed to collect and compile OPM workforce reports
- Provide critical functionality and data to enable the Federal Retirement Systems Modernization (RSM)



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CONCEPT OF OPERATIONS

The Federal HR Data Network will

- Enable employee information to be captured and maintained throughout his/her career
- Minimize redundant data entry
- Support a variety of input sources and methods
- Enable authorized users access to information regardless of their physical location



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REENGINEERING ACTIVITIES

- Established roles and responsibilities:
 - Led by the HR-DN Program Office
 - In partnership with American Management Systems (AMS)
 - Augmented by interagency work groups and OPM
 - Guidance and oversight provided by the HRTC Planning Committee
- Includes ten distinct, yet interwoven activities

REENGINEERING ACTIVITIES

- Work Group and Contractor Activities include:
 - Benchmarking public & private-sector models
 - Defining OPM's data requirements
 - Determining the official employee record data
 - Defining necessary regulatory changes
 - Determining HR-DN security standards
 - Determining whose data is included in the HRDN



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REENGINEERING ACTIVITIES

- Work Groups and Contractor Activities also include:
 - Determining methods for conversion of paper records
 - Identifying required changes to agency HR process and HRIS environments
 - Identifying alternatives for the HR-DN information technology architecture

BENCHMARKING APPROACH

- Identified relevant public and private sector models:
 - Cross-Organizational Data Exchange – AXA Financial Services
 - Data Warehouse – New Jersey Department of Environmental Protection
 - Paper to Paperless Migration – USAF Personnel Automated Records Information System, DODEA Electronic Official Personnel File System



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OFFICIAL EMPLOYEE RECORD (OER) DATA REQUIREMENTS

- Define employee data for the electronic Official Employee Record (OER) to replace the paper Official Personnel File (OPF)
- Ensure that the electronic OER maintains purpose of the OPF
 - To document an employee's federal career
 - To protect the employee's rights and benefits



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OFFICIAL EMPLOYEE RECORD (OER) DATA REQUIREMENTS

- Streamline the amount of information being collected
- Determine what, if any, Government-wide statutes, regulation, and policy changes are required



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OFFICIAL EMPLOYEE RECORD (OER) DATA REQUIREMENTS

- Workgroup comprised of agency representatives began meeting in November 2000
- Using Digital OPF Dictionary as baseline
- Identification of processes, related issues and data elements identification is underway
- Completed in June 2001



OPM DATA REQUIREMENTS

- Determined what data OPM requires
 - Baseline catalog
 - Reengineered for the HR-DN
- Determined business improvement opportunities for OPM
- Is part of the HR-DN Data Dictionary and Data Model



PERSONNEL/PAYROLL SYSTEMS ASSESSMENTS

- Department of Agriculture (National Finance Center)
- Department of Defense
- United States Postal Service
- Department of the Interior
- General Services Administration
- Department of Veterans' Affairs

HR-DN PROGRAM SUMMARY



- 2 - 4 years in development
- Will reduce or eliminate labor-intensive records maintenance and data gathering workloads
- Will radically improve Federal HR record keeping
- Government-wide stakeholders will benefit

OPEN FORUM



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