

Message from CHCO or HR Leadership—to be sent by agency

Federal Human Resources Workforce Survey (HRWS)

I am pleased to announce our agency's participation in the upcoming Governmentwide survey being administered by the U.S. Merit Systems Protection Board (MSPB), an independent Federal agency. Soon, MSPB will invite members of the HR workforce to participate in a Federal Human Resources Workforce Survey (HRWS). If you are one of the selected employees, you will be notified via email. I encourage you to take about 30 minutes of work time to complete the survey.

The HRWS is a Governmentwide survey of Federal HR specialists and assistants. The purpose of the survey is to learn more about how you perceive your work, your roles, and your responsibilities. Your feedback will be used to identify ways to improve HR capabilities and better support HR staff. This is your opportunity to be heard by agency leadership, oversight agencies, and policymakers committed to improving Federal human capital management. This survey is an important part of MSPB's responsibility to assess the soundness of Federal merit systems and is authorized by Section 1204 Title 5, U.S. Code.

Please be assured that your responses are voluntary and confidential. MSPB will not report any data that can be used to identify individual participants. An attached fact sheet provides basic information about the HRWS. If you would like more information, please view MSPB's web site at <https://www.mspb.gov/studies/surveys.htm>. You may also contact your organization's Survey Administrator, XXXX at [phone number] or [e-mail].

Thank you in advance for your support of the Human Resources Workforce Survey. As your CHCO/HCO I look forward to hearing from you and HR professionals across the Government on how we can strengthen our mission critical occupation.

Name
Title