

# FPMI Human Capital Management Services and Employee Resource & Information Center

## Strategize, Organize, Plan



- HCM**
- Analyses, metrics, policies & practices, planning processes
  - HR activities aligned to agency strategy & objectives



- HCM**
- Organization & position administration
  - Competency-driven org. structure
  - Classification

## Acquire



**HCM**

- Identify candidate sources
- Evaluate positions & candidates
- Make selection decisions
- Develop EOD and onboarding process

**ERIC**

- Application collection & follow-up
- Technical support & applicant assistance
- Security process & paperwork (SF-86, SF-85p, e-QIP)
- Application status notifications
- New hire notifications & packages
- Onboarding forms management

## Sustain



- Employee, manager, applicant inquiries
  - Standardized messaging

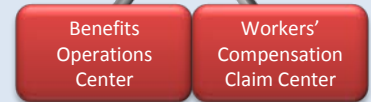


- HCM**
- Planning & expectations
  - Skill & knowledge development
  - Performance monitoring
  - Evaluate performance management effectiveness
  - Ratings & rewards



**HCM**

- Competitive pay-for-performance programs
  - Payroll processing, time & attendance systems
  - Bonus/award programs
- ERIC**
- Personnel, payroll, benefits and bonus/awards actions



**HCM**

- Competitive programs & communications, benefits actions
  - Workers' Compensation
- ERIC**
- Process all employee benefits and enrollment
  - Benefits statements
  - Workers' Comp. processing, monitoring, reporting
  - Expedited return to duty



**HCM**

- Skills & competencies assessment
- Development programs
- Program evaluation



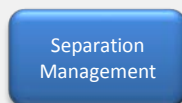
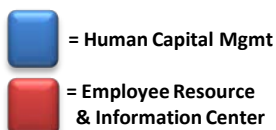
**HCM**

- Misconduct, grievances, performance issues
- Reasonable accommodations
- EAP



**HCM**

- Negotiate & administer contracts and collective bargaining agreements
- Grievances
- Third party proceedings



## Separate

**HCM**

- Transitions to non-federal employment or retirement
- Involuntary separations