



DEPARTMENT OF DEFENSE
DEFENSE CIVILIAN PERSONNEL ADVISORY SERVICE
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FOR: CIVILIAN PERSONNEL POLICY COUNCIL MEMBERS

FROM: Defense Civilian Personnel Advisory Service Director, Mr. Daniel J. Hester

SUBJECT: New Federal Supervisor Assessment for USA Hire Platform

AUDIENCE: Appropriated Fund Personnel

ACTION: Disseminate to all Department of Defense (DoD) Human Resources (HR)
Practitioners and Hiring Managers

REFERENCES:

- a. Executive Order (E.O.) 13932 – Modernizing and Reforming the Assessment and Hiring of Federal Job Candidates, dated June 26, 2020,
<https://www.federalregister.gov/documents/2020/07/01/2020-14337/modernizing-and-reforming-the-assessment-and-hiring-of-federal-job-candidates>
- b. Under Secretary of Defense for Personnel and Readiness Memorandum, “Department of Defense Implementing Guidance for Assessment Requirements for the Hiring and Selection Process,” dated January 5, 2023
<https://www.dcpas.osd.mil/sites/default/files/DoD%20Implementing%20Guidance%20for%20Assessment%20Req%20for%20Hiring%20Selection.pdf>
- c. U.S. Office of Personnel Management (OPM), Federal Supervisor Assessment (FSA) Flyer, dated January 2021
https://help.usastaffing.gov/ResourceCenter/images/4/43/HRS_Federal_Supervisor_Assessment_Fact_Sheet_-_Jan_2021.pdf
- d. OPM USA Hire User Guide, dated December 2023
https://help.usastaffing.gov/ResourceCenter/images/d/de/USA_Hire_User_Guide_-_v30_December_2023.pdf

BACKGROUND/INTENT: Consistent with the implementation of references (a) and (b), DoD seeks to maximize the use of higher quality assessments that may be used during the hiring and selection process. To expand this effort, DoD, in collaboration with OPM, will make available the Federal Supervisor Assessment (FSA) to the DoD Components who have requested access. Additional information on the FSA is included in reference (c). On December 20, 2023, the FSA will be released within the USA Hire Platform. The USA Hire Guide at reference (d) provides the instructions for creating a job opportunity announcement that includes a USA Hire Assessment.

The FSA captures objective data on essential judgements and behaviors and provides insight into the skills that predict an applicant’s job performance and potential for success. The FSA measures seven critical supervisory competencies: accountability, customer service, decisiveness, flexibility, interpersonal skills, problem solving, and resilience; and may be used for white-collar, non-law enforcement supervisory positions, including second-level supervisors.

The Department's investment in developing the FSA tool affirms our commitment to comply with modernizing and reforming the assessment of job candidates. Please contact the POC below if you would like access to the FSA within the USA Hire Platform. In addition, DoD Components and local activities should ensure necessary labor obligations, if any, are met before implementation.

POINT OF CONTACT: Employment and Compensation, Field Advisory and Support Team:
dodhra.mc-alex.dcpas.list.ec-field-advisory--support@mail.mil.