



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

November 10, 2020

Memorandum

To: DOI Human Capital Officers
DOI Human Resources Directors/Officers

From: Jennifer A. Ackerman
Director, Office of Human Capital
Deputy Chief Human Capital Officer

Subject: Personnel Bulletin 20-20
DOI Merit Promotion Plan and Handbook

This Personnel Bulletin (PB) supersedes the Department of the Interior (DOI) Merit Promotion Plan (MPP) Personnel Handbook, dated July 2012, and refines the promotion and internal placement, or merit staffing, program for Civil Service (CS) employees within the General Schedule (GS)-15 level and below and Federal Wage System (FWS).

The PB establishes clarity on merit staffing policy and procedures throughout the DOI. The extensively updated MPP Handbook provides additional guidance on implementing the operational components of the merit staffing program.

These updates meet the requirements for an MPP contained in 5 CFR 335.103 and establishes a systematic means of selection based on merit in accordance with Title 5, United States Code, Section 2301, Merit Systems Principles and Section 2302, Prohibited Personnel Practices.

Any Department employee or employee representative seeking further information concerning this memorandum may contact their respective SHRO. Bureau Headquarters HR staff may contact Angela Lennartson in the OHC at Angela.Lennartson@ios.doi.gov.

Attachments