

**United States Department of the Interior  
BUREAU OF LAND MANAGEMENT  
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To: All Servicing Personnel Officers  
From: Director, National Human Resources Management Center  
Subject: Scientific and Engineering Occupation Competency Analysis Functional Teams

As you know, the Bureau is part of a consortium of agencies which includes the Office of Personnel Management (OPM) to define the competencies within the Scientific and Engineering Occupations. These competencies will be included in "HR Manager" and "USACareers." They also serve as a basis for OPM's competency-based qualification standards.

OPM will be conducting the occupational analysis of these job series on an agency and government wide basis in June and July. Attached is a draft schedule for your information by location, series, date, and participants. We have asked that they add a focus group in Denver to cover the GS-881, Petroleum Engineering Series.

We will need to provide subject matter experts to participate in these focus groups, chosen from all States and Centers. We need to ensure that OPM has an in-depth understanding of the work the Bureau does and the competencies required to do this work. Travel expenses will be the responsibility of the home office. In the next two weeks, OPM will provide us with their subject matter expert selection criteria. We will contact you at that time and ask for your nominations.

If you have any questions, please feel free to contact Melissa Dukes, HR-210, via Lotus Notes or at 303-236-6689.

Signed by:  
Linda D. Sedbrook  
Director

Authenticated by:  
Darlene Robitaille  
Secretary

1 Attachment

1 - OPM Focus Groups (2 pp)

cc: Gary Dreier (WO-700)

Frank Frymire (WO-710)