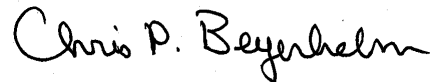


For: FSA and RMA Supervisors and Managers

Human Resources Business Partner (HRBP) Program

Approved by: Associate Administrator for Operations and Management



1 Overview

A Background

HRD is engaged in modernizing their service delivery to a more collaborative and horizontal approach based on the mission requirement of our customers. To that end, HRD has developed a program that has been designated as the HRBP Program. In addition, this program will incorporate a more structured and strategic approach to workforce and succession planning.

B Purpose

This notice provides information to FSA and RMA supervisors and managers about the HRBP Program.

C Labor and Management

Where contract language addresses these policies and procedures for bargaining unit employees, contract language prevails.

Disposal Date	Distribution
October 1, 2017	All FSA and RMA Supervisors and Managers, State Offices relay to County Offices

2 Program Implementation (Continued)

A Overview

The implementation of the HRBP Program model will have three major components to benefit FSA. The components will:

- establish a strategic partnership with each of the organizations serviced by becoming the point of contact for organizations to initiate and engage HRD in the delivery of services
- originate workforce planning activities designed to ensure succession planning, knowledge management, and long-term sustainability for mission accomplishment
- solidify the delivery of HR services to a collaborative approach based on the needs of the customer.

B Phased Approach

To successfully implement the HRBP Program, a phased approach will be used to engage customers, ensure feedback is incorporated into long term program design, and to seamlessly transition into this service delivery model without undue interruption to current HR services being provided.

Initially, on-site sessions will be scheduled with all deputy administrators, and a select number of SED's in each region. Workforce profiles will be provided that consist of a snapshot of the organization's current status and contain information such as:

- on-board strength including gains and losses
- trend analysis to project potential losses
- time-to-hire data.

The workforce profiles will be used to develop a strategic recruitment plan for actions that will be forthcoming and incorporating the outreach approach to attract a diverse applicant pool with the skills and competencies needed to sustain the organization's mission requirements.

C Feedback Analysis

The feedback from the phased approach will be used to modify the process before an FSA-wide rollout later this year.

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2 Program Implementation (Continued)

D Contacts

The following are the HRBP's for FSA and RMA are as follows.

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