

OFFICE OF THE CHIEF HUMAN CAPITAL OFFICER (HC)

OFFICE OF EXECUTIVE RESOURCES (HC-40)

MISSION AND FUNCTION STATEMENT

This organization provides a full range of human capital management workforce services and support as well as policy guidance functions to senior level positions (SES, SL, and ST), excepted service positions (EJ, EK, and ARPA-E ET/ER) and political appointments for the Department. This includes:

- Providing operational and advisory executive services to Headquarters and field components, including political appointees and the immediate Office of the Secretary.
- Providing operational support to the Department's Executive Resources and Performance Review Boards.
- Administering the SES and SL/ST performance management systems and recognition and awards programs.
- Managing the SES Candidate Development Program.