



United States
**Office of
Personnel Management**

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MEMORANDUM FOR HUMAN RESOURCES DIRECTORS

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FROM: RICHARD A. WHITFORD
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FOR EMPLOYMENT

SUBJECT: Guidance on Program Exemptions from Hiring Controls

The Office of Management and Budget approved our request to exempt three government-wide hiring programs from the controls listed in OMB Bulletin 01-05: Presidential Management Intern Program (PMI), Student Summer Hire Program, and Workforce Recruitment Program for College Students with Disabilities (WRP). Agencies covered by the Bulletin that do not yet have a department or agency head appointed by President Bush and confirmed by the Senate may use these programs without seeking OMB approval. What follows is general guidance regarding these three programs.

- Presidential Management Intern Program (PMI)

Agencies may begin making job offers immediately. A PMI Job Fair is scheduled for the finalists in mid-April. This schedule allows agencies to make offers in the spring and complete security clearance processing by the December 31 hiring deadline.

The PMI Program attracts to the Federal service outstanding graduate students from a variety of academic disciplines who have a clear interest in, and commitment to, a public service career. This is not a large program (fewer than 400 individuals are appointed annually), but it is very popular with managers and is an important source of future leaders for the federal government.

Students apply to the PMI Program only during the year they will complete and satisfy graduate degree requirements (master's or doctoral-level) and they may apply only once. The PMI selection process is rigorous, both for the candidates and for the Federal agencies.

- Student Summer Hire Program

Agencies usually make commitments to summer hires from March through May, with work starting in May or June.

Student Summer Hires include cooperative programs with educational institutions and other agency internship programs. As in the private sector, agencies use student programs to fill in for lower-level employees who are on vacation, and more importantly use them to develop and observe students who later may become permanent employees.

This is a low-cost program, with students usually employed in grades 4 through 7. Last fiscal year, agencies hired roughly 46,000 students. Among them were 906 students hired by Federal agencies in the District of Columbia---a high-profile effort that supports the local community.

- Workforce Recruitment Program for College Students with Disabilities (WRP)

The Department of Defense and the Department of Labor cosponsor the WRP program, which can enhance our efforts to hire significant numbers of persons with disabilities into Federal service. The program provides housing to a limited number of students employed in the Washington, D.C. area. The Department of Defense also provides needed adaptive technology to WRP summer hires. Last year agencies hired 340 persons under the program. The kick-off for this year's program will be March 21st. Please share the attached information with the appropriate staff.

Attachment

Recruiting College Students with Disabilities in 2001

Co-sponsored by the Department of Defense and the Department of Labor, the Workforce Recruitment Program for College Students with Disabilities (WRP) can enhance our efforts to hire significant numbers of persons with disabilities into the Federal government. All agencies may participate.

Please be sure that you are represented at the kickoff for this year's WRP. The meeting will be at 10:00 a.m., Wednesday, March 21, 2001, in the Department of Labor's Office of Disability Employment Policy (formerly the President's Committee on Employment of People with Disabilities), 1331 F Street, NW, Third Floor.

Those who attend the meeting will get CD-ROMs with information on more than 1,000 persons with disabilities who are interested in temporary or permanent Federal employment in 2001. To develop this information, WRP-trained recruiters conducted personal interviews with interested students on college and university campuses. WRP staff will also provide agencies with resumes of pre-screened job candidates, tailored referral pools, and access to candidates across the nation, by state or by school. Once they receive referrals from WRP, Federal managers can interview candidates.

The program provides housing to a limited number of students employed in the Washington, D.C. area. In addition, as a crucial service to other Federal agencies, the Department of Defense provides any needed adaptive technology for WRP summer hires.

The contact for agency WRP coordinators is Diane Levesque, who may be reached at (702) 695-0105 or levesqud@pr.osd.mil.