

## **Federal Competency Assessment Tool – Management (FCAT-M) Frequently Asked Questions**

### **What is the Federal Competency Assessment Tool – Management (FCAT-M)?**

The Federal Competency Assessment Tool – Management (FCAT-M) is a web-enabled leadership assessment and development tool for Federal leaders, developed by the U.S. Office of Personnel Management (OPM). The tool is designed to measure two sets of competencies: leadership competencies and performance management competencies (listed and defined in a separate enclosure). The FCAT-M is intended for *developmental purposes only* and is not meant as a performance management tool.

### **What is the purpose of the assessment?**

The principal purpose of conducting this assessment is to improve the Federal government's human capital efforts in leadership development and succession management. In support of the President's Management Agenda, agencies have been asked to report annually to OPM on the results of a leadership competency assessment and plans for closing any identified gaps. This information will help focus investments in training and development on the most critical needs. In addition, individual results will be helpful to the leader and his/her supervisor as a basis for discussing strengths and potential areas for continuing development.

### **Who should participate?**

DoD is participating as part of an overall Federal government-wide effort to measure the competencies of leaders. For this year, all career Senior Executive Service (SES) members and a random sample of supervisors and managers, GS 14/15 and equivalent, are being asked to complete the assessment. Those who have been selected to participate will receive an e-mail message in early June, with the web link and password needed to access the assessment tool.

### **How does the FCAT-M work?**

The tool is comprised of two components: the leader's self-assessment and supervisor's assessment of the leader's current proficiency, as well as the competency levels desired for the position. Once the leader completes the self-assessment, he/she requests that the supervisor complete the assessment by entering the supervisor's e-mail address into the appropriate screen. The tool will send an e-mail to the supervisor providing the web link and a special password. The assessments are done independently; however, leaders and their supervisors are encouraged to share their input in follow-on developmental

discussions. When combined, the assessments provide two perspectives on the leader's strengths and potential areas for continuing development.

### **How will the results be used?**

The results of the FCAT-M will be used in several ways. First, the data will feed DoD deliverables for the Human Capital Scorecard and President's Management Agenda initiatives. Within DoD, all data will be reported only at an aggregate level; no individual data will be received. Information from FCAT-M will enable DoD to identify current and future competency needs and ensure that investment decisions focus on the training and development necessary to meet our most critical requirements. The data can also be used on an individual basis to guide individual development. It is important that current leaders and their supervisors openly discuss strengths and plan deliberate development for those competencies that need to be enhanced.

### **How can I participate?**

Those selected for this year's assessment will receive an e-mail notification in early June 2007, with instructions on how to access the tool. The on-line assessment will take about 15 minutes to complete. The deadline to complete all assessments will be July 31, 2007.

### **Why should I participate?**

Your participation is critical to DoD. This is a great opportunity for you as a leader to provide direct input to the Department's human capital initiatives, ensuring the Department has the essential leadership capacity for the future. The feedback will also highlight for you any competencies on which you need to focus in your future development efforts. Overall, the data is invaluable input both to DoD and you as a leader.

### **How can others assess their competencies if they were not randomly selected for FCAT-M?**

Many DoD Components provide similar competency assessment tools for use by their employees. Individuals should check with their supervisor or personnel advisor to see if their Component has such a tool.

### **How can I get answers to other questions?**

If you have additional questions about the assessment, send us an e-mail at [FCAT-M@cpms.osd.mil](mailto:FCAT-M@cpms.osd.mil).