

Annual Cycle for Administration and Use of EVS Results

In order to establish a predictable cycle for using EVS data to inform and strengthen organizational performance, below is a suggested timeline that incorporates some of the defined EVS dates:

- January: Agencies send OPM final list of organizational breakouts.
- April-June: OPM staggers the administration of the EVS while agencies encourage employees to participate.
- July: All EVS results collected and OPM compiles the data.
- August-September: OPM disseminates results to agencies.
- September -October: Agencies disseminate EVS reports to managers, supervisors, and unions; facilitate data-driven reviews of engagement and performance.
- Before the beginning of performance appraisal cycle: Agencies identify appropriate strengthening employee engagement performance metrics to be incorporated into SES and manager performance plans (noting that identified activities and metrics should cascade from executives to mid-level managers and supervisors).
- November: Agencies and unions develop EVS action plans via labor management forums.
- February: Annual Performance Plans and Reports include goals related to employee engagement and other EVS related improvements.
- On-going: Agencies use the HRStat quarterly review to identify and baseline metrics and targets for driving, measuring, tracking and taking steps to strengthen engagement.
- On-going: Agencies use continuous feedback mechanisms such as focus groups, pulse surveys, etc. to learn what local actions are making a difference in employee morale and engagement.
- On-going: Agencies should work with local labor management forums to discuss progress on improvement actions.
- Quarterly: Agencies conduct HRStat reviews to monitor progress on engagement actions, which may include related measures such as attrition.
- Every six months: Component heads review progress on engagement efforts.
- Annually: OMB, OPM, and agency leadership review progress with agencies.