



**SFA Human Resources  
Weekly Status**

**For Week Ending June 30, 2000**

**Accomplishments:**

- Revised draft of the HR OM Package (SFA HR Modernization Plan) per Calvin and John's comments
- Revised draft HR Organization discussion (walkaround) document per Calvin's feedback
- Completed draft of HR Partner Manager PD and KSA
- Initiated draft of HR Program Development Associate PD and KSA
- Prepared Employee Development Lifecycle presentation for working session with Calvin and Anne Teresa to depict how human resources and training work together
- Discussed Employee Development Lifecycle
- Collected Personal Development Plan examples
- Reviewed and proposed revisions to the InStep Article introducing Calvin Thomas and HR Organization

**Next Steps:**

- Continue drafting PDs/KSAs
- Revise HR OM Package and HR Organization discussion document per stakeholder feedback as necessary
- Initiate the development of SFA competency model