DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL, G-1
UNITED STATES ARMY CIVILIAN HUMAN RESOURCES AGENCY, WEST REGION
2133 CUSHING STREET, GREELY HALL, BUILDING 61801, ROOM 2634
FORT HUACHUCA, AZ 85613-7076

PECP-WER-A February 16, 2005

MEMORANDUM FOR West Region CPAC Chiefs

SUBJECT: Baseline Regional Human Resources Development Program

The Civilian Human Resources Agency (CHRA) recently distributed the attached "Baseline Regional Human Resources Development Program" document and directed that it be implemented immediately. This program document identifies standard Human Resource Development services and learning opportunities which are to be available in every region and reinforces my ongoing efforts to add vitality and life to our regional training program in the West. You will recall that I directed addition of the following performance objective to your individual performance standards:

"Increase CPAC involvement in local and regional Human Resource Development activities. Participate in administration of the annual training survey and the development of the resultant annual training plan. Conduct Human Resource Management for Supervisors quarterly or as needed. Advertise local, regional, and leadership training opportunities, and assist/coordinate with management to obtain maximum utilization/benefits. Support Commanders' specifically indentified training needs."

The HRD GOALS established by CHRA for the CPAC Chiefs in the attached baseline program document supplement and add specificity to this critical performance objective. Your contributions at the end of the rating period should address specifically how you have worked to achieve these goals.

My HRD staff has developed a Regional Training Plan, and that document will be posted on our web page and distributed to you this week. I will rely on you to make your serviced Commander(s) and major organizational Directors/Chiefs aware of this baseline initiative and to provide them with a copy of the training plan as part of your responsibility to market and support regional training.

We want to be your vendor of choice, and my HRD staff is prepared to offer and arrange for quality, cost effective, timely training to meet your requirements. If you have any questions or need additional guidance, feel free to contact Mr. Bob Zenda at 520 533-8154 (robert.zenda@us.army.mil) or me at 520 538-3206.

Tony Whitehouse
CHRA, West Region Director

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Baseline regional human resources
development program document