



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Memorandum of Understanding

Between

The United States Office of Personnel Management (OPM)

and

Executive Women in Government, Inc. (EWG)

I. PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to provide for a cooperative framework for a mutually beneficial working relationship between OPM and EWG in regards to mentoring and supporting and encouraging the advancement of women in senior leadership positions in the federal government.

II. BACKGROUND

The parties to this MOU intend to work to aid OPM in ensuring that federal government hiring policies and practices reach out to and include our country's best and brightest women drawn from all segments of society for a more diverse and inclusive federal workforce.

III. OBJECTIVES

The objectives of this MOU are to coordinate and facilitate activities between OPM and EWG that will increase diversity and inclusion in regards to employment in the federal government. EWG will support and encourage the advancement of women in senior leadership positions in the Federal government, encourage interest and participation in public service by other women, and maintain focus on supporting, improving, and increasing women's relevance, impact, opportunities, and recognition in the federal government. OPM will assist in providing leadership training and serve as a resource to help further the goals of EWG.

The goals of this collaboration will be to carry out the following:

- OPM and EWG will conduct open dialogue, on matters related to preparing, promoting, supporting and mentoring women for senior leadership positions in the Federal government;
- OPM will seek EWG's input, as part of its overall outreach efforts, regarding the goals and objectives identified in the Government-Wide Diversity & Inclusion Strategic Plan;

- EWG will provide to OPM dates of scheduled events to provide an opportunity for OPM to attend EWG's events including speaking, as appropriate, on issues of diversity and inclusion within the federal government;
- OPM and EWG will meet at least semi-annually to update and assess progress;
- OPM and EWG agree that they may coordinate media releases on any significant activities regarding this MOU. EWG must coordinate any releases involving OPM with OPM prior to release on any external media; and
- OPM agrees to provide feedback on EWG's programs and events, as appropriate.

IV. COST AND IMPLEMENTATION PROCEDURES

Nothing herein shall be construed as obligating OPM and EWG to expend funds on behalf of the purpose, objectives, and responsibilities set forth in this MOU except as stated herein or agreed to in writing by the parties. All obligations of funds for expenditures by OPM and EWG are subject to the availability of funds. Any collaborative activity that will require the obligation of funds or resources shall be agreed upon and conducted in accordance with all applicable laws and regulations.

V. TERM

This MOU will become effective on acceptance by the parties and will continue in effect until terminated or modified by the parties. This MOU may be amended by common written consent of both parties or terminated by either party on 60-day advance notice to the other party.

VI. SIGNATURES

**Approved and Accepted
for the Office of Personnel Management**

**Approved and Accepted
for Executive Women in Government, Inc.**

Signed by:

Signed by:





Katherine Archuleta
Director, Office of Personnel Management

Ana Hinojosa
President, Executive Women in Government

DATE APR - 1 2015

DATE APR - 3 2015