



U. S. Chemical Safety and Hazard Investigation Board

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March 20, 2002

Board Action Report

Notation No.: 166

Voting Period: Urgent Notation Item March 14, 2002 – March 21, 2002, but votes are requested as soon as possible

Subject: Amendment to Board Order 023

Whereas,

1. The Board, by Notation Item 126 (10/23/01), passed Order 023, which established policies and procedures for the Senior Executive Service (SES) merit staffing process;
2. The Board, by Notation Items 151 (1/31/02) and 156 (3/14/02), has amended certain provisions of Order 023;
3. Order 023 provides that an Executive Resources Board (ERB) shall be responsible for, among other things, recommending the best qualified candidates to the Board for selection;
4. Order 023 currently does not specify that a minimum number of best qualified candidates should be identified; and
5. It is important to the success of the ongoing merit staffing process for the Chief Operating Officer (COO) position that a sufficient number of best qualified candidates be identified so as to ensure that the Board will be able to select from among candidates who are actually available to serve;

Therefore, pursuant to its authority under 42 U.S.C. § 7412(r)(6)(N), the Board hereby votes to amend Board Order 023, "Senior Executive Service (SES) Staffing," by deleting the provision currently at section 17.a.(1) of Order 023, as amended by Notation Items 151 and 156, and replacing such provision with the following language:

In accordance with the procedures of this section, the ERB shall identify at least five candidates as best qualified, so as to warrant referral to the Board for consideration for selection.

The Board also hereby votes, pursuant to the same authority cited above, to make the revision to Order 023 provided for by this Notation Item retroactive to the beginning of the COO merit

staffing process, so that the requirement for the identification of at least five best qualified candidates specifically applies to the COO merit staffing process now underway.

Approval Date: 3/14/02

	<u>Approve</u>	<u>Disapprove</u>	<u>Not Participating</u>	<u>Withhold</u>
Isadore Rosenthal	x			
Gerald Poje	x			
Andrea Taylor	x			