



U. S. Chemical Safety and Hazard Investigation Board

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April 26, 2002

Board Action Report

Notation No.: 173

Voting Period: Urgent Notation Item April 24, 2002 – May 1, 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), 156 (3/14/02), 166 (3/14/02), and 171 (4/3/02), has amended certain provisions of Order 023;
3. Order 023, as amended, currently provides that only the references of the candidate who is tentatively selected by the Board will be checked, and then only as a last step before finalizing the selection;
4. Order 023, as amended, does not currently allow for references to be checked earlier in the Board's evaluation process and the results of the reference checks to be used by Board Members as an evaluation factor; and
5. The attached excerpt from Order 023 indicates the necessary proposed revisions to require all candidates invited for Board Member interviews to submit a list of references, to utilize the ERB to check those references, and to provide that the results of the reference checks be used as an evaluation factor by the Board Members;

Therefore, pursuant to its authority under 42 U.S.C. § 7412(r)(6)(N), the Board hereby votes to further amend Board Order 023, "Senior Executive Service (SES) Staffing," as amended by Notation Items 151, 156, 166, and 171, by adopting the proposed revisions indicated in the attached excerpt from Order 023.

Approval Date: 4/24/02

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