

those employees appointed from registers been successful in meeting the demands of the jobs? What action has the agency taken to increase the number and quality of eligibles available on IAB registers?

d Agency Recruitment Activity - Do agency management and personnel officials understand their primary responsibility for the recruitment for agency positions and the appropriate role of the IAB in recruitment activities? Has the IAB program had any effect on the extent of agency recruitment activity? How has the agency coordinated its recruitment activity with that of the Board?

e Response to High Interest Programs - What effect has the IAB had on the agency's ability to make a vigorous response to high interest programs such as EEO, Federal Women's Program, Placement of the Handicapped? What action has the agency taken to take advantage of special efforts by the IAB in the high interest areas?

4 One-Stop Information Service - Does the agency provide up-to-date information to the one-stop information service to assure maximum utilization of this facility? To what extent has the one-stop information service been of assistance in directing qualified applicants to meet agency manpower needs? To what extent does the agency have job information inquiries directed to them, and how does it handle these inquiries?

5 Agency-IAB Working Relationships - Have agency personnel specialists established effective working relationships and communication with the IAB? Does the physical location of the Board have any effect upon the agency staffing operation? Is the agency's personnel staff aware of the Board's program goals and current Board activities in the recruitment, examining, and information areas?

6 Agency Evaluation of Quality and Speed of IAB Service - What is agency management and staff officials' evaluation of the quality and timeliness of service by the IAB? How does agency management evaluate the quality and performance of the IAB staff? Has the IAB staff been successful in gaining the confidence of agency management and staff officials? Does the agency feel that the IAB staff understands and is responsive to agency needs and problems?

7 Agency Suggestions for Improvement - What are agency suggestions for improvement in the IAB program?

(c) Specialized Reporting Instructions

1 In reviewing and reporting on agency relationships with the Interagency Board, inspectors should be alert to any special situations which exist only because of the initial period of transition from the Board of Examiners program to the IAB.