

2020 SPEEA Retention Index Review

Effective Date April 3, 2020

Pre-work	11/22/19	Kick Off Announcement
	11/13/19 – 11/22/19	Skill Teams identify Skill Captains
	11/05/19 – 01/11/20	Skill Teams & managers validate retention skill groups, skill populations and employee classifications
	12/02/19 – 12/06/19	Skill Captain/HRG Training on new REMAT Retention tool
	12/06/19 – 1/10/20	Skill Teams assign competencies in the new REMAT tool

	01/21/20	Exercise START – Population locked
	01/22/20	All Assessment notifications sent to managers via Worklife
	01/22/20 – 01/31/20	Managers complete assessments

	01/31/20 – 03/06/20	Skill Captains/Line Managers/Skill Teams complete retention meetings, assign retentions and complete final reviews
--	----------------------------	---

	03/06/20 – 03/09/20	Workforce final review
--	----------------------------	-------------------------------

	03/16/20	Retention notices distributed to managers via Worklife
	03/16/20 – 04/02/20	Retention notices printed and communicated to employees
	04/03/20	EFFECTIVE DATE
	Post Exercise	Skill Captains communicate 2021 competencies across skills