

## 2024 SPEEA Retention Index Review

Effective Date **May 6, 2024**

<b>10/06/23 – 10/27/23</b>	<b>Skill Teams identify Skill Captains</b>
<b>11/13/23</b>	<b>Kick Off Announcement</b>
<b>11/14/23 – 11/16/23</b>	<b>Skill Captain/HRG Training on actions and updates to Retention process</b>
<b>11/17/23 – 01/12/24</b>	<b>Skill Captains &amp; Managers validate skill populations, employee classifications, complete PM's, and assign competencies in REMAT</b>

<b>01/22/24 – 01/26/24</b>	<b>Skill Captain/HRG Training on Retention Exercise</b>
<b>02/02/24</b>	<b>REMAT locked to Captains - All competency assignments, employee re-classes/movement, and PM's must be complete.</b>
<b>02/12/24</b>	<b>Exercise START - All Assessment notifications sent to managers via Worklife</b>
<b>02/12/24 – 02/23/24</b>	<b>Managers complete assessments</b>

<b>02/26/24 – 03/29/24</b>	<b>Skill Teams conduct retention meetings, assign ratings, and complete final inputs in REMAT</b>
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<b>04/01/24 – 04/05/24</b>	<b>Workforce and HR Reviews</b>
<b>04/08/24 – 04/19/24</b>	<b>GEDI and Legal Reviews</b>

<b>04/22/24</b>	<b>Retention notices distributed to managers via Worklife</b>
<b>04/22/24 – 05/03/24</b>	<b>Retention decisions communicated to employees</b>
<b>05/06/24</b>	<b>Retention Effective Date</b>
<b>Post Exercise</b>	<b>Skill Captains communicate 2024 competencies across skills</b>