

## Federal Civilian Hiring Freeze Guidance Pertaining to the PMF Program

**BACKGROUND:** On January 23, 2017, President Trump issued a [Presidential Memorandum](#) (PM) ordering a hiring freeze for Federal civilian employees across the board in the executive branch. On January 31, 2017, the Acting Directors of OMB and OPM issued a memorandum to Heads of Executive Departments and Agencies ([OMB M-17-18](#)) providing Federal Civilian Hiring Freeze Guidance.

On February 11, 2017, OPM issued a series of Frequently Asked Questions (FAQs) specific to the hiring freeze. These FAQs can be found here: <https://www.chcoc.gov/content/federal-civilian-hiring-freeze-frequently-asked-questions>.

**PURPOSE:** The purpose of this guidance is to inform the Finalists, Fellows, Agency PMF Coordinators, and other key program stakeholders about the impact of the hiring freeze on the PMF Program. The guidance states that the following, relevant hiring authorities are **exempt** from the hiring freeze:

1. Appointments made under the Pathways Internship and Presidential Management Fellows Programs (this does not include the Recent Graduates Program); this is for initial PMF appointments. Agencies should ensure that such hires understand the provisional nature of these appointments and that conversion is not guaranteed. (Exemption “h”)
  - a. Reappointments (e.g., transfers) of PMFs from one PMF position\agency to another position\agency are **not** exempt from the hiring freeze. Agencies would need to follow their hiring freeze procedures for an exception (see the FAQs referenced above for the process).
2. Conversions in the ordinary course to the competitive service of current agency employees serving in positions with conversion authority, such as Veteran’s Recruitment Act (VRA) and Pathways Programs. (Exemption “i”)
3. In reference to PMF reassignments and details, reallocations of current Federal civilian employees [PMFs] **within an agency** to meet the highest priority needs (including preservation of national security and other essential services) are **not** affected. Details (reimbursable and non-reimbursable) between agencies are also **not** affected; however, agency leadership should ensure that any reimbursable details between agencies are not being used to circumvent the intent of the hiring freeze. (Exemption “o”)
  - a. PMF Program requirements to complete at least one 4-6 month developmental assignment are **not** affected by the hiring freeze. Fellows may continue to complete at least one 4-6 month developmental assignment during the term of their fellowship. Short-term rotations are optional and at the discretion of the Fellow’s supervisor or agency policy. Fellows participating in a rotational opportunity to another agency should consult with their Agency PMF Coordinator and the hosting agency’s Coordinator for any changes in policies and procedures.

At the discretion of the hiring agency, Presidential Management Fellows who complete their program requirements and obtain favorable certification of completion may be converted non-competitively to a term or permanent appointment. This process is unchanged from the process followed before the Presidential Memorandum was issued. Fellows should seek any additional guidance from their Agency PMF Coordinator.

This guidance, along with any other updates, will be posted to the “News & Events” section on the PMF website at [www.pmf.gov](http://www.pmf.gov).

Questions related to the hiring freeze **only** should be sent to [HiringFreezeQuestions@opm.gov](mailto:HiringFreezeQuestions@opm.gov). General PMF Program inquiries should be sent to [pmf@opm.gov](mailto:pmf@opm.gov).

A current list of Agency PMF Coordinators can be found here:  
<https://apply.pmf.gov/coordinators.aspx>.