

February 4, 2005

SUBJECT: Supergrade Panel Referral Policy Changes

TO: Area Directors
Deputy Administrators, NPS
Director, OIRP
RPES Panel Chairs

FROM: Antoinette A. Betschart /s/
Associate Administrator

The RPES Advisory Committee recently reviewed certain proposals to revise ARS policy for referring scientists to the Supergrade Panel, at my request. The Committee recommended adoption and I concurred. These changes basically align referral policy with what has been practiced by the Agency.

Effective immediately, a minimum RGEF score of 56 is needed for a regular panel to decide to Refer to Supergrade. In reaching this score, the panel must ensure that Factor IV fully satisfies Degree E+, i.e., Factor IV must be scored 24 and a score of 12-12-12-20 is not acceptable. In addition, the minimum score for referral to a Supergrade Panel by Area Directors is raised from 52 to 54.

In addition, I am renewing the expectations on behalf of the Agency that both regular and Supergrade panels and Area Directors will continue to uphold the highest standards both for referral and evaluation by Supergrade Panels.

cc.

E. Knipling
C. Rexroad
K. Brownell
J. Bradley
M. Cole