



New York State Archives

**New York State Department of Civil Service Agency
Workforce Management Plans 19987**

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Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of copies of individual agency workforce plans, submitted to the Department of Civil Service, and copies of the yearly executive overview prepared by the Dept. of Civil Service as directed by law. Each agency's annual workforce management plan identifies workforce trends caused by programmatic and technological changes in the agency's administrative and operational functions. Typically an agency plan covers a four-year period and identifies projected workforce changes, including titles and required skills, by program area.
Creator:	New York (State). Department of Civil Service
Title:	Agency workforce management plans
Quantity:	10 cubic feet
Inclusive Date:	1993-2005
Series:	19987

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Arrangement

Chronological by year, then alphabetical by agency name.

19987-06: Unarranged.

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Administrative History

Chapter 55 of the Laws of 1992 (Section 307) directed the Dept. of Civil Service to coordinate the preparation by each state agency of an annual workforce management plan. Each agency's plan was to identify workforce trends caused by programmatic and technological changes in the agency's administrative and operational functions.

The department was to receive these plans and prepare an annual executive overview of the state workforce and of the identified trends likely to affect the workforce. The executive overview and copies of each agency's plan were to be transmitted to the senate and assembly fiscal committees.

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Scope and Content Note

The series consists of copies of individual agency plans, and copies of the yearly executive overview prepared by the Dept. of Civil Service according to law. Typically an agency plan covers a four-year period (current and next three fiscal years) and identifies projected workforce changes, including titles and required skills, by program area.

In addition, the plans include statements of agency missions; lists of major agency goals; organizational charts; and summaries of current funding, by source. Although most agencies submit a workforce plan annually, each year a few agencies fail to comply and those are not represented in the series.

19987-99A: This accretion consists of the 1996 state agency workforce management plans. Some agencies failed to submit a plan and are not represented.

19987-06: This accretion consists of the 1998-2005 state agency workforce management plans. Some agencies failed to submit a plan and are not represented.

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Other Finding Aids

Available at Repository

19987-06: Folder list is available at the repository.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of this material.

Access Terms

- Resource allocation
- Labor supply
- Plans (reports)
- Managing workers
- Civil service--Planning
- Planning
- New York (State)
- Organizational effectiveness