



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Office of the Chief Financial Officer and**  
**Assistant Secretary for Administration**  
Washington, D.C. 20230

MEMORANDUM FOR: Secretarial Officers and Agency Unit Heads

FROM: James Triem  
Director, Office of Executive Resources  
Office of Human Resources Management

SUBJECT: PLUM Act Reporting Site

The [Periodically Listing Updates to Management \(PLUM\) Act of 2022](#) requires the U.S. Office of Personnel Management (OPM) to establish and host a public-facing website containing information on “policy and supporting positions” for the sitting Administration and each subsequent Administration. Essentially, the website will replace the quadrennial Plum Book historically assembled by OPM and published by Congress in coordination with the U.S. Government Publishing Office (GPO) just before each Presidential election. In recent years, GPO has made an [online version](#) of the Plum Book available to the public.

OPM is in the process of launching the Plum Book website and will work with Commerce to update it at least once a year. The purpose of the PLUM reporting website is to improve transparency by providing a publicly available directory of key officials. It is not meant to be an employment verification tool.

You are receiving this email because, consistent with historical reporting in the Plum Book, information on your current position will be reported on the PLUM reporting website, including agency, component, location of the position, name, title, appointment type, pay plan, grade or level of pay (if applicable), and tenure and expiration date (if applicable). For individuals serving in positions without established levels or grades – for example, Senior Executive Service, Senior Level or other pay plans – salaries will be reported within the 90-day period following the establishment of the website.

This communication serves as a courtesy notification of the reporting of your incumbency. For questions, please contact Ms. Latoyia DuMont at [LDumont@doc.gov](mailto:LDumont@doc.gov) or Ms. Leanne Southland at [LSouthland@doc.gov](mailto:LSouthland@doc.gov).

cc: Executive Resources Offices