



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

MEMORANDUM

TO: Heads and Acting Heads of Departments and Agencies

FROM: Scott Kupor, Director, U.S. Office of Personnel Management

DATE: July 29, 2025

RE: Guidance on Executive Order *Creating Schedule G in the Excepted Service*

On July 17, 2025, President Trump signed an Executive Order [14317](#) entitled, “[Creating Schedule G in the Excepted Service](#).” This order invoked the President’s authority under sections 3301, 3302, and 7511 of title 5, United States Code to create a new Schedule G in the excepted service for positions that are of a policy-making or policy-advocating character and filled by individuals normally subject to change as a result of a Presidential transition. The President’s Executive Order amends the schedules of excepted positions found in Civil Service Rule VI to include Schedule G positions within §§ 6.2 and 6.4 of title 5, Code of Federal Regulations.

The terms “policy-making” and “policy-advocating” are drawn from 5 U.S.C. § 7511(b)(2) and 5 U.S.C. § 2302(a)(2)(B)(i); however, under 5 C.F.R. § 6.2, Schedule C only covers excepted service positions of a confidential or policy-determining character. No excepted service schedule existed specifically for noncareer positions of a policy-making or policy-advocating character. The addition of Schedule G positions now eliminates this gap in the excepted service schedules.

Schedule G is available to all agencies with the authority to make excepted service appointments under 5 C.F.R. § 6.3(a). Agencies should document Schedule G appointments using table 11-A, rules 52-55 of [Chapter 11 of the Guide to Processing Personnel Actions \(GPPA\)](#). The authority will be the Executive Order number “14317” and the authority code will be “ZLM”. The U.S. Office of Personnel Management (OPM) is in the process of updating the GPPA and will provide unique coding for the Schedule G.

Agencies should also note that, as a matter of process, use of the Schedule G appointing authority requires coordination with OPM’s White House Liaison, through OPM’s Executive and Schedule C System (ESCS). ESCS serves as the central intake and approval mechanism for the Schedule G appointing authority at the agency level. In addition, approval or withdrawal of the Schedule G appointing authority requires review from the White House Office of Presidential Personnel, through the employing agency’s White House Liaison. As a matter of practice, no Schedule G appointment(s) should be advanced without coordinating with the employing agency’s White House Liaison.

If you have any questions on Schedule G staffing matters, please contact OPM’s noncareer staffing group at NCAP@opm.gov.

cc: Chief Human Capital Officers (CHCOs), Deputy CHCOs, Human Resources Directors, and Chiefs of Staff