

GPPA Navigator



A searchable, web-based platform putting the *Guide to Processing Personnel Actions* (GPPA) tables at the fingertips of federal HR Specialists.

Built for Federal HR Professionals

The GPPA Navigator brings together the functionality HR Specialists need to find the right answer fast, without digging through pages of static documents.

- ▶ Search GPPA tables across all chapters simultaneously, no more jumping between PDFs.
- ▶ Filter by Nature of Action Code (NOAC), Legal Authority Code (LAC), or chapter and table.
- ▶ Identify required remarks, codes, and legal authorities for specific personnel actions.
- ▶ Export a summary to a Word document for reference, document, or training purposes.

Real Advantages

The GPPA Navigator delivers measurable benefits to more than 40,000 federal HR professionals processing personnel actions every day.

- ▶ **Time savings:** Eliminates the time-consuming process of manually searching across dozens of static PDFs to locate personnel coding guidance.
- ▶ **Accuracy:** Reduces miscoding risk by surfacing required remarks, conditional notes, and rule guidance in one structured view.
- ▶ **Consistency:** Supports uniform application of GPPA rules across agencies and experience levels.
- ▶ **Accountability:** The exportable summary creates a documented record of how a personnel action was coded.
- ▶ **Scalability:** Especially powerful for newer HR specialists learning to navigate GPPA's table structure.

Getting Started

The GPPA Navigator is easy to use. Visit data.opm.gov/gppa-navigator and follow these four steps to quickly find what you need.

Search

Enter a keyword in the search bar or filter by GPPA chapter, NOAC, and/or LAC to pull up the relevant rules from the appropriate GPPA tables.

Locate

Review the specific tables to find the specific rule(s) to match your personnel action.

Extract

View the exact codes and remarks required for your action. Optional: Export your action summary into a Word document to save.

Process

Input the correct data into your HR system with confidence.

Important: HR Specialists may still need to apply agency-specific policies and guidance to process actions correctly.

▶ **Learn more:** data.opm.gov/gppa-navigator | HRLOB@opm.gov