

Validation Process Steps

III. Criterion Implementation

- **Identify Incumbents** – Representative sample of 200-300 incumbents (demographics, locations, tenure, etc).
- **Administer Assessment(s)** – Collect incumbent data.
- **Collect Performance Data** – Collect relevant subjective and/or objective performance data currently tracked by business units.
- **Analyze Data** – Identify which HPI, HDS, and MVPI scales best predict performance, including adverse impact analyses.

IV. Finalization

- **Present Results to Stakeholders** – Presentation and preliminary review of applicant screening guidelines and benchmark profile.
- **Complete Technical Documentation** – Compose technical report describing validation steps and findings, providing legal foundation for the assessment selection process.
- **Implement Profile for use**