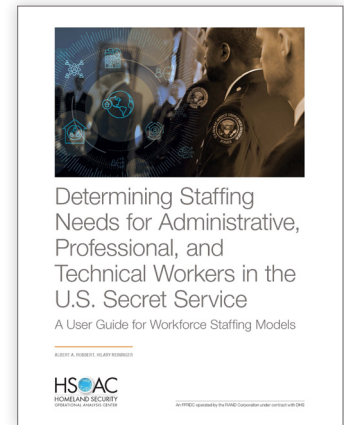


# Determining Staffing Needs for Administrative, Professional, and Technical Workers in the U.S. Secret Service

A User Guide for Workforce Staffing Models

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Researchers created a software tool to help determine staffing needs in the U.S. Secret Service's highest-priority administrative, professional, and technical functions. This user guide describes the tool, which consists of Visio process mapping and Excel spreadsheet calculations; documents its features; and provides detailed instructions for completing procedures using the tool.