

Environmental Protection Agency

For period covering October 1, 2022 to September 30, 2023

<b>PART A</b> Department or Agency Identifying Information	<b>1. Agency</b>	1. Environmental Protection Agency		
	<b>1.a</b> 2nd level reporting component			
	<b>2. Address</b>	2. 1200 Pennsylvania Avenue, NW		
	<b>3. City, State, Zip Code</b>	3. Washington, DC 20460		
	<b>4. Agency Code</b>   <b>5. FIPS code(s)</b>	<b>4. EP00</b>	<b>5. 6800</b>	

<b>PART B</b> Total Employment	<b>1. Enter total number of permanent full-time and part-time employees</b>	<b>1. 15248</b>
	<b>2. Enter total number of temporary employees</b>	<b>2. 972</b>
	<b>3. TOTAL EMPLOYMENT [add lines B 1 through 2]</b>	<b>4. 16220</b>

<b>PART C</b>	<b>Title Type</b>	<b>Name</b>	<b>Title</b>
Agency Official(s) Responsible For Oversight of EEO Program(s)	Head of Agency	Michael Regan	Administrator
	Head of Agency Designee	Janet McCabe	Deputy Administrator
	Principal EEO Director/Official	JuanCarlos Hunt	Director, Office of Civil Rights
	Affirmative Employment Program Manager	Cynthia Darden	Acting, Assistant Director, Affirmative Employment, Analysis, and Accountability Staff (AEAA)
	Complaint Processing Program Manager	Renee Clark	Assistant Director, Employee Complaint Resolutions Staff (ECRS)
	Diversity & Inclusion Officer	Linda Datcher	Director, Diversity, Outreach & Employment Services Division
	Hispanic Program Manager (SEPM)	Russell Massey	Equal Employment Specialist
	Women's Program Manager (SEPM)	Marnice Turner	Equal Employment Specialist
	Disability Program Manager (SEPM)	Russell Massey	Equal Employment Specialist
	Special Placement Program Coordinator (Individuals with Disabilities)	Anthony Napoli	Program Analyst
	Reasonable Accommodation Program Manager	Amanda Sweda	Senior National Reasonable Accommodation Coordinator
	Anti-Harassment Program Manager	Shaundrelle Watson	Program Manager
	ADR Program Manager	Norwood Dennis	OCR ADR Coordinator/EEO Specialist
	Principal MD-715 Preparer	Ingrid Smith	Equal Employment Manager
Other EEO Staff	Renee Clark	Associate Assistant Director, ECRS	

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<b>PART D</b> List of Subordinate Components Covered in This Report	<b>Subordinate Component and Location (City/State)</b>	<b>Country</b>	<b>Agency Code</b>
	Environmental Protection Agency San Francisco, CA	United States	EP00
	Environmental Protection Agency Denver, CO	United States	EP00
	Environmental Protection Agency Atlanta, GA	United States	EP00
	Environmental Protection Agency Chicago, IL	United States	EP00
	Environmental Protection Agency Lenexa, KS	United States	EP00
	Environmental Protection Agency Boston, MA	United States	EP00
	Environmental Protection Agency New York City, NY	United States	EP00
	Environmental Protection Agency Philadelphia, PA	United States	EP00
	Environmental Protection Agency Dallas, TX	United States	EP00
	Environmental Protection Agency Seattle, WA	United States	EP00

<b>EEOC FORMS and Documents</b>	<b>Required</b>	<b>Uploaded</b>	
Organization Chart	Y	Y	
EEO Policy Statement	Y	Y	
Alternative Dispute Resolution Procedures	Y	Y	
Agency Strategic Plan	Y	Y	
Anti-Harassment Policy and Procedures	Y	Y	
Reasonable Accommodation Procedure	Y	Y	
Personal Assistance Services Procedures	Y	Y	
Results from most recent Federal Employee Viewpoint Survey or Annual Employee Survey	N	Y	
Disabled Veterans Affirmative Action Program (DVAAP) Report	N	Y	
EEO Strategic Plan	N	Y	
Human Capital Strategic Plan	N	N	
Federal Equal Opportunity Recruitment Program (FEORP) Report	N	Y	
Diversity Policy Statement	N	Y	

EXECUTIVE SUMMARY: MISSION

## **Introduction**

The Equal Employment Opportunity (EEO) program report outlines the status of the U.S. Environmental Protection Agency (EPA or Agency) fiscal year 2023 (FY23) EEO Program activities, as required by the U.S. Equal Employment Opportunity Commission's (EEOC) Management Directive 715 (MD-715). This report highlights EPA's accomplishments in establishing and maintaining a model EEO program based on the six essential elements outlined by the EEOC, which are the following:

- Demonstrated Commitment from Agency Leadership
- Integration of EEO into the Agency's Strategic Plan
- Management and Program Accountability
- Proactive Prevention of Unlawful Discrimination
- Efficiency
- Responsiveness and Legal Compliance

EPA reviewed its FY23 program activities against these six essential elements. Where the Agency identified deficiencies, it developed planned activities to address them.

## **The U.S. Environmental Protection Agency**

The mission of the EPA is "to protect human health and the environment." EPA works to maintain a clean, safe, and health environment by administering and enforcing federal laws. The Agency works to achieve its environmental and human health objectives by engaging with federal, Tribal, state, and local government partners and the Agency's many stakeholders. Fostering and maintaining a diverse, equitable, inclusive, accessible, highly skilled, and engaged workforce consistent with EEO and merit system principles are essential to fulfilling EPA's mission.

## **The Office of Civil Rights**

EPA's Office of Civil Rights (OCR) provides leadership, direction, and guidance in carrying out the Agency's EEO program. OCR develops policies and procedures to implement the Agency's civil rights responsibilities and to maintain an affirmative program to promote EEO. EPA's senior leadership has established EEO as one of its top priorities by recognizing its importance in fulfilling the agency's mission.

OCR's mission is as follows: "To create a model civil rights program that improves the employment experience at EPA." To fulfill this mission, OCR utilizes six guiding principles:

- Outstanding Customer Experience
- Collaboration
- Expertise
- Timeliness
- Innovation
- Accountability

OCR developed these principles as guideposts for it to follow. These principles reflect the commitment of the program to achieve its various objectives.

OCR also has adopted the motto, "All in Against Discrimination," which reflects OCR's message to agency employees, supervisors, and managers that we all must work to promote and advance EEO

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**EXECUTIVE SUMMARY: MISSION**

principles; it is not just the job of OCR.

Finally, OCR's Strategic Plan states that EPA leadership will establish civil rights as one of its top priorities.

EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

## **Model EEO Program – Six Essential Elements**

As noted above, the Agency reviewed its program activities from FY23 against the six essential elements of a model civil rights program as prescribed by the EEOC. The sections below provide examples of EPA's accomplishments under each of the six elements. Additional information can be found in Part G, the Agency's self-assessment guide towards a model EEO program.

### **Essential Element A – Demonstrated commitment from Agency Leadership**

The EPA Administrator is strongly committed to EEO in the workplace. In FY23, the Administrator demonstrated this commitment by reissuing the Agency's EEO Policy Statement and Anti-Harassment Statement in a mass mailer to all individuals with an EPA email address. The statements reaffirmed EPA's commitment to EEO and re-emphasized a workplace free of discrimination, including harassment.

EPA posted the statements on its internal and external website. As a best practice, some EPA Regional Administrators and Assistant Administrators issued their own EEO policy statements; some also posted EEO policy statements on their respective regions and program offices website.

EPA prominently posts contact information for the Agency's OCR leadership, Deputy Civil Rights Officials (DCROs), EEO Officers (EEOO), Program Management Officers (PMO), National and collateral-duty Special Emphasis Program Managers (SEPM), National and Local Reasonable Accommodation Coordinators, and EEO Counselors on its intranet site. EPA also posts on its intranet site the Agency's reasonable accommodation and anti-harassment procedures.

For applicants, EPA posts contact information for OCR and the reasonable accommodation coordinators on its external website. In addition, in its vacancy announcements, EPA includes language to request a reasonable accommodation, which includes contact information.

### **Essential Element B – Integration of EEO into the Agency's Strategic Mission**

EEO is integrated into EPA's strategic mission through the support of Agency leadership and their engagement in the EEO program. The OCR Director is a member of the agency's senior leadership cadre, and regularly briefs and advises leadership on EEO issues and encourages senior leaders to engage in the implementation of EEO activities, such as participating in special emphasis programs (SEPs), serving as champions for the Agency's SEPs, and assisting in the barrier analysis process.

The OCR Director delivered the Agency's annual "State of EEO" briefing to EPA's Administrator and senior leadership team. Throughout FY23, the OCR Director also briefed senior leaders on its EEO activities and initiatives. These briefings presented information on the Agency's workforce demographics and progress reports on several national priority efforts that OCR manages.

Furthermore, the OCR Director held a virtual "State of EEO" presentation, which was open to any interested Agency employee, manager, supervisor, and leader to attend. EEOOs and PMOs within EPA's program and regional offices also presented "State of EEO" briefings to the leaders within their respective region or program office.

EPA prioritized EEO in its 2022-2026 Strategic Plan, which sets goals, objectives, and performance

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## EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

measures. The Strategic Plan includes Cross-Agency Strategies, one of which is to “Advance EPA’s Organizational Excellence and Workforce Equity.” The plan strives to strengthen EPA’s ability to secure a high-performing workforce drawn from all segments of society, promotes a culture that encourages collaboration, flexibility, and fairness, and institutionalizes diversity, equity, inclusion, and accessibility as a key strategic priority across all of EPA’s programs.

EPA’s strategic plan supports Executive Order 14035: Diversity Equity, Inclusion, and Accessibility (DEIA) in the Federal Workforce by emphasizing EPA’s commitment to “strengthen its workforce planning of mission critical positions and continue to prioritize equity and diversity across all aspects of work life at EPA including recruitment, hiring, development, and succession management for the next generation of workers.”

In FY23, EPA also developed its DEIA Action Plan, which provides agency-specific goals and metrics for each recommendation provided by its DEIA workgroups. DEIA Action Plan allows the Agency to build a strong foundation to address the goals set over the next four years to take EPA to the highest level of DEIA maturity.

The Office of Civil Rights held monthly meetings with EPA’s EEOOs and PMOs to provided effective guidance and coordination of EEO activities.

Other activities under this element include the following:

- OCR delivered “State of EEO” Briefings focused on specific EEO protected groups at the following: conferences (Federal Asian Pacific American Council (5/23), Society of American Indian Government Employees (6/23), League of United Latin American Citizens (7/23), and Blacks in Government (8/23)); retreats (Women in Science and Engineering (5/23) and Office of the Administrator (9/23)); and summits (Out & Equal Summit (9/23)).
- In FY23, the National Reasonable Accommodation Coordinators (NRACs) delivered thirty-seven training sessions. These trainings included sessions that were part of OCR’s Technical Assistance Visits (TAVs), as well as trainings requested by specific offices on the reasonable accommodation process. The NRACs also trained the Local Reasonable Accommodation Coordinators (LORACs) on using the Reasonable Accommodation Management Site (RAMS) for tracking reasonable accommodation requests. In FY23, NRACs provided training on the EPA reasonable accommodation process to 12 new LORACs appointed by their respective offices.
- OCR launched a new mandatory training for all EPA employees: “Reasonable Accommodation in the Federal Workplace”.
- EPA conducted eleven national special emphasis program observances and established a new process for producing events to create a more inclusive and efficient program. EPA region and program offices conducted countless additional special emphasis program observances throughout FY23.
- OCR provided several trainings for their SEPMs and those involved in the SEP.

**Essential Element C: Management and Program Accountability**

EPA ensures management and program accountability by conducting regular assessments of its region and program offices. To that end, the Agency’s EEOOs and PMOs conduct annual self-assessments of their corresponding region and program office’s EEO program to identify accomplishments, challenges, and best practices.

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EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

OCR conducted two TAVs of region offices and two TAVs of program offices. After each TAV, OCR shared findings and recommendations with the region or program office.

EPA maintains an anti-harassment process entitled, Order 4711 – Procedure for Addressing Allegations of Workplace Harassment, which is overseen by the Agency’s Office of Mission Support (OMS). EPA also established and updated its reasonable accommodation procedures and personal assistance procedures for persons with disabilities.

Additionally, the Agency modified the accessibility language used in job announcements posted on USAJOBS. Throughout FY23, OCR regularly partnered with OMS to implement the Agency’s affirmative employment program and OMS’s DEIA program.

The EEO Director also provided updates and briefings to the Agency’s senior leadership during the Deputy Assistant Administrator/Deputy Regional Administrator meeting. OCR also provided additional updates throughout the year to managers and supervisors. EPA’s region and program offices actively engaged in outreach and recruitment events by partnering with various minority serving institutions (MSIs) who play a vital role in educating and preparing students from underrepresented backgrounds.

Other activities under this element include the following:

- OCR collaborated with OMS on its 2023 EPA Kaleidoscope Days, which celebrated EPA’s workforce and educated staff on DEIA and EEO efforts, as well as Commemorative Programs with the Administrator and Deputy Administrator.
- OCR developed an element to rate an employee’s performance as a SEPM in their performance appraisal.
- OCR implemented EEO liaisons to serve program and region offices. The goal is to ensure excellent customer service by developing a rapport and to have consistent representatives ready to respond promptly to any questions.
- OCR provided quarterly training to new employees on the EEO complaint process as part of EPA’s onboarding process.
- OCR provided training on the EEO complaint process in trainings throughout the year as part of its anti-harassment listening and training series.
- As previously stated, OCR conducted three-day TAVs with two program and two region offices, which included EEO training for all employees, managers, and supervisors.
- As previously stated, OCR launched a new mandatory reasonable accommodation training for all EPA employees.
- As previously stated, OCR’s NRACs delivered thirty-seven training related to reasonable accommodations.
- EPA delivered its quarterly Successful Leaders Program, which is mandatory training for new supervisors.

**Essential Element D: Proactive Prevention of Unlawful Discrimination**

EPA is committed to ensuring that the Agency makes every effort to prevent discrimination by conducting regular assessments of its workforce to identify and eliminate EEO barriers.

As part of EPA’s ongoing effort to assess its workforce, OCR’s National (SEPM) held monthly meetings with the collateral-duty SEPMs who work in the program and region offices to discuss accomplishments, best practices, and challenges.

EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

OCR completed three-year trend analysis for Hispanic and Black employees at EPA. The purpose of the analysis was to identify historical trends associated with potential triggers or lower than expected participation rates for these populations to determine if the Agency should conduct further analysis of any identified anomalies.

OCR also developed standard operating procedures on how to conduct a barrier analysis to assist EEO practitioners and SEPMs with meeting EPA's obligation to identify policies, procedures, or practices that may cause EEO barriers. Although EPA did not identify any EEO barriers, the Agency implemented an agency-wide barrier analysis plan in Part I to investigate the upward mobility of Black females and the low participation rates of Hispanics in EPA's workforce.

Further, EPA conducted training on matters related to special hiring authorities such as the Workforce Recruitment Program and Schedule A. The Agency also continued its self-reporting campaign for Persons with Disabilities and updated its reasonable accommodation language for use in job vacancy announcements posted in USAJobs.

### **Essential Element E – Efficiency**

EPA ensures that it has efficient systems in place for evaluating the impact and effectiveness of its EEO programs. For example, EPA continued to use an efficient and fair dispute resolution process. EPA offered alternative dispute resolution (ADR) in 77% of all informal complaints; 59% of those persons offered ADR chose to participate in ADR.

To meet the EEOC's federal-wide ADR goal of 50% of persons who file an informal complaint to participate in ADR, OCR is committed to making this a priority in FY24. In FY24, OCR plans to expand ADR offers and engage in a campaign to reach the EEOC goal, which includes developing videos, training, and communications.

The Agency also continues to address the timely completion of final agency decisions (FADs). In FY22, EPA's average days to issue a FAD was 83.5 days. In FY22, OCR did not issue any FADs with a finding of discrimination, so OCR generally controlled the processing time.

In FY23, OCR issued two FADs with a finding, which requires complainants, their representatives, and other parts of the Agency to provide information to OCR to assess the remedy or damages, if any. As a result, EPA's average processing time increased to 118.86 days in FY23. If the two FADs with findings were removed from the equation, then EPA's average processing time decreased to 75 days.

EPA respectfully submits that the EEOC consider revisiting whether the regulatory requirement should be the same for FADs without a finding, where an agency primarily controls the timeliness of the process, and FADs with findings. Preliminarily, the latter inevitably takes longer to complete because an agency must make a remedy assessment.

Additionally, an agency's assessment requires receiving information from complainants and their representatives, and the agency must provide them adequate time to provide documentation and evidence to support a remedy. In sum, the current system seems to penalize an agency when it issues a FAD that finds discrimination. In any event, OCR expanded accountability for the timely processing of FADs, sought to develop procedures for processing decisions that resulted in a finding of discrimination,



EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

and committed to streamlining the process for filling vacancies.

EPA increased its timely completion of EEO counseling's from FY 22 of 93.85%. In FY23, EPA also timely completed 90% of its EEO investigations. In addition, OCR issued accept/dismiss letters on average within 33 days of the date the EEO complaint was filed. Further, in FY23, OCR revised its Delegation of Authority Form I-39A to state, "The agency's official with settlement authority cannot be the responsible management official or agency official directly involved in the case."

EPA has appropriate HR data systems in place to capture demographic information to conduct trend analysis. In FY23, OCR conducted a three-year trend analysis for Women, Hispanics, and Black employees. OCR also reviewed EEO complaints data and reasonable accommodation requests as part of the Agency's effort to monitor whether the agency continues to meet its obligation of maintaining an efficient EEO program.

Other activities under this element include the following:

- OCR seamlessly transitioned to a new electronic database for EEO complaints.
- OCR finalized 539 reasonable accommodation requests, and timely processed 99.8% of those requests.
- OCR developed a procedure to track reasonable accommodation implementation dates.

### Essential Element F – Responsiveness and Legal Compliance

EPA timely complied with orders from EEOC Administrative Judges. Additionally, OCR established systems to ensure that the Agency timely complies with relief orders, including monetary relief. In FY23, OCR conducted accuracy checks of its complaint database, internal tracking logs, and EEOC's Federal Sector EEO Portal (FedSEP).

OCR will continue to conduct similar audits annually for stakeholders to receive accurate point of contact information which will ensure timely notification of all orders and decisions. In FY23, OCR developed mandatory No FEAR Act training for all EPA employees to launch in FY24. Additionally, EPA timely submitted its No FEAR Act report to EEOC and posted the report to its public webpage.

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**EXECUTIVE SUMMARY: WORKFORCE ANALYSES**

EPA submits its workforce analysis as a separate document.

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## EXECUTIVE SUMMARY: ACCOMPLISHMENTS

- OCR developed and distributed a Barrier Analysis SOP to EEOOs and PMOs in the region and program offices.
- OCR held listening sessions, beginning with a session in response to violence against the LGBTQIA+ community in Colorado.
- OCR revised its Intake Questionnaire and Formal Complaint Form to better identify and process EEO complaints.
- OCR developed a survey for employees and managers who engage in the complaint or reasonable accommodation process.
- OCR entered into a memorandum of understanding (MOU) with the Environmental Appeals Board to provide mediation assistance in EEO complaints.
- OCR timely completed all major reports for the EEOC, the Office of Personnel Management (OPM), and Congress, such as, the MD-715, 462, and Federal EEO Statistical Reports.
- The OCR Director served as the Executive Committee SES liaison for the DEIA Data workgroup (WG) and the DEIA LGBTQIA+ WG. OCR staff also provided guidance and support to several of the DEIA WGs.
- OCR commented on EEO issues, such as Census tracking of LGBTQIA+ data; gender neutral and accessible bathrooms; SOGI Employee Express questions; honorifics and capitalization in EPA's Correspondence Manual; EEOC and OPM inquiries; and completed all EEOC surveys sent to OCR.
- OCR developed a Restricted Role Access Memorandum that addresses access to EEO data and PII protections.
- EPA coordinated, executed, and facilitated Unconscious Bias training and Moving from Bias to Inclusion for Managers, which included facilitated discussions through twenty-seven sessions.
- EPA obtained the Handshake Premium Contract and trained program and region offices on the various tools available to increase outreach and recruitment efforts to students from all educational institutions, including MSIs, professional organizations, PWDs, and Veterans. The Agency also created office hours for hiring managers across EPA to consult with shared service centers and OMS on Handshake strategies and campaign messaging to affinity groups.

**Notable Accomplishments by Region:**

**Region 1**– EEO Staff, in collaboration with Human Resource staff, Disability Employment Program Manager, and Office Director Champion(s) continued to encourage the use of Schedule A hiring authority for all positions as appropriate. In addition, in FY23, Region 1 established an MOU between EPA and Landmark University, which focuses on education for neurodivergent and differently abled students. The partnership further amplifies the region's access to qualified candidates with disabilities. Region 1 reestablished a collaboration with Boston University's Upward Bound Math and Science Program. This program serves students primarily from the Metro Boston area, who are from low income and underserved communities, many of whom are first generation prospective college students with a demonstrated interest in STEM fields.

**Region 2**- In FY23, the region's DCRO served as the Agency's Schedule A Executive Champion to promote the EPA's goals regarding increasing employment opportunities for people with disabilities. Region 2's Disability Employment Program Manager led the effort to coordinate a site visit to the Rochester Institute of Technology/National Technical Institute for the Deaf, in support of the Agency's MOU with the institution. Senior leaders, including the Regional Administrator, participated in the program. Region 2 promoted career development across the workforce, including training specifically targeted for administrative support staff. Region 2 identified opportunities and filled three upward mobility

EXECUTIVE SUMMARY: ACCOMPLISHMENTS

positions moving administrative staff into positions with a GS-9 or GS-12 career ladder. HR Officials held targeted information sessions for administrative staff on these opportunities, which included USAJOBS and interview training to assist them in preparing them to apply.

**Region 3**– In FY23, Region 3 renewed its MOU with Lincoln University to share publicly available intern and employment opportunities at EPA and Pennsylvania Department of Environmental Protection. The goal of the MOU is to support the creation of a permanent Sustainability Coordinator position at the university. Region 3 also supported research collaboration between University of Maryland Eastern Shore and Maryland Coastal Bays Program by engaging students about careers in STEM and opportunities at EPA.

**Region 4**- In FY23, Region 4 divisions offered virtual meet and greets for new employees to discuss EPA's inclusion, anti-harassment, and anti-bullying policies. These meet and greets also provided a forum for new employees to ask questions and become more familiar with the division and agency practices. Region 4 increased engagement with MSIs by establishing partnerships and sharing publicly available employment opportunities with emerging Hispanic Serving Institutions (HSI), such as Fort Valley State University, Tuskegee University, Benedict College, and Florida Gulf Coast University.

**Region 5**– In FY23, Region 5 published “Diversity Spotlight” articles, which focused on diversity-related topics, and distributed the articles to region employees every month or every other month. The Region also reviewed other agencies’ EEO programs through internet research, and in some cases, made direct contact with their civil rights program offices to collaborate on cultural events. In FY23, Region 5 also collaborated with the Department of Housing and Urban Development and began to develop a partnership with the Social Security Administration to host virtual cultural events with those agencies.

**Region 6**– In FY23, Region 6 executed a series of webinars to promote Federal Careers and provide training on USAJOBS and federal resumes. Region 6 expanded outreach to MSIs to strengthen partnerships by sharing publicly available information with MSI students seeking federal employment or internships. The Region expanded partnership opportunities through new MOUs with MSIs to include National Society of Black Engineers, New Mexico Institute of Mining and Technology, University of Texas at Arlington, Dillard University, Paul Quinn College, and Wiley College.

**Region 7**– In FY23, Region 7’s Workforce Recruitment Program (WRP) recruiter partnered with twenty area colleges and universities to encourage students to upload their resumes to WRP databases. The Office of Regional Counsel provided legal training for MOU managers and liaisons and provided anti-harassment educational material. The Region maintained MOUs with MSIs to include, Haskell Indian Nation University, Donnelly College, Lincoln University, University of Missouri-Kansas City, University of Kansas, and Harris-Stowe University.

**Region 8** – In FY23, Region 8 hosted another session of the “Civil Treatment for Leaders” course at the beginning of the FY to provide skills for supervisors/managers aimed to help organizations prevent, detect, and correct inappropriate behaviors and build productive, inclusive cultures. Region 8 also developed MOU partnerships with MSIs to include Fort Lewis College, New Mexico Tech, Metropolitan State University – Denver (renewed MOU) and Salish Kootenai College.

**Region 9**– In FY23, Region 9 moved forward with phase 3 of its action plan to improve EEO, which it initially implemented in FY21. The region coordinated efforts with OMS and OPM to change the Agency’s

EXECUTIVE SUMMARY: ACCOMPLISHMENTS

policy to allow Environmental Protection Specialists to manage engineers and scientists within EPA. Region 9 also shared with its workforce a religious cultural calendar, which intended to raise awareness of major religious holidays for consideration when scheduling meetings/trainings.

**Region 10**– In FY23, Region 10 partnered with Region 6, EPA headquarters, and the Black Employment Program to develop an MOU with the National Society of Black Engineers. The region also developed an MOU between EPA and Northwest Indian College (NWIC). Also, the region created its own Civil Rights Award to acknowledge supervisors and employees who support the program.

EXECUTIVE SUMMARY: PLANNED ACTIVITIES

**In FY24, EPA intends to:**

- Continue to monitor progress of the Agency's barrier analysis efforts to ensure EEO for all employees. Specifically, EPA will continue to examine less than expected participation rates for Hispanics overall, upward mobility of Black females, and the award distribution of persons with disabilities.
- Continue to develop strategies to safely collect and maintain sexual orientation and gender identity (SOGI) data and share anonymous and aggregated results with OPM and the workforce, as appropriate.
- Update existing EEO and reasonable accommodation policies and procedures to implement the requirements of the Pregnant Workers Fairness Act of 2022.
- Continue to train supervisors and managers on EEO principles that will further enhance and cultivate a model workforce.
- Strive to meet EEOC's federal-wide ADR participation rate goal of 50% for all EEO informal complaints.
- Strives to improve the processing time of its FADs.
- Continue conducting TAVs, rebranded as Training and Accountability Visits with region and program offices to ensure effective implementation of EPA's EEO program through the six essential elements.
- Incorporate EEO best practices from region and program offices to possibly implement agency wide.

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**CERTIFICATION of ESTABLISHMENT of CONTINUING  
EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS**

[Redacted] am the  
(Insert Name Above) (Insert official title/series/grade above)

Principal EEO Director/Official for

[Redacted]  
(Insert Agency/Component Name above)

The agency has conducted an annual self-assessment of Section 717 and Section 501 programs against the essential elements as prescribed by EEO MD-715. If an essential element was not fully compliant with the standards of EEO MD-715, a further evaluation was conducted and, as appropriate, EEO Plans for Attaining the Essential Elements of a Model EEO Program, are included with this Federal Agency Annual EEO Program Status Report.

The agency has also analyzed its work force profiles and conducted barrier analyses aimed at detecting whether any management or personnel policy, procedure or practice is operating to disadvantage any group based on race, national origin, gender or disability. EEO Plans to Eliminate Identified Barriers, as appropriate, are included with this Federal Agency Annual EEO Program Status Report.

I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.

\_\_\_\_\_  
Signature of Principal EEO Director/Official  
Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agency Head or Agency Head Designee



\_\_\_\_\_  
Date

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Agency Self-Assessment Checklist

Essential Element: A Demonstrated Commitment From agency Leadership



 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	A.1. The agency issues an effective, up-to-date EEO policy statement.				
	A.1.a. Does the agency annually issue a signed and dated EEO policy statement on agency letterhead that clearly communicates the agency's commitment to EEO for all employees and applicants? If "Yes", please provide the annual issuance date in the comments column. [see MD-715, II(A)]	X			Issued on May 23, 2023 5/23/2023
	A.1.b. Does the EEO policy statement address all protected bases (age, color, disability, sex (including pregnancy, sexual orientation and gender identity), genetic information, national origin, race, religion, and reprisal) contained in the laws EEOC enforces? [see 29 CFR § 1614.101(a)] If the EEO policy statement covers any additional bases (e.g., marital status, veteran status and political affiliation), please list them in the comments column.	X			



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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	A.2. The agency has communicated EEO policies and procedures to all employees.				
A.2.a. Does the agency disseminate the following policies and procedures to all employees:					
	A.2.a.1. Anti-harassment policy? [see MD 715, II(A)]	X			
	A.2.a.2. Reasonable accommodation procedures? [see 29 CFR § 1614.203(d)(3)]	X			
A.2.b. Does the agency prominently post the following information throughout the workplace and on its public website:					
	A.2.b.1. The business contact information for its EEO Counselors, EEO Officers, Special Emphasis Program Managers, and EEO Director? [see 29 C.F.R § 1614.102(b)(7)]	X			
	A.2.b.2. Written materials concerning the EEO program, laws, policy statements, and the operation of the EEO complaint process? [see 29 CFR §1614.102(b)(5)]	X			
	A.2.b.3. Reasonable accommodation procedures? [see 29 CFR § 1614.203(d)(3)(i)] If so, please provide the internet address in the comments column.	X			<a href="https://www.epa.gov/ocr/reasonable-accommodation-procedures-and-form-reasonable-accommodation-requests">https://www.epa.gov/ocr/reasonable-accommodation-procedures-and-form-reasonable-accommodation-requests</a>
A.2.c. Does the agency inform its employees about the following topics:					
	A.2.c.1. EEO complaint process? [see 29 CFR §§ 1614.102(a)(12) and 1614.102(b)(5)] If "yes", please provide how often and the means by which such training is delivered.	X			EPA provides quarterly EEO training to new employees, quarterly training to employees during technical assistance visits, and posts its policy on the agency's internal and external website.
	A.2.c.2. ADR process? [see MD-110, Ch. 3(II)(C)] If "yes", please provide how often.	X			EPA provided ADR training as part of its EEO training 13 times during FY 23, and also maintains ADR information on its internal and external website.

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A.2.c.3. Reasonable accommodation program? [see 29 CFR § 1614.203(d)(7)(ii)(C)] If “yes”, please provide how often.	X			In FY 23, EPA delivered 37 reasonable accommodation training sessions to EPA employees.			
A.2.c.4. Anti-harassment program? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1] If “yes”, please provide how often.	X			EPA’s Administrator issued its Anti-harassment policy statement on 9/19/23 and posted the procedures on its internal and external website.			
A.2.c.5. Behaviors that are inappropriate in the workplace and could result in disciplinary action? [5 CFR §2635.101(b)] If “yes”, please provide how often.	X			Covered in quarterly EEO and Anti-harassment training.			
 <b>Compliance Indicator</b>	A.3. The agency assesses and ensures EEO principles are part of its culture.			Yes	No	N/A	<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>							
A.3.a. Does the agency provide recognition to employees, supervisors, managers and units demonstrating superior accomplishment in equal employment opportunity? [see 29 CFR § 1614.102(a)(9)] If “yes”, provide one or two examples in the comments section. .	X			The Agency annually awards the Suzanne E. Olive Award for Exemplary Leadership in National EEO to an employee or team of employees. Several offices within EPA also annually recognizes employees for EEO contributions with an award.			
A.3.b. Does the agency utilize the Federal Employee Viewpoint Survey or other climate assessment tools to monitor the perception of EEO principles within the workforce? [see 5 CFR Part 250]	X						

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Essential Element: B Integration of EEO into the agency's Strategic Mission

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	B.1. The reporting structure for the EEO program provides the principal EEO official with appropriate authority and resources to effectively carry out a successful EEO program.				
	B.1.a. Is the agency head the immediate supervisor of the person ("EEO Director") who has day-to-day control over the EEO office? [see 29 CFR §1614.102(b)(4)]	X			In FY23, the DA issued the EEO Director's PAR, bc the Agency Head only issues PARs for the senior political leadership. Based on EPA's understanding of 29 CFR §1614.102(b)(4). Following the EEOC's Technical Assistance Meeting (TAM) Report issued to EPA in 11/2024, EEOC interprets 29 CFR §1614.102(b)(4) more strictly. Per OCR, this must be changed or ck no in MD715, 2024. Leadership agrees w/OCR.
	B.1.a.1. If the EEO Director does not report to the agency head, does the EEO Director report to the same agency head designee as the mission-related programmatic offices? If "yes," please provide the title of the agency head designee in the comments.	X			Deputy Administrator (DA)
	B.1.a.2. Does the agency's organizational chart clearly define the reporting structure for the EEO office? [see 29 CFR §1614.102(b)(4)]	X			
	B.1.b. Does the EEO Director have a regular and effective means of advising the agency head and other senior management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program? [see 29 CFR §1614.102(c)(1); MD-715 Instructions, Sec. I]	X			
	B.1.c. During this reporting period, did the EEO Director present to the head of the agency, and other senior management officials, the "State of the agency" briefing covering the six essential elements of the model EEO program and the status of the barrier analysis process? [see MD-715 Instructions, Sec. I] If "yes", please provide the date of the briefing in the comments column.	X			Office of Mission Support and Office of General Counsel senior officials - February 23, 2023, EPA Deputy Administrator, Janet McCabe – February 28, 2023 EPA Administrator, Michael Reagan - March 8, 2023

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B.1.d. Does the EEO Director regularly participate in senior-level staff meetings concerning personnel, budget, technology, and other workforce issues? [see MD-715, II(B)]		X			
 <b>Compliance Indicator</b>	B.2. The EEO Director controls all aspects of the EEO program.	<b>Measure Has Been Met</b>			<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		Yes	No	N/A	
B.2.a. Is the EEO Director responsible for the implementation of a continuing affirmative employment program to promote EEO and to identify and eliminate discriminatory policies, procedures, and practices? [see MD-110, Ch. 1(III)(A); 29 CFR §1614.102(c)] If not, identify the office with this authority in the comments column.		X			
B.2.b. Is the EEO Director responsible for overseeing the completion of EEO counseling? [see 29 CFR §1614.102(c)(4)]		X			
B.2.c. Is the EEO Director responsible for overseeing the fair and thorough investigation of EEO complaints? [see 29 CFR §1614.102(c)(5)] [This question may not be applicable for certain subordinate level components.]		X			
B.2.d. Is the EEO Director responsible for overseeing the timely issuance of final agency decisions? [see 29 CFR §1614.102(c)(5)] [This question may not be applicable for certain subordinate level components.]		X			
B.2.e. Is the EEO Director responsible for ensuring compliance with EEOC orders? [see 29 CFR §§ 1614.102(e); 1614.502]		X			
B.2.f. Is the EEO Director responsible for periodically evaluating the entire EEO program and providing recommendations for improvement to the agency head? [see 29 CFR §1614.102(c)(2)]		X			
B.2.g. If the agency has subordinate level components, does the EEO Director provide effective guidance and coordination for the components? [see 29 CFR §§ 1614.102(c)(2); (c)(3)]		X			
 <b>Compliance Indicator</b>	B.3. The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.	<b>Measure Has Been Met</b>			<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		Yes	No	N/A	
B.3.a. Do EEO program officials participate in agency meetings regarding workforce changes that might impact EEO issues, including strategic planning, recruitment strategies, vacancy projections, succession planning, and selections for training/career development opportunities? [see MD-715, II(B)]		X			
B.3.b. Does the agency's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column.		X			EPA's FY 2022-2026 Strategic Plan, Goal 3 is to "Advance EPA's Organizational Excellence and Workforce Equity."

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	B.4. The agency has sufficient budget and staffing to support the success of its EEO program.				

B.4.a. Pursuant to 29 CFR §1614.102(a)(1), has the agency allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas:

B.4.a.1. to conduct a self-assessment of the agency for possible program deficiencies? [see MD-715, II(D)]	X			
B.4.a.10. to effectively manage its reasonable accommodation program? [see 29 CFR §1614.203(d)(4)(ii)]	X			
B.4.a.11. to ensure timely and complete compliance with EEOC orders? [see MD-715, II(E)]	X			
B.4.a.2. to enable the agency to conduct a thorough barrier analysis of its workforce? [see MD-715, II(B)]	X			
B.4.a.3. to timely, thoroughly, and fairly process EEO complaints, including EEO counseling, investigations, final agency decisions, and legal sufficiency reviews? [see 29 CFR §§ 1614.102(c)(5); 1614.105(b) – (f); MD-110, Ch. 1(IV)(D) & 5(IV); MD-715, II(E)]	X			
B.4.a.4. to provide all supervisors and employees with training on the EEO program, including but not limited to retaliation, harassment, religious accommodations, disability accommodations, the EEO complaint process, and ADR? [see MD-715, II(B) and III(C)] If not, please identify the type(s) of training with insufficient funding in the comments column.	X			
B.4.a.5. to conduct thorough, accurate, and effective field audits of the EEO programs in components and the field offices, if applicable? [see 29 CFR §1614.102(c)(2)]	X			
B.4.a.6. to publish and distribute EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures)? [see MD-715, II(B)]	X			
B.4.a.7. to maintain accurate data collection and tracking systems for the following types of data: complaint tracking, workforce demographics, and applicant flow data? [see MD-715, II(E)] If not, please identify the systems with insufficient funding in the comments section.	X			
B.4.a.8. to effectively administer its special emphasis programs (such as, Federal Women's Program, Hispanic Employment Program, and People with Disabilities Program Manager)? [5 USC § 7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709]	X			
B.4.a.9. to effectively manage its anti-harassment program? [see MD-715 Instructions, Sec. I; EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	X			

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<p>B.4.b. Does the EEO office have a budget that is separate from other offices within the agency? [see 29 CFR § 1614.102(a)(1)]</p>	<p>X</p>			<p>FY 22, EPA established a new program office, the Office of Environmental Justice and External Civil Rights(OEJECR). OCR, which is in the AO, addresses EEO for EPA employees and employment applicants. OEJECR and OCR have separate budgets, but the budgets are commingled as the Agency's civil rights budget. OCR and OEJECR are working to delineate these budgets, for employees, managers, OMB, EEOC, etc</p>
<p>B.4.c. Are the duties and responsibilities of EEO officials clearly defined? [see MD-110, Ch. 1(III)(A), 2(III), &amp; 6(III)]</p>	<p>X</p>			
<p>B.4.d. Does the agency ensure that all new counselors and investigators, including contractors and collateral duty employees, receive the required 32 hours of training, pursuant to Ch. 2(II) (A) of MD-110?</p>	<p>X</p>			
<p>B.4.e. Does the agency ensure that all experienced counselors and investigators, including contractors and collateral duty employees, receive the required 8 hours of annual refresher training, pursuant to Ch. 2(II)(C) of MD-110?</p>	<p>X</p>			

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 Compliance Indicator		Measure Has Been Met			
 Measures		Yes	No	N/A	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
	B.5. The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills				

B.5.a. Pursuant to 29 CFR §1614.102(a)(5), have all managers and supervisors received orientation, training, and advice on their responsibilities under the following areas under the agency EEO program:

B.5.a.1. EEO complaint process? [see MD-715(II)(B)]	X			
B.5.a.2. Reasonable Accommodation Procedures? [see 29 CFR § 1614.102(d)(3)]	X			
B.5.a.3. Anti-harassment policy? [see MD-715(II)(B)]	X			
B.5.a.4. Supervisory, managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications? [see MD-715, II(B)]	X			
B.5.a.5. ADR, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR? [see MD-715(II)(E)]	X			

 Compliance Indicator		Measure Has Been Met			
 Measures		Yes	No	N/A	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
	B.6. The agency involves managers in the implementation of its EEO program.				
B.6.a. Are senior managers involved in the implementation of Special Emphasis Programs? [see MD-715 Instructions, Sec. I]		X			
B.6.b. Do senior managers participate in the barrier analysis process? [see MD-715 Instructions, Sec. I]		X			
B.6.c. When barriers are identified, do senior managers assist in developing agency EEO action plans (Part I, Part J, or the Executive Summary)? [see MD-715 Instructions, Sec. I]		X			
B.6.d. Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans? [29 CFR §1614.102(a)(5)]		X			





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Essential Element: C Management and Program Accountability

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.1. The agency conducts regular internal audits of its component and field offices.				
	C.1.a. Does the agency regularly assess its component and field offices for possible EEO program deficiencies? [see 29 CFR §1614.102(c)(2)] If "yes", please provide the schedule for conducting audits in the comments section.	X			Quarterly
	C.1.b. Does the agency regularly assess its component and field offices on their efforts to remove barriers from the workplace? [see 29 CFR §1614.102(c)(2)] If "yes", please provide the schedule for conducting audits in the comments section.	X			Quarterly
	C.1.c. Do the component and field offices make reasonable efforts to comply with the recommendations of the field audit? [see MD-715, II(C)]	X			

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 Compliance Indicator	Measures	Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
	C.2. The agency has established procedures to prevent all forms of EEO discrimination.				
	C.2.a. Has the agency established comprehensive anti-harassment policy and procedures that comply with EEOC's enforcement guidance? [see MD-715, II(C); Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (Enforcement Guidance), EEOC No. 915.002, § V.C.1 (June 18, 1999)]	X			
	C.2.a.1. Does the anti-harassment policy require corrective action to prevent or eliminate conduct before it rises to the level of unlawful harassment? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	X			
	C.2.a.2. Has the agency established a firewall between the Anti-Harassment Coordinator and the EEO Director? [see EEOC Report, Model EEO Program Must Have an Effective Anti-Harassment Program (2006)]	X			
	C.2.a.3. Does the agency have a separate procedure (outside the EEO complaint process) to address harassment allegations? [see Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (Enforcement Guidance), EEOC No. 915.002, § V.C.1 (June 18, 1999)]	X			
	C.2.a.4. Does the agency ensure that the EEO office informs the anti-harassment program of all EEO counseling activity alleging harassment? [See Enforcement Guidance, V.C.]	X			
	C.2.a.5. Does the agency conduct a prompt inquiry (beginning within 10 days of notification) of all harassment allegations, including those initially raised in the EEO complaint process? [see Complainant v. Dep't of Veterans Affairs, EEOC Appeal No. 0120123232 (May 21, 2015); Complainant v. Dep't of Defense (Defense Commissary Agency), EEOC Appeal No. 0120130331 (May 29, 2015)] If "no", please provide the percentage of timely-processed inquiries in the comments column.	X			
	C.2.a.6. Do the agency's training materials on its anti-harassment policy include examples of disability-based harassment? [see 29 CFR §1614.203(d)(2)]	X			
	C.2.b. Has the agency established disability reasonable accommodation procedures that comply with EEOC's regulations and guidance? [see 29 CFR §1614.203(d)(3)]	X			
	C.2.b.1. Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations throughout the agency? [see 29 CFR §1614.203(d)(3)(D)]	X			
	C.2.b.2. Has the agency established a firewall between the Reasonable Accommodation Program Manager and the EEO Director? [see MD-110, Ch. 1(IV)(A)]	X			
	C.2.b.3. Does the agency ensure that job applicants can request and receive reasonable accommodations during the application and placement processes? [see 29 CFR §1614.203(d)(1)(ii)(B)]	X			
	C.2.b.4. Do the reasonable accommodation procedures clearly state that the agency should process the request within a maximum amount of time (e.g., 20 business days), as established by the agency in its affirmative action plan? [see 29 CFR §1614.203(d)(3)(i)(M)]	X			
	C.2.b.5. Does the agency process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If "no", please provide the percentage of timely-processed requests, excluding ongoing interpretative services, in the comments column.	X			In FY23, OCR timely completed 502 out of 503 cases (99.8%).
	C.2.c. Has the agency established procedures for processing requests for personal assistance services that comply with EEOC's regulations, enforcement guidance, and other applicable executive orders, guidance, and standards? [see 29 CFR §1614.203(d)(6)]	X			

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C.2.c.1. Does the agency post its procedures for processing requests for Personal Assistance Services on its public website? [see 29 CFR §1614.203(d)(5)(v)] If “yes”, please provide the internet address in the comments column.		X			<a href="https://www.epa.gov/ocr/reasonable-accommodation-procedures-and-form-reasonable-accommodation-requests">https://www.epa.gov/ocr/reasonable-accommodation-procedures-and-form-reasonable-accommodation-requests</a>
 <b>Compliance Indicator</b>	C.3. The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.	<b>Measure Has Been Met</b>			<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		Yes	No	N/A	
C.3.a. Pursuant to 29 CFR §1614.102(a)(5), do all managers and supervisors have an element in their performance appraisal that evaluates their commitment to agency EEO policies and principles and their participation in the EEO program?		X			Yes
C.3.b. Does the agency require rating officials to evaluate the performance of managers and supervisors based on the following activities:					
C.3.b.1. Resolve EEO problems/disagreements/conflicts, including the participation in ADR proceedings? [see MD-110, Ch. 3.I]		X			
C.3.b.2. Ensure full cooperation of employees under his/her supervision with EEO officials, such as counselors and investigators? [see 29 CFR §1614.102(b)(6)]		X			
C.3.b.3. Ensure a workplace that is free from all forms of discrimination, including harassment and retaliation? [see MD-715, II(C)]		X			
C.3.b.4. Ensure that subordinate supervisors have effective managerial, communication, and interpersonal skills to supervise in a workplace with diverse employees? [see MD-715 Instructions, Sec. I]		X			
C.3.b.5. Provide religious accommodations when such accommodations do not cause an undue hardship? [see 29 CFR §1614.102(a)(7)]		X			
C.3.b.6. Provide disability accommodations when such accommodations do not cause an undue hardship? [see 29 CFR §1614.102(a)(8)]		X			
C.3.b.7. Support the EEO program in identifying and removing barriers to equal opportunity?. [see MD-715, II(C)]		X			
C.3.b.8. Support the anti-harassment program in investigating and correcting harassing conduct?. [see Enforcement Guidance, V.C.2]		X			
C.3.b.9. Comply with settlement agreements and orders issued by the agency, EEOC, and EEO-related cases from the Merit Systems Protection Board, labor arbitrators, and the Federal Labor Relations Authority? [see MD-715, II(C)]		X			
C.3.c. Does the EEO Director recommend to the agency head improvements or corrections, including remedial or disciplinary actions, for managers and supervisors who have failed in their EEO responsibilities? [see 29 CFR §1614.102(c)(2)]		X			
C.3.d. When the EEO Director recommends remedial or disciplinary actions, are the recommendations regularly implemented by the agency? [see 29 CFR §1614.102(c)(2)]		X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.4. The agency ensures effective coordination between its EEO program and Human Resources (HR) program.				
	C.4.a. Do the HR Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures conform to EEOC laws, instructions, and management directives? [see 29 CFR §1614.102(a)(2)]	X			
	C.4.b. Has the agency established timetables/schedules to review at regular intervals its merit promotion program, employee recognition awards program, employee development/training programs, and management/personnel policies, procedures, and practices for systemic barriers that may be impeding full participation in the program by all EEO groups? [see MD-715 Instructions, Sec. I]	X			
	C.4.c. Does the EEO office have timely access to accurate and complete data (e.g., demographic data for the workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [see 29 CFR §1614.601(a)]		X		OCR has timely access to demographic data. However, it captures the data in two different systems: Oracle Analytics Server OAS, which captures the workforce demographics and Monster Analytics, which captures the applicant flow data. This system creates challenges. See Part H.
	C.4.d. Does the HR office timely provide the EEO office with access to other data (e.g., exit interview data, climate assessment surveys, and grievance data), upon request? [see MD-715, II(C)]	X			
	C.4.e. Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to:				
	C.4.e.1. Implement the Affirmative Action Plan for Individuals with Disabilities? [see 29 CFR §1614.203(d); MD-715, II(C)]	X			
	C.4.e.2. Develop and/or conduct outreach and recruiting initiatives? [see MD-715, II(C)]	X			
	C.4.e.3. Develop and/or provide training for managers and employees? [see MD-715, II(C)]	X			
	C.4.e.4. Identify and remove barriers to equal opportunity in the workplace? [see MD-715, II(C)]	X			
	C.4.e.5. Assist in preparing the MD-715 report? [see MD-715, II(C)]	X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.5. Following a finding of discrimination, the agency explores whether it should take a disciplinary action.	Yes	No	N/A	
	C.5.a. Does the agency have a disciplinary policy and/or table of penalties that covers discriminatory conduct? [see 29 CFR §1614.102(a)(6); see also Douglas v. Veterans Administration, 5 MSPR 280 (1981)]	X			
	C.5.b. When appropriate, does the agency discipline or sanction managers and employees for discriminatory conduct? [see 29 CFR §1614.102(a)(6)] If "yes", please state the number of disciplined/sanctioned individuals during this reporting period in the comments.	X			
	C.5.c. If the agency has a finding of discrimination (or settles cases in which a finding was likely), does the agency inform managers and supervisors about the discriminatory conduct (e.g., post mortem to discuss lessons learned)? [see MD-715, II(C)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	N/A	
	C.6. The EEO office advises managers/supervisors on EEO matters.				
	C.6.a. Does the EEO office provide management/supervisory officials with regular EEO updates on at least an annual basis, including EEO complaints, workforce demographics and data summaries, legal updates, barrier analysis plans, and special emphasis updates? [see MD-715 Instructions, Sec. I] If "yes", please identify the frequency of the EEO updates in the comments column.	X			Approximately every six weeks, the EEO Director provides updates and briefings to the Agency's senior leadership during its Deputy Assistant Administrator/ Deputy Regional Administrator meeting. The EEO office also provides additional updates throughout the year to managers and supervisors.
	C.6.b. Are EEO officials readily available to answer managers' and supervisors' questions or concerns? [see MD-715 Instructions, Sec. I]	X			

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Essential Element: D Proactive Prevention

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	D.1. The agency conducts a reasonable assessment to monitor progress towards achieving equal employment opportunity throughout the year.			N/A	
	D.1.a. Does the agency have a process for identifying triggers in the workplace? [see MD-715 Instructions, Sec. I]	X			
	D.1.b. Does the agency regularly use the following sources of information for trigger identification: workforce data; complaint/grievance data; exit surveys; employee climate surveys; focus groups; affinity groups; union; program evaluations; special emphasis programs; and/or external special interest groups? [see MD-715 Instructions, Sec. I]	X			
	D.1.c. Does the agency conduct exit interviews or surveys that include questions on how the agency could improve the recruitment, hiring, inclusion, retention and advancement of individuals with disabilities? [see 29 CFR §1614.203(d)(1)(iii)(C)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures	D.2. The agency identifies areas where barriers may exclude EEO groups (reasonable basis to act.)	Yes	No	N/A	
	D.2.a. Does the agency have a process for analyzing the identified triggers to find possible barriers? [see MD-715, (II)(B)]	X			
	D.2.b. Does the agency regularly examine the impact of management/personnel policies, procedures, and practices by race, national origin, sex, and disability? [see 29 CFR §1614.102(a)(3)]	X			
	D.2.c. Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions, such as re-organizations and realignments? [see 29 CFR §1614.102(a)(3)]	X			
	D.2.d. Does the agency regularly review the following sources of information to find barriers: complaint/grievance data, exit surveys, employee climate surveys, focus groups, affinity groups, union, program evaluations, anti-harassment program, special emphasis programs, and/or external special interest groups? [see MD-715 Instructions, Sec. I] If "yes", please identify the data sources in the comments column.	X			The Agency reviews complaint/grievance data, exit surveys, climate surveys, focus/affinity groups, and SEPs.

Environmental Protection Agency

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	D.3. The agency establishes appropriate action plans to remove identified barriers.				
	D.3.a. Does the agency effectively tailor action plans to address the identified barriers, in particular policies, procedures, or practices? [see 29 CFR §1614.102(a)(3)]	X			
	D.3.b. If the agency identified one or more barriers during the reporting period, did the agency implement a plan in Part I, including meeting the target dates for the planned activities? [see MD-715, II(D)]	X			EPA has not identified any barriers of equal employment opportunity; however, the agency implemented plans in Part I with activities to conduct further analysis.
	D.3.c. Does the agency periodically review the effectiveness of the plans? [see MD-715, II(D)]	X			

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	D.4. The agency has an affirmative action plan for people with disabilities, including those with targeted disabilities.				
	D.4.a. Does the agency post its affirmative action plan on its public website? [see 29 CFR §1614.203(d)(4)] If yes, please provide the internet address in the comments.	X			
	D.4.b. Does the agency take specific steps to ensure qualified people with disabilities are aware of and encouraged to apply for job vacancies? [see 29 CFR §1614.203(d)(1)(i)]	X			
	D.4.c. Does the agency ensure that disability-related questions from members of the public are answered promptly and correctly? [see 29 CFR §1614.203(d)(1)(ii)(A)]	X			
	D.4.d. Has the agency taken specific steps that are reasonably designed to increase the number of persons with disabilities or targeted disabilities employed at the agency until it meets the goals? [see 29 CFR §1614.203(d)(7)(ii)]	X			FY23, EPA conducted training on special hiring authorities such as the WRP and Schedule A. EPA also self-reporting campaign for PWD and updated its RA language for use in EPA USA Job vacancy announcements





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Agency Self-Assessment Checklist



Essential Element: E Efficiency

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.1. The agency maintains an efficient, fair, and impartial complaint resolution process.				
E.1.a. Does the agency timely provide EEO counseling, pursuant to 29 CFR §1614.105?		X			
E.1.b. Does the agency provide written notification of rights and responsibilities in the EEO process during the initial counseling session, pursuant to 29 CFR §1614.105(b)(1)?		X			
E.1.c. Does the agency issue acknowledgment letters immediately upon receipt of a formal complaint, pursuant to MD-110, Ch. 5(I)?		X			
E.1.d. Does the agency issue acceptance letters/dismissal decisions within a reasonable time (e.g., 60 days) after receipt of the written EEO Counselor report, pursuant to MD-110, Ch. 5(I)? If so, please provide the average processing time in the comments.		X			OCR issues an accept/dismiss letter on average within 33 days of the date the complaint is filed.
E.1.e. Does the agency ensure that all employees fully cooperate with EEO counselors and EEO personnel in the EEO process, including granting routine access to personnel records related to an investigation, pursuant to 29 CFR §1614.102(b)(6)?		X			
E.1.f. Does the agency timely complete investigations, pursuant to 29 CFR §1614.108?		X			
E.1.g. If the agency does not timely complete investigations, does the agency notify complainants of the date by which the investigation will be completed and of their right to request a hearing or file a lawsuit, pursuant to 29 CFR §1614.108(g)?		X			
E.1.h. When the complainant did not request a hearing, does the agency timely issue the final agency decision, pursuant to 29 CFR §1614.110(b)?			X		The Agency timely issues final agency decisions when the complainant does not request a hearing when it can. It continues to improve its processing time and expects to do so again in FY24. See Part H.
E.1.i. Does the agency timely issue final actions following receipt of the hearing file and the administrative judge's decision, pursuant to 29 CFR §1614.110(a)?		X			
E.1.j. If the agency uses contractors to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays? [See MD-110, Ch. 5(V)(A)] If "yes", please describe how in the comments column.		X			
E.1.k. If the agency uses employees to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays during performance review? [See MD-110, Ch. 5(V)(A)]		X			
E.1.l. Does the agency submit complaint files and other documents in the proper format to EEOC through the Federal Sector EEO Portal (FedSEP)? [See 29 CFR § 1614.403(g)]		X			

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.2. The agency has a neutral EEO process.				
	E.2.a. Has the agency established a clear separation between its EEO complaint program and its defensive function? [see MD-110, Ch. 1(IV)(D)] If "yes", please explain.	X			.
	E.2.b. When seeking legal sufficiency reviews, does the EEO office have access to sufficient legal resources separate from the agency representative? [see MD-110, Ch. 1(IV)(D)] If "yes", please identify the source/location of the attorney who conducts the legal sufficiency review in the comments column.	X			The Office of Civil Rights relies on its own attorneys as well as attorneys in EPA's Civil Rights and Finance Law Office in the Office of General Counsel.
	E.2.c. If the EEO office relies on the agency's defensive function to conduct the legal sufficiency review, is there a firewall between the reviewing attorney and the agency representative? [see MD-110, Ch. 1(IV)(D)]	X			.
	E.2.d. Does the agency ensure that its agency representative does not intrude upon EEO counseling, investigations, and final agency decisions? [see MD-110, Ch. 1(IV)(D)]	X			
	E.2.e. If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints? [see EEOC Report, Attaining a Model Agency Program: Efficiency (Dec. 1, 2004)]	X			

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.3. The agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program.				
E.3.a. Has the agency established an ADR program for use during both the pre-complaint and formal complaint stages of the EEO process? [see 29 CFR §1614.102(b)(2)]		X			
E.3.b. Does the agency require managers and supervisors to participate in ADR once it has been offered? [see MD-715, II(A)(1)]		X			
E.3.c. Does the Agency encourage all employees to use ADR, where ADR is appropriate? [See MD-110, Ch. 3(IV)(C)]		X			
E.3.d. Does the agency ensure a management official with settlement authority is accessible during the dispute resolution process? [see MD-110, Ch. 3(III)(A)(9)]		X			
E.3.e. Does the agency prohibit the responsible management official named in the dispute from having settlement authority? [see MD-110, Ch. 3(I)]		X			FY23, EPA revised its Delegation of Authority (1-39A): "Agency's official with settlement authority cannot be the responsible management official or the agency official directly involved in the case".
E.3.f. Does the agency annually evaluate the effectiveness of its ADR program? [see MD-110, Ch. 3(II)(D)]		X			

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.4. The agency has effective and accurate data collection systems in place to evaluate its EEO program.				

E.4.a. Does the agency have systems in place to accurately collect, monitor, and analyze the following data:

E.4.a.1. Complaint activity, including the issues and bases of the complaints, the aggrieved individuals/complainants, and the involved management official? [see MD-715, II(E)]	X			
E.4.a.2. The race, national origin, sex, and disability status of agency employees? [see 29 CFR §1614.601(a)]	X			
E.4.a.3. Recruitment activities? [see MD-715, II(E)]	X			
E.4.a.4. External and internal applicant flow data concerning the applicants' race, national origin, sex, and disability status? [see MD-715, II(E)]	X			
E.4.a.5. The processing of requests for reasonable accommodation? [29 CFR §1614.203(d)(4)]	X			
E.4.a.6. The processing of complaints for the anti-harassment program? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.2]	X			
E.4.b. Does the agency have a system in place to re-survey the workforce on a regular basis? [MD-715 Instructions, Sec. I]	X			

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.5. The agency identifies and disseminates significant trends and best practices in its EEO program.				





E.5.a. Does the agency monitor trends in its EEO program to determine whether the agency is meeting its obligations under the statutes EEOC enforces? [see MD-715, II(E)] If "yes", provide an example in the comments.	X			FY23, OCR conducted trend analysis of EPA employees based on Sex, RNO (Black and Hispanic). OCR similarly reviewed complaints and reasonable accommodation requests for this purpose.
E.5.b. Does the agency review other agencies' best practices and adopt them, where appropriate, to improve the effectiveness of its EEO program? [see MD-715, II(E)] If "yes", provide an example in the comments.	X			N/A
E.5.c. Does the agency compare its performance in the EEO process to other federal agencies of similar size? [see MD-715, II(E)]	X			

Environmental Protection Agency

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Agency Self-Assessment Checklist



Essential Element: F Responsiveness and Legal Compliance

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	F.1. The agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements.				
	F.1.a. Does the agency have a system of management controls to ensure that its officials timely comply with EEOC orders/directives and final agency actions? [see 29 CFR §1614.102(e); MD-715, II(F)]	X			
	F.1.b. Does the agency have a system of management controls to ensure the timely, accurate, and complete compliance with resolutions/settlement agreements? [see MD-715, II(F)]	X			
	F.1.c. Are there procedures in place to ensure the timely and predictable processing of ordered monetary relief? [see MD-715, II(F)]	X			
	F.1.d. Are procedures in place to process other forms of ordered relief promptly? [see MD-715, II(F)]	X			
	F.1.e. When EEOC issues an order requiring compliance by the agency, does the agency hold its compliance officer(s) accountable for poor work product and/or delays during performance review? [see MD-110, Ch. 9(IX)(H)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	N/A	
	F.2. The agency complies with the law, including EEOC regulations, management directives, orders, and other written instructions.				
	F.2.a. Does the agency timely respond and fully comply with EEOC orders? [see 29 CFR §1614.502; MD-715, II(E)]	X			
	F.2.a.1. When a complainant requests a hearing, does the agency timely forward the investigative file to the appropriate EEOC hearing office? [see 29 CFR §1614.108(g)]	X			
	F.2.a.2. When there is a finding of discrimination that is not the subject of an appeal by the agency, does the agency ensure timely compliance with the orders of relief? [see 29 CFR §1614.501]	X			
	F.2.a.3. When a complainant files an appeal, does the agency timely forward the investigative file to EEOC's Office of Federal Operations? [see 29 CFR §1614.403(e)]	X			
	F.2.a.4. Pursuant to 29 CFR §1614.502, does the agency promptly provide EEOC with the required documentation for completing compliance?	X			

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Agency Self-Assessment Checklist

 Compliance Indicator		Measure Has Been Met			
 Measures		Yes	No	N/A	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
	F.3. The agency reports to EEOC its program efforts and accomplishments.				
	F.3.a. Does the agency timely submit to EEOC an accurate and complete No FEAR Act report? [Public Law 107-174 (May 15, 2002), §203(a)]	X			
	F.3.b. Does the agency timely post on its public webpage its quarterly No FEAR Act data? [see 29 CFR §1614.703(d)]	X			

Essential Element: O Other

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Plan to Attain Essential Elements

PART H.1

Brief Description of Program Deficiency: C.4.c. Does the EEO office have timely access to accurate and complete data (e.g., demographic data for the workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [see 29 CFR §1614.601(a)]

The current human resources (HR) data management systems used by EPA do not capture all the data required to prepare the MD-715 workforce data tables.

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
09/30/2020	09/30/2023	09/30/2025		Identify and address data deficiencies in the current human resources data management systems and maintain an accurate data collection and tracking systems for workforce and applicant flow data to prepare MD-715 Report.

Responsible Officials

Title	Name	Standards Address the Plan?
Assistant Director, AEAA	Cecily L. Johnson	Yes
HR Data Systems Specialist	Kendal Holt	No

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/31/2023	Implement a MD-715 Workgroup to identify challenges to consolidating the workforce demographics and applicant flow data to upload into FedSEP.	Yes		01/31/2023
06/16/2023	Meet with EPA's HR Data Systems team (OAS/Monster) to develop a plan for complete and accurate data collection for the MD-715 data tables.	Yes	01/31/2025	
08/31/2023	OCR will coordinate with EPA's Office of Mission Support (OMS) to identify data gaps in its HR data management systems the agency needs for completion of the MD-715 required workforce data tables.	Yes	02/28/2025	

Accomplishments

Fiscal Year	Accomplishment
2022	OCR hired a permanent Assistant Director, who has the expertise to assist in completion of the data issues.
2022	OCR met with OHR throughout the year to address ways to streamline its data, which currently uses two systems.

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
09/30/2023	09/30/2026			Ensure the human resources data management systems capture, and report all required data, including applicant flow data.

Responsible Officials

Title	Name	Standards Address the Plan?
Acting, Assistant Director, AEAA	Cynthia Darden	Yes
HR Data Systems Specialist	Kendal Holt	No

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
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Accomplishments

Fiscal Year	Accomplishment
2023	OCR continued discussions with OMS regarding the MD-715 reporting requirements for applicant flow data. OCR has identified the missing data points and categories within Monster Analytics.

Environmental Protection Agency

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Plan to Attain Essential Elements

PART H.2

Brief Description of Program Deficiency:	E.3.e. Does the agency prohibit the responsible management official named in the dispute from having settlement authority? [see MD-110, Ch. 3(I)]
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Although the agency generally does not allow the responsible management official (RMO) named in an EEO dispute to settle such a dispute and we are not aware of an instance in which that has happened, the Agency's policy does not explicitly preclude the RMO from settling an EEO dispute in which that person is the named RMO. [see MD-110, Ch. 3(I)]

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
01/30/2023	09/30/2023		09/11/2023	To revise the Delegated Authority to explicitly preclude the RMO from having the authority to settle EEO complaints.

Responsible Officials

Title	Name	Standards Address the Plan?
OCR Director	JuanCarlos Hunt	No
ECRS, Assistant Director	Renee Clark	No
OCR Deputy Director	Cynthia Darden	No

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/01/2023	Draft revised Delegation of Authority	Yes		06/01/2023
05/01/2023	Route revised Delegation of Authority to Agency sub-components for concurrence.	Yes		08/01/2023
07/01/2023	Implement all suggestions and finalize revised Delegation of Authority.	Yes		08/16/2023
09/30/2023	Distribute updated Delegation of Authority.	Yes		08/28/2023

Accomplishments

Fiscal Year	Accomplishment
2023	Completed the revised Delegation of Authority to explicitly state "The agency's official with settlement authority cannot be the responsible management official or agency official directly involved in the case." I-39A Delegation of Authority to Settle Administrative EEO Claims and Complaints.



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Plan to Attain Essential Elements

PART H.3

Brief Description of Program Deficiency: E.1.h. When the complainant did not request a hearing, does the agency timely issue the final agency decision, pursuant to 29 CFR §1614.110(b)?

E.1.h (Question 126) When the complainant does not request a hearing, does the Agency timely issue the final Agency decision, pursuant to 29 CFR §1614.110(b)? The Agency did not timely issue all Final Agency Decisions (FADs) in FY 2023.

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
03/01/2011	09/29/2023	09/30/2025		Ensure EPA completes timely and legally sufficient Final Agency Decisions (FADs).

Responsible Officials

Title	Name	Standards Address the Plan?
Director, Office of Civil Rights (OCR)	JuanCarlos Hunt	Yes
OCR Deputy Director and OCR, ECRS Assistant Director	Cynthia Darden	Yes
OCR, ECRS Team Lead	Renee Clark	Yes
OCR Attorneys	Charles Khalil	Yes

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2024	Work with the Office of General Counsel to streamline the process for OCR to hire attorneys.	Yes		
01/31/2024	Include EEO Specialists in the FAD process to assist the OCR attorneys.	Yes		
06/30/2024	Expand accountability for timely processing of FADs.	Yes		
09/30/2024	Developing procedures for processing FADs with findings of discrimination.	Yes		
09/30/2024	Continue to work on ways to streamline the FAD process.	Yes		

Accomplishments

Fiscal Year	Accomplishment
2021	OCR continues to strive to reduce the processing time for issuing FADs. OCR continues to use EPA Lean Management System (ELMS) tools to evaluate and streamline the FAD issuance process which include the use of templates and processing milestones. In FY21, OCR hired an additional Attorney Adviser to draft FADs. OCR conducted a thorough audit of FADs issued this fiscal year to identify areas where we can be more efficient. OCR also utilized the FAD writing services offered by the current EEO contractor to assist with drafting FADs. Further, OCR sent its two Attorney-Advisers, who work on FADs, to EEOC's FAD Writing Training course. At the same time, the new OCR Director also imposed new standards on the content and structure of the FADs. When it was all said and done, OCR reduced processing times by 23% in FY21. OCR anticipates a further reduction in processing times in FY22 and intends to hold all OCR staff that work on FADs, including the Director, accountable for decreasing FAD processing times. OCR intends to do so by including specific performance measurements to the standards for the Attorney-Advisers, Deputy Assistant Director, Assistant Director, and Deputy Director responsible for issuing FADs, in addition to maintaining a specific performance measurement for the Director.
2022	OCR reduced the time to issue FADs from 243 days in 2021 to 91 days in 2022.
2022	Trained EEO Counselors and EEO Specialists; held contractor responsible for providing thorough investigations; required telephonic interviews to reduce irrelevant answers, ask follow-up questions, reduce supplemental investigations; held attorneys accountable for timely drafting of FADs; streamlined the review process; and held leadership accountable for timely processing of FADs.
2022	OCR achieved a 96% timeliness completion rate for EEO investigations, exceeding OCR's internal timeliness target of 92%.
2023	OCR achieved a 93% timeliness completion rate for EEO investigations, exceeding OCR's internal timeliness target of 90%.
2023	Revised intake questionnaire.
2023	Met with contractor to discuss continued deficiencies in Reports of Investigations.
2023	Developed compensatory damages affidavit to be completed during all investigations to reduce the time taken to draft FADs where there is a finding.
2023	Revised formal complaint form to allow for each claim to be directly connected to the appropriate theory of discrimination in order to expedite the time taken to draft accept/dismiss letters.
2023	Prepared investigation guidance document and submitted to contractor to ensure thorough investigations.

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Plan to Eliminate Identified Barriers

PART I1

<b>Source of the Trigger:</b>	Workforce Data (if so identify the table)	
<b>Specific Workforce Data Table:</b>	Workforce Data Table - A1	
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?	In FY22, the participation rate of Hispanic males (3.4%) and Hispanic females (4.19%) in EPA's total workforce was lower than their corresponding availability in the civilian labor force (CLF) which is 6.82% and 6.16%, respectively. In FY23, the participation rate of Hispanic males (3.32%) and Hispanic females (4.20%) in EPA's total workforce remained below their corresponding availability in the CLF. Of all new hires in FY23, Hispanic males represented 3.08% of the new hires and Hispanic females represented 4.48% of the new hires, which was below the benchmark of the national CLF. Of all separations in FY23, Hispanics males separated at a rate of 4.19% and Hispanics females separated at a rate of 3.88%. The data reveals that Hispanic males left the agency at a higher rate than their participation in the permanent workforce of 3.37%. In FY23, of the 13 program offices and 9 regional offices, most offices experienced less than expected participation rates of Hispanic employees with the following five exceptions: Office of Environmental Justice and External Civil Rights, Office of International and Tribal Affairs, Region 2, Region 6, and Region 9.	
<b>STATEMENT OF BARRIER GROUPS:</b>	<i>Barrier Group</i> Hispanic or Latino Males Hispanic or Latino Females	
<b>Barrier Analysis Process Completed?:</b>	N	
<b>Barrier(s) Identified?:</b>	N	
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	<b>Barrier Name</b> Hispanic Barrier Analysis	<b>Description of Policy, Procedure, or Practice</b> Originally, EPA indicated that the agency would start collecting more detailed applicant flow data to determine if it needs to strengthen its outreach and recruitment policies of Hispanics. Our findings concluded that EPA-wide aggregate data do not indicate that recruitment is a barrier for Hispanics in the MCO's overall. Although EPA still has less than expected participation rates for Hispanics overall, the agency has not identified a policy, procedure, or practice that has caused the identified disparities. Nonetheless, EPA will need to conduct further analysis to determine if there are disparities in its recruitment and hiring efforts among Hispanics in certain grades levels and occupations across its regional and program offices. Additionally, EPA will need to assess how Hispanics participate throughout the employment life cycle to include analyzing data for advancement opportunities and retention efforts.

Objective(s) and Dates for EEO Plan

Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
03/01/2019	07/29/2023	Yes	02/28/2025		The HEPM will continue to collaborate with the Office of Mission Support and other collateral duty SEPMs to assist with identifying triggers in applicant-flow data and other data sources to determine if there are barriers and how the agency will address them. For example, if necessary, the agency will develop targeted outreach and recruitment strategies for Hispanics.

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**Plan to Eliminate Identified Barriers**

**Responsible Official(s)**

Title	Name	Standards Address The Plan?
National Hispanic Employment Program Manager (HEPM)	Russell S. Massey	Yes
Senior Advisor to Director, Office of Civil Rights (OCR)	Cecily L. Johnson	Yes
AEAA Assistant Director, OCR	(Cynthia Darden, (Acting) Deputy Director	Yes

**Planned Activities Toward Completion of Objective**

Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/12/2023	Modified planned activity to establish a workgroup to strategize how the agency will address less than expected participation rates of Hispanics in the program and regional offices.	Yes	04/30/2024	
06/30/2023	Review the agency recruitment and outreach strategic plan.	Yes	01/27/2023	09/30/2023
07/31/2023	The HEPM will collaborate with key stakeholders to implement activities and/or initiatives from the Agency Strategic plan to facilitate learning sessions to bring awareness to EPA's demographics regarding Hispanic employees.	Yes	06/30/2024	
08/18/2023	Analyze results of the Federal Employee Viewpoint Survey, trends in EEO complaint data, and exit surveys to gain insight into the experiences of Hispanic employees at EPA.	Yes	08/31/2024	

**Report of Accomplishments**

Fiscal Year	Accomplishments
2022	Leadership facilitated ad hoc interview sessions and provided career enrichment opportunities to Hispanic employees to assist in advancing their careers.  Established a Hispanic Employment Virtual Intern Program
2023	EPA was a principal sponsor of the League of United Latin American Citizens (LULAC) Federal Training Institute (FTI) in Albuquerque, New Mexico.
2023	The National SEPM reviewed the agency's recruitment and outreach strategic plan to assess goals and key performance indicators to verify if strategies and initiatives are working as intended or need to be adapted.
2023	EPA Regions 3 and 4 took part in career fairs with Hispanic-serving institutions aimed to educate students about EPA's mission and how to apply for positions using the USAJobs online system. Additionally, leaders in EPA's Office of Environmental Justice and External Civil Rights participated on several League of United Latin American Citizens (LULAC) conference panels, mentoring sessions, and recruitment activities.
2023	AEAA/Senior Advisor conducted a three-year trend analysis of Hispanics in EPA's total workforce to include an analysis of its mission critical occupations, senior grades distribution, etc.
2021	Conducted an agency-wide survey on upward mobility as part of data collection for barrier analysis.  Review FEVS data, EEO complaints data, and Upward Mobility Survey data to identify potential barriers to upward mobility.

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Plan to Eliminate Identified Barriers

PART I.2

<b>Source of the Trigger:</b>	Workforce Data (if so identify the table)				
<b>Specific Workforce Data Table:</b>	Workforce Data Table - A4				
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?	In FY23, OCR observed that EPA had less than expected participation rates in the senior grades GS-13 to SES. Specifically, Black women make up 9.98% of EPA's GS-13 to SES grade levels, which is below their participation rate in the permanent workforce of 11.41%.				
<b>STATEMENT OF BARRIER GROUPS:</b>	<i>Barrier Group</i> Black or African American Females				
<b>Barrier Analysis Process Completed?:</b>	N				
<b>Barrier(s) Identified?:</b>	N				
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	<b>Barrier Name</b>		<b>Description of Policy, Procedure, or Practice</b>		
	Black Females Barrier Analysis		EPA has not identified a policy, procedure, or practice that may have caused the less than expected participation rates in the senior grades and recognizes that there likely may be different reasons for less than expected participation rates. The agency intends to conduct further analysis to determine if there are any barriers to upward mobility for Black women.		
<b>Objective(s) and Dates for EEO Plan</b>					
<b>Date Initiated</b>	<b>Target Date</b>	<b>Sufficient Funding / Staffing?</b>	<b>Date Modified</b>	<b>Date Completed</b>	<b>Objective Description</b>
01/30/2023	08/31/2023	Yes		07/31/2023	Conduct a 3-year trend analysis of Black females.
04/29/2023	06/30/2024	No			The National Black Employment Program Manager (BEPM) will meet with the Special Emphasis Program Advisory Council (SEPAC) for the Black Employment Program, Regional Equal Employment Opportunity Officers (EEOOs), and Program Management Officials (PMOs) to understand if there are concerns with the upward mobility of Black females.
09/22/2023	09/30/2024	No			Conduct further data analysis into the upward mobility of Black females.
<b>Responsible Official(s)</b>					
<b>Title</b>		<b>Name</b>		<b>Standards Address The Plan?</b>	
Black Employment Program Manager		Jerome King		Yes	
Federal Women's Program		Jannette Graves		Yes	

Environmental Protection Agency

For period covering October 1, 2022 to September 30, 2023

Plan to Eliminate Identified Barriers

Responsible Official(s)

Title	Name	Standards Address The Plan?
AEAA, Assistant Director	Cynthia Darden (Acting)	Yes

Planned Activities Toward Completion of Objective

Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2024	The National BEPM will meet with the SEPAC, PMOs, and EEOOs to discuss the upward mobility of Black female employees.	Yes		
06/30/2024	The National BEPM will provide guidance to the program and regional Offices on how to conduct a trigger analysis on the upward mobility of Black female employees.	Yes		
07/31/2024	PMOs and EEOOs will identify and review applicant-flow data (merit promotion data, applicant data, qualification data, interview data, and selection data) within their respective regions or program offices for Black females in the senior grades. They will also review participation rates of Black females in the mission critical occupations by grade level to determine whether a block pipeline exists.	Yes		
08/30/2024	The National BEPM will meet with the Office of Mission Support to discuss the SES screening process.	Yes		

Report of Accomplishments

Fiscal Year	Accomplishments
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**MD-715 – Part J**  
**Special Program Plan**  
**for the Recruitment, Hiring, Advancement, and**  
**Retention of Persons with Disabilities**

To capture agencies' affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

**Section I: Efforts to Reach Regulatory Goals**

EEOC regulations (29 CFR § 1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with disabilities and persons with targeted disabilities in the federal government

1. Using the goal of 12% as the benchmark, does your agency have a trigger involving PWD by grade level cluster in the permanent workforce? If “yes”, describe the trigger(s) in the text box.

- |                               |        |    |
|-------------------------------|--------|----|
| a.Cluster GS-1 to GS-10 (PWD) | Answer | No |
| b.Cluster GS-11 to SES (PWD)  | Answer | No |

Table B4 indicates that PWDs in the GS-1 to GS-10 cluster participated at a rate of 24.52%, and 13.44% in the GS-11 to SES cluster of the permanent workforce, which exceeds the 12% EEOC goal.

\*For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d) (7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

2. Using the goal of 2% as the benchmark, does your agency have a trigger involving PWTD by grade level cluster in the permanent workforce? If “yes”, describe the trigger(s) in the text box.

- |                                |        |    |
|--------------------------------|--------|----|
| a.Cluster GS-1 to GS-10 (PWTD) | Answer | No |
| b.Cluster GS-11 to SES (PWTD)  | Answer | No |

Table B4 indicates that PWTDs in GS-1 to GS-10 cluster was 6.61%, and 3.08% in the GS-11 to SES cluster of the permanent workforce, which exceeds the 2% EEOC goal.

3. Describe how the agency has communicated the numerical goals to the hiring managers and/or recruiters.

EPA leadership encouraged the region and program offices to consider PWDs when filling positions. EPA also promoted the benefits of the Schedule A (disability) hiring authority and the use of the Workforce Recruitment Program (WRP). EPA informed all senior leaders about the agency's Section 501 Affirmative Action Plan (AAP) and numerical goals, including the 12% and 2% numerical inclusion goals as part of ongoing EEO and DEIA strategic planning discussions. EPA encouraged senior leaders to socialize the goals to hiring managers within their region and program offices. EPA leadership communicated numerical goals to all employees through internal communication channels. Furthermore, EPA issued mass communication encouraging employees to complete or update their disability status through its Employee Express portal and explained the benefit of reporting such data. The Agency uses this data to measure its efforts in recruiting, hiring, advancing, retaining, and eliminating barriers to EEO for individuals with disabilities.

**Section II: Model Disability Program**

Pursuant to 29 C.F.R. § 1614.203(d)(1), agencies must ensure sufficient staff, training and resources to recruit and hire persons with disabilities and persons with targeted disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

**A. PLAN TO PROVIDE SUFFICIENT & COMPETENT STAFFING FOR THE DISABILITY PROGRAM**

1. Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

2. Identify all staff responsible for implementing the agency's disability employment program by the office, staff employment status, and responsible official.

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Architectural Barriers Act Compliance	1	0	1	Yvette Jackson, Director, Office of Administration, OMS Jackson.yvette@epa.gov
Processing applications from PWD and PWTD	30	0	0	Tiffany Sykes, Director, Recruitment and Classification Division Office of Human Capital Operations Sykes.Tiffany@epa.gov The 30 full time employees include staff within the Recruitment and Classification Division are responsible for processing applications.
Answering questions from the public about hiring authorities that take disability into account	23	0	0	Russell Massey, National Disability Employment Program Manager, Office of Civil Rights (OCR)/Affirmative Employment Analysis and Accountability (AEAA) Staff Anthony Napoli, National Disability Employment Program Liaison, Diversity & Inclusion Program Manager, Office of Mission Support) OMS), Office of Inclusive Excellence (OIE) napoli.anthony@epa.gov
Processing reasonable accommodation requests from applicants and employees	2	1	30	Amanda Sweda, Senior National Reasonable Accommodation Coordinator, OCR sweda.amanda@epa.gov Kristin Tropp, National Reasonable Accommodation Coordinator, OCR tropp.kristin@epa.gov
Special Emphasis Program for PWD and PWTD	1	0	31	Russell Massey, National Disability Employment Program Manager, OCR/AEAA massey.russell@epa.gov
Section 508 Compliance	3	0	66	Michael Mach, Acting Libraries and Accessibility Division Director, OMS mach.michael@epa.gov Psyche Lewis, Acting Section 508 Program Manager, OMS Lewis.psyche@epa.gov

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If "yes", describe the training that disability program staff have received. If "no", describe the training planned for the upcoming year.

Yes, EPA has provided Disability Program Managers, collateral duty SEPMS, and staff with sufficient training to complete their responsibilities during the FY23 reporting period. In FY23, EPA continued to provide disability training to its disability program staff using various educational methods, online training, on-the-job training, and engagement during EEOC-facilitated Federal Exchange on Employment and Disability (FEED) calls. The Agency has also selected and trained additional Local Reasonable Accommodation Coordinators to effectuate the prompt processing of reasonable accommodation requests. OCR also conducted four in-depth three-day technical assistance visits of two program and two region offices, which included separate reasonable accommodation trainings for employees and for managers/supervisors. OCR's NRAP also held two semi-annual nationwide trainings for employees and managers/supervisors.

## B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If "no", describe the agency's plan to ensure all aspects of the disability program have sufficient funding and other resources

Answer Yes

### Section III: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of individuals with disabilities. The questions below are designed to identify outcomes of the agency's recruitment program plan for PWD and PWTD

#### A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES

1. Describe the programs and resources the agency uses to identify job applicants with disabilities, including individuals with targeted disabilities.

Over the last fiscal year, the agency utilized a variety of recruitment strategies designed to increase the number of qualified applicants with disabilities and applicants with targeted disabilities within the mission critical occupations. In FY23, the EPA modified the accessibility language used in job announcements posted by EPA on USAJOBS. The goal is to make the language in our job announcements be both inclusive and clear about what a Reasonable Accommodation (RA) is, and how to request a RA during the recruitment/hiring process. EPA finalized and implemented modified language in FY23. EPA continues to update the Agency's intranet website for PWD, including PWTD. The PWD section of the website contains information regarding the Schedule A hiring authority, training videos, resources, and guides, to help hiring managers and EPA employees. EPA continues to recruit PWD and PWTD using digital and social media outreach such as LinkedIn. EPA encourages individuals with disabilities to apply under the Schedule A Hiring Authority to open positions posted on USAJOBS. The Office of Mission Support (OMS) encourages hiring managers to utilize programs such as the Workplace Recruitment Program (WRP) to identify, interview, and hire PWD and PWTD non-competitively without vacancy announcements when possible. The agency's Handshake Premium Contract increased outreach and recruitment efforts to students from all educational institutions including PWD students from Minority Serving Institutions, and Veterans.

2. Pursuant to 29 C.F.R. §1614.203(a)(3), describe the agency's use of hiring authorities that take disability into account (e.g., Schedule A) to recruit PWD and PWTD for positions in the permanent workforce

The Agency uses all available and appropriate hiring authorities to recruit and hire PWD and PWTD. EPA encourages individuals with disabilities (e.g., Schedule A, 30% or more disabled Veterans, etc.) to apply for vacancy announcements posted on USAJOBS. EPA refers individuals with disabilities who meet minimum qualifications and provide the appropriate documentation as prescribed by 5 CFR 213.3102(u) to the hiring manager for consideration. EPA continues to leverage the hiring of PWD and PWTD through resources such as, the WRP and existing registries housed on www.max.gov.



3. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A), explain how the agency (1) determines if the individual is eligible for appointment under such authority; and, (2) forwards the individual's application to the relevant hiring officials with an explanation of how and when the individual may be appointed.

EPA determines eligibility for individuals who apply using special hiring authorities, such as Schedule A. EPA's OMS, Shared Service Center (SSC) has developed a Schedule A Repository. This Repository hosts resumes and writing samples from Schedule A Disability-eligible candidates, which SSC shares with the region and program offices to streamline and increase hiring managers' use of the Schedule A hiring authority. EPA's SSC reviews applications from applicants who submit documentation designating their disability status pursuant to special hiring authority Schedule A (5 C.F.R. § 213.3102(u)). The SSC screens all applicants seeking employment through Schedule A for minimum qualifications/selective factors to determine eligibility for noncompetitive, Schedule A appointments. EPA may make permanent or time-limited appointments and determines whether the applicant is likely to succeed in the performance of the duties of the position for which the applicant applied. In determining whether the applicant is likely to succeed in performing the duties of the position, EPA may rely upon the applicant's employment, educational, or other relevant experience, including but not limited to service under another type of appointment in the competitive or excepted services. EPA notes that it also uses the 30% or More Disabled Veteran Authority.

4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)? If "yes", describe the type(s) of training and frequency. If "no", describe the agency's plan to provide this training.

Answer Yes

For the first time, EPA also included a session on the use of OPM's Agency Talent Portal to search for Schedule A candidates. These Schedule A related webinars reached hundreds of hiring managers and special emphasis program managers. The webinars discussed ways to utilize hiring authorities for persons with disabilities, trained hiring managers on how to utilize the Workforce Recruitment Program database and provided awareness to encourage managers to hire more qualified individuals with disabilities. Training sessions were open to all EPA employees for situational awareness should they advance to management positions. The training sessions were recorded, and videos, including materials were made available on the EPA intranet site. The National Disability Employment Program Manager provided assistance and answered questions regarding the Schedule A Hiring Authority to both the hiring managers and candidates.

## **B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS**

Describe the agency's efforts to establish and maintain contacts with organizations that assist PWD, including PWTD, in securing and maintaining employment.

EPA continues to focus on building partnerships with professional organizations. Through FY23, the Agency continued to increase the number of Memorandums of Understanding (MOUs) with organizations that foster strong ties with students with disabilities, including with targeted disabilities as part of its broad-based outreach efforts to raise awareness of EPA's mission and to potentially increase the diversity of the Agency's applicant pool. To name a few, the Agency has renewed its MOU agreement with Gallaudet University for an additional 5 years; EPA continued its partnerships with Rochester Institute of Technology (RIT)/National Technical Institute for the Deaf (NTID); and will continue to collaborate on the advancement of environmental education to improve awareness of national employment opportunities and other opportunities for individuals with disabilities and is working with program/regional offices to identify other PWD organizations to establish MOUs. For example, Region 1 signed a new agreement with Landmark College (Neurodiversity).

## **C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)**

1. Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD and/or PWTD among the new hires in the permanent workforce? If “yes”, please describe the triggers below.

- |   |        |    |
|---|--------|----|
| a. New Hires for Permanent Workforce (PWD)  | Answer | No |
| b. New Hires for Permanent Workforce (PWTD) | Answer | No |

There were no triggers identified in the permanent workforce for PWD and PWTD. In FY23, EPA hired 1656 permanent employees. Of those new hires, 18.96% (314) were PWDs and 4.05% (67) were PWTDs.

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- |                             |        |    |
|-----------------------------|--------|----|
| a. New Hires for MCO (PWD)  | Answer | No |
| b. New Hires for MCO (PWTD) | Answer | No |

EPA has identified five mission critical occupations (MCOs): 0401 General National Resources Management, 0819 Environmental Engineering, 0830 Mechanical Engineering, 1301 General Physical Science, 1320 Chemist. In FY23, there were no triggers identified for new hires.

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified internal applicants for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- |  |        |    |
|--|--------|----|
| a. Qualified Applicants for MCO (PWD)  | Answer | No |
| b. Qualified Applicants for MCO (PWTD) | Answer | No |

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- |                              |        |     |
|------------------------------|--------|-----|
| a. Promotions for MCO (PWD)  | Answer | Yes |
| b. Promotions for MCO (PWTD) | Answer | Yes |

In FY23, EPA experienced less than expected rates for selections in the General Natural Resource Management (0401) occupation for both PWDs and PWTDs. However, the data disparities were not significant enough to warrant further analysis. EPA will continue to monitor the data for statistical anomalies. Qualified PWDs 2.53%, PWDs Selected 1.76%, Qualified PWTDs 1.26%, PWTDs Selected 0.59%

#### Section IV: Plan to Ensure Advancement Opportunities for Employees with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(iii), agencies are required to provide sufficient advancement opportunities for employees with disabilities. Such activities might include specialized training and mentoring programs, career development opportunities, awards programs, promotions, and similar programs that address advancement. In this section, agencies should identify, and provide data on programs designed to ensure advancement opportunities for employees with disabilities.

##### A. ADVANCEMENT PROGRAM PLAN

Describe the agency’s plan to ensure PWD, including PWTD, have sufficient opportunities for advancement.

EPA will continue to post all internal advancement opportunities, i.e., details, temporary promotions, and reassignments on its internal website. The agency will continue to make PWD and PWTD aware of opportunities, such as promotions, details, and reassignments, and encourage PWD and PWTD to apply for these opportunities. Senior leadership also will partner with the Office of Mission Support (OMS) to promote internal advancement opportunities. Other advancement opportunities include promoting the use of training courses available through FedTalent in efforts to improve professional development; promoting the development of personal learning and development goals; and helping employees to develop and implement Individual Development Plans (IDPs). EPA empowers the Disability Employment Program Advisory Council (DEPAC) to coordinate plans with senior leadership for the Agency's National Disability Employment Awareness Month (NDEAM) Observance Program Event. The purpose of this empowerment is to get all staff in the habit of encouraging professional development of employees with disabilities. As previously mentioned, OCR also provides several trainings for employees and supervisors/managers regarding PWD, including PWTD, to ensure these employees have sufficient opportunities for advancement.

**B. CAREER DEVELOPMENT OPPORTUNITES**

1. Please describe the career development opportunities that the agency provides to its employees.

EPA continues to offer career development tools and resources that assist all employees, including PWD and PWTD, with skill development. Additionally, EPA has added new offerings to include the following: Competency of the Month, Mindful Communications, Workplace Environment Plan 2023: Leadership Training: Hybrid Workplace Program, Telling Your Story: Writing Executive Core Qualifications Workshop, National Executive Leadership Development Conference, Feedback to Fuel Executive Learning: 360-degree assessment for Senior Leaders, SES Candidate Development Program, Coaching Skills for Leaders, Executive Women in Motion EPA also notes that it is establishing a Career Development Framework, Career Planning tools, and other internal resources for professional growth and development for all employees, including PWD and PWTD, interested in promoting their career and development goals. The resources will include, Individual Development Planning and Career Development Workshops, self-directed career planning and development tools, resources, and activities, voluntary consultations on Individual Development Plans and Career Planning.

2. In the table below, please provide the data for career development opportunities that require competition and/or supervisory recommendation/approval to participate.

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (#)	Selectees (#)	Applicants (#)	Selectees (#)
Fellowship Programs	16	16	N/A	N/A	N/A	N/A
Mentoring Programs	N/A	N/A	N/A	N/A	N/A	N/A
Training Programs	N/A	N/A	N/A	N/A	N/A	N/A
Coaching Programs	N/A	N/A	N/A	N/A	N/A	N/A
Detail Programs	N/A	N/A	N/A	N/A	N/A	N/A
Internship Programs						
Other Career Development Programs	568	24	5%	8%	N/A	N/A

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWD) Answer No
- b. Selections (PWD) Answer No

EPA does not capture data for all its career development programs; however, based on the data collected, there were no identified triggers.

4. Do triggers exist for PWTB among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWTB) Answer N/A
- b. Selections (PWTB) Answer N/A

EPA does not capture any PWTB data for its career development programs.

### C. AWARDS

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTB for any level of the time-off awards, bonuses, or other incentives? If "yes", please describe the trigger(s) in the text box.

- a. Awards, Bonuses, & Incentives (PWD) Answer Yes
- b. Awards, Bonuses, & Incentives (PWTB) Answer Yes

There are no significant triggers for time off awards involving PWD and/or PWTB. However, EPA has identified the following triggers for Cash Awards that have more than a two-percentage point disparity: \$3000-3999 PWD 19.66% < PWOD 24.26% and PWTB 18.43% < PWOTD 23.78% \$4000-4999 PWD 8.66% < PWOD 14.19% and PWTB 8.04% < PWOTD 13.38%. In FY 2024, EPA will conduct further analysis of the data to determine if the agency should commence a barrier analysis of its award distributions.

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTB for quality step increases or performance-based pay increases? If "yes", please describe the trigger(s) in the text box.

- a. Pay Increases (PWD) Answer No
- b. Pay Increases (PWTB) Answer No

There were no triggers among PWD or PWTB for Quality Step Increases.

3. If the agency has other types of employee recognition programs, are PWD and/or PWTB recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.) If "yes", describe the employee recognition program and relevant data in the text box.

- a. Other Types of Recognition (PWD) Answer N/A
- b. Other Types of Recognition (PWTB) Answer N/A

EPA offers various award and recognition programs, both formal and informal. However, the agency was unable to determine whether triggers exist for PWD and/or PWTB in these programs because EPA does not capture the data in a way that would lead to a meaningful analysis. OHR is working to collect this data. OCR will continue work with OHR to develop, implement, and track other employee recognition programs for PWD and/or PWTB.

### D. PROMOTIONS

1. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
  - i. Qualified Internal Applicants (PWD) Answer No
  - ii. Internal Selections (PWD) Answer No
- b. Grade GS-15
  - i. Qualified Internal Applicants (PWD) Answer Yes
  - ii. Internal Selections (PWD) Answer Yes
- c. Grade GS-14
  - i. Qualified Internal Applicants (PWD) Answer No
  - ii. Internal Selections (PWD) Answer No
- d. Grade GS-13
  - i. Qualified Internal Applicants (PWD) Answer No
  - ii. Internal Selections (PWD) Answer No

EPA captures some applicant flow data for its SES positions; however, there were some data inconsistencies that prevented the agency from conducting a meaningful analysis of PWD promotions in the SES. Nonetheless, in FY23, EPA notes that its qualified internal applicants with a disability for the GS-15 grade level was 1.16% and none were selected. Although, the data disparities were not significant enough to warrant a barrier analysis, EPA will continue to monitor the data for statistical anomalies.

2. Does your agency have a trigger involving PWTd among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
  - i. Qualified Internal Applicants (PWTd) Answer No
  - ii. Internal Selections (PWTd) Answer No
- b. Grade GS-15
  - i. Qualified Internal Applicants (PWTd) Answer Yes
  - ii. Internal Selections (PWTd) Answer Yes
- c. Grade GS-14
  - i. Qualified Internal Applicants (PWTd) Answer No
  - ii. Internal Selections (PWTd) Answer No
- d. Grade GS-13
  - i. Qualified Internal Applicants (PWTd) Answer No
  - ii. Internal Selections (PWTd) Answer No

EPA captures some applicant flow data for its SES positions; however, there were some data inconsistencies that prevented the agency from conducting a meaningful analysis of PWTd promotions in the SES. Nonetheless, in FY23, EPA notes that its qualified internal applicants for the GS-15 grade level was 0.29% and none were selected. Although, the data disparities were not significant enough to warrant a barrier analysis, EPA will continue to monitor the data for statistical anomalies.

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires to SES (PWD) Answer N/A
- b. New Hires to GS-15 (PWD) Answer N/A
- c. New Hires to GS-14 (PWD) Answer N/A
- d. New Hires to GS-13 (PWD) Answer N/A

EPA’s applicant flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for new hires including PWD in the grade levels GS13-SES. OCR continues to coordinate with OHR to create a process to collect the required data.

4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTd among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires to SES (PWTd) Answer N/A
- b. New Hires to GS-15 (PWTd) Answer N/A
- c. New Hires to GS-14 (PWTd) Answer N/A
- d. New Hires to GS-13 (PWTd) Answer N/A

EPA’s applicant-flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for new hires including PWTds in the grade levels GS13-SES. OCR continues to coordinate with OHR to create a process to collect the required data.

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A

b. Managers

i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A

c. Supervisors

i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A

EPA's applicant-flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for qualified internal applicants and/or selectees for promotions to supervisory positions, including data for PWDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

6. Does your agency have a trigger involving PWTD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A

b. Managers

i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A

c. Supervisors

i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A

EPA's applicant-flow data system, Monster Analytics, does not capture the required workforce data for qualified internal applicants and/or selectees for promotions to supervisory positions, including PWTDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. New Hires for Executives (PWD)	Answer	N/A
b. New Hires for Managers (PWD)	Answer	N/A
c. New Hires for Supervisors (PWD)	Answer	N/A

EPA's applicant-flow data system, Monster Analytics, does not capture the required workforce data among selectees for new hires to supervisory positions, including PWDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. New Hires for Executives (PWTD)	Answer	N/A
b. New Hires for Managers (PWTD)	Answer	N/A
c. New Hires for Supervisors (PWTD)	Answer	N/A

EPA's applicant-flow data systems, Monster Analytics, does not capture the required workforce data among selectees for new hires to supervisory positions, including PWTDS. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

## Section V: Plan to Improve Retention of Persons with Disabilities

To be model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, agencies should: (1) analyze workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace assistance services.

### A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

1. In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 CFR § 213.3102(u)(6)(i))? If "no", please explain why the agency did not convert all eligible Schedule A employees.

Answer No

EPA had fifty-four Schedule A disability appointees become eligible for conversion into the competitive service. Of those, the Agency converted thirty-eight appointees into the competitive service. In addition, sixteen appointees remain with the agency on their Schedule A appointments. OCR will work with HR to encourage development/improvement of a tickler system to remind supervisors when Schedule A employees are eligible for conversion and require supervisors who do not convert eligible employees to provide an explanation. Such data will provide the Agency with information to understand if there are any issues or challenges and, if there are, it will place the Agency in a better position to address them.

2. Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities? If "yes", describe the trigger below.

a. Voluntary Separations (PWD)

Answer No

b. Involuntary Separations (PWD)

Answer No

Using the inclusion rate, voluntary separations among PWD were 6.22% compared to 6.28% among persons without disabilities (PWOD). There is no trigger among PWD for voluntary separations since PWOD separated at a slightly higher rate. For involuntary separations, PWD separated at a slightly higher rate of 0.46% compared to PWOD of 0.13%. We note that the difference did not exceed the two-percentage point threshold to warrant a barrier analysis. EPA will continue to monitor the data to ensure there are no significant trends involving involuntary separations of PWD.

3. Using the inclusion rate as the benchmark, did the percentage of PWTDS among voluntary and involuntary separations exceed that of persons without targeted disabilities? If "yes", describe the trigger below.

a. Voluntary Separations (PWTD)

Answer No

b. Involuntary Separations (PWTD)

Answer No

Using the inclusion rate, voluntary separations among PWTDS were 3.92% compared to 4.44% among persons without targeted disabilities (PWOTD). Involuntary separations among PWTD were 0.39% compared to 0.17% among PWOTD. Although the data shows that PWTD involuntarily departed the agency at a higher rate than PWOTD, the disparity does not meet the two-percentage point threshold to warrant a barrier analysis. EPA will continue to monitor the data to ensure there are no significant trends involving involuntary separations of PWTDS.

4. If a trigger exists involving the separation rate of PWD and/or PWTD, please explain why they left the agency using exit interview results and other data sources.

Workforce data reveals that there were no significant data disparities involving the separation rate of PWDs and PWTDs when compared to PWODs and PWOTDs.

### B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

1. Please provide the internet address on the agency's public website for its notice explaining employees' and applicants' rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint.

<https://www.epa.gov/accessibility/epa-accessibility-statement>

2. Please provide the internet address on the agency's public website for its notice explaining employees' and applicants' rights under the Architectural Barriers Act, including a description of how to file a complaint.

<https://www.epa.gov/ocr/affirmative-employment-analysis-and-accountability#architectural>

3. Describe any programs, policies, or practices that the agency has undertaken, or plans on undertaking over the next fiscal year, designed to improve accessibility of agency facilities and/or technology.

The agency developed guidance and resources for creating accessible on-line training and began the remediation for the existing mandatory training. EPA Compliance Assessment and Remediation Plan: EPA's Compliance Assessment and Remediation Plan (CARP), aligns with the U.S. Access Board ICT Testing Baseline, which describes how to evaluate conformance to the Revised 508 Standards. EPA's CARP aims to assess and enhance the accessibility of EPA's ICT, develop a baseline to measure improvements, and report biannually to the OMB on Section 508 Program Maturity. EPA Accessibility workgroup (WG) conducts monthly web accessibility meetings designed to provide employees with the tools needed for digital accessibility. EPA Accessibility WG is composed of EPA employees, including OCR employees, selected as accessibility subject matter experts.

### **C. REASONABLE ACCOMMODATION PROGRAM**

Pursuant to 29 C.F.R. § 1614.203(d)(3), agencies must adopt, post on their public website, and make available to all job applicants and employees, reasonable accommodation procedures.

1. Please provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

In FY23, EPA's National Reasonable Accommodation Program (NRAP) processed a total of 593 reasonable accommodation requests. Of the 593 requests, 36 were initiated in FY22 and 557 were initiated in FY23. The 36 requests initiated in FY22 were in pending status on September 30, 2022, and were carried over and all were completed in FY23. Of the 557 requests initiated in FY23, there were requests from seventeen (17) new employees and two (2) applicants, and 503 requests were processed and completed. At the conclusion of FY23, 54 requests remained in pending status and were carried over to FY24 to continue processing. In FY23, the EPA processed and completed 502 of the 503 requests (or 99.8%) within the time frames identified in EPA Reasonable Accommodation (RA) Procedures with an average processing time of 18.2 days. The EPA has attained a 90% or greater processing rate for thirteen consecutive years and attained better than 95% since FY17.

2. Describe the effectiveness of the policies, procedures, or practices to implement the agency's reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring accommodation requests for trends.



In FY23, the EPA processed and timely completed 99.8% of RA requests within the time frames identified in its Reasonable Accommodation (RA) Procedures, with an average processing time of 18.2 days. In FY23, the NRAP started tracking implementation dates from approval to having the reasonable accommodation(s) in place. The average implementation time was 6.7 days. Collecting and analyzing the implementation dates assists EPA in identifying roadblocks or opportunities to improve or streamline processes for the procurement of equipment or services. In FY23, the Agency has developed and implemented mandatory training for all employees, managers, and supervisors regarding the Reasonable Accommodation process. The Reasonable Accommodation program has also conducted several individualized trainings to groups of supervisors and managers on various disability related topics. The Agency has also selected and trained additional Local Reasonable Accommodation Coordinators to effectuate the prompt processing of reasonable accommodation requests.

## **D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE**

Pursuant to 29 CFR §1614.203(d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests for PAS, timely providing approved services, conducting training for managers and supervisors, and monitoring PAS requests for trends.

There were five PAS requests in FY23, all of which were approved within the time frames identified in the Reasonable Accommodation (RA) Procedures, with an average processing time of 3.4 days. In addition, all EPA reasonable accommodation training includes information about PAS. The Reasonable Accommodation website has information about PAS including a reference guide that explains PAS in more depth along with frequent questions on the website ([https://www.epa.gov/sites/default/files/2020-09/documents/pas\\_reference\\_guide\\_final\\_september\\_22\\_2020.pdf](https://www.epa.gov/sites/default/files/2020-09/documents/pas_reference_guide_final_september_22_2020.pdf) and <https://www.epa.gov/ocr/reasonable-accommodation#FAQPAS>). EPA continues to monitor the trends about PAS requests which this year was mostly related to official travel duty needs.

## **Section VI: EEO Complaint and Findings Data**

### **A. EEO COMPLAINT DATA INVOLVING HARASSMENT**

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging harassment, as compared to the government-wide average?

Answer No

2. During the last fiscal year, did any complaints alleging harassment based on disability status result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination alleging harassment based on disability status during the last fiscal year, please describe the corrective measures taken by the agency.

In FY23, there were no findings alleging harassment from PWDs.

### **B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION**

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide a reasonable accommodation, as compared to the government-wide average?

Answer Yes

2. During the last fiscal year, did any complaints alleging failure to provide reasonable accommodation result in a finding of discrimination or a settlement agreement?

Answer Yes

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year, please describe the corrective measures taken by the agency.

The corrective action taken included requiring the responsible management officials to complete reasonable accommodation training and requiring the program offices to provide the complainants with an effective accommodation.

## Section VII: Identification and Removal of Barriers

Element D of MD-715 requires agencies to conduct a barrier analysis when a trigger suggests that a policy, procedure, or practice may be impeding the employment opportunities of a protected EEO group.

1. Has the agency identified any barriers (policies, procedures, and/or practices) that affect employment opportunities for PWD and/or PWTD?

Answer No

2. Has the agency established a plan to correct the barrier(s) involving PWD and/or PWTD?

Answer N/A

3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments

<b>Source of the Trigger:</b>	Workforce Data (if so identify the table)
<b>Specific Workforce Data Table:</b>	Workforce Data Table - B1
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?	N/A

<b>STATEMENT OF BARRIER GROUPS:</b>	<i>Barrier Group</i>
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<b>Barrier Analysis Process Completed?:</b>	N
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<b>Barrier(s) Identified?:</b>	N
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<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	<b>Barrier Name</b>	<b>Description of Policy, Procedure, or Practice</b>
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**Objective(s) and Dates for EEO Plan**

Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
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**Responsible Official(s)**

Title	Name	Standards Address The Plan?
Acting Assistant Director, AEAA	Cynthia Darden	Yes
National Disability Program Manager	Russell Massey	Yes

**Planned Activities Toward Completion of Objective**

Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
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**Report of Accomplishments**

Fiscal Year	Accomplishments
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4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities.

\_\_\_\_\_

5. For the planned activities that were completed, please describe the actual impact of those activities toward eliminating the barrier(s).

N/A

6. If the planned activities did not correct the trigger(s) and/or barrier(s), please describe how the agency intends to improve the plan for the next fiscal year.

N/A



## Affirmative Action Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities

To capture agencies’ affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

### Section I: Efforts to Reach Regulatory Goals

*EEOC regulations (29 CFR §1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with disabilities and persons with targeted disabilities in the federal government*

1. Using the goal of 12% as the benchmark, does your agency have a trigger involving PWD by grade level cluster in the permanent workforce? If “yes”, describe the trigger(s) in the text box.

- a. Cluster GS-1 to GS-10 (PWD) Answer No
- b. Cluster GS-11 to SES (PWD) Answer No

Table B4 indicates that PWDs in the GS-1 to GS-10 cluster participated at a rate of 24.52%, and 13.44% in the GS-11 to SES cluster of the permanent workforce, which exceeds the 12% EEOC goal.

\*For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d)(7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

2. Using the goal of 2% as the benchmark, does your agency have a trigger involving PWTD by grade level cluster in the permanent workforce? If “yes”, describe the trigger(s) in the text box.

- a. Cluster GS-1 to GS-10 (PWTD) Answer No
- b. Cluster GS-11 to SES (PWTD) Answer No

Table B4 indicates that PWTDs in GS-1 to GS-10 cluster was 6.61%, and 3.08% in the GS-11 to SES cluster of the permanent workforce, which exceeds the 2% EEOC goal.

Grade Level Cluster(GS or Alternate Pay Planb)	Total	Reportable Disability		Targeted Disability	
	#	#	%	#	%
Numarical Goal	--	12%		2%	
Grades GS-11 to SES	14097	1840	13.05	383	2.72
Grades GS-1 to GS-10	667	196	29.39	46	6.90

3. Describe how the agency has communicated the numerical goals to the hiring managers and/or recruiters.

EPA leadership encouraged the region and program offices to consider PWDs when filling positions. EPA also promoted the benefits of the Schedule A (disability) hiring authority and the use of the Workforce Recruitment Program (WRP). EPA informed all senior leaders about the agency’s Section 501 Affirmative Action Plan (AAP) and numerical goals, including the 12% and 2% numerical inclusion goals as part of ongoing EEO and DEIA strategic planning discussions. EPA encouraged senior leaders to socialize the goals to hiring managers within their region and program offices. EPA leadership communicated numerical goals to all employees through internal communication channels. Furthermore, EPA issued mass communication encouraging employees to

complete or update their disability status through its Employee Express portal and explained the benefit of reporting such data. The Agency uses this data to measure its efforts in recruiting, hiring, advancing, retaining, and eliminating barriers to EEO for individuals with disabilities.

## Section II: Model Disability Program

Pursuant to 29 C.F.R. § 1614.203(d)(1), agencies must ensure sufficient staff, training and resources to recruit and hire persons with disabilities and persons with targeted disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

### A. PLAN TO PROVIDE SUFFICIENT & COMPETENT STAFFING FOR THE DISABILITY PROGRAM

1. Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

Answer Yes

2. Identify all staff responsible for implementing the agency's disability employment program by the office, staff employment status, and responsible official.

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If “yes”, describe the training that disability program staff have received. If “no”, describe the training planned for the upcoming year.

Answer Yes

Yes, EPA has provided Disability Program Managers, collateral duty SEPMS, and staff with sufficient training to complete their responsibilities during the FY23 reporting period. In FY23, EPA continued to provide disability training to its disability program staff using various educational methods, online training, on-the-job training, and engagement during EEOC-facilitated Federal Exchange on Employment and Disability (FEED) calls. The Agency has also selected and trained additional Local Reasonable Accommodation Coordinators to effectuate the prompt processing of reasonable accommodation requests. OCR also conducted four in-depth three-day technical assistance visits of two program and two region offices, which included separate reasonable accommodation trainings for employees and for managers/supervisors. OCR’s NRAP also held two semi-annual nationwide trainings for employees and managers/supervisors.

### B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If “no”, describe the agency’s plan to ensure all aspects of the disability program have sufficient funding and other resources.

Answer Yes

## Section III: Program Deficiencies In The Disability Program

## Section IV: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of individuals with disabilities. The questions below are designed to identify outcomes of the agency’s recruitment program plan for PWD and PWTD

**A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES**

1. Describe the programs and resources the agency uses to identify job applicants with disabilities, including individuals with targeted disabilities.

Over the last fiscal year, the agency utilized a variety of recruitment strategies designed to increase the number of qualified applicants with disabilities and applicants with targeted disabilities within the mission critical occupations. In FY23, the EPA modified the accessibility language used in job announcements posted by EPA on USAJOBS. The goal is to make the language in our job announcements be both inclusive and clear about what a Reasonable Accommodation (RA) is, and how to request a RA during the recruitment/hiring process. EPA finalized and implemented modified language in FY23. EPA continues to update the Agency’s intranet website for PWD, including PWTD. The PWD section of the website contains information regarding the Schedule A hiring authority, training videos, resources, and guides, to help hiring managers and EPA employees. EPA continues to recruit PWD and PWTD using digital and social media outreach such as LinkedIn. EPA encourages individuals with disabilities to apply under the Schedule A Hiring Authority to open positions posted on USAJOBS. The Office of Mission Support (OMS) encourages hiring managers to utilize programs such as the Workplace Recruitment Program (WRP) to identify, interview, and hire PWD and PWTD non-competitively without vacancy announcements when possible. The agency’s Handshake Premium Contract increased outreach and recruitment efforts to students from all educational institutions including PWD students from Minority Serving Institutions, and Veterans.

2. Pursuant to 29 C.F.R. §1614.203(a)(3), describe the agency’s use of hiring authorities that take disability into account (e.g., Schedule A) to recruit PWD and PWTD for positions in the permanent workforce

The Agency uses all available and appropriate hiring authorities to recruit and hire PWD and PWTD. EPA encourages individuals with disabilities (e.g., Schedule A, 30% or more disabled Veterans, etc.) to apply for vacancy announcements posted on USAJOBS. EPA refers individuals with disabilities who meet minimum qualifications and provide the appropriate documentation as prescribed by 5 CFR 213.3102(u) to the hiring manager for consideration. EPA continues to leverage the hiring of PWD and PWTD through resources such as, the WRP and existing registries housed on [www.max.gov](http://www.max.gov).

3. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A), explain how the agency (1) determines if the individual is eligible for appointment under such authority; and, (2) forwards the individual’s application to the relevant hiring officials with an explanation of how and when the individual may be appointed.

EPA determines eligibility for individuals who apply using special hiring authorities, such as Schedule A. EPA’s OMS, Shared Service Center (SSC) has developed a Schedule A Repository. This Repository hosts resumes and writing samples from Schedule A Disability-eligible candidates, which SSC shares with the region and program offices to streamline and increase hiring managers’ use of the Schedule A hiring authority. EPA’s SSC reviews applications from applicants who submit documentation designating their disability status pursuant to special hiring authority Schedule A (5 C.F.R. § 213.3102(u)). The SSC screens all applicants seeking employment through Schedule A for minimum qualifications/selective factors to determine eligibility for noncompetitive, Schedule A appointments. EPA may make permanent or time-limited appointments and determines whether the applicant is likely to succeed in the performance of the duties of the position for which the applicant applied. In determining whether the applicant is likely to succeed in performing the duties of the position, EPA may rely upon the applicant’s employment, educational, or other relevant experience, including but not limited to service under another type of appointment in the competitive or excepted services. EPA notes that it also uses the 30% or More Disabled Veteran Authority.

4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)? If “yes”, describe the type(s) of training and frequency. If “no”, describe the agency’s plan to provide this training.

Answer Yes

For the first time, EPA also included a session on the use of OPM’s Agency Talent Portal to search for Schedule A candidates. These Schedule A related webinars reached hundreds of hiring managers and special emphasis program managers. The webinars discussed ways to utilize hiring authorities for persons with disabilities, trained hiring managers on how to utilize the Workforce Recruitment Program database and provided awareness to encourage managers to hire more qualified individuals with disabilities. Training sessions were open to all EPA employees for situational awareness should they advance to management positions. The training sessions were recorded, and videos, including materials were made available on the EPA intranet site. The National Disability Employment Program Manager provided assistance and answered questions regarding the Schedule A Hiring Authority to both the hiring managers and candidates.

**B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS**

Describe the agency’s efforts to establish and maintain contacts with organizations that assist PWD, including PWTD, in securing and maintaining employment.

EPA continues to focus on building partnerships with professional organizations. Through FY23, the Agency continued to increase the number of Memorandums of Understanding (MOUs) with organizations that foster strong ties with students with disabilities, including with targeted disabilities as part of its broad-based outreach efforts to raise awareness of EPA’s mission and to potentially increase the diversity of the Agency’s applicant pool. To name a few, the Agency has renewed its MOU agreement with Gallaudet University for an additional 5 years; EPA continued its partnerships with Rochester Institute of Technology (RIT)/National Technical Institute for the Deaf (NTID); and will continue to collaborate on the advancement of environmental education to improve awareness of national employment opportunities and other opportunities for individuals with disabilities and is working with program/regional offices to identify other PWD organizations to establish MOUs. For example, Region 1 signed a new agreement with Landmark College (Neurodiversity).

**C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)**

1. Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD and/or PWTD among the new hires in the permanent workforce? If “yes”, please describe the triggers below.

- a. New Hires for Permanent Workforce (PWD) Answer No
- b. New Hires for Permanent Workforce (PWTD) Answer No

There were no triggers identified in the permanent workforce for PWD and PWTD. In FY23, EPA hired 1656 permanent employees. Of those new hires, 18.96% (314) were PWDs and 4.05% (67) were PWTDs.

New Hires	Total (#)	Reportable Disability		Targeted Disability	
		Permanent Workforce (%)	Temporary Workforce (%)	Permanent Workforce (%)	Temporary Workforce (%)
% of Total Applicants					
% of Qualified Applicants					
% of New Hires					

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for MCO (PWD) Answer No
- b. New Hires for MCO (PWTD) Answer No



EPA has identified five mission critical occupations (MCOs): 0401 General National Resources Management, 0819 Environmental Engineering, 0830 Mechanical Engineering, 1301 General Physical Science, 1320 Chemist. In FY23, there were no triggers identified for new hires.

New Hires to Mission-Critical Occupations	Total (#)	Reportable Disability	Targetable Disability
		New Hires (%)	New Hires (%)
Numerical Goal	--	12%	2%

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified internal applicants for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Qualified Applicants for MCO (PWD) Answer No
- b. Qualified Applicants for MCO (PWTD) Answer No

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Promotions for MCO (PWD) Answer Yes
- b. Promotions for MCO (PWTD) Answer Yes

In FY23, EPA experienced less than expected rates for selections in the General Natural Resource Management (0401) occupation for both PWDs and PWTDs. However, the data disparities were not significant enough to warrant further analysis. EPA will continue to monitor the data for statistical anomalies. Qualified PWDs 2.53%, PWDs Selected 1.76%, Qualified PWTDs 1.26%, PWTDs Selected 0.59%

## Section V: Plan to Ensure Advancement Opportunities for Employees with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(iii), agencies are required to provide sufficient advancement opportunities for employees with disabilities. Such activities might include specialized training and mentoring programs, career development opportunities, awards programs, promotions, and similar programs that address advancement. In this section, agencies should identify, and provide data on programs designed to ensure advancement opportunities for employees with disabilities.

### A. ADVANCEMENT PROGRAM PLAN

Describe the agency’s plan to ensure PWD, including PWTD, have sufficient opportunities for advancement.

EPA will continue to post all internal advancement opportunities, i.e., details, temporary promotions, and reassignments on its internal website. The agency will continue to make PWD and PWTD aware of opportunities, such as promotions, details, and reassignments, and encourage PWD and PWTD to apply for these opportunities. Senior leadership also will partner with the Office of Mission Support (OMS) to promote internal advancement opportunities. Other advancement opportunities include promoting the use of training courses available through FedTalent in efforts to improve professional development; promoting the development of personal learning and development goals; and helping employees to develop and implement Individual Development Plans (IDPs). EPA empowers the Disability Employment Program Advisory Council (DEPAC) to coordinate plans with senior leadership for the Agency’s National Disability Employment Awareness Month (NDEAM) Observance Program Event. The purpose of this empowerment is to get all staff in the habit of encouraging professional development of employees with disabilities. As previously mentioned, OCR also provides several trainings for employees and supervisors/managers regarding PWD, including PWTD, to

ensure these employees have sufficient opportunities for advancement.

**B. CAREER DEVELOPMENT OPPORTUNITES**

1. Please describe the career development opportunities that the agency provides to its employees.

EPA continues to offer career development tools and resources that assist all employees, including PWD and PWTD, with skill development. Additionally, EPA has added new offerings to include the following: Competency of the Month Mindful Communications Workplace Environment Plan 2023: Leadership Training: Hybrid Workplace Program Telling Your Story: Writing Executive Core Qualifications Workshop National Executive Leadership Development Conference Feedback to Fuel Executive Learning: 360-degree assessment for Senior Leaders SES Candidate Development Program Coaching Skills for Leaders Executive Women in Motion EPA also notes that it is establishing a Career Development Framework, Career Planning tools, and other internal resources for professional growth and development for all employees, including PWD and PWTD, interested in promoting their career and development goals. The resources will include, Individual Development Planning and Career Development Workshops, self-directed career planning and development tools, resources, and activities, voluntary consultations on Individual Development Plans and Career Planning.

2. In the table below, please provide the data for career development opportunities that require competition and/or supervisory recommendation/ approval to participate.

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (%)	Selectees (%)	Applicants (%)	Selectees (%)
Fellowship Programs	16	16	N/A	N/A	N/A	N/A
Mentoring Programs	N/A	N/A	N/A	N/A	N/A	N/A
Training Programs	N/A	N/A	N/A	N/A	N/A	N/A
Coaching Programs	N/A	N/A	N/A	N/A	N/A	N/A
Detail Programs	N/A	N/A	N/A	N/A	N/A	N/A
Internship Programs						
Other Career Development Programs	568	24	5%	8%	N/A	N/A

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWD) Answer No
- b. Selections (PWD) Answer No

EPA does not capture data for all its career development programs; however, based on the data collected, there were no identified triggers.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWTD) Answer N/A
- b. Selections (PWTD) Answer N/A

EPA does not capture any PWTB data for its career development programs.

**C. AWARDS**

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTB for any level of the time-off awards, bonuses, or other incentives? If “yes”, please describe the trigger(s) in the text box.

a. Awards, Bonuses, & Incentives (PWD) Answer Yes

b. Awards, Bonuses, & Incentives (PWTB) Answer Yes

There are no significant triggers for time off awards involving PWD and/or PWTB. However, EPA has identified the following triggers for Cash Awards that have more than a two-percentage point disparity: \$3000-3999 PWD 19.66% < PWOD 24.26% and PWTB 18.43% < PWOTD 23.78% \$4000-4999 PWD 8.66% < PWOD 14.19% and PWTB 8.04% < PWOTD 13.38%. In FY 2024, EPA will conduct further analysis of the data to determine if the agency should commence a barrier analysis of its award distributions.

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Time-Off Awards 1 - 10 hours: Awards Given	4286	30.55	28.85	29.84	30.74
Time-Off Awards 1 - 10 Hours: Total Hours	33473	236.89	225.80	224.48	240.20
Time-Off Awards 1 - 10 Hours: Average Hours	7	0.34	0.06	1.63	0.00
Time-Off Awards 11 - 20 hours: Awards Given	1873	14.88	12.29	15.38	14.75
Time-Off Awards 11 - 20 Hours: Total Hours	31113	246.27	203.95	248.02	245.80
Time-Off Awards 11 - 20 Hours: Average Hours	16	0.79	0.14	3.73	0.00
Time-Off Awards 21 - 30 hours: Awards Given	691	4.72	4.53	4.66	4.73
Time-Off Awards 21 - 30 Hours: Total Hours	18043	121.51	118.23	118.41	122.34
Time-Off Awards 21 - 30 Hours: Average Hours	26	1.23	0.22	5.83	0.00
Time-Off Awards 31 - 40 hours: Awards Given	897	5.16	6.13	4.20	5.41
Time-Off Awards 31 - 40 Hours: Total Hours	35435	204.81	242.16	163.64	215.81
Time-Off Awards 31 - 40 Hours: Average Hours	39	1.92	0.33	9.09	0.00
Time-Off Awards 41 or more Hours: Awards Given	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Average Hours	0	0.00	0.00	0.00	0.00

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: \$501 - \$999: Awards Given	1256	8.25	8.41	9.09	8.03
Cash Awards: \$501 - \$999: Total Amount	914109	5953.34	6134.74	6479.72	5812.82

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: \$501 - \$999: Average Amount	727	35.41	6.16	165.97	0.56
Cash Awards: \$1000 - \$1999: Awards Given	3271	25.15	21.33	25.64	25.02
Cash Awards: \$1000 - \$1999: Total Amount	4451742	34153.78	29000.26	34145.69	34155.94
Cash Awards: \$1000 - \$1999: Average Amount	1360	66.70	11.49	310.26	1.68
Cash Awards: \$2000 - \$2999: Awards Given	4213	29.13	28.39	29.60	29.00
Cash Awards: \$2000 - \$2999: Total Amount	10173147	69821.81	68691.23	71796.97	69294.52
Cash Awards: \$2000 - \$2999: Average Amount	2414	117.73	20.45	565.27	-1.74
Cash Awards: \$3000 - \$3999: Awards Given	3918	22.50	27.47	20.05	23.15
Cash Awards: \$3000 - \$3999: Total Amount	13129917	74845.53	92148.66	66612.59	77043.37
Cash Awards: \$3000 - \$3999: Average Amount	3351	163.41	28.35	774.36	0.31
Cash Awards: \$4000 - \$4999: Awards Given	2342	10.12	17.35	9.32	10.33
Cash Awards: \$4000 - \$4999: Total Amount	10302710	44550.69	76354.74	41072.96	45479.09
Cash Awards: \$4000 - \$4999: Average Amount	4399	216.26	37.19	1026.81	-0.12
Cash Awards: \$5000 or more: Awards Given	881	3.63	6.52	2.56	3.92
Cash Awards: \$5000 or more: Total Amount	10282254	42144.74	76835.10	22341.49	47431.36
Cash Awards: \$5000 or more: Average Amount	11671	569.50	99.65	2031.00	179.34

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for quality step increases or performance-based pay increases? If “yes”, please describe the trigger(s) in the text box.

a. Pay Increases (PWD) Answer No

b. Pay Increases (PWTD) Answer No

There were no triggers among PWD or PWTD for Quality Step Increases.

Other Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
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3. If the agency has other types of employee recognition programs, are PWD and/or PWTD recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.) If “yes”, describe the employee recognition program and relevant data in the text box.

a. Other Types of Recognition (PWD) Answer N/A

b. Other Types of Recognition (PWTD) Answer N/A

EPA offers various award and recognition programs, both formal and informal. However, the agency was unable to determine whether triggers exist for PWD and/or PWTD in these programs because EPA does not capture the data in a way that would lead to

a meaningful analysis. OHR is working to collect this data. OCR will continue work with OHR to develop, implement, and track other employee recognition programs for PWD and/or PWTD.

**D. PROMOTIONS**

1. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. SES

- i. Qualified Internal Applicants (PWD) Answer No
- ii. Internal Selections (PWD) Answer No

b. Grade GS-15

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer Yes

c. Grade GS-14

- i. Qualified Internal Applicants (PWD) Answer No
- ii. Internal Selections (PWD) Answer No

d. Grade GS-13

- i. Qualified Internal Applicants (PWD) Answer No
- ii. Internal Selections (PWD) Answer No

EPA captures some applicant flow data for its SES positions; however, there were some data inconsistencies that prevented the agency from conducting a meaningful analysis of PWD promotions in the SES. Nonetheless, in FY23, EPA notes that its qualified internal applicants with a disability for the GS-15 grade level was 1.16% and none were selected. Although, the data disparities were not significant enough to warrant a barrier analysis, EPA will continue to monitor the data for statistical anomalies.

2. Does your agency have a trigger involving PWTD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. SES

- i. Qualified Internal Applicants (PWTD) Answer No
- ii. Internal Selections (PWTD) Answer No

b. Grade GS-15

- i. Qualified Internal Applicants (PWTD) Answer Yes
- ii. Internal Selections (PWTD) Answer Yes

c. Grade GS-14

- i. Qualified Internal Applicants (PWTD) Answer No
- ii. Internal Selections (PWTD) Answer No
- d. Grade GS-13
  - i. Qualified Internal Applicants (PWTD) Answer No
  - ii. Internal Selections (PWTD) Answer No

EPA captures some applicant flow data for its SES positions; however, there were some data inconsistencies that prevented the agency from conducting a meaningful analysis of PWTD promotions in the SES. Nonetheless, in FY23, EPA notes that its qualified internal applicants for the GS-15 grade level was 0.29% and none were selected. Although, the data disparities were not significant enough to warrant a barrier analysis, EPA will continue to monitor the data for statistical anomalies.

- 3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
  - a. New Hires to SES (PWD) Answer N/A
  - b. New Hires to GS-15 (PWD) Answer N/A
  - c. New Hires to GS-14 (PWD) Answer N/A
  - d. New Hires to GS-13 (PWD) Answer N/A

EPA’s applicant flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for new hires including PWD in the grade levels GS13-SES. OCR continues to coordinate with OHR to create a process to collect the required data.

- 4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
  - a. New Hires to SES (PWTD) Answer N/A
  - b. New Hires to GS-15 (PWTD) Answer N/A
  - c. New Hires to GS-14 (PWTD) Answer N/A
  - d. New Hires to GS-13 (PWTD) Answer N/A

EPA’s applicant-flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for new hires including PWTDs in the grade levels GS13-SES. OCR continues to coordinate with OHR to create a process to collect the required data.

- 5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
  - a. Executives

- i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- b. Managers
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- c. Supervisors
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A

EPA's applicant-flow data personnel system, Monster Analytics, does not capture the required demographic workforce data for qualified internal applicants and/or selectees for promotions to supervisory positions, including data for PWDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

6. Does your agency have a trigger involving PWTB among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Executives
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A
- b. Managers
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A
- c. Supervisors
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A

EPA's applicant-flow data system, Monster Analytics, does not capture the required workforce data for qualified internal applicants and/or selectees for promotions to supervisory positions, including PWTBs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions? If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWD) Answer N/A
- b. New Hires for Managers (PWD) Answer N/A
- c. New Hires for Supervisors (PWD) Answer N/A

EPA's applicant-flow data system, Monster Analytics, does not capture the required workforce data among selectees for new hires

to supervisory positions, including PWDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWTD) Answer N/A
- b. New Hires for Managers (PWTD) Answer N/A
- c. New Hires for Supervisors (PWTD) Answer N/A

EPA’s applicant-flow data systems, Monster Analytics, does not capture the required workforce data among selectees for new hires to supervisory positions, including PWTDs. OCR continues to coordinate with OHR to develop a process that will collect applicant flow data.

## Section VI: Plan to Improve Retention of Persons with Disabilities

To be model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, agencies should: (1) analyze workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace assistance services.

### A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

1. In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 C.F.R. § 213.3102(u)(6)(i))? If “no”, please explain why the agency did not convert all eligible Schedule A employees.

Answer No

EPA had fifty-four Schedule A disability appointees become eligible for conversion into the competitive service. Of those, the Agency converted thirty-eight appointees into the competitive service. In addition, sixteen appointees remain with the agency on their Schedule A appointments. OCR will work with HR to encourage development/improvement of a tickler system to remind supervisors when Schedule A employees are eligible for conversion and require supervisors who do not convert eligible employees to provide an explanation. Such data will provide the Agency with information to understand if there are any issues or challenges and, if there are, it will place the Agency in a better position to address them.

2. Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities? If “yes”, describe the trigger below.

- a. Voluntary Separations (PWD) Answer No
- b. Involuntary Separations (PWD) Answer No

Using the inclusion rate, voluntary separations among PWD were 6.22% compared to 6.28% among persons without disabilities (PWOD). There is no trigger among PWD for voluntary separations since PWOD separated at a slightly higher rate. For involuntary separations, PWD separated at a slightly higher rate of 0.46% compared to PWOD of 0.13%. We note that the difference did not exceed the two-percentage point threshold to warrant a barrier analysis. EPA will continue to monitor the data to ensure there are no significant trends involving involuntary separations of PWD.

Separations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00



Seperations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
Permanent Workforce: Removal	21	0.47	0.08
Permanent Workforce: Resignation	149	0.70	1.00
Permanent Workforce: Retirement	473	2.14	3.18
Permanent Workforce: Other Separations	265	2.10	1.64
Permanent Workforce: Total Separations	908	5.40	5.90

3. Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities? If “yes”, describe the trigger below.

- a. Voluntary Separations (PWTD) Answer No
- b. Involuntary Separations (PWTD) Answer No

Using the inclusion rate, voluntary separations among PWTDs were 3.92% compared to 4.44% among persons without targeted disabilities (PWOTD). Involuntary separations among PWTD were 0.39% compared to 0.17% among PWOTD. Although the data shows that PWTD involuntarily departed the agency at a higher rate than PWOTD, the disparity does not meet the two-percentage point threshold to warrant a barrier analysis. EPA will continue to monitor the data to ensure there are no significant trends involving involuntary separations of PWTDs.

Seperations	Total #	Targeted Disabilities %	Without Targeted Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	21	0.44	0.13
Permanent Workforce: Resignation	149	0.22	0.98
Permanent Workforce: Retirement	473	2.41	3.06
Permanent Workforce: Other Separations	265	2.41	1.68
Permanent Workforce: Total Separations	908	5.48	5.84

4. If a trigger exists involving the separation rate of PWD and/or PWTD, please explain why they left the agency using exit interview results and other data sources.

Workforce data reveals that there were no significant data disparities involving the separation rate of PWDs and PWTDs when compared to PWODs and PWOTDs.

**B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES**

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

- 1. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint.

<https://www.epa.gov/accessibility/epa-accessibility-statement>

- 2. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under the Architectural Barriers Act, including a description of how to file a complaint.

<https://www.epa.gov/ocr/affirmative-employment-analysis-and-accountability#architectural>

- Describe any programs, policies, or practices that the agency has undertaken, or plans on undertaking over the next fiscal year, designed to improve accessibility of agency facilities and/or technology.

The agency developed guidance and resources for creating accessible on-line training and began the remediation for the existing mandatory training. EPA Compliance Assessment and Remediation Plan: EPA's Compliance Assessment and Remediation Plan (CARP), aligns with the U.S. Access Board ICT Testing Baseline, which describes how to evaluate conformance to the Revised 508 Standards. EPA's CARP aims to assess and enhance the accessibility of EPA's ICT, develop a baseline to measure improvements, and report biannually to the OMB on Section 508 Program Maturity. EPA Accessibility workgroup (WG) conducts monthly web accessibility meetings designed to provide employees with the tools needed for digital accessibility. EPA Accessibility WG is composed of EPA employees, including OCR employees, selected as accessibility subject matter experts.

### C. REASONABLE ACCOMMODATION PROGRAM

Pursuant to 29 C.F.R. § 1614.203(d)(3), agencies must adopt, post on their public website, and make available to all job applicants and employees, reasonable accommodation procedures.

- Please provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

In FY23, EPA's National Reasonable Accommodation Program (NRAP) processed a total of 593 reasonable accommodation requests. Of the 593 requests, 36 were initiated in FY22 and 557 were initiated in FY23. The 36 requests initiated in FY22 were in pending status on September 30, 2022, and were carried over and all were completed in FY23. Of the 557 requests initiated in FY23, there were requests from seventeen (17) new employees and two (2) applicants, and 503 requests were processed and completed. At the conclusion of FY23, 54 requests remained in pending status and were carried over to FY24 to continue processing. In FY23, the EPA processed and completed 502 of the 503 requests (or 99.8%) within the time frames identified in EPA Reasonable Accommodation (RA) Procedures with an average processing time of 18.2 days. The EPA has attained a 90% or greater processing rate for thirteen consecutive years and attained better than 95% since FY17.

- Describe the effectiveness of the policies, procedures, or practices to implement the agency's reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring accommodation requests for trends.

In FY23, the EPA processed and timely completed 99.8% of RA requests within the time frames identified in its Reasonable Accommodation (RA) Procedures, with an average processing time of 18.2 days. In FY23, the NRAP started tracking implementation dates from approval to having the reasonable accommodation(s) in place. The average implementation time was 6.7 days. Collecting and analyzing the implementation dates assists EPA in identifying roadblocks or opportunities to improve or streamline processes for the procurement of equipment or services. In FY23, the Agency has developed and implemented mandatory training for all employees, managers, and supervisors regarding the Reasonable Accommodation process. The Reasonable Accommodation program has also conducted several individualized trainings to groups of supervisors and managers on various disability related topics. The Agency has also selected and trained additional Local Reasonable Accommodation Coordinators to effectuate the prompt processing of reasonable accommodation requests.

### D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE

*Pursuant to 29 CFR §1614.203(d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.*

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests for PAS, timely providing approved services, conducting training for managers and supervisors, and monitoring PAS requests for trends.

There were five PAS requests in FY23, all of which were approved within the time frames identified in the Reasonable Accommodation (RA) Procedures, with an average processing time of 3.4 days. In addition, all EPA reasonable accommodation

training includes information about PAS. The Reasonable Accommodation website has information about PAS including a reference guide that explains PAS in more depth along with frequent questions on the website ([https://www.epa.gov/sites/default/files/2020-09/documents/pas\\_reference\\_guide\\_final\\_september\\_22\\_2020.pdf](https://www.epa.gov/sites/default/files/2020-09/documents/pas_reference_guide_final_september_22_2020.pdf) and <https://www.epa.gov/ocr/reasonable-accommodation#FAQPAS>). EPA continues to monitor the trends about PAS requests which this year was mostly related to official travel duty needs.

## Section VII: EEO Complaint and Findings Data

### A. EEO COMPLAINT DATA INVOLVING HARASSMENT

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging harassment, as compared to the governmentwide average?

Answer No

2. During the last fiscal year, did any complaints alleging harassment based on disability status result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination alleging harassment based on disability status during the last fiscal year, please describe the corrective measures taken by the agency.

In FY23, there were no findings alleging harassment from PWDs.

### B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide a reasonable accommodation, as compared to the government-wide average?

Answer Yes

2. During the last fiscal year, did any complaints alleging failure to provide reasonable accommodation result in a finding of discrimination or a settlement agreement?

Answer Yes

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year, please describe the corrective measures taken by the agency.

The corrective action taken included requiring the responsible management officials to complete reasonable accommodation training and requiring the program offices to provide the complainants with an effective accommodation.

## Section VIII: Identification and Removal of Barriers

*Element D of MD-715 requires agencies to conduct a barrier analysis when a trigger suggests that a policy, procedure, or practice may be impeding the employment opportunities of a protected EEO group.*

1. Has the agency identified any barriers (policies, procedures, and/or practices) that affect employment opportunities for PWD and/or PWTD?

Answer No

2. Has the agency established a plan to correct the barrier(s) involving PWD and/or PWTD?

Answer N/A

3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments

<b>Source of the Trigger:</b>		Workforce Data (if so identify the table)			
<b>Specific Workforce Data Table:</b>		Workforce Data Table - B1			
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?		N/A			
<b>STATEMENT OF BARRIER GROUPS:</b>		<i>Barrier Group</i>			
<b>Barrier Analysis Process Completed?:</b>		N			
<b>Barrier(s) Identified?:</b>		N			
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		<b>Barrier Name</b>		<b>Description of Policy, Procedure, or Practice</b>	
		Infrequent Use of Schedule A Authority		1. The Infrequent use of Schedule A Authority by hiring officials is a barrier to EPA achieving the 12% hiring goal for people with disabilities required by law.	
<b>Objective(s) and Dates for EEO Plan</b>					
<b>Date Initiated</b>	<b>Target Date</b>	<b>Sufficient Funding / Staffing?</b>	<b>Date Modified</b>	<b>Date Completed</b>	<b>Objective Description</b>
<b>Responsible Official(s)</b>					
<b>Title</b>		<b>Name</b>		<b>Standards Address The Plan?</b>	
Acting Assistant Director, AEAA		Cynthia Darden		Yes	
National Disability Program Manager		Russell Massey		Yes	
<b>Planned Activities Toward Completion of Objective</b>					
<b>Target Date</b>	<b>Planned Activities</b>			<b>Sufficient Staffing &amp; Funding?</b>	<b>Modified Date</b>
<b>Report of Accomplishments</b>					
<b>Fiscal Year</b>	<b>Accomplishment</b>				

4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities.

- 
5. For the planned activities that were completed, please describe the actual impact of those activities toward eliminating the barrier(s).

N/A

6. If the planned activities did not correct the trigger(s) and/or barrier(s), please describe how the agency intends to improve the plan for the next fiscal year.

N/A

**Table A1: TOTAL WORKFORCE - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Employment Tenure	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
CLF 2014-2018 %	100	51.79	48.21	6.82	6.16	35.65	31.82	5.7	6.61	2.19	2.18	0.08	0.08	0.31	0.31	1.05	1.05
Alternative Benchmark %	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL WORKFORCE</b>																	
Total Workforce: Prior FY #	14721	6844	7877	510	622	4808	4620	799	1734	578	689	7	9	74	71	68	132
Total Workforce: Prior FY %	100	46.50	53.51	3.47	4.23	32.67	31.39	5.43	11.78	3.93	4.69	0.05	0.07	0.51	0.49	0.47	0.90
Total Workforce: Current FY #	15567	7176	8391	527	669	5040	4996	837	1769	613	739	5	9	85	78	69	131
Total Workforce: Current FY %	100	46.10	53.91	3.39	4.30	32.38	32.10	5.38	11.37	3.94	4.75	0.04	0.06	0.55	0.51	0.45	0.85
Total Workforce: Difference #	846	332	514	17	47	232	376	38	35	35	50	-2	0	11	7	1	-1
Total Workforce: Ratio Change %	0.00	-0.40	0.40	-0.08	0.07	-0.29	0.71	-0.05	-0.41	0.01	0.06	-0.01	-0.01	0.04	0.02	-0.02	-0.05
Total Workforce: Net Change %	5.75	4.86	6.53	3.34	7.56	4.83	8.14	4.76	2.02	6.06	7.26	-28.57	0.00	14.87	9.86	1.48	-0.75
<b>EMPLOYEE GAINS</b>																	
Total Workforce: New Hires #	1923	829	1094	62	89	563	694	106	184	75	97	0	1	14	17	9	12
Total Workforce: New Hires %	100	43.11	56.90	3.23	4.63	29.28	36.09	5.52	9.57	3.91	5.05	0.00	0.06	0.73	0.89	0.47	0.63
<b>EMPLOYEE LOSSES</b>																	
Total Workforce: Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Workforce: Reduction in Force %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Workforce: Removal #	27	12	15	3	2	5	8	3	4	1	0	0	0	0	0	0	1
Total Workforce: Removal %	100	44.45	55.56	11.12	7.41	18.52	29.63	11.12	14.82	3.71	0.00	0.00	0.00	0.00	0.00	0.00	3.71
Total Workforce: Resignation #	250	104	146	12	17	62	85	16	23	12	16	0	0	0	3	2	2
Total Workforce: Resignation %	100	41.61	58.40	4.80	6.81	24.81	34.00	6.41	9.20	4.80	6.41	0.00	0.00	0.00	1.20	0.81	0.81
Total Workforce: Retirement #	475	225	250	17	18	170	138	24	74	8	14	2	1	2	4	2	1
Total Workforce: Retirement %	100	47.37	52.64	3.58	3.79	35.79	29.06	5.06	15.58	1.69	2.95	0.43	0.22	0.43	0.85	0.43	0.22
Total Workforce: Other Separations #	293	142	151	13	7	80	71	23	47	18	18	0	0	3	2	5	6
Total Workforce: Other Separations %	100	48.47	51.54	4.44	2.39	27.31	24.24	7.85	16.05	6.15	6.15	0.00	0.00	1.03	0.69	1.71	2.05
Total Workforce: Total Separations #	1045	483	562	45	44	317	302	66	148	39	48	2	1	5	9	9	10
Total Workforce: Total Separations %	100	46.23	53.78	4.31	4.22	30.34	28.90	6.32	14.17	3.74	4.60	0.20	0.10	0.48	0.87	0.87	0.96
<b>PERMANENT WORKFORCE</b>																	
Permanent Workforce: Prior FY #	14142	6596	7546	486	599	4655	4422	767	1680	545	644	6	9	73	70	64	122
Permanent Workforce: Prior FY %	100	46.65	53.36	3.44	4.24	32.92	31.27	5.43	11.88	3.86	4.56	0.05	0.07	0.52	0.50	0.46	0.87
Permanent Workforce: Current FY #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
Permanent Workforce: Current FY %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82
Permanent Workforce: Difference #	652	241	411	12	30	165	300	31	33	29	46	-1	0	4	3	1	-1
Permanent Workforce: Ratio Change %	0.00	-0.43	0.43	-0.07	0.02	-0.33	0.65	-0.03	-0.30	0.02	0.11	-0.01	0.00	0.01	0.00	-0.02	-0.05
Permanent Workforce: Net Change %	4.62	3.66	5.45	2.47	5.01	3.55	6.79	4.05	1.97	5.33	7.15	-16.66	0.00	5.48	4.29	1.57	-0.81



Employment Tenure	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Temporary Workforce: Other Separations #	28	7	21	2	1	3	11	1	6	1	2	0	0	0	0	0	1
Temporary Workforce: Other Separations %	100	25.00	75.00	7.15	3.58	10.72	39.29	3.58	21.43	3.58	7.15	0.00	0.00	0.00	0.00	0.00	3.58
Temporary Workforce: Total Separations #	137	45	92	6	9	23	51	7	16	7	12	0	0	0	2	2	2
Temporary Workforce: Total Separations %	100	32.85	67.16	4.38	6.57	16.79	37.23	5.11	11.68	5.11	8.76	0.00	0.00	0.00	1.46	1.46	1.46



**Table A2: PERMANENT WORKFORCE BY COMPONENT - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Employment Tenure for Sub-Components	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
CLF 2014-2018 %	100	51.79	48.21	6.82	6.16	35.65	31.82	5.7	6.61	2.19	2.18	0.08	0.08	0.31	0.31	1.05	1.05
Alternative Benchmark %	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Permanent Workforce #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
Permanent Workforce %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82
EP00 #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
EP00 %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82

**Table A3: OCCUPATIONAL CATEGORIES - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Occupational Categories	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Permanent Workforce #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
Permanent Workforce %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82
Alternative Benchmark	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>1. Management</b>																	
Executives #	1539	747	792	59	57	560	519	76	148	39	60	0	0	9	3	4	5
Executives %	100	48.54	51.47	3.84	3.71	36.39	33.73	4.94	9.62	2.54	3.90	0.00	0.00	0.59	0.20	0.26	0.33
Managers #	689	339	350	30	28	251	223	36	62	17	32	0	1	5	2	0	2
Managers %	100	49.21	50.80	4.36	4.07	36.43	32.37	5.23	9.00	2.47	4.65	0.00	0.15	0.73	0.30	0.00	0.30
Supervisors #	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Supervisors %	100	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Management #	2229	1086	1143	89	85	811	743	112	210	56	92	0	1	14	5	4	7
Total Management %	100	48.73	51.28	4.00	3.82	36.39	33.34	5.03	9.43	2.52	4.13	0.00	0.05	0.63	0.23	0.18	0.32
<b>2. Professionals #</b>	12059	5516	6543	392	517	3835	3858	661	1407	504	585	5	7	60	65	59	104
Professionals %	100	45.75	54.26	3.26	4.29	31.81	32.00	5.49	11.67	4.18	4.86	0.05	0.06	0.50	0.54	0.49	0.87
<b>3. Technicians #</b>	100	55	45	2	1	41	34	5	5	5	4	0	0	1	1	1	0
Technicians %	100	55.01	45.00	2.00	1.00	41.00	34.00	5.00	5.00	5.00	4.00	0.00	0.00	1.00	1.00	1.00	0.00
<b>4. Sales Workers #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>5. Administrative Workers #</b>	172	22	150	3	19	13	45	4	68	2	6	0	1	0	2	0	9
Administrative Workers %	100	12.80	87.21	1.75	11.05	7.56	26.17	2.33	39.54	1.17	3.49	0.00	0.59	0.00	1.17	0.00	5.24
<b>6. Craft Workers #</b>	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>7. Operatives #</b>	2	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
Operatives %	100	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>8. Laborers and Helpers #</b>	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Laborers and Helpers %	100	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>9. Service Workers #</b>	194	147	47	12	4	113	31	13	8	6	3	0	0	2	0	1	1
Service Workers %	100	75.78	24.23	6.19	2.07	58.25	15.98	6.71	4.13	3.10	1.55	0.00	0.00	1.04	0.00	0.52	0.52



Environmental Protection Agency

For period covering October 1, 2022 to September 30, 2023.

File Process Date and Time: 03/14/2024 10:16 AM

Version 2.0.

<b>GS/GM/GL GRADES</b>	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Total GS Employees #	15248	7006	8242	515	655	4928	4908	814	1740	593	724	82	80	6	9	68	126
Total GS Employees %	100	45.95	54.06	3.38	4.30	32.32	32.19	5.34	11.42	3.89	4.75	0.54	0.53	0.04	0.06	0.45	0.83
SES #	285	147	138	16	14	104	85	15	26	9	11	3	2	0	0	0	0
SES %	100	51.58	48.43	5.62	4.92	36.50	29.83	5.27	9.13	3.16	3.86	1.06	0.71	0.00	0.00	0.00	0.00
Other Senior Pay #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Senior Pay %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Senior Pay #	60	36	24	1	1	28	20	3	2	3	1	0	0	0	0	1	0
Total Senior Pay %	100	60.00	40.00	1.67	1.67	46.67	33.34	5.00	3.34	5.00	1.67	0.00	0.00	0.00	0.00	1.67	0.00

**Table A4: Participation Rates For General Schedule Grades by Race/Ethnicity and Sex (Temporary)**

<b>GS/GM/GL GRADES</b>	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Alternative Benchmark	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (unspecified GS) #	4	4	0	0	0	1	0	3	0	0	0	0	0	0	0	0	0
All Other (unspecified GS) %	100	100.00	0.00	0.00	0.00	25.00	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total GS Employees #	15248	7006	8242	515	655	4928	4908	814	1740	593	724	82	80	6	9	68	126
Total GS Employees %	100	45.95	54.06	3.38	4.30	32.32	32.19	5.34	11.42	3.89	4.75	0.54	0.53	0.04	0.06	0.45	0.83
SES #	285	147	138	16	14	104	85	15	26	9	11	3	2	0	0	0	0
SES %	100	51.58	48.43	5.62	4.92	36.50	29.83	5.27	9.13	3.16	3.86	1.06	0.71	0.00	0.00	0.00	0.00
Other Senior Pay #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Senior Pay %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Senior Pay #	60	36	24	1	1	28	20	3	2	3	1	0	0	0	0	1	0
Total Senior Pay %	100	60.00	40.00	1.67	1.67	46.67	33.34	5.00	3.34	5.00	1.67	0.00	0.00	0.00	0.00	1.67	0.00

**Table A5P: SALARY - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Salary Range	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Permanent Workforce #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
Permanent Workforce %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82
Alternative Benchmark	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Up to \$20,000 #	4	4	0	0	0	1	0	3	0	0	0	0	0	0	0	0	0
Up to \$20,000 %	100	100.00	0.00	0.00	0.00	25.00	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$20,001-\$30,000 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
\$20,001-\$30,000 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$30,001-\$40,000 #	1	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0
\$30,001-\$40,000 %	100	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
\$40,001-\$50,000 #	38	13	25	2	1	7	14	3	8	1	1	0	0	0	0	0	1
\$40,001-\$50,000 %	100	34.22	65.79	5.27	2.64	18.43	36.85	7.90	21.06	2.64	2.64	0.00	0.00	0.00	0.00	0.00	2.64
\$50,001-\$60,000 #	122	42	80	6	8	22	46	10	19	3	3	0	0	1	0	0	4
\$50,001-\$60,000 %	100	34.43	65.58	4.92	6.56	18.04	37.71	8.20	15.58	2.46	2.46	0.00	0.00	0.82	0.00	0.00	3.28
\$60,001-\$70,000 #	363	126	237	17	19	73	128	27	60	5	23	0	0	1	2	3	5
\$60,001-\$70,000 %	100	34.72	65.29	4.69	5.24	20.12	35.27	7.44	16.53	1.38	6.34	0.00	0.00	0.28	0.56	0.83	1.38
\$70,001-\$80,000 #	699	283	416	23	35	183	233	39	99	30	35	0	0	4	5	4	9
\$70,001-\$80,000 %	100	40.49	59.52	3.30	5.01	26.19	33.34	5.58	14.17	4.30	5.01	0.00	0.00	0.58	0.72	0.58	1.29
\$80,001-\$90,000 #	624	248	376	9	36	177	188	28	98	20	38	0	1	6	8	8	7
\$80,001-\$90,000 %	100	39.75	60.26	1.45	5.77	28.37	30.13	4.49	15.71	3.21	6.09	0.00	0.17	0.97	1.29	1.29	1.13
\$90,001-\$100,000 #	1041	432	609	41	37	266	387	67	120	53	38	0	1	0	6	5	20
\$90,001-\$100,000 %	100	41.50	58.51	3.94	3.56	25.56	37.18	6.44	11.53	5.10	3.66	0.00	0.10	0.00	0.58	0.49	1.93
\$100,001-\$110,000 #	1014	438	576	29	60	300	314	61	139	40	45	0	1	5	7	3	10
\$100,001-\$110,000 %	100	43.20	56.81	2.86	5.92	29.59	30.97	6.02	13.71	3.95	4.44	0.00	0.10	0.50	0.70	0.30	0.99
\$110,001-\$120,000 #	1685	729	956	47	85	495	543	105	218	64	81	1	3	6	7	11	19
\$110,001-\$120,000 %	100	43.27	56.74	2.79	5.05	29.38	32.23	6.24	12.94	3.80	4.81	0.06	0.18	0.36	0.42	0.66	1.13
\$120,001-\$130,000 #	1520	720	800	52	69	508	488	76	160	63	65	1	1	13	8	7	9
\$120,001-\$130,000 %	100	47.37	52.64	3.43	4.54	33.43	32.11	5.00	10.53	4.15	4.28	0.07	0.07	0.86	0.53	0.47	0.60
\$130,001-\$140,000 #	1703	856	847	70	76	575	478	99	195	87	81	0	0	15	8	10	9
\$130,001-\$140,000 %	100	50.27	49.74	4.12	4.47	33.77	28.07	5.82	11.46	5.11	4.76	0.00	0.00	0.89	0.47	0.59	0.53
\$140,001-\$150,000 #	1841	878	963	64	67	629	571	93	220	80	87	0	1	9	9	3	8
\$140,001-\$150,000 %	100	47.70	52.31	3.48	3.64	34.17	31.02	5.06	11.96	4.35	4.73	0.00	0.06	0.49	0.49	0.17	0.44
\$150,001-\$160,000 #	1086	519	567	35	43	372	339	66	110	35	64	2	0	5	4	4	7

Environmental Protection Agency

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Salary Range	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
\$150,001-\$160,000 %	100	47.80	52.21	3.23	3.96	34.26	31.22	6.08	10.13	3.23	5.90	0.19	0.00	0.47	0.37	0.37	0.65
\$160,001-\$170,000 #	654	317	337	21	17	251	217	21	66	18	33	1	0	2	2	3	2
\$160,001-\$170,000 %	100	48.48	51.53	3.22	2.60	38.38	33.19	3.22	10.10	2.76	5.05	0.16	0.00	0.31	0.31	0.46	0.31
\$170,001-\$180,000 #	769	387	382	25	22	296	246	37	68	25	40	0	0	2	4	2	2
\$170,001-\$180,000 %	100	50.33	49.68	3.26	2.87	38.50	31.99	4.82	8.85	3.26	5.21	0.00	0.00	0.27	0.53	0.27	0.27
\$180,001 and Greater #	1630	845	785	57	54	665	530	63	133	50	55	0	1	8	3	2	9
\$180,001 and Greater %	100	51.85	48.16	3.50	3.32	40.80	32.52	3.87	8.16	3.07	3.38	0.00	0.07	0.50	0.19	0.13	0.56

**Table A5T: SALARY - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Salary Range	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Temporary Workforce #	773	339	434	29	40	220	274	39	56	39	49	0	0	8	5	4	10
Temporary Workforce %	100	43.86	56.15	3.76	5.18	28.47	35.45	5.05	7.25	5.05	6.34	0.00	0.00	1.04	0.65	0.52	1.30
Alternative Benchmark	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Up to \$20,000 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Up to \$20,000 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$20,001-\$30,000 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
\$20,001-\$30,000 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$30,001-\$40,000 #	137	59	78	4	8	36	51	8	6	8	9	0	0	2	3	1	1
\$30,001-\$40,000 %	100	43.07	56.94	2.92	5.84	26.28	37.23	5.84	4.38	5.84	6.57	0.00	0.00	1.46	2.19	0.73	0.73
\$40,001-\$50,000 #	65	23	42	2	4	18	23	1	10	1	5	0	0	1	0	0	0
\$40,001-\$50,000 %	100	35.39	64.62	3.08	6.16	27.70	35.39	1.54	15.39	1.54	7.70	0.00	0.00	1.54	0.00	0.00	0.00
\$50,001-\$60,000 #	124	51	73	6	8	30	47	9	7	3	9	0	0	1	0	2	2
\$50,001-\$60,000 %	100	41.13	58.88	4.84	6.46	24.20	37.91	7.26	5.65	2.42	7.26	0.00	0.00	0.81	0.00	1.62	1.62
\$60,001-\$70,000 #	124	52	72	6	7	33	50	4	5	6	8	0	0	2	1	1	1
\$60,001-\$70,000 %	100	41.94	58.07	4.84	5.65	26.62	40.33	3.23	4.04	4.84	6.46	0.00	0.00	1.62	0.81	0.81	0.81
\$70,001-\$80,000 #	50	15	35	1	0	9	22	3	5	2	5	0	0	0	1	0	2
\$70,001-\$80,000 %	100	30.00	70.00	2.00	0.00	18.00	44.00	6.00	10.00	4.00	10.00	0.00	0.00	0.00	2.00	0.00	4.00
\$80,001-\$90,000 #	20	8	12	2	1	6	6	0	3	0	1	0	0	0	0	0	1
\$80,001-\$90,000 %	100	40.00	60.00	10.00	5.00	30.00	30.00	0.00	15.00	0.00	5.00	0.00	0.00	0.00	0.00	0.00	5.00
\$90,001-\$100,000 #	49	23	26	2	2	11	14	4	3	5	6	0	0	1	0	0	1
\$90,001-\$100,000 %	100	46.94	53.07	4.09	4.09	22.45	28.58	8.17	6.13	10.21	12.25	0.00	0.00	2.05	0.00	0.00	2.05
\$100,001-\$110,000 #	21	13	8	1	1	9	7	3	0	0	0	0	0	0	0	0	0
\$100,001-\$110,000 %	100	61.91	38.10	4.77	4.77	42.86	33.34	14.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$110,001-\$120,000 #	33	10	23	0	3	6	12	2	5	2	3	0	0	0	0	0	0
\$110,001-\$120,000 %	100	30.31	69.70	0.00	9.10	18.19	36.37	6.07	15.16	6.07	9.10	0.00	0.00	0.00	0.00	0.00	0.00
\$120,001-\$130,000 #	10	5	5	0	0	4	3	1	1	0	1	0	0	0	0	0	0
\$120,001-\$130,000 %	100	50.00	50.00	0.00	0.00	40.00	30.00	10.00	10.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00
\$130,001-\$140,000 #	22	10	12	2	0	6	8	1	3	0	0	0	0	1	0	0	1
\$130,001-\$140,000 %	100	45.46	54.55	9.10	0.00	27.28	36.37	4.55	13.64	0.00	0.00	0.00	0.00	4.55	0.00	0.00	4.55
\$140,001-\$150,000 #	8	4	4	0	0	4	2	0	2	0	0	0	0	0	0	0	0
\$140,001-\$150,000 %	100	50.00	50.00	0.00	0.00	50.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$150,001-\$160,000 #	23	11	12	1	3	7	7	1	1	2	1	0	0	0	0	0	0





**Table A6P: MISSION-CRITICAL OCCUPATIONS - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Mission-Critical Occupations	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
<b>BIOLOGIST (0401) #</b>	1785	747	1038	45	64	584	761	47	96	60	90	0	0	7	6	4	21
<b>BIOLOGIST (0401) %</b>	100	41.85	58.16	2.53	3.59	32.72	42.64	2.64	5.38	3.37	5.05	0.00	0.00	0.40	0.34	0.23	1.18
ES-00 #	3	2	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0
ES-00 %	100	66.67	33.34	0.00	0.00	66.67	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-05 #	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
GS-05 %	100	0.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-07 #	9	3	6	0	1	2	5	1	0	0	0	0	0	0	0	0	0
GS-07 %	100	33.34	66.67	0.00	11.12	22.23	55.56	11.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-09 #	61	26	35	3	1	18	22	3	3	1	7	0	0	0	1	1	1
GS-09 %	100	42.63	57.38	4.92	1.64	29.51	36.07	4.92	4.92	1.64	11.48	0.00	0.00	0.00	1.64	1.64	1.64
GS-11 #	157	59	98	2	13	47	64	5	7	4	8	0	0	1	3	0	3
GS-11 %	100	37.58	62.43	1.28	8.29	29.94	40.77	3.19	4.46	2.55	5.10	0.00	0.00	0.64	1.92	0.00	1.92
GS-12 #	384	140	244	12	16	104	190	11	24	9	10	0	0	3	0	1	4
GS-12 %	100	36.46	63.55	3.13	4.17	27.09	49.48	2.87	6.25	2.35	2.61	0.00	0.00	0.79	0.00	0.27	1.05
GS-13 #	719	314	405	23	20	232	296	22	39	34	37	0	0	2	1	1	12
GS-13 %	100	43.68	56.33	3.20	2.79	32.27	41.17	3.06	5.43	4.73	5.15	0.00	0.00	0.28	0.14	0.14	1.67
GS-14 #	236	105	131	3	9	90	97	4	10	8	14	0	0	0	0	0	1
GS-14 %	100	44.50	55.51	1.28	3.82	38.14	41.11	1.70	4.24	3.39	5.94	0.00	0.00	0.00	0.00	0.00	0.43
GS-15 #	206	93	113	2	4	84	82	1	12	4	14	0	0	1	1	1	0
GS-15 %	100	45.15	54.86	0.98	1.95	40.78	39.81	0.49	5.83	1.95	6.80	0.00	0.00	0.49	0.49	0.49	0.00
RF-00 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RF-00 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RF-15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RF-15 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RG-13 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RG-14 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SL-00 #	3	2	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0
SL-00 %	100	66.67	33.34	0.00	0.00	66.67	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ST-00 #	6	3	3	0	0	3	3	0	0	0	0	0	0	0	0	0	0
ST-00 %	100	50.00	50.00	0.00	0.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	51.9	48.1	2.6	3.1	42.2	36.6	1.2	1.8	4.2	5	0.1	0	0.2	0.3	1.3	1.3
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
Vacancy Announcements #	0																
Internal Applications #	891	430	461	43	72	266	281	51	60	59	42	5	4	1	72	5	2







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Mission-Critical Occupations	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
GS-07 %	100	33.34	66.67	0.00	0.00	33.34	66.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-09 #	2	1	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0
GS-09 %	100	50.00	50.00	0.00	0.00	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-11 #	23	12	11	1	2	6	6	4	2	1	1	0	0	0	0	0	0
GS-11 %	100	52.18	47.83	4.35	8.70	26.09	26.09	17.40	8.70	4.35	4.35	0.00	0.00	0.00	0.00	0.00	0.00
GS-12 #	96	58	38	3	3	39	26	5	3	9	6	0	0	1	0	1	0
GS-12 %	100	60.42	39.59	3.13	3.13	40.63	27.09	5.21	3.13	9.38	6.25	0.00	0.00	1.05	0.00	1.05	0.00
GS-13 #	189	104	85	6	8	68	54	13	10	13	9	0	0	1	3	3	1
GS-13 %	100	55.03	44.98	3.18	4.24	35.98	28.58	6.88	5.30	6.88	4.77	0.00	0.00	0.53	1.59	1.59	0.53
GS-14 #	63	41	22	0	1	33	15	2	4	6	1	0	0	0	1	0	0
GS-14 %	100	65.08	34.93	0.00	1.59	52.39	23.81	3.18	6.35	9.53	1.59	0.00	0.00	0.00	1.59	0.00	0.00
GS-15 #	40	29	11	0	1	26	8	0	1	2	1	0	0	1	0	0	0
GS-15 %	100	72.50	27.51	0.00	2.50	65.00	20.00	0.00	2.50	5.00	2.50	0.00	0.00	2.50	0.00	0.00	0.00
RG-13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RG-13 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RG-14 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SL-00 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
SL-00 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ST-00 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
ST-00 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	62.2	37.8	3.7	2.4	46.2	24.6	3.7	3.5	7.6	6.4	0	0.1	0.1	0.2	0.9	0.7
<b>NEW HIRES</b>																	
Vacancy Announcements #	292																
Voluntarily Identified Applicants #	266	169	97	16	17	89	40	29	23	35	17	0	0	0	17	0	0
Voluntarily Identified Applicants %	100	63.54	36.47	6.02	6.40	33.46	15.04	10.91	8.65	13.16	6.40	0.00	0.00	0.00	6.40	0.00	0.00
Qualified External Applicants #	239	152	87	13	15	84	37	24	20	31	15	0	0	0	15	0	0
Qualified External Applicants %	100	63.60	36.41	5.44	6.28	35.15	15.49	10.05	8.37	12.98	6.28	0.00	0.00	0.00	6.28	0.00	0.00
External Selections #	19	11	8	1	1	8	4	2	2	0	1	0	0	0	1	0	0
External Selections %	100	57.90	42.11	5.27	5.27	42.11	21.06	10.53	10.53	0.00	5.27	0.00	0.00	0.00	5.27	0.00	0.00

**Table A6T: MISSION-CRITICAL OCCUPATIONS - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Mission-Critical Occupations	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
<b>BIOLOGIST (0401) #</b>	101	40	61	3	3	30	41	2	6	3	7	0	0	2	1	0	3
<b>BIOLOGIST (0401) %</b>	100	39.61	60.40	2.98	2.98	29.71	40.60	1.99	5.95	2.98	6.94	0.00	0.00	1.99	1.00	0.00	2.98
GS-05 #	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
GS-05 %	100	0.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-07 #	23	5	18	1	2	3	11	0	3	0	2	0	0	1	0	0	0
GS-07 %	100	21.74	78.27	4.35	8.70	13.05	47.83	0.00	13.05	0.00	8.70	0.00	0.00	4.35	0.00	0.00	0.00
GS-09 #	42	19	23	0	0	16	18	1	1	1	3	0	0	1	1	0	0
GS-09 %	100	45.24	54.77	0.00	0.00	38.10	42.86	2.39	2.39	2.39	7.15	0.00	0.00	2.39	2.39	0.00	0.00
GS-11 #	8	0	8	0	0	0	5	0	1	0	0	0	0	0	0	0	2
GS-11 %	100	0.00	100.00	0.00	0.00	0.00	62.50	0.00	12.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
GS-12 #	11	4	7	1	0	3	3	0	1	0	2	0	0	0	0	0	1
GS-12 %	100	36.37	63.64	9.10	0.00	27.28	27.28	0.00	9.10	0.00	18.19	0.00	0.00	0.00	0.00	0.00	9.10
RF-00 #	3	2	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0
RF-00 %	100	66.67	33.34	0.00	0.00	66.67	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RF-15 #	3	2	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0
RF-15 %	100	66.67	33.34	33.34	0.00	33.34	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-13 #	6	4	2	0	0	3	2	0	0	1	0	0	0	0	0	0	0
RG-13 %	100	66.67	33.34	0.00	0.00	50.00	33.34	0.00	0.00	16.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-14 #	4	4	0	0	0	2	0	1	0	1	0	0	0	0	0	0	0
RG-14 %	100	100.00	0.00	0.00	0.00	50.00	0.00	25.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	51.9	48.1	2.6	3.1	42.2	36.6	1.2	1.8	4.2	5	0.1	0	0.2	0.3	1.3	1.3
<b>ENVIRONMENTAL ENGINEERING (0819) #</b>	25	12	13	0	1	10	10	2	0	0	2	0	0	0	0	0	0
<b>ENVIRONMENTAL ENGINEERING (0819) %</b>	100	48.00	52.00	0.00	4.00	40.00	40.00	8.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-07 #	7	3	4	0	1	3	3	0	0	0	0	0	0	0	0	0	0
GS-07 %	100	42.86	57.15	0.00	14.29	42.86	42.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-09 #	7	2	5	0	0	2	4	0	0	0	1	0	0	0	0	0	0
GS-09 %	100	28.58	71.43	0.00	0.00	28.58	57.15	0.00	0.00	0.00	14.29	0.00	0.00	0.00	0.00	0.00	0.00
GS-11 #	4	3	1	0	0	2	1	1	0	0	0	0	0	0	0	0	0
GS-11 %	100	75.00	25.00	0.00	0.00	50.00	25.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-12 #	3	0	3	0	0	0	2	0	0	0	1	0	0	0	0	0	0
GS-12 %	100	0.00	100.00	0.00	0.00	0.00	66.67	0.00	0.00	0.00	33.34	0.00	0.00	0.00	0.00	0.00	0.00
GS-15 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
GS-15 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-13 #	3	3	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0
RG-13 %	100	100.00	0.00	0.00	0.00	66.67	0.00	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	70.6	29.4	4.3	2.1	55.2	21.7	4.3	2.3	4.8	2.6	0.1	0.1	0.4	0.1	1.3	0.5

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Mission-Critical Occupations	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
<b>GENERAL PHYSICAL SCIENCE (1301) #</b>	55	27	28	3	2	19	19	1	3	3	3	0	0	1	1	0	0
<b>GENERAL PHYSICAL SCIENCE (1301) %</b>	100	49.10	50.91	5.46	3.64	34.55	34.55	1.82	5.46	5.46	5.46	0.00	0.00	1.82	1.82	0.00	0.00
GS-07 #	12	6	6	0	1	4	4	1	0	0	0	0	0	1	1	0	0
GS-07 %	100	50.00	50.00	0.00	8.34	33.34	33.34	8.34	0.00	0.00	0.00	0.00	0.00	8.34	8.34	0.00	0.00
GS-09 #	25	14	11	3	1	9	7	0	1	2	2	0	0	0	0	0	0
GS-09 %	100	56.01	44.00	12.00	4.00	36.00	28.01	0.00	4.00	8.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-11 #	6	1	5	0	0	1	3	0	1	0	1	0	0	0	0	0	0
GS-11 %	100	16.67	83.34	0.00	0.00	16.67	50.00	0.00	16.67	0.00	16.67	0.00	0.00	0.00	0.00	0.00	0.00
GS-12 #	6	4	2	0	0	3	2	0	0	1	0	0	0	0	0	0	0
GS-12 %	100	66.67	33.34	0.00	0.00	50.00	33.34	0.00	0.00	16.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-13 #	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
GS-13 %	100	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RF-00 #	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
RF-00 %	100	0.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RF-15 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
RF-15 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-13 #	2	0	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0
RG-13 %	100	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	56.7	43.3	2.8	2.8	42.1	29.9	1.7	2.1	8.7	7.3	0.1	0.1	0.1	0.1	1.3	1
<b>CHEMISTS (1320) #</b>	6	5	1	0	0	5	1	0	0	0	0	0	0	0	0	0	0
<b>CHEMISTS (1320) %</b>	100	83.34	16.67	0.00	0.00	83.34	16.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-07 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GS-07 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GS-12 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
GS-12 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-13 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
RG-13 %	100	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RG-14 #	3	2	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0
RG-14 %	100	66.67	33.34	0.00	0.00	66.67	33.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Occupational CLF %	100	62.2	37.8	3.7	2.4	46.2	24.6	3.7	3.5	7.6	6.4	0	0.1	0.1	0.2	0.9	0.7





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Senior Grade Levels	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
Vacancy Announcements #	0																
Internal Applications #	667	303	364	42	46	173	192	58	84	20	32	6	5	2	1	2	4
Internal Applications %	100	45.43	54.58	6.30	6.90	25.94	28.79	8.70	12.60	3.00	4.80	0.90	0.75	0.30	0.15	0.30	0.60
Qualified Internal Applicants #	301	116	185	11	22	78	107	16	36	8	15	2	3	1	1	0	1
Qualified Internal Applicants %	100	38.54	61.47	3.66	7.31	25.92	35.55	5.32	11.97	2.66	4.99	0.67	1.00	0.34	0.34	0.00	0.34
Referred Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referred Applicants %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interviewed Applicants %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Internal Selections #	126	38	88	1	8	34	55	1	16	1	6	1	2	0	1	0	0
Internal Selections %	100	30.16	69.85	0.80	6.35	26.99	43.66	0.80	12.70	0.80	4.77	0.80	1.59	0.00	0.80	0.00	0.00
<b>NEW HIRES</b>																	
<b>CAREER DEVELOPMENT PROGRAM</b>																	

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**Table A9: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Race, Ethnicity, and Sex (Participation Rate)**

Awards	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Permanent Workforce #	14794	6837	7957	498	629	4820	4722	798	1713	574	690	5	9	77	73	65	121
Permanent Workforce %	100	46.22	53.79	3.37	4.26	32.59	31.92	5.40	11.58	3.88	4.67	0.04	0.07	0.53	0.50	0.44	0.82
<b>TIME OFF AWARDS</b>																	
Time-Off Awards 1 - 10 hours: Awards Given #	4286	1880	2406	161	224	1283	1333	230	549	158	238	1	5	25	19	22	38
Time-Off Awards 1 - 10 hours: Awards Given %	100	43.87	56.14	3.76	5.23	29.94	31.11	5.37	12.81	3.69	5.56	0.03	0.12	0.59	0.45	0.52	0.89
Time-Off Awards 1 - 10 Hours: Total Hours #	33473	14445	19028	1196	1788	9955	10669	1746	4215	1216	1848	6	32	157	145	169	331
Time-Off Awards 1 - 10 Hours: Average Hours #	7	7	7	7	7	7	8	7	7	7	7	6	6	6	7	7	8
Time-Off Awards 11 - 20 hours: Awards Given #	1873	801	1072	58	79	561	644	97	249	68	73	0	0	10	11	7	16
Time-Off Awards 11 - 20 hours: Awards Given %	100	42.77	57.24	3.10	4.22	29.96	34.39	5.18	13.30	3.64	3.90	0.00	0.00	0.54	0.59	0.38	0.86
Time-Off Awards 11 - 20 Hours: Total Hours #	31113	13203	17910	953	1361	9212	10791	1617	4121	1144	1225	0	0	154	167	123	245
Time-Off Awards 11 - 20 Hours: Average Hours #	16	16	16	16	17	16	16	16	16	16	16	0	0	15	15	17	15
Time-Off Awards 21 - 30 hours: Awards Given #	691	273	418	14	23	195	278	29	71	24	38	1	0	7	1	3	7
Time-Off Awards 21 - 30 hours: Awards Given %	100	39.51	60.50	2.03	3.33	28.22	40.24	4.20	10.28	3.48	5.50	0.15	0.00	1.02	0.15	0.44	1.02
Time-Off Awards 21 - 30 Hours: Total Hours #	18043	7282	10761	417	599	5144	7162	750	1806	669	990	24	0	190	27	88	177
Time-Off Awards 21 - 30 Hours: Average Hours #	26	26	25	29	26	26	25	25	25	27	26	24	0	27	27	29	25
Time-Off Awards 31 - 40 hours: Awards Given #	897	352	545	16	42	290	379	18	68	21	45	0	0	2	2	5	9
Time-Off Awards 31 - 40 hours: Awards Given %	100	39.25	60.76	1.79	4.69	32.33	42.26	2.01	7.59	2.35	5.02	0.00	0.00	0.23	0.23	0.56	1.01
Time-Off Awards 31 - 40 Hours: Total Hours #	35435	13934	21501	645	1624	11485	15016	709	2685	827	1701	0	0	80	120	188	355
Time-Off Awards 31 - 40 Hours: Average Hours #	39	39	39	40	38	39	39	39	39	39	37	0	0	40	60	37	39
Time-Off Awards 41 or more Hours: Awards Given #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards 41 or more Hours: Awards Given %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards 41 or more Hours: Average Hours #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>CASH AWARDS</b>																	
Cash Awards \$500 and Under: Awards Given #	3622	1450	2172	110	174	1012	1306	192	432	103	190	1	4	15	28	17	38
Cash Awards \$500 and Under: Awards Given %	100	40.04	59.97	3.04	4.81	27.95	36.06	5.31	11.93	2.85	5.25	0.03	0.12	0.42	0.78	0.47	1.05
Cash Awards \$500 and Under: Total Amount \$	1296245	526163	770082	38800	59886	368349	469994	68176	149718	38072	66093	500	1133	5300	10074	6966	13184
Cash Awards \$500 and Under: Average Amount \$	357.88	362.87	354.55	352.73	344.17	363.98	359.87	355.08	346.57	369.63	347.86	500	283.25	353.33	359.79	409.76	346.95
Cash Awards: \$501 - \$999: Awards Given #	1256	514	742	33	67	356	434	68	150	43	65	0	1	8	10	6	15
Cash Awards: \$501 - \$999: Awards Given %	100	40.93	59.08	2.63	5.34	28.35	34.56	5.42	11.95	3.43	5.18	0.00	0.08	0.64	0.80	0.48	1.20
Cash Awards: \$501 - \$999: Total Amount \$	914109	372012	542097	24211	48683	256974	318204	50288	110078	30273	46557	0	850	6057	7451	4209	10274
Cash Awards: \$501 - \$999: Average Amount \$	727	723	730	733	726	721	733	739	733	704	716	0	850	757	745	701	684
Cash Awards: \$1000 - \$1999: Awards Given #	3271	1398	1873	101	148	940	1050	204	439	121	162	0	1	16	25	16	48
Cash Awards: \$1000 - \$1999: Awards Given %	100	42.74	57.27	3.09	4.53	28.74	32.11	6.24	13.43	3.70	4.96	0.00	0.04	0.49	0.77	0.49	1.47
Cash Awards: \$1000 - \$1999: Total Amount \$	4451742	1910144	2541598	132806	199673	1289150	1428528	276552	593622	166833	224463	0	1250	21603	33355	23200	60707
Cash Awards: \$1000 - \$1999: Average Amount \$	1360	1366	1356	1314	1349	1371	1360	1355	1352	1378	1385	0	1250	1350	1334	1450	1264

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Awards	Total	Total Males	Total Females	Hispanic or Latino Male	Hispanic or Latino Female	White Male	White Female	Black or African American Male	Black or African American Female	Asian Male	Asian Female	Native Hawaiian or Other Pacific Islander Male	Native Hawaiian or Other Pacific Islander Female	American Indian or Alaska Native Male	American Indian or Alaska Native Female	Two or More Races Male	Two or More Races Female
Cash Awards: \$2000 - \$2999: Awards Given #	4213	1996	2217	147	187	1371	1250	235	502	193	217	4	3	24	23	22	35
Cash Awards: \$2000 - \$2999: Awards Given %	100	47.38	52.63	3.49	4.44	32.55	29.68	5.58	11.92	4.59	5.16	0.10	0.08	0.57	0.55	0.53	0.84
Cash Awards: \$2000 - \$2999: Total Amount \$	10173147	4826473	5346674	353978	456030	3327527	3026108	562041	1197397	460758	524867	9852	7036	58471	55461	53846	79775
Cash Awards: \$2000 - \$2999: Average Amount \$	2414	2418	2411	2408	2438	2427	2420	2391	2385	2387	2418	2463	2345	2436	2411	2447	2279
Cash Awards: \$3000 - \$3999: Awards Given #	3918	1806	2112	161	181	1279	1288	175	415	156	177	2	2	20	22	13	27
Cash Awards: \$3000 - \$3999: Awards Given %	100	46.10	53.91	4.11	4.62	32.65	32.88	4.47	10.60	3.99	4.52	0.06	0.06	0.52	0.57	0.34	0.69
Cash Awards: \$3000 - \$3999: Total Amount \$	13129917	6066603	7063314	542210	600770	4304573	4315740	582168	1383400	520364	591177	6000	6076	66805	75492	44483	90659
Cash Awards: \$3000 - \$3999: Average Amount \$	3351	3359	3344	3367	3319	3365	3350	3326	3333	3335	3339	3000	3038	3340	3431	3421	3357
Cash Awards: \$4000 - \$4999: Awards Given #	2342	1077	1265	64	94	857	812	83	223	57	123	1	2	8	4	7	7
Cash Awards: \$4000 - \$4999: Awards Given %	100	45.99	54.02	2.74	4.02	36.60	34.68	3.55	9.53	2.44	5.26	0.05	0.09	0.35	0.18	0.30	0.30
Cash Awards: \$4000 - \$4999: Total Amount \$	10302710	4748166	5554544	283092	409302	3783290	3569454	365485	978606	247716	541120	4300	8500	34548	17550	29735	30012
Cash Awards: \$4000 - \$4999: Average Amount \$	4399	4408	4390	4423	4354	4414	4395	4403	4388	4345	4399	4300	4250	4318	4387	4247	4287
Cash Awards: \$5000 or more: Awards Given #	881	440	441	31	21	335	312	43	80	29	18	0	1	2	5	0	4
Cash Awards: \$5000 or more: Awards Given %	100	49.95	50.06	3.52	2.39	38.03	35.42	4.89	9.09	3.30	2.05	0.00	0.12	0.23	0.57	0.00	0.46
Cash Awards: \$5000 or more: Total Amount \$	10282254	5093625	5188629	400677	259018	3907828	3767285	443125	876083	320906	175535	0	5000	21089	78808	0	26900
Cash Awards: \$5000 or more: Average Amount \$	11671	11576	11765	12925	12334	11665	12074	10305	10951	11065	9751	0	5000	10544	15761	0	6725
<b>OTHER AWARDS</b>																	
Total QSI Awards #	491	197	294	19	21	142	197	14	42	18	29	0	1	2	3	2	1
Total QSI Awards %	100	40.13	59.88	3.87	4.28	28.93	40.13	2.86	8.56	3.67	5.91	0.00	0.21	0.41	0.62	0.41	0.21

**Table B1-1: TOTAL WORKFORCE - Distribution by Disability Status (Participation Rate)**

Employment Tenure	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurer [93]
<b>TOTAL WORKFORCE</b>																	
Total Workforce: Prior FY #	14721	12076	874	1771	352	13	17	75	23	4	35	10	27	7	132	1	8
Total Workforce: Prior FY %	100	82.04	5.94	12.04	2.40	0.09	0.12	0.51	0.16	0.03	0.24	0.07	0.19	0.05	0.90	0.01	0.06
Total Workforce: Current FY #	15567	12401	1019	2147	456	25	28	95	29	7	39	12	34	8	172	0	7
Total Workforce: Current FY %	100	79.67	6.55	13.80	2.93	0.17	0.18	0.62	0.19	0.05	0.26	0.08	0.22	0.06	1.11	0.00	0.05
Total Workforce: 501 Goal %				12.00	2.00												
Total Workforce: Difference #	846	325	145	376	104	12	11	20	6	3	4	2	7	1	40	-1	-1
Total Workforce: Ratio Change %	0.00	-2.37	0.61	1.76	0.53	0.08	0.06	0.11	0.03	0.02	0.02	0.01	0.03	0.01	0.21	-0.01	-0.01
Total Workforce: Net Change %	5.75	2.70	16.60	21.24	29.55	92.31	64.71	26.67	26.09	75.00	11.43	20.00	25.93	14.29	30.31	-100.00	-12.50
<b>EMPLOYEE GAINS</b>																	
Total Workforce: New Hires #	1923	1347	221	355	78	9	8	9	3	2	6	0	7	0	34	0	0
Total Workforce: New Hires %	100	70.05	11.50	18.47	4.06	0.47	0.42	0.47	0.16	0.11	0.32	0.00	0.37	0.00	1.77	0.00	0.00
<b>EMPLOYEE LOSSES</b>																	
Total Workforce: Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Workforce: Reduction in Force %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Workforce: Removal #	27	12	5	10	2	0	0	1	0	0	0	0	0	0	1	0	0
Total Workforce: Removal %	100	44.45	18.52	37.04	7.41	0.00	0.00	3.71	0.00	0.00	0.00	0.00	0.00	0.00	3.71	0.00	0.00
Total Workforce: Resignation #	250	200	18	32	3	0	0	1	0	0	0	0	0	0	2	0	0
Total Workforce: Resignation %	100	80.00	7.20	12.81	1.20	0.00	0.00	0.41	0.00	0.00	0.00	0.00	0.00	0.00	0.81	0.00	0.00
Total Workforce: Retirement #	475	411	18	46	11	0	2	1	2	0	2	0	0	0	2	1	1
Total Workforce: Retirement %	100	86.53	3.79	9.69	2.32	0.00	0.43	0.22	0.43	0.00	0.43	0.00	0.00	0.00	0.43	0.22	0.22
Total Workforce: Other Separations #	293	213	32	48	12	0	1	2	0	0	2	1	1	0	5	0	0
Total Workforce: Other Separations %	100	72.70	10.93	16.39	4.10	0.00	0.35	0.69	0.00	0.00	0.69	0.35	0.35	0.00	1.71	0.00	0.00
Total Workforce: Total Separations #	1045	836	73	136	28	0	3	5	2	0	4	1	1	0	10	1	1
Total Workforce: Total Separations %	100	80.00	6.99	13.02	2.68	0.00	0.29	0.48	0.20	0.00	0.39	0.10	0.10	0.00	0.96	0.10	0.10
<b>PERMANENT WORKFORCE</b>																	
Permanent Workforce: Prior FY #	14142	11655	798	1689	336	12	16	73	23	4	35	10	26	7	121	1	8
Permanent Workforce: Prior FY %	100	82.42	5.65	11.95	2.38	0.09	0.12	0.52	0.17	0.03	0.25	0.08	0.19	0.05	0.86	0.01	0.06
Permanent Workforce: Current FY #	14794	11830	928	2036	429	21	22	94	28	5	38	12	31	8	163	0	7
Permanent Workforce: Current FY %	100	79.97	6.28	13.77	2.90	0.15	0.15	0.64	0.19	0.04	0.26	0.09	0.21	0.06	1.11	0.00	0.05
Permanent Workforce: Difference #	652	175	130	347	93	9	6	21	5	1	3	2	5	1	42	-1	-1
Permanent Workforce: Ratio Change %	0.00	-2.45	0.63	1.82	0.52	0.06	0.03	0.12	0.02	0.01	0.01	0.01	0.02	0.01	0.25	-0.01	-0.01
Permanent Workforce: Net Change %	4.62	1.51	16.30	20.55	27.68	75.00	37.50	28.77	21.74	25.00	8.58	20.00	19.24	14.29	34.72	-100.00	-12.50
<b>EMPLOYEE GAINS</b>																	



<b>Employment Tenure</b>	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurer [93]
Temporary Workforce: Other Separations #	28	22	3	3	1	0	0	0	0	0	0	0	0	0	1	0	0
Temporary Workforce: Other Separations %	100	78.58	10.72	10.72	3.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.58	0.00	0.00
Temporary Workforce: Total Separations #	137	106	11	20	3	0	0	0	0	0	0	0	0	0	3	0	0
Temporary Workforce: Total Separations %	100	77.38	8.03	14.60	2.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.19	0.00	0.00
<b>SCHEDULE A EMPLOYEES IN PERMANENT WORKFORCE</b>																	
<b>EMPLOYEE GAINS</b>																	
<b>EMPLOYEE LOSSES</b>																	



**Table B2: PERMANENT WORKFORCE BY COMPONENT - Distribution by Disability Status (Participation Rate)**

Subordinate Component	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurer [93]
501 Goal %				12.00	2.00												
EP00 #	14794	11830	928	2036	429	21	22	94	28	5	38	12	31	8	163	0	7
EP00 %	100	79.97	6.28	13.77	2.90	0.15	0.15	0.64	0.19	0.04	0.26	0.09	0.21	0.06	1.11	0.00	0.05

**Table B3: OCCUPATIONAL CATEGORIES - Distribution by Disability (Participation Rate)**

Occupational Categories	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
<b>501 Goal %</b>				12.00	2.00												
<b>1. Management</b>																	
Executives #	1539	1359	49	131	22	0	1	7	2	1	1	1	3	0	6	0	0
Executives %	100	88.31	3.19	8.52	1.43	0.00	0.07	0.46	0.13	0.07	0.07	0.07	0.20	0.00	0.39	0.00	0.00
Managers #	689	591	25	73	13	0	0	4	1	1	2	0	1	0	4	0	0
Managers %	100	85.78	3.63	10.60	1.89	0.00	0.00	0.59	0.15	0.15	0.30	0.00	0.15	0.00	0.59	0.00	0.00
Supervisors #	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Supervisors %	100	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Management #	2229	1950	74	205	35	0	1	11	3	2	3	1	4	0	10	0	0
Total Management %	100	87.49	3.32	9.20	1.58	0.00	0.05	0.50	0.14	0.09	0.14	0.05	0.18	0.00	0.45	0.00	0.00
<b>2. Professionals #</b>	12059	9509	811	1739	377	20	21	78	25	3	34	11	25	5	148	0	7
Professionals %	100	78.86	6.73	14.43	3.13	0.17	0.18	0.65	0.21	0.03	0.29	0.10	0.21	0.05	1.23	0.00	0.06
<b>3. Technicians #</b>	100	73	7	20	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians %	100	73.00	7.01	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>4. Sales Workers #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>5. Administrative Workers #</b>	172	116	13	43	14	1	0	4	0	0	1	0	1	3	4	0	0
Administrative Workers %	100	67.45	7.56	25.00	8.14	0.59	0.00	2.33	0.00	0.00	0.59	0.00	0.59	1.75	2.33	0.00	0.00
<b>6. Craft Workers #</b>	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	100	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>7. Operatives #</b>	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives %	100	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>8. Laborers and Helpers #</b>	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers and Helpers %	100	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>9. Service Workers #</b>	194	160	19	15	2	0	0	0	0	0	0	0	1	0	1	0	0
Service Workers %	100	82.48	9.80	7.74	1.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.52	0.00	0.52	0.00	0.00







**Table B5P: SALARY - Distribution by Disability (Participation Rate)**

Salary Range	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
<b>501 Goal %</b>				12.00	2.00												
Up to \$20,000 #	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Up to \$20,000 %	100	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$20,001-\$30,000 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
\$20,001-\$30,000 %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$30,001-\$40,000 #	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
\$30,001-\$40,000 %	100	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
\$40,001-\$50,000 #	38	14	5	19	6	1	0	0	0	0	1	0	0	2	2	0	0
\$40,001-\$50,000 %	100	36.85	13.16	50.00	15.79	2.64	0.00	0.00	0.00	0.00	2.64	0.00	0.00	5.27	5.27	0.00	0.00
\$50,001-\$60,000 #	122	58	18	46	10	2	0	1	1	0	0	0	1	1	4	0	0
\$50,001-\$60,000 %	100	47.55	14.76	37.71	8.20	1.64	0.00	0.82	0.82	0.00	0.00	0.00	0.82	0.82	3.28	0.00	0.00
\$60,001-\$70,000 #	363	224	47	92	19	2	0	3	1	0	2	0	1	0	10	0	0
\$60,001-\$70,000 %	100	61.71	12.95	25.35	5.24	0.56	0.00	0.83	0.28	0.00	0.56	0.00	0.28	0.00	2.76	0.00	0.00
\$70,001-\$80,000 #	699	485	72	142	30	4	2	3	1	0	1	1	2	1	14	0	1
\$70,001-\$80,000 %	100	69.39	10.31	20.32	4.30	0.58	0.29	0.43	0.15	0.00	0.15	0.15	0.29	0.15	2.01	0.00	0.15
\$80,001-\$90,000 #	624	434	62	128	21	2	1	1	1	0	0	0	2	0	14	0	0
\$80,001-\$90,000 %	100	69.56	9.94	20.52	3.37	0.33	0.17	0.17	0.17	0.00	0.00	0.00	0.33	0.00	2.25	0.00	0.00
\$90,001-\$100,000 #	1041	760	99	182	45	2	4	7	3	0	5	1	2	0	21	0	0
\$90,001-\$100,000 %	100	73.01	9.52	17.49	4.33	0.20	0.39	0.68	0.29	0.00	0.49	0.10	0.20	0.00	2.02	0.00	0.00
\$100,001-\$110,000 #	1014	739	93	182	30	1	2	4	3	0	3	0	1	1	15	0	0
\$100,001-\$110,000 %	100	72.88	9.18	17.95	2.96	0.10	0.20	0.40	0.30	0.00	0.30	0.00	0.10	0.10	1.48	0.00	0.00
\$110,001-\$120,000 #	1685	1263	138	284	63	1	4	15	5	1	7	1	5	1	23	0	0
\$110,001-\$120,000 %	100	74.96	8.19	16.86	3.74	0.06	0.24	0.90	0.30	0.06	0.42	0.06	0.30	0.06	1.37	0.00	0.00
\$120,001-\$130,000 #	1520	1233	96	191	38	1	2	9	2	0	6	2	1	0	13	0	2
\$120,001-\$130,000 %	100	81.12	6.32	12.57	2.50	0.07	0.14	0.60	0.14	0.00	0.40	0.14	0.07	0.00	0.86	0.00	0.14
\$130,001-\$140,000 #	1703	1410	78	215	48	0	1	16	2	1	3	1	5	2	15	0	2
\$130,001-\$140,000 %	100	82.80	4.59	12.63	2.82	0.00	0.06	0.94	0.12	0.06	0.18	0.06	0.30	0.12	0.89	0.00	0.12
\$140,001-\$150,000 #	1841	1563	75	203	50	4	2	16	3	1	4	2	3	0	14	0	1
\$140,001-\$150,000 %	100	84.90	4.08	11.03	2.72	0.22	0.11	0.87	0.17	0.06	0.22	0.11	0.17	0.00	0.77	0.00	0.06
\$150,001-\$160,000 #	1086	951	37	98	23	1	2	6	2	0	2	1	1	0	7	0	1
\$150,001-\$160,000 %	100	87.57	3.41	9.03	2.12	0.10	0.19	0.56	0.19	0.00	0.19	0.10	0.10	0.00	0.65	0.00	0.10
\$160,001-\$170,000 #	654	564	29	61	14	0	2	6	0	1	1	0	0	0	4	0	0

Environmental Protection Agency

For period covering October 1, 2022 to September 30, 2023.

File Process Date and Time: 03/14/2024 10:16 AM

Version 2.0.

Salary Range	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
\$160,001-\$170,000 %	100	86.24	4.44	9.33	2.15	0.00	0.31	0.92	0.00	0.16	0.16	0.00	0.00	0.00	0.62	0.00	0.00
\$170,001-\$180,000 #	769	689	27	53	9	0	0	0	1	0	1	1	2	0	4	0	0
\$170,001-\$180,000 %	100	89.60	3.52	6.90	1.18	0.00	0.00	0.00	0.14	0.00	0.14	0.14	0.27	0.00	0.53	0.00	0.00
\$180,001 and Greater #	1630	1439	51	140	23	0	0	7	3	1	2	2	5	0	3	0	0
\$180,001 and Greater %	100	88.29	3.13	8.59	1.42	0.00	0.00	0.43	0.19	0.07	0.13	0.13	0.31	0.00	0.19	0.00	0.00























**Table B7: SENIOR GRADE LEVELS - Distribution by Disability (Participation Rate)**

Upward Mobility to Senior Grade Levels	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
<b>501 Goal #</b>				12.00	2.00												
<b>Total Senior Grades #</b>	385	340.42	13.51	31.07	2.7	0	0	2.7	0	0	0	0	0	0	0	0	0
<b>Total Senior Grades %</b>	100	88.43	3.51	8.08	0.71	0.00	0.00	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Senior Grades #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Senior Grades %</b>	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SES or Equivalent #</b>	385	340.42	13.51	31.07	2.7	0	0	2.7	0	0	0	0	0	0	0	0	0
<b>SES or Equivalent %</b>	100	88.43	3.51	8.08	0.71	0.00	0.00	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>SES or Equivalent #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SES or Equivalent %</b>	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
<b>NEW HIRES</b>																	
<b>CAREER DEVELOPMENT PROGRAM</b>																	
<b>GS-15 or Equivalent #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>GS-15 or Equivalent %</b>	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
<b>Internal Applications #</b>	546	0	527	19	9	2	1	1	0	0	0	0	0	0	5	0	0
<b>Internal Applications %</b>	100	0.00	96.53	3.48	1.65	0.37	0.19	0.19	0.00	0.00	0.00	0.00	0.00	0.00	0.92	0.00	0.00
<b>Qualified Internal Applicants #</b>	346	0	342	4	1	0	0	0	0	0	0	0	0	0	1	0	0
<b>Qualified Internal Applicants %</b>	100	0.00	98.85	1.16	0.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.29	0.00	0.00
<b>Internal Selections #</b>	77	0	77	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Internal Selections %</b>	100	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>NEW HIRES</b>																	
<b>CAREER DEVELOPMENT PROGRAM</b>																	
<b>GS-14 or Equivalent #</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>GS-14 or Equivalent %</b>	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
<b>Internal Applications #</b>	1661	0	1601	60	25	2	2	9	0	0	3	1	0	0	8	0	0
<b>Internal Applications %</b>	100	0.00	96.39	3.62	1.51	0.13	0.13	0.55	0.00	0.00	0.19	0.07	0.00	0.00	0.49	0.00	0.00
<b>Qualified Internal Applicants #</b>	1012	0	983	29	12	0	2	6	0	0	0	0	0	0	3	0	1
<b>Qualified Internal Applicants %</b>	100	0.00	97.14	2.87	1.19	0.00	0.20	0.60	0.00	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.10

<b>Upward Mobility to Senior Grade Levels</b>	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
Internal Selections #	217	0	212	5	3	0	0	2	0	0	0	0	0	0	1	0	0
Internal Selections %	100	0.00	97.70	2.31	1.39	0.00	0.00	0.93	0.00	0.00	0.00	0.00	0.00	0.00	0.47	0.00	0.00
<b>NEW HIRES</b>																	
<b>CAREER DEVELOPMENT PROGRAM</b>																	
GS-13 or Equivalent #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GS-13 or Equivalent %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTERNAL COMPETITIVE PROMOTIONS</b>																	
Internal Applications #	805	0	756	49	25	2	9	5	1	0	0	0	0	0	8	0	0
Internal Applications %	100	0.00	93.92	6.09	3.11	0.25	1.12	0.63	0.13	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00
Qualified Internal Applicants #	367	0	350	17	7	0	1	2	1	0	2	0	0	0	1	0	0
Qualified Internal Applicants %	100	0.00	95.37	4.64	1.91	0.00	0.28	0.55	0.28	0.00	0.55	0.00	0.00	0.00	0.28	0.00	0.00
Internal Selections #	1661	0	1601	60	25	2	2	9		0	3	1	0	0	8	0	0
Internal Selections %	100	0.00	96.39	3.62	1.51	0.13	0.13	0.55		0.00	0.19	0.07	0.00	0.00	0.49	0.00	0.00
<b>NEW HIRES</b>																	
<b>CAREER DEVELOPMENT PROGRAM</b>																	

**Environmental Protection Agency**

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**For period covering October 1, 2022 to September 30, 2023.**

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**Table B9-1: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Disability (Participation Rate)**

Awards	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
<b>TIME OFF AWARDS</b>																	
Time-Off Awards 1 - 10 hours: Awards Given #	4286	3413	251	622	128	4	11	22	16	3	9	2	13	2	44	0	2
Time-Off Awards 1 - 10 hours: Awards Given %	100	79.64	5.86	14.52	2.99	0.10	0.26	0.52	0.38	0.07	0.21	0.05	0.31	0.05	1.03	0.00	0.05
Time-Off Awards 1 - 10 Hours: Total Hours #	33473	26712	1938	4823	963	41	85	164	126	27	59	9	112	14	312	0	14
Time-Off Awards 1 - 10 Hours: Average Hours #	7	7	7	7	7	10	7	7	7	9	6	4	8	7	7	0	7
Time-Off Awards 11 - 20 hours: Awards Given #	1873	1454	116	303	66	2	7	11	4	0	6	3	5	1	26	0	1
Time-Off Awards 11 - 20 hours: Awards Given %	100	77.63	6.20	16.18	3.53	0.11	0.38	0.59	0.22	0.00	0.33	0.17	0.27	0.06	1.39	0.00	0.06
Time-Off Awards 11 - 20 Hours: Total Hours #	31113	24127	1972	5014	1064	28	122	165	60	0	115	52	73	11	422	0	16
Time-Off Awards 11 - 20 Hours: Average Hours #	16	16	17	16	16	14	17	15	15	0	19	17	14	11	16	0	16
Time-Off Awards 21 - 30 hours: Awards Given #	691	536	59	96	20	0	1	6	1	1	2	1	0	0	8	0	0
Time-Off Awards 21 - 30 hours: Awards Given %	100	77.57	8.54	13.90	2.90	0.00	0.15	0.87	0.15	0.15	0.29	0.15	0.00	0.00	1.16	0.00	0.00
Time-Off Awards 21 - 30 Hours: Total Hours #	18043	13987	1582	2474	508	0	24	150	24	24	48	30	0	0	208	0	0
Time-Off Awards 21 - 30 Hours: Average Hours #	26	26	26	25	25	0	24	25	24	24	24	30	0	0	26	0	0
Time-Off Awards 31 - 40 hours: Awards Given #	897	725	67	105	18	0	1	2	1	0	0	1	2	0	11	0	0
Time-Off Awards 31 - 40 hours: Awards Given %	100	80.83	7.47	11.71	2.01	0.00	0.12	0.23	0.12	0.00	0.00	0.12	0.23	0.00	1.23	0.00	0.00
Time-Off Awards 31 - 40 Hours: Total Hours #	35435	28647	2618	4170	702	0	40	80	35	0	0	36	80	0	431	0	0
Time-Off Awards 31 - 40 Hours: Average Hours #	39	39	39	39	39	0	40	40	35	0	0	36	40	0	39	0	0
Time-Off Awards 41 or more Hours: Awards Given #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards 41 or more Hours: Awards Given %	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards 41 or more Hours: Average Hours #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>CASH AWARDS</b>																	
Cash Awards \$500 and Under: Awards Given #	3622	2859	244	519	114	8	2	20	8	2	17	4	11	2	37	0	3
Cash Awards \$500 and Under: Awards Given %	100	78.94	6.74	14.33	3.15	0.23	0.06	0.56	0.23	0.06	0.47	0.12	0.31	0.06	1.03	0.00	0.09
Cash Awards \$500 and Under: Total Amount \$	1296245	1027582	89539	179124	40195	2950	710	6300	2736	442	6700	1550	3875	650	13232	0	1050
Cash Awards \$500 and Under: Average Amount \$	357.88	359.42	366.96	345.13	352.59	369	355	315	342	221	394	387.5	352.27	325	357.62	0	350
Cash Awards: \$501 - \$999: Awards Given #	1256	995	93	168	39	2	2	5	3	0	4	1	2	0	20	0	0
Cash Awards: \$501 - \$999: Awards Given %	100	79.22	7.41	13.38	3.11	0.16	0.16	0.40	0.24	0.00	0.32	0.08	0.16	0.00	1.60	0.00	0.00
Cash Awards: \$501 - \$999: Total Amount \$	914109	725740	67159	121210	27798	1356	1252	3855	2127	0	2902	750	1550	0	14006	0	0
Cash Awards: \$501 - \$999: Average Amount \$	727	729	722	721	712	678	626	771	709	0	725	750	775	0	700	0	0
Cash Awards: \$1000 - \$1999: Awards Given #	3271	2523	236	512	110	3	9	24	8	2	7	3	11	2	39	0	2
Cash Awards: \$1000 - \$1999: Awards Given %	100	77.14	7.22	15.66	3.37	0.10	0.28	0.74	0.25	0.07	0.22	0.10	0.34	0.07	1.20	0.00	0.07
Cash Awards: \$1000 - \$1999: Total Amount \$	4451742	3430731	325640	695371	146485	4600	11905	31141	10913	2458	9800	4300	13425	3000	52443	0	2500
Cash Awards: \$1000 - \$1999: Average Amount \$	1360	1359	1379	1358	1331	1533	1322	1297	1364	1229	1400	1433	1220	1500	1344	0	1250
Cash Awards: \$2000 - \$2999: Awards Given #	4213	3358	262	593	127	4	6	23	11	0	11	5	8	2	53	0	4
Cash Awards: \$2000 - \$2999: Awards Given %	100	79.71	6.22	14.08	3.02	0.10	0.15	0.55	0.27	0.00	0.27	0.12	0.19	0.05	1.26	0.00	0.10

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Awards	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
Cash Awards: \$2000 - \$2999: Total Amount \$	10173147	8126173	625402	1421572	308009	10631	14441	56190	25600	0	26690	12100	19638	4600	128769	0	9350
Cash Awards: \$2000 - \$2999: Average Amount \$	2414	2419	2387	2397	2425	2657	2406	2443	2327	0	2426	2420	2454	2300	2429	0	2337
Cash Awards: \$3000 - \$3999: Awards Given #	3918	3250	210	458	86	5	3	20	7	1	12	4	8	0	26	0	0
Cash Awards: \$3000 - \$3999: Awards Given %	100	82.96	5.36	11.69	2.20	0.13	0.08	0.52	0.18	0.03	0.31	0.11	0.21	0.00	0.67	0.00	0.00
Cash Awards: \$3000 - \$3999: Total Amount \$	13129917	10901186	704876	1523855	285768	17400	9525	65886	23595	3553	39023	12600	28850	0	85336	0	0
Cash Awards: \$3000 - \$3999: Average Amount \$	3351	3354	3356	3327	3322	3480	3175	3294	3370	3553	3251	3150	3606	0	3282	0	0
Cash Awards: \$4000 - \$4999: Awards Given #	2342	2053	83	206	40	3	2	12	3	1	3	1	2	1	10	0	2
Cash Awards: \$4000 - \$4999: Awards Given %	100	87.67	3.55	8.80	1.71	0.13	0.09	0.52	0.13	0.05	0.13	0.05	0.09	0.05	0.43	0.00	0.09
Cash Awards: \$4000 - \$4999: Total Amount \$	10302710	9032766	362892	907052	176203	12250	8600	52936	13550	4700	12775	4500	8891	4750	44252	0	8999
Cash Awards: \$4000 - \$4999: Average Amount \$	4399	4399	4372	4403	4405	4083	4300	4411	4516	4700	4258	4500	4445	4750	4425	0	4499
Cash Awards: \$5000 or more: Awards Given #	881	771	36	74	11	0	1	4	0	1	0	0	5	0	0	0	0
Cash Awards: \$5000 or more: Awards Given %	100	87.52	4.09	8.40	1.25	0.00	0.12	0.46	0.00	0.12	0.00	0.00	0.57	0.00	0.00	0.00	0.00
Cash Awards: \$5000 or more: Total Amount \$	10282254	9089592	334595	858067	95845	0	5300	49409	0	6200	0	0	34936	0	0	0	0
Cash Awards: \$5000 or more: Average Amount \$	11671	11789	9294	11595	8713	0	5300	12352	0	6200	0	0	6987	0	0	0	0
<b>OTHER AWARDS</b>																	
Total QSIs Awarded #	491	405	26	60	10	0	0	3	2	0	2	0	0	0	3	0	0
Total QSIs Awarded %	100	82.49	5.30	12.22	2.04	0.00	0.00	0.62	0.41	0.00	0.41	0.00	0.00	0.00	0.62	0.00	0.00