



**FEDERAL AGENCY EQUAL EMPLOYMENT
OPPORTUNITY PROGRAM STATUS REPORT**

**EQUAL EMPLOYMENT OPPORTUNITY
COMMISSION MANAGEMENT DIRECTIVE 715**

FISCAL YEAR 2023

[this page intentionally blank]

INSERT ORGANIZATION NAME
MODEL EQUAL EMPLOYMENT OPPORTUNITY PROGRAM
STATUS REPORT: FISCAL YEAR 2023

Table of Contents

Parts A–D: Agency Identifying Information 6

Part E: Executive Summary 8

Part E.1: Agency Mission and Leadership 8

Part E.2: The Six Essential Elements of a Model EEO Program..... 11

 A. Demonstrated Commitment of Agency Leadership 11

 1. The Agency issues an effective, up-to-date Policy Statement. 12

 2. The Agency has communicated EEO policies and procedures to all employees. 12

 3. The Agency assesses and ensures EEO Principles are part of its culture. 12

 B. Integration of EEO into the Agency’s Strategic Mission 12

 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..... 13

 2. The EEO Director controls all aspects of the EEO program..... 13

 3. The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions. 13

 4. The Agency has sufficient budget and staffing to support the success of the EEO program..... 13

 5. The Agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills. 13

 6. The Agency involves managers in the implementation of its EEO Program..... 13

 C. Management and Program Accountability 13

 1. The Agency conducts regular internal audits of its component and field offices..... 14

 2. The Agency has established procedures to prevent all forms of EEO discrimination..... 14

 3. The Agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity. 14

 4. The Agency ensures effective coordination between its EEO programs and Human Resources (HR) program. 14

 5. Following a finding of discrimination, the Agency explores whether it should take a disciplinary action. 14

 6. EEO Office advises managers/supervisors on EEO matters. 14

 D. Proactive Prevention of Unlawful Discrimination..... 14

 1. The Agency conducts a reasonable assessment to monitor progress toward achieving equal employment opportunity. 15

 2. The Agency identifies areas where barriers may exclude EEO groups..... 15

 3. The Agency establishes appropriate action plans to remove identified barriers. 15

 4. The Agency takes affirmative action to promote the recruitment, hiring, and advancement of qualified people with disabilities and people with targeted disabilities..... 15

E. Efficiency.....	15
1. The Agency maintains an efficient, fair, and impartial complaint resolution process.	16
2. The Agency has a neutral EEO process.....	16
3. The Agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program.....	16
4. The Agency has effective and accurate data collection systems in place to evaluate its EEO Program.	16
5. The Agency identifies and disseminates significant trends and best practices in its EEO program. 16	
F. Responsiveness and Legal Compliance.....	16
1. The Agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements.....	17
2. The Agency complies with the law, including EEOC regulations, management directives, orders and other written instructions.....	17
3. The Agency reports to EEOC its program efforts and accomplishments.....	17
Part E.3: Workforce Analyses.....	17
Part E.4: FY23 Accomplishments/Initiatives	35
Part E.5: FY23 Planned Activities.....	36
Part F: Certification of Establishment of Continuing EEO Programs	39
Part G: Agency Self-Assessment Checklist — FY23.....	41
Part H: Essential Element Deficiencies and Planned Activities	55
Part I: Barrier Analysis and Planned Activities.....	57
Part J: Special Program Plan for the Recruitment, Hiring, Advancement, and Retention of Individuals with Disabilities	59
Section I: Efforts to Reach Regulatory Goals	59
Section II: Model Disability Program	60
A. Plan to Provide Sufficient & Competent Staffing for the Disability Program	60
• In column 2, provide the number of staff assigned to each task based on their employment status in the disability program: full-time; part-time; or collateral duty.....	Error! Bookmark not defined.
• In column 3, list the name title, office, and email address for the staff person who is responsible for overseeing the task.....	Error! Bookmark not defined.
B. Plan to Ensure Sufficient Funding for the Disability Program.....	61
Section III: Plan to Recruit and Hire Individuals with Disabilities	61
A. Plan to Identify Job Applicants with Disabilities	61
B. Plan to Establish Contacts with Disability Employment Organizations.....	62
C. Progression Towards Goals (Recruitment and Hiring)	62
Section IV: Plan to Ensure Advancement Opportunities for Employees with Disabilities	63
A. Advancement Program Plan.....	63
B. Career Development Opportunities	63
C. Awards.....	64

- D. PWD and PWTD **Error! Bookmark not defined.**
- Section V: Plan to Improve Retention of Individuals with Disabilities..... 67
 - A. Voluntary and Involuntary Separations 67
 - B. Accessibility of Technology and Facilities..... 68
 - C. Reasonable Accommodation Program 68
 - D. Personal Assistance Services Allowing Employees to Participate in the Workplace..... 69
- Section VI: EEO Complaint and Findings Data..... 70
 - A. EEO Complaint Data Involving Harassment 70
 - B. EEO Complaint Data Involving Reasonable Accommodation..... 70
- Section VII: Identification and Removal of Barriers..... 72
- APPENDIX A: DEFINITIONS..... 73**
- APPENDIX B: THE NINE JOB CATEGORY TITLES..... 75**
- APPENDIX C: FY21 MISSION CRITICAL OCCUPATIONS..... 77**
- APPENDIX D: DATABASE NOTES..... 78**

Parts A–D: Agency Identifying Information

For period covering October 1, 2022, to September 30, 2023.			
PART A Department or Agency Identifying Information	1. Agency		Department of the Army
	1.a. 2 nd level reporting component		U.S. Department of the Army
	1.b. 3 rd level reporting component		Installation Management Command
	1.c. 4 th level reporting component		US Army Garrison, Presidio of Monterey
	2. Address		197 Patton Avenue, Building 218
	3. City, State, Zip Code		Monterey CA 93944-5000
	4. CPDF Code	5. FIPS Code	ARBA
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees		201
	2. Enter total number of temporary employees		1
	3. Enter total number employees paid from non-appropriated funds		134
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]		336
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		COL Samuel W. Kline, Garrison Commander
	2. Agency Head Designee		Mr. Stephen P. Bickle
	3. Principal EEO Director/Official Official Title/series/grade		William L. Anderson, Equal Employment Manager, GS-0260-13
	4. Title VII Affirmative EEO Program Official		Joyce K. Jackson, Equal Employment Specialist, GS-260-11
	5. Section 501 Affirmative Action Program Official		Klye A. Blocker, Equal Employment Specialist, GS-260-09
	6. Complaint Processing Program Manager		Nichole C. Landers, Equal Employment Specialist, GS-260-12
	7. Other Responsible EEO Staff		
PART D List of Subordinate Components Covered in This Report	Subordinate Component and Location (City/State)		CPDF and FIPS Codes
EEO FORMS and Documents Included With This Report			
*Executive Summary [FORM 715-01 PART E], that includes:	Y	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	Y
Brief paragraph describing the Agency's mission and mission-related functions	Y	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential	Y
Summary of results of Agency's annual self-assessment against MD-715 "Essential Elements"	Y	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	Y

Summary of Analysis of Work Force Profiles including net change analysis and comparison to RCLF	Y	*Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]	Y
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	Y	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	Y
Summary of EEO Plan action items implemented or accomplished	Y	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues.	Y
*Statement of Establishment of Continuing Equal Employment Opportunity Programs[FORM 715-01 PART F]	Y	*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects	N
*Copies of relevant EEO Policy Statement(s) and/or excerpts from revisions made to EEO Policy Statements	Y	*Organizational Chart	Y

Part E: Executive Summary

MD-715 PART E	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
U.S. Army Garrison, Presidio of Monterey	For period covering October 1, 2022, to September 30, 2023

Part E.1: Agency Mission and Leadership

Introduction:

This report provides a comprehensive look into data on the command's Civilian population compared to the National Civilian Labor Force (NCLF)¹; an overview of challenges that could derail progress towards attaining a model EEO program; detailed action plans to address identified deficiencies; and accomplishments/best practices in EEO, diversity, equity, inclusion, accessibility, and human resources.

Organization and Mission

About: The United States Army Garrison (USAG) Presidio of Monterey (POM) of the U.S. Army's Installation Management Command (IMCOM) supports the readiness of our Army and the Army's transformation while simultaneously providing the best quality of life possible for soldiers, Civilians, and their Families.

Mission: The U.S. Army Garrison, Presidio of Monterey delivers quality BASOPS services and support to the people we serve; our first and foremost priority, to enhance readiness.

Vision: A Garrison comprised of skilled and empowered professionals committed to delivering innovative, cost effective, quality services and support.

The USAG POM is located approximately 117 miles south of San Francisco, California, on the Monterey Bay Peninsula, directly on the Pacific Coast. The Agency organically employs over 300 civilian employees in support of Garrison and tenant activities, which include the Ord Military Community (formerly Fort Ord), NETCOM 9th Army Signal Command, Camp Roberts in Paso Robles, California; U.S. Installation Command (IMCOM), Field Operating Offices of the Secretary of the Army; HQDA Field Operating Agencies and Staff Support Agencies; 302D Signal Battalion; U.S. Army Sustainment Command (ASC); U.S. Army Contracting Command; U.S. Army Criminal Investigation Command; the U.S. Army Medical Command; and the U.S. Army Training and Doctrine Command (TRADOC), Defense Language Institute Foreign Language Institute (DLIFLC).

Among the tenants, the DLIFLC is the most significant, housing approximately 1,900 civilian staff and faculty who facilitate or support multi-language instruction of 16 languages, including various dialects. DLIFLC accommodates about 2,500 military students.

Fundamentally, the Agency supports over 6,000 combined soldiers and civilians, including non-Army tenants, Air Force, Navy, and Marine personnel.

The Equal Employment Opportunity (EEO) Office is one of the Agency's installation support offices, which services over 2,400 civilian employees assigned to or residing at the USAG POM. The EEO Office's primary mission is to administer an EEO program that enables and assists the workforce in creating and sustaining a workplace free from discrimination.

The EEO office consists of one EEO Manager, the EEO Officer who oversees the Agency's EEO program, and three EEO Specialists. The EEO office utilizes three collateral-duty EEO Counselors and five collateral-duty certified Mediators.

¹. The NCLF are those occupations in the national labor market (non-institutionalized individuals 16 years of age or older, employed or unemployed, U.S. citizens and non-U.S. citizens) that are directly comparable or relevant to occupations at the Department of the Army.

Additionally, the EEO Office works very closely with the Agency's support, legal, and redress offices of the Inspector General (IG), the Civilian Personnel Advisory Center's (CPAC) Labor Management Employee Relations (LMER); the American Federation of Government Employees (AFL-CIO) Local 1263, Union; the Staff Judge Advocate (OSJA) offices of White Sands, New Mexico, who provide provides legal sufficiency reviews of acceptance and dismissal letters for formal complaints received; and the Agency's installation legal office.

In conclusion, The USAG POM strives to maintain a workplace free of discriminatory violations and harassment. It is on its way to building a culture that promotes teamwork and acceptance of others with an understanding and appreciation of diversity as an operational multiplier. The Agency is representative of the communities it serves, being one of the most diverse forces in the nation reflected in its ranks and leadership. The Agency's Command Team, COL Samuel Kline, Garrison Commander, and Mr. Stephen Bickel, Deputy to the Garrison Commander, communicated that leaders are responsible for ensuring that their Civilian Employees receive fair and equitable treatment based on their qualifications and capabilities. Under their leadership, the Agency is committed to recognizing that diversity in our multicultural workforce is critical to mission readiness.

FY2023 USAG POM Organization Chart

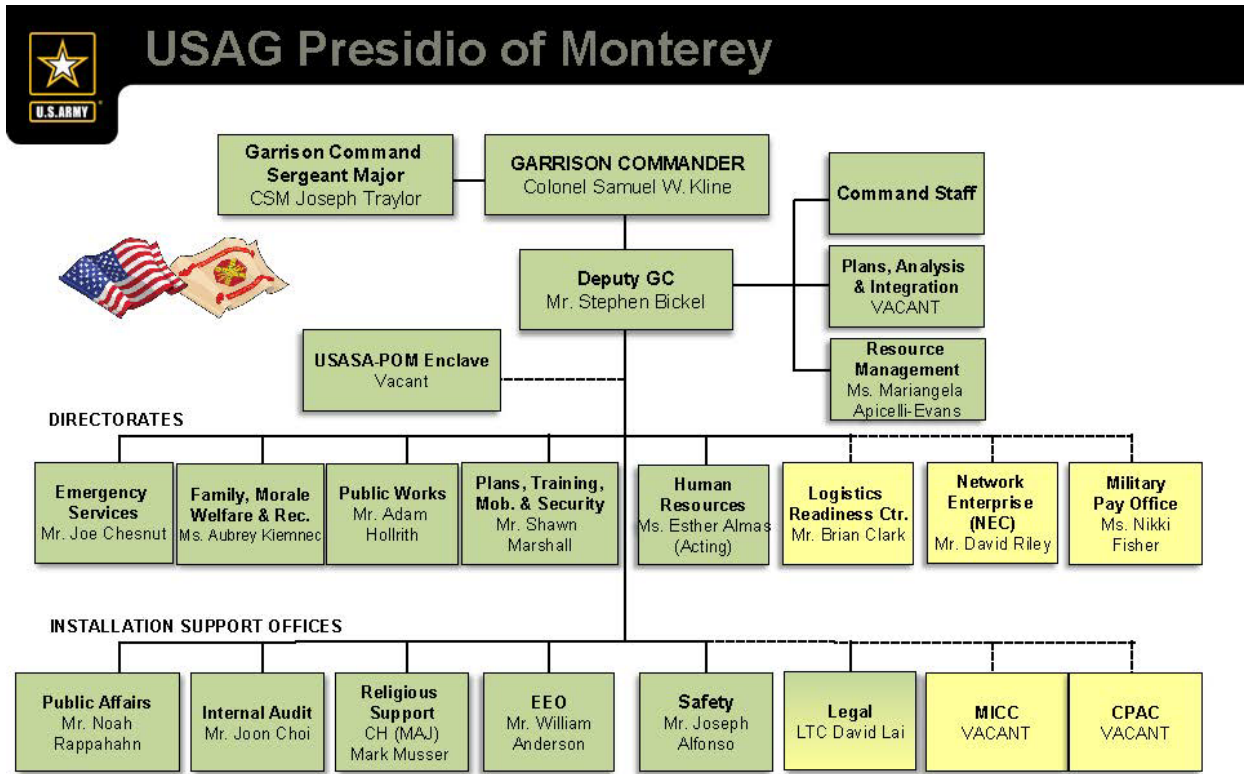


Figure 1. USAG POM Organization Chart

Part E.2: The Six Essential Elements of a Model EEO Program

This section explains the elements necessary to create and maintain the minimum requirements for MD-715’s model EEO program, pursuant to Title VII of the Civil Rights Act of 1964 (Title VII), as amended, 42 U.S.C. § 2000e et seq., and Section 501 of the Rehabilitation Act of 1973 (Rehabilitation Act), as amended, 29 U.S.C. § 791 and the Americans with Disabilities Act Amendments Act of 2008 (Pub. L. 110-325). Although MD-715 imposes specific affirmative employment requirements under Title VII and the Rehabilitation Act, agencies must also comply with the laws enforced by EEOC.

When establishing a model EEO program, an Agency should incorporate into the design a structure for effective management, accountability, and self-analysis, which will ensure program success and compliance with MD-715. Agency personnel programs and policies should be evaluated regularly to ascertain whether such programs have any barriers that tend to limit or restrict equitable opportunities for open competition in the workplace.

MD-715 divides the essential elements of a model Agency EEO program into six broad categories, as listed below. An Agency should review its EEO and personnel programs, policies, and performance standards against all six elements to identify where their EEO program can become more effective.

The six essential elements for a model EEO program, as described in MD-715, are as follows

- A. Demonstrated commitment from Agency leadership;
- B. Integration of EEO into the Agency's strategic mission;
- C. Management and program accountability;
- D. Proactive prevention of unlawful discrimination;
- E. Efficiency; and
- F. Responsiveness and legal compliance.

These six elements serve as the foundation upon which each Agency shall build an EEO program. EEOC designed an Agency EEO Self-Assessment Checklist in Part G to provide an efficient and effective means for each Agency to determine whether its overall EEO program complies with MD-715’s essential elements. MD-715 now requires all agencies, regardless of size, to complete and submit the checklist to EEOC annually. The following section describes selected measures for each essential element. (Present your previous year results compared to current FY).

[See Form G table.](#)

Part G Elements	FY2021	FY2022	FY2023	Change from FY22
A. Demonstrated commitment from Agency leadership	100%	100%	100%	0% ↔
B. Integration of EEO into the Agency's strategic mission	97%	90%	97%	7% ↑
C. Management and program accountability	95%	100%	100%	0% ↔
D. Proactive prevention of unlawful discrimination	100%	93%	93%	0% ↔
E. Efficiency	97%	100%	100%	0% ↔
F. Responsiveness and legal compliance	100%	100%	100%	0% ↔

Table 4 Army Components' MD-715 Self-Assessment

A. Demonstrated Commitment of Agency Leadership

- 1. The agency issues an effective, up-to-date Policy Statement.**
- 2. The agency has communicated EEO policies and procedures to all employees.**
- 3. The agency assesses and ensures EEO Principles are part of its culture.**

Strengths

The EEO Officer is an integral part of the Garrison Command's Staff.

All leaders (military and civilian) managers and supervisors were trained on the Complaints Process, Reasonable Accommodations, EEO and Workplace Mediation (ADR), and SHARP throughout the FY. The EEO SharePoint and public websites provide all USAG POM employees with available and accessible EEO information, training materials, and information on EEO processing procedures.

The Garrison EEO policies (and other written EEO publications) are reviewed and updated on an on-going basis. Current policies are posted on the USAG POM website and major bulletin boards within the POM serviced footprint. EEO training and EEO flyers are provided to new employees during their New Employee Orientation. Additional EEO training are provided upon request or when applicable.

Despite limited staffing, the EEO office successfully runs a Reasonable Accommodation Program with the cooperation and responsiveness from the supervisory community in ensuring deadlines were met.

The USAG Commander facilitates bi-monthly non-supervisory workplace forums where he obtains direct feedback on workforce concerns and provides a platform to reinforce and clarify Command intent and guidance.

Additionally, the USAG command team often reiterates EEO Principles to their senior staff when the EEO Officer provides status updates of EEO related activities.

Deficiencies

Lack of implementing community outreach programs: (1) Recruitment strategies. For example, disabled veterans (Wounded Warrior) program, Hispanic/Latino initiatives, hiring of individuals with disabilities. (2) Special Emphasis Programs to provide representation for underrepresented groups.

The deficiency is due to the lack of EEO staff – negative attrition. The USAG POM was finally staffed near end of FY 23. The corrective action is to diligently work towards standing up SEPs and managers to enhance EEO coverage.

B. Integration of EEO into the Agency's Strategic Mission

This element requires that the agency's EEO programs are structured to maintain a workplace that is free from discrimination and support the agency's strategic mission.

- 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.**
- 2. The EEO Director controls all aspects of the EEO program.**
- 3. The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.**
- 4. The agency has sufficient budget and staffing to support the success of the EEO program.**
- 5. The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills.**
- 6. The agency involves managers in the implementation of its EEO Program.**

This element requires that the Agency's EEO programs are structured to maintain a workplace that is free from discrimination and support the Agency's strategic mission.

Strengths

The EEO Manager has direct control of the Agency's EEO program and reports to the Deputy to the Garrison Commander and has regular opportunities to meet and discuss EEO related and operational issues. The EEO Office is fully staffed with EEO professionals and are involved in, and consulted on all matters of EEO activities.

EEO goals and objectives have been established and have been incorporated into the Agency's Strategic Mission.

The EEO Office was fully staffed by end of FY23 due to attrition. Prior to, the EEO Officer employed collateral duty EEO counselors and mediators who received eight (8) hours of progressive and sequential training on EEO complaints process, updates on internal processing requirements training to support EEO activities. Currently, the EEO Office is sufficiently staffed and maintains a budget to support the success of the EEO Program.

Deficiencies

EEO staff shortage is presented some challenges in the administration of some EEO programs such as the Special Emphasis Program(s), Disability Program Management, and Affirmative Action.

The deficiency is due to the lack of EEO staff – negative attrition. The USAG POM was finally staffed near end of FY 23. The corrective action is to diligently work towards standing up SEPs and managers to enhance EEO coverage.

C. Management and Program Accountability

This element requires the agency head to hold all managers, supervisors, and EEO officials responsible for the effective implementation of the agency's EEO Program and Plan.

- 1. The agency conducts regular internal audits of its component and field offices.**
- 2. The agency has established procedures to prevent all forms of EEO discrimination.**
- 3. The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.**
- 4. The agency ensures effective coordination between its EEO programs and Human Resources (HR) program.**
- 5. Following a finding of discrimination, the agency explores whether it should take a disciplinary action.**
- 6. EEO Office advises managers/supervisors on EEO matters.**

Strengths

The EEO Officer makes himself available and provides appropriate assistance to managers/supervisors on a regular basis.

EEO Officer conducts bi-weekly meetings with DGC to discuss EEO activities and projects.

EEO Officer facilitates discussions with tenant senior leaderships to discuss EEO concerns and proactive solutions and deterrence activities.

Deficiencies

Agency reviews of its Merit Promotion Program Policy and Procedures to identify systemic barriers were not scheduled as suggested due to lack of EEO staff. Priority was focused on working back logged EEO cases handled by other USAGs. The corrective action is to diligently work towards fully staffing EEO to allow the EEO Officer to re-establish schedule to review MSPB policies and procedures on an annual basis if not quarterly.

D. Proactive Prevention of Unlawful Discrimination

This element requires that the agency head make early efforts to prevent discrimination and to identify and eliminate barriers to equal employment opportunity.

- 1. The agency conducts a reasonable assessment to monitor progress toward achieving equal employment opportunity.**
- 2. The agency identifies areas where barriers may exclude EEO groups.**
- 3. The agency establishes appropriate action plans to remove identified barriers.**
- 4. The agency takes affirmative action to promote the recruitment, hiring, and advancement of qualified people with disabilities and people with targeted disabilities.**

Strengths

Consistent with the HQDA guidelines in support of best customer service; re-established and implemented an Alternative Dispute Resolution (ADR) program to address workplace disputes – whether EEO related or not.

Re-established Reasonable Accommodation team between EEO, LMER, and SJA on a monthly or “as needed” basis. Workforce Development (WFD) provided over 20 professional development training opportunities; over 10 OPEX refresher training and over four initial trainings; and seven Leadership Development classes. Also, conducted over five Small Group Workforce Engagement sessions with the Garrison Commander.

WFD professional development trainings included: Goal Setting and Time Management, Accountability & Mediocrity, Difficult Conversations, Asking Better Questions to Discover Better Solutions, Excel Graphing, Excel Data Analysis, Excel Basics, Using SharePoint, Using A365 Forms, using TEAMS, and using DPMAP and IDP.

Improved participation in recognition/awards programs conducted on a quarterly basis.

Provided responsive training to emergent needs to both USAG and tenant requests.

Deficiencies

Limited face training did not occur due to limited EEO staff. The corrective action is to diligently work towards fully staffing EEO, thus allowing opportunities to conduct more face-to-face training and on-site consultations/trainings. Proactive solutions will help market EEO Office training opportunities.

E. Efficiency

This element requires the agency head to ensure that there are effective systems for evaluating the impact and effectiveness of the agency's EEO programs and an efficient and fair dispute resolution process.

- 1. The agency maintains an efficient, fair, and impartial complaint resolution process.**
- 2. The agency has a neutral EEO process.**
- 3. The agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program.**
- 4. The agency has effective and accurate data collection systems in place to evaluate its EEO Program.**
- 5. The agency identifies and disseminates significant trends and best practices in its EEO program.**

Strengths

The USAG POM EEO Office utilizes the Army's iComplaints tracking system for all Title VII Complaints. Legal sufficiency reviews of EEO matters are addressed by other legal office (OSJA, White Sands, NM).

The facilitation of DEOCS survey(s) as needed.

The highly encouraged and facilitation of mediation.

Facilitation and proactive discussions of EEO concerns with supervisors and providing avenues of corrective and preventive activities to improve upon challenges.

Deficiencies

Perception that the EEO Office is an advocate for aggrieved and complainants. Corrective steps is to improve preamble information emphasizing that the EEO representatives are strictly neutral parties as per regulations.

iComplaints tracking system must be monitored closely related to specific dates and times. Corrective steps is creating a redundant in-house tracking system for comparison and adjust data as needed to ensure iComplaints data is correct or requires correction.

F. Responsiveness and Legal Compliance

This element requires federal agencies to comply with EEO statutes and EEOC regulations, policy guidance, and other written instructions.

- 1. The agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements.**
- 2. The agency complies with the law, including EEOC regulations, management directives, orders and other written instructions.**
- 3. The agency reports to EEOC its program efforts and accomplishments.**

Strengths

The POM EEO office continues its compliancy with EEO statutes, i.e., enforcement orders/negotiating settlement agreements. Therefore, no goals/objectives set for this essential element.

Identified new training based on emergent needs (EEO Responsibilities) for supervisors and non-supervisors. In the process of developing a POM pamphlet for ease of understanding.

Deficiencies

EEO policy reviews concerning with EEOC expectations not conducted due to negative staffing. Corrective action is to hire appropriate personnel to allow time for reviewing and, if applicable, updating policies related to EEO.

Part E.3: Workforce Analyses

Include an introduction paragraph for the Workforce Analyses section which provides an overall assessment of the workforce from the charts included below.

Total Workforce Three-year trend by Ethnicity Race and Identification (ERI) and Gender by Comparison to NCLF

	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		Native Hawaiian or Other Pacific		American Indian or Alaskan Native		Two or more races	
	All	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
FY21	2530	1177	1353	75	56	740	746	86	46	202	380	10	7	3	4	61	114
FY22	359	206	153	28	7	107	39	14	5	9	8	2	1	1	0	45	93
FY23	336	185	151	28	7	87	36	12	5	14	7	1	1	1	0	42	95
NCLF	100.00%	51.80%	48.20%	6.80%	6.20%	35.70%	31.80%	5.70%	6.60%	2.20%	2.20%	0.10%	0.10%	0.30%	0.30%	1.00%	1.10%
FY 23 CLF	100.00%	55.05%	44.94%	8.33%	2.08%	25.89%	10.71%	3.57%	1.48%	4.16%	2.08%	0.29%	0.29%	0.29%	0.00%	12.50%	28.27%

- FY21 reflects USAG POM and DLIFLC (tenant) civilian employment.
- FY22 reflects only USAG POM.
- FY 23 reflects only USAG POM.
- Analysis of data:
 - Items outlined with red borders reflect low participation percentage compared against the NCLF goal.
 - Low participation triggers: need to fill a position, attractiveness of employment, belief in qualified for position.
 - Low participation barriers: cost of living high for candidates/applicants; unqualified applicants resulting from evaluation, lack of advertisement to public, lack of incentives, competitive market (public service vs. private sector).
- Efforts to eliminate barriers:
 - Stand up SEP teams to identify underrepresented members, assist HR in recruitment purposes.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.

Disability Workforce in Comparison to 501 Goals

GS/GM/GL GRADES	Total	Detail by Disability Status				Detail for Targeted Disabilities													
		No Disability (05)	Not Identified (01)	Disability (02, 03, 06-99)	Persons With 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)		
501 Goal	%			12.00%	2.00%														
GS-1 to GS-10	#	106	82	11	13	5	1	0	1	0	0	0	0	0	0	1	2	0	0
	%	100.00%	77.35%	10.37%	12.26%	4.71%	0.94%	0.00%	0.94%	0.00%	0.00%	0.00%	0.00%	0.00%	0.94%	1.88%	0.00%	0.00%	
GS-11 to SES	#	95	66	15	14	5	0	1	0	0	0	0	0	0	0	4	0	0	0
	%	100.00%	69.47%	15.78%	14.73%	5.26%	0.00%	1.05%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4.21%	0.00%	0.00%		

- Rehabilitation Act 501 Goal for IWD is 12%.
- Rehabilitation Act 501 Goal for PWD is 2%. for PWD. USAG POM is above the goal for GS-1 thru GS-10.
- Rehabilitation Act 501 Goal for IWD is 12% and 2% for PWD. USAG POM is above the goal for GS-11 and above.
- Analysis of data:
 - Items outlined with green borders reflect positive participation compared against the 501 goal.
 - USAG POM is above the goal for GS-1 thru GS-10 in both instances.
 - USAG POM is above the goal for GS-11 and above in both instances.
- Efforts to eliminate barriers:
 - Did not identify significant barriers at this time. However, the stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.

Senior Grade Salary Distribution

GS/GM/GL GRADES		Total Employees		Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)												
						White		Black or African American		Asian		Native Hawaiian or other Pacific Islander		American Indian or Alaskan Native		Two or more races		
		All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Permanent Workforce	#	201	149	52	28	6	85	31	12	4	14	7	1	1	1	0	8	3
	%	100.00%	74.12%	25.87%	13.93%	2.98%	42.28%	15.42%	5.97%	1.99%	6.96%	3.48%	0.49%	0.49%	0.49%	0.00%	3.98%	1.49%
NCLF	NCLF	100.00%	61.40%	38.60%	3.30%	2.40%	62.10%	30.60%	2.80%	3.50%	2.10%	1.30%	0.00%	0.00%	0.20%	0.20%	0.70%	0.50%
GS - 13	#	22	16	6	3	2	11	3	0	0	1	1	0	0	0	0	1	0
	%	100.00%	72.72%	27.27%	13.63%	9.09%	50.00%	13.63%	0.00%	0.00%	4.54%	4.54%	0.00%	0.00%	0.00%	0.00%	4.54%	0.00%
GS - 14	#	4	3	1	0	0	3	1	0	0	0	0	0	0	0	0	0	0
	%	100.00%	75.00%	25.00%	0.00%	0.00%	75.00%	25.00%	0.00%	0.00%	0.00%	0.00%	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
	%	100.00%	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%	0.00%

- NCLF reflects the goal percentages.
- Analysis of data:
 - Items outlined with red borders reflect low participation percentage compared against the NCLF goal.
 - Low participation triggers: need to fill a position, attractiveness of employment, belief in qualified for position.
 - Low participation barriers: cost of living high for candidates/applicants; unqualified applicants resulting from evaluation, lack of advertisement to public, lack of incentives, competitive market (public service vs. private sector).
- Efforts to eliminate barriers:
 - Stand up SEP teams to identify underrepresented members, assist HR in recruitment purposes.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.

Senior Grade Disability Salary Distribution

GS/GM/GL GRADES	Total	Detail by Disability Status					Detail for Targeted Disabilities													
		No Disability (05)	Not Identified (01)	Disability (02-03, 06-99)	Persons With 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)			
501 Goal	%			12.00%	2.00%															
GS-13	#	22	14	3	5	4	0	1	0	0	0	0	0	0	0	0	0	3	0	0
	%	100.00%	63.63%	13.63%	22.72%	18.18%	0.00%	4.54%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	13.63%	0.00%	0.00%
GS-14	#	4	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100.00%	50.00%	25.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-15	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100.00%	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%	0.00%	0.00%	0.00%

- Rehabilitation Act 501 Goal for IWD is 12% for Senior Grades GS 13 and above.
- Analysis of data:
 - Items outlined with green borders reflect positive participation compared against the 501 goal.
 - USAG POM is above the goal for for Senior Grades GS 13 and above.
- Efforts to eliminate barriers:
 - Did not identify significant barriers at this time. However, the stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.

FY23 Applicant Flow Data by ERI and Gender (Permanent)

New Hires for Mission-Critical Occupations	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaskan Native		Two or more races	
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Job Series: 0083 - Police																	
Vacancy Announcements #	2																
Voluntarily Identified Applicants #	33	29	4	7	2	9	1	2	0	10	0	1	0	0	1	0	0
Qualified External Applicants #	27	25	2	6	1	8	1	2	0	8	0	1	0	0	0	0	0
Referred Applicants #	27	25	2	6	1	8	1	2	0	8	0	1	0	0	0	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	7	5	2	2	1	3	1	0	0	0	0	0	0	0	0	0	0
Job Series: 0185 - Social Work																	
Vacancy Announcements #	1																
Voluntarily Identified Applicants #	7	3	4	0	0	2	1	0	2	0	1	1	0	0	0	0	0
Qualified External Applicants #	5	3	2	0	0	2	1	0	0	0	1	1	0	0	0	0	0
Referred Applicants #	5	3	2	0	0	2	1	0	0	0	1	1	0	0	0	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Job Series: 0610 - Nurse																	
Vacancy Announcements #	1																
Voluntarily Identified Applicants #	4	1	3	0	1	0	2	1	0	0	0	0	0	0	0	0	0
Qualified External Applicants #	4	1	3	0	1	0	2	1	0	0	0	0	0	0	0	0	0
Referred Applicants #	4	1	3	0	1	0	2	1	0	0	0	0	0	0	0	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	2	0	2	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Job Series: 1035 - Public Affairs																	
Vacancy Announcements #	2																
Voluntarily Identified Applicants #	55	26	29	3	7	16	16	4	4	1	0	0	0	2	2	0	0
Qualified External Applicants #	31	14	17	1	3	10	9	1	3	1	0	0	0	1	2	0	0
Referred Applicants #	10	6	4	0	1	5	2	1	0	0	0	0	0	0	1	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

- Application Flow Data demonstrates the amount of vacancies announced and the applicants selected for job series (position).
- Analysis of data:
 - Female applicant pool for Hispanic, White, B/AA, Asian, NHPI, AIAN and two or more races participation are low in specific job series but high in job series 1035 – Public Affairs.
 - Male applicant pool for Hispanic, White, B/AA, Asian, NHPI, AIAN and two or more races participation are somewhat low to low in specific job series but high in job series 1035 – Public Affairs.
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, and relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.

FY23 Disability Army Applicant Flow Data (Permanent)

	Total	Detail by Disability Status							Detail for Targeted Disabilities								
		No Disability (05)	Not Identified (01)	Disability (02-03, 06-99)	Persons With 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)
Job Series: 0083 - Police																	
Vacancy Announcements #	2																
Voluntarily Identified Applicants #	51	45	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Qualified External Applicants #	26	23	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referred Applicants #	26	23	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Series: 0185 - Social Work																	
Vacancy Announcements #	1																
Voluntarily Identified Applicants #	7	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Qualified External Applicants #	5	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referred Applicants #	5	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Series: 0610 - Nurse																	
Vacancy Announcements #	1																
Voluntarily Identified Applicants #	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Qualified External Applicants #	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referred Applicants #	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Series: 1035 - Public Affairs																	
Vacancy Announcements #	2																
Voluntarily Identified Applicants #	50	40	4	6	3	1	0	0	0	0	0	0	0	0	2	0	0
Qualified External Applicants #	27	23	2	2	1	0	0	0	0	0	0	0	0	1	0	0	0
Referred Applicants #	11	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Selections #	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- Application Flow Data demonstrates the amount of vacancies announced and the applicants with disabilities selected for job series (position).
- Analysis of data:
 - Disabled applicants pool for all ethnicity and race categories participation are non-existent in most specific job series except job series 1035 – Public Affairs.
 - Disabled applicants with targeted disabilities for all ethnicity and race categories participation are non-existent in most specific job series except job series 1035 – Public Affairs.
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, and relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.

FY23 Total Workforce Award Distribution

	TOTAL	TOTAL	Total by Gender		Hispanic or Latino		White		Black or African American		Asian		NH/PI		AI/AN		Two or More Races	
	Work Force	Awarded	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Permanent WF - 336	336	191	138	53	3	1	7	3	2	1	1	1	0	0	0	0	125	48
% Permanent WF	100%	56.85%	41.07%	15.77%	0.89%	0.30%	2.08%	0.89%	0.60%	0.30%	0.30%	0.30%	0.00%	0.00%	0.00%	0.00%	37.20%	14.29%
On the spot cash Awards		2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1
%		0.60%	0.30%	0.30%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.30%	0.30%
Time off Awards		48	25	23	0	1	3	0	0	1	0	1	0	0	0	0	22	20
%		14.29%	7.44%	6.85%	0.00%	0.30%	0.89%	0.00%	0.00%	0.30%	0.00%	0.30%	0.00%	0.00%	0.00%	0.00%	6.55%	5.95%
Performance Awards		125	101	24	3	0	4	3	2	0	1	0	0	0	0	0	91	21
%		37.20%	30.06%	7.14%	0.89%	0.00%	1.19%	0.89%	0.60%	0.00%	0.30%	0.00%	0.00%	0.00%	0.00%	0.00%	27.08%	6.25%
Special Act Service Act Awards		2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
%		0.60%	0.60%	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%	0.60%	0.00%
Quality Step Awards		13	8	5	0	0	0	0	0	0	0	0	0	0	0	0	8	5
%		3.87%	2.38%	1.49%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.38%	1.49%
Meritorious Civilian Service Medal		1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
%		0.30%	0.30%	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%	0.30%	0.00%

- Award Distribution demonstrates the amount of civilian recognitions awarded based on performance or other.
- Analysis of data:
 - Though data reflects total work force, it only reflects AF civilians in receipt of recognition awards.
 - Female participation is comparatively low compared to male recipients. However, this may be a result of low female employment rate.
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation. SEP members can assist leadership with female participation recognition goals.
 - Carefully review and align civilian recognition criteria to meet goals.
 - Agency to continue surveillance of female participation for recognition awards and improve upon efforts that would include underrepresented participation.

FY23 Disability Award Distribution

	TOTAL	TOTAL	Detail by Disability Status			
	Work Force	Awarded	No Disability	Not Identified	PWD	PWTD
Permanent WF - 336	336	191	145	21	25	0
% Permanent WF	100%	56.85%	43.15%	6.25%	7.44%	0.00%
On the spot cash Awards		46	2	0	0	0
%		13.69%	0.60%	0.00%	0.00%	0.00%
Time off Awards		0	36	4	8	0
%		0.00%	10.71%	1.19%	2.38%	0.00%
Performance Awards		15	95	15	15	0
%		4.46%	28.27%	4.46%	4.46%	0.00%
Special Act Service Act Awards		0	2	0	0	0
%		0.00%	0.60%	0.00%	0.00%	0.00%
Quality Step Awards		1	10	2	1	0
%		0.30%	2.98%	0.60%	0.30%	0.00%
Meritorious Civilian Service Medal		1	0	0	1	0
%		0.30%	0.00%	0.00%	0.30%	0.00%

- Award Distribution for PWD and PWTD demonstrates the amount of civilian recognitions awarded based on performance or other.
- Analysis of data:
 - Though data reflects total work force, it only reflects AF civilians in receipt of recognition awards.
 - Agency has no identifiable PWTDs.
 - Participation or receipt of SASA and QSI are comparatively low compared to those who have no disability. However, this may be a result of low PWD and PWTD employment rate.
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation. SEP members can assist leadership with PWD and PWTD participation recognition goals.
 - Carefully review and align civilian recognition criteria to meet goals.
 - Agency to continue surveillance of female participation for recognition awards and improve upon efforts that would include underrepresented participation.

FY 23 Total Workforce Separations by ERI and Gender

Separations	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)												
						White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaskan Native		Two or more races		
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Total Workforce																		
Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Removal #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Resignation #	2	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0
Retirement #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Separations #	9	6	3	1	2	4	1	0	0	0	0	0	0	1	0	0	0	0
Total Separations #	11	7	4	1	2	5	2	0	0	0	0	0	0	1	0	0	0	0
Permanent Workforce																		
Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Removal #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Resignation #	2	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0
Retirement #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Separations #	9	6	3	1	2	4	1	0	0	0	0	0	0	1	0	0	0	0
Total Separations #	11	7	4	1	2	5	2	0	0	0	0	0	0	1	0	0	0	0

- Separation Data reflects employees separating from the agency.
- Analysis of data:
 - Small negative attrition
 - Removal and other separations does not always constitute adverse action.
 - Removal and other separations may include but not limited to unsatisfactory performance, an expiration term of service, and loss of life.
- Efforts to eliminate barriers:
 - Promote recruitment, retention, and relocation incentives (contingent on funding).
 - Surveillance on operational tempo and alleviate pressure by providing resources or materials.

FY 23 Disability Separations

Type of Separation	Total	Detail by Disability Status				Detail for Targeted Disabilities											
		No Disability (05)	Not Identified (01)	Disability (02-03, 06-99)	Persons With 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)
Total Workforce																	
Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Removal #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Resignation #	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Retirement #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Separations #	9	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Separations #	11	9	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Permanent Workforce																	
Reduction in Force #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Removal #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Resignation #	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Retirement #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Separations #	9	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Separations #	11	9	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0

- Separation Data reflects disabled employees separating from the agency.

- Analysis of data:
 - Small negative attrition
 - Removal and other separations does not always constitute adverse action.
 - Removal and other separations may include but not limited to unsatisfactory performance, an expiration term of service, and loss of life.

- Efforts to eliminate barriers:
 - Promote recruitment, retention, and relocation incentives (contingent on funding).
 - Surveillance on operational tempo and alleviate pressure by providing resources or materials.

FY 23 Senior Grade Promotions by ERI and Gender

Internal Competitive Promotions for Senior Grade Levels	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaskan Native		Two or more races	
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-13 or Equivalent																	
Vacancy Announcements #	5																
Internal Applications #	79	42	37	11	6	21	11	4	7	3	7	0	1	3	5	0	0
Qualified Internal Applicants #	60	31	29	8	5	15	9	3	5	3	6	0	0	2	4	0	0
Referred Applicants #	60	31	29	8	5	15	9	3	5	3	6	0	0	2	4	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Internal Selections #	5	4	1	1	0	2	0	0	0	1	1	0	0	0	0	0	0
GS-14 or Equivalent																	
Vacancy Announcements #	1																
Internal Applications #	9	8	1	0	0	6	1	0	0	2	0	0	0	0	0	0	0
Qualified Internal Applicants #	9	8	1	0	0	6	1	0	0	2	0	0	0	0	0	0	0
Referred Applicants #	9	8	1	0	0	6	1	0	0	2	0	0	0	0	0	0	0
Interviewed Applicants #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Internal Selections #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- Senior Grade Promotions reflects the amount of promotions into GS 13 and above positions.
- Analysis of data:
 - Applicant pool data based on qualification criteria.
 - Applicant pool for male is half more than female with male selected for position.
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.

FY 23 Disability Senior Grade Promotions

Internal Competitive Promotions for Senior Grade Levels	Total	Detail by Disability Status				Detail for Targeted Disabilities												
		No Disability (05)	Not Identified (01)	Disability (02-03, 06-99)	Persons With 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)	
GS-13 or Equivalent																		
Vacancy Announcements #	5																	
Internal Applications #	66	56	5	5	2	0	1	1	0	0	0	0	0	0	0	0	0	
Qualified Internal Applicants #	50	42	5	3	1	0	0	1	0	0	0	0	0	0	0	0	0	
Referred Applicants #	50	42	5	3	1	0	0	1	0	0	0	0	0	0	0	0	0	
Internal Selections #	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
GS-14 or Equivalent																		
Relevant Applicant Pool %	100.00%	80.00%	0.00%	20.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	
GS-15 or Equivalent																		
Vacancy Announcements #	1																	
Internal Applications #	12	11	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Qualified Internal Applicants #	12	11	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Referred Applicants #	12	11	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Internal Selections #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

- Senior Grade Promotions for disabled personnel reflects the amount of promotions into GS 13 and above positions.
- Analysis of data:
 - Applicant pool data based on qualification criteria – very high.
 - Applicant pool for those without disabilities is significantly higher than those of disabilities with those without disabilities selected for position(s).
- Efforts to eliminate barriers:
 - The stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.

Reasonable Accommodations and Personal Assistance Services

Office ID	Organization	Request Date	Status	Decision	Elapsed Days	Timely (Y/N)
POM	Office of The Staff Judge Advocate	10/28/2022	Closed	Approved	0	Y
POM	Army Child & Youth Services, MRCDC	05/26/2023	Decision Made	Approved	1	Y
POM	USAG Presidio of Monterey, Directorate of Emergency Services	06/01/2023	Decision Made	Approved	1	Y
POM	USAG POM Emergency Services	06/20/2023	In Process	None Yet	35	N
POM	USAG Physical Security	06/26/2023	Decision Made	Approved	1	Y
POM	USAG POM RM	07/14/2023	Pause	None Yet	22	Y
POM	Family Advocacy Program, CAL MED	08/01/2023	Voluntary Withdrawal	NA	19	Y
POM	USAG POM Army Child and Youth Services, Porter Youth Center	09/11/2023	Decision Made	Approved	6	Y
Total	8			Average Process Days	11	

- Reasonable Accommodation (RA) reflects the amount of requests approved or disapproved and the amount of time completed in accordance to AR 690-600, Appendix C.
- Analysis of data:
 - USAG POM received eight RA requests.
 - Average processing days was 11 days. The AR 690-600 indicates that normal processing should take no more than 30 calendar days.
- Efforts to eliminate barriers:
 - Did not identify significant barriers. However, the agency to promote RA process using the proper procedures as mandated by AR 690-600.
 - Promote the use of the EEO Disability Program Manager – be more involved in the process to delimit processing delays and eliminate confusion.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.

DVAAP Summary FY23

Veteran's Status	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
	All	Male	Female	Male	Female	White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaskan Native		Two or more races	
						Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total	# 202	150	52	28	6	86	31	12	4	14	7	1	1	1	0	8	3
NOT A VETERAN	# 73	38	35	5	5	23	23	2	1	5	5	0	0	1	0	2	1
NOT A VIETNAM-ERA VETERAN	# 6	4	2	0	0	2	0	2	1	0	1	0	0	0	0	0	0
POST-VIETNAM-ERA VETERAN	# 120	105	15	23	1	58	8	8	2	9	1	1	1	0	0	6	2
VIETNAM-ERA VETERAN	# 3	3	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0

Veteran's Appointment	Total	Detail by Disability Status				Detail for Targeted Disabilities											
		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)
ERA VETERAN	# 3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
POST-VIETNAM-ERA VETERAN	# 120	80	20	20	8	0	1	1	0	0	0	0	0	0	6	0	0
NOT A VIETNAM-ERA VETERAN	# 6	3	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0
NOT A VETERAN	# 73	63	5	5	2	1	0	0	0	0	0	0	1	0	0	0	0
Total	# 202	149	26	27	10	1	1	1	0	0	0	0	1	6	0	0	0

- The Disabled Veterans Affirmative Action Program (DVAAP) reflects the amount of veterans and disabled veterans employed by the USAG POM.
- Analysis of data:
 - The DVAAP is aligned with Title 5 of the Code of Federal Regulations, 720, Subpart C.
 - The DVAAP concerned with disabled veterans can help simotaneously meet the requirements for the RA 501 Goal.
- Efforts to eliminate barriers:
 - Did not identify significant barriers. However, the stand up SEP teams to identify underrepresented members and assist HR in recruitment purposes may increase participation.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue survellience of accessibilty issues and maintain or improve upon accessibilty resources or items.)

Top MCO Positions by ERI and Gender as Compared to the Occupational CLF

Occupational Categories	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)												
	All	Male	Female	Male	Female	White		Black or African American		Asian		Native Hawaiian or other Pacific Islander		American Indian or Alaskan Native		Two or more races		
						Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Permanent Workforce	#	202	150	52	28	6	86	31	12	4	14	7	1	1	1	0	8	3
	%	100.00%	74.25%	25.74%	13.86%	2.97%	42.57%	15.34%	5.94%	1.98%	6.93%	3.46%	0.49%	0.49%	0.49%	0.00%	3.96%	1.48%
OCLF	%	100.00%	51.80%	48.20%	6.80%	6.20%	35.70%	31.80%	5.70%	6.60%	2.20%	2.20%	0.10%	0.10%	0.30%	0.30%	1.00%	1.10%
1. Management	#	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
	%	2.32%	2.32%	0.00%	0.00%	0.00%	3.03%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Executives	#	22	16	6	3	2	12	3	0	0	0	1	0	0	0	0	1	0
	%	51.16%	37.20%	13.95%	9.09%	20.00%	36.36%	30.00%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	3.03%	0.00%
Managers	#	20	16	4	5	0	9	2	1	1	1	0	0	0	0	0	0	1
	%	46.51%	37.20%	9.30%	15.15%	0.00%	27.27%	20.00%	3.03%	10.00%	3.03%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	10.00%
Supervisors	#	43	33	10	8	2	22	5	1	1	1	1	0	0	0	0	1	1
	%	100.00%	76.74%	23.25%	24.24%	20.00%	66.66%	50.00%	3.03%	10.00%	3.03%	10.00%	0.00%	0.00%	0.00%	0.00%	3.03%	10.00%
Total Management	#	61	44	17	10	2	24	11	3	2	4	2	1	0	0	0	2	0
	%	100.00%	72.13%	27.86%	16.39%	3.27%	39.34%	18.03%	4.91%	3.27%	6.55%	3.27%	1.63%	0.00%	0.00%	0.00%	3.27%	0.00%
2. Professionals	#	6	5	1	1	0	2	1	0	0	2	0	0	0	0	0	0	0
	%	100.00%	83.33%	16.66%	16.66%	0.00%	33.33%	16.66%	0.00%	0.00%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
3. Technicians	#	21	12	9	4	0	7	7	0	1	0	1	0	0	0	0	1	0
	%	100.00%	57.14%	42.85%	19.04%	0.00%	33.33%	33.33%	0.00%	4.76%	0.00%	4.76%	0.00%	0.00%	0.00%	0.00%	4.76%	0.00%
4. Administrative Support Workers	#	34	31	3	3	0	18	3	3	0	4	0	0	0	0	0	3	0
	%	100.00%	91.17%	8.82%	8.82%	0.00%	52.94%	8.82%	8.82%	0.00%	11.76%	0.00%	0.00%	0.00%	0.00%	0.00%	8.82%	0.00%
5. Operatives	#	25	24	1	5	1	13	0	3	0	1	0	0	0	0	0	2	0
	%	100.00%	96.00%	4.00%	20.00%	4.00%	52.00%	0.00%	12.00%	0.00%	4.00%	0.00%	0.00%	0.00%	0.00%	0.00%	8.00%	0.00%
6. Service Workers	#	25	24	1	5	1	13	0	3	0	1	0	0	0	0	0	2	0
	%	100.00%	96.00%	4.00%	20.00%	4.00%	52.00%	0.00%	12.00%	0.00%	4.00%	0.00%	0.00%	0.00%	0.00%	0.00%	8.00%	0.00%

- The OCLF (NCLF) reflects the goal percentages for the overall USAG POM (appropriate funding) workforce and not specific to each occupation.
- The graph helps to identify which occupation lacks participation.
- Analysis of data:
 - Low participation triggers: need to fill a position, attractiveness of employment, belief in qualified for position.
 - Low participation barriers: cost of living high for candidates/applicants; unqualified applicants resulting from evaluation, lack of advertisement to public, lack of incentives, competitive market (public service vs. private sector).
- Efforts to eliminate barriers:
 - Stand up SEP teams to identify underrepresented members, assist HR in recruitment purposes.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.

Top MCO Positions by Disability Compared to the 501 Goal

Occupational Categories	Total	Detail by Disability Status				Detail for Targeted Disabilities											
		No Disability (05)	Not Identified (01)	Disability (02-03, 06-99)	Persons With 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)
501 Goal	%			12.00%	2.00%												
1. Management																	
Executives	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100.00%	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%
Managers	#	22	14	3	5	2	0	0	0	0	0	0	0	0	0	2	0
	%	100.00%	63.63%	13.63%	22.72%	9.09%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	9.09%	0.00%	0.00%
Supervisors	#	20	16	2	2	1	0	0	0	0	0	0	0	0	0	1	0
	%	100.00%	80.00%	10.00%	10.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.00%	0.00%	0.00%
2. Professionals																	
	#	61	46	8	7	2	0	1	0	0	0	0	0	0	0	1	0
	%	100.00%	75.40%	13.11%	11.47%	100.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%
3. Technicians																	
	#	6	3	1	2	0	0	0	0	0	0	0	0	0	0	0	0
	%	100.00%	50.00%	16.66%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
4. Administrative Sup																	
	#	21	17	2	2	1	1	0	0	0	0	0	0	0	0	0	0
	%	100.00%	80.95%	9.52%	9.52%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
5. Operatives																	
	#	34	25	4	5	2	0	1	0	0	0	0	0	0	1	0	0
	%	100.00%	73.52%	11.76%	14.70%	100.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%
6. Service Workers																	
	#	25	17	5	3	0	0	0	0	0	0	0	0	0	0	0	0
	%	100.00%	68.00%	20.00%	12.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

- The RA 501 goal reflects the percentages for the overall USAG POM (appropriate funding) workforce that is specific to each occupation.
- The graph helps to identify which occupation lacks participation.
- Analysis of data:
 - The percentage rates fluctuate between near goal limit to above the goal limit for both the Disability (12%) and PWD (2%).
 - Low participation triggers: need to fill a position, attractiveness of employment, belief in qualified for position.
 - Low participation barriers: cost of living high for candidates/applicants; unqualified applicants resulting from evaluation, lack of advertisement to public, lack of incentives, competitive market (public service vs. private sector), lack of accessibility options.
- Efforts to eliminate barriers:
 - Stand up SEP teams to identify underrepresented members, assist HR in recruitment purposes.
 - Promote recruitment, retention, an relocation incentives (contingent on funding).
 - Review and or align evaluation criteria to meet standards.
 - Agency to continue surveillance of accessibility issues and maintain or improve upon accessibility resources or items.)

FY23 Complaint Processing

Total Inventory (462)	Substantiated Findings	Median Formal days	Number of formals beyond 180 days	Number of formals accepted or dismissed	Number of formals remanded	Number of ADRs offered	Number of ADRs accepted
22	0	281	1	5	0	15	12

- Table snapshot of complaints filed during FY 23 derived from the EEOC 432 Report (iComplaints).
- Table does not reflect how many cases carried over from FY22.
- Table reflects all of USAG POM, including tenants, complaints filed.

FY23 Top Issues and Basis of Complaints Filed

Issues	# of Issues
Harassment (non-sexual)	17
Promotion / non-selection	3
Termination	1
Reasonable Accommodation	2
Basis	# of Complaints
Race	10
Sex	3
National Origin	10

- Table snapshot of issues identified in relation to complaints filed during FY 23 derived from the EEOC 432 Report (iComplaints).
- Table does not reflect how many cases carried over from FY22.
- Table reflects all of USAG POM, including tenants, complaints filed.

Part E.4: FY23 Accomplishments/Initiatives

1. **Hispanic Employment Initiative:** The purpose of this report is to provide a narrative of the employment strategies utilized by the United States Army Garrison (USAG), Presidio of Monterey (POM) in support of Executive Order 13171, and Hispanic Employment Plan. This report describes the USAG, Presidio of Monterey strategy in human capital management and planning that could help improve the representation of Hispanics in the Federal Workforce through recruitment, career development and retention of a diverse workforce. This report includes ongoing and proposed outreach strategies, targeted recruitment strategies and programs, partnerships with organizations outside the government arena and special activities to increase the number of diverse candidates for entry, mid and senior level positions.
2. **Background Data:** USAG Presidio of Monterey, Appropriated Fund and Non- Appropriated Fund as of FY 23.
3. **Executive Order 13171:** This report provides the most recent statistical data at the USAG, Presidio of Monterey on Hispanics. As of 30 September 2023, the USAG, Presidio of Monterey employed 35 Hispanic civilians in a variety of occupational categories throughout the installation in support of the Presidio of Monterey’s mission. Statistics for Fiscal Year (FY) 23 indicate USAG Presidio of Monterey, Hispanic workforce is at or above the Civilian Labor Force (CLF), based on the 2010 and 2014-2018 census between one to two percent above the national expectation. USAG Presidio of Monterey promotes community involvement, awareness, education and employment initiatives to increase the representation and retention of all citizens.

TOTAL WORKFORCE - Distribution by Race, Ethnicity, and Sex (Across), Ethnicity, and Sex (Participation Rate) (POM, FY 2023)						
Employment Tenure		Total Employees			Hispanic or Latino	
		All	Male	Female	Male	Female
CLF (2014-2018)	%	100.00%	51.80%	48.20%	6.80%	6.20%
TOTAL WORKFORCE						
Prior FY	#	359	206	153	28	7
	%	100.00%	57.38%	42.61%	7.79%	1.94%
Current FY	#	336	185	151	28	7
	%	100.00%	55.05%	44.94%	8.33%	2.08%

OCCUPATIONAL CATEGORIES - Distribution by Race, Ethnicity, and (POM, FY 2023)						
Occupational Categories	Total Employees			Hispanic or Latino		
	All	Male	Female	Male	Female	
1. Management						
Executives	#	1	1	0	0	0
	%	2.32%	2.32%	0.00%	0.00%	0.00%
Managers	#	22	16	6	3	2
	%	51.16%	37.20%	13.95%	9.09%	20.00%
Supervisors	#	20	16	4	5	0
	%	46.51%	37.20%	9.30%	15.15%	0.00%
Total Management	#	43	33	10	8	2
	%	100.00%	76.74%	23.25%	24.24%	20.00%
2. Professionals	#	61	44	17	10	2
	%	100.00%	72.13%	27.86%	16.39%	3.27%
3. Technicians	#	6	5	1	1	0
	%	100.00%	83.33%	16.66%	16.66%	0.00%
4. Administrative Support Workers	#	21	12	9	4	0
	%	100.00%	57.14%	42.85%	19.04%	0.00%
5. Operatives	#	34	31	3	3	0
	%	100.00%	91.17%	8.82%	8.82%	0.00%
6. Service Workers	#	25	24	1	5	1
	%	100.00%	96.00%	4.00%	20.00%	4.00%

4. Community Outreach: Supporting and implementing the Executive Order 13171 on Educational Excellence for Hispanic Americans. Presidio of Monterey advocates educational excellence by maintaining positive relationships with higher learning institutions in the local community. Presidio of Monterey, Department of the Army (DA) Civilian Employees have access to the colleges and universities near the installation such as the Naval Postgraduate School (NPS), California State University Monterey Bay (CSUMB) and Monterey Peninsula College (MPC) that provide career enhancing courses of study that increase their competitiveness for career progression. Furthermore, Presidio of Monterey offers summer hire programs and the Pathways Internship Program to employ local area high school and college students in various fields of work throughout the installation.

5. Recruitment - Intern: Promote participation of Hispanic employees in career development programs:

a. The USAG, Presidio of Monterey utilized the U.S. Department of State's Pathways Internship Program and The DA Intern Program to recruit and advance Hispanic college graduates.

b. The DA Intern Program has recruited thousands of civilian employees in a variety of career fields. Many of the Army's senior-level civilian leaders are products of the DA Intern Program. Through on-the-job training and formal classroom instruction DA interns have proven to be an asset to the success of the USAG, Presidio of Monterey in the accomplishment of its mission.

c. For FY23 USAG, Presidio of Monterey utilized the Pathways Internship Program as an initiative for employment. Several interns were hired and placed within the different directorates based on skill set and mission requirements. The Pathways Internship Program includes both the Internship Temporary Program (ITEP) and the Internship Experience Program (IEP). Both programs provide students with opportunities to explore Federal careers while being paid for the work performed. ITEP allows for students to work during seasonal and holiday breaks in academic programs as well as year-round. Students in this program are appointed to temporary appointments not to exceed (NTE) one year or their projected graduation date (whichever is shorter). Students participating in the IEP program are appointed to permanent, excepted service appointments and do not have a not to exceed date. The appointment is expected to last the length of the academic program that the student is enrolled in. IEP participants, while in the program, are eligible for noncompetitive promotions if they meet the developed qualification standards for the position.

6. Recruitment: Promote participation of Hispanic employees in career development programs:

a. Directorates worked diligently with Human Resource contacts to advertise vacancy announcements and delimiting the amount of time of prolonged hiring practice.

b. In later FY 23, a new fully staffed EEO office worked towards establishing a new Special Emphasis program team focused on the under representation of Hispanics.

c. Agency Managers and Supervisors receive periodic EEO training to assist them in meeting their human capital responsibility.

d. The newly staffed EEO Office now briefs Directors on the demographic makeup of their respective organizations to ensure that they are aware of the groups that are over and/or underrepresented in their organization. This results in the Directors to tailor their recruitment efforts accordingly. In addition, all hiring panels receive an EEO pre-interview briefs to panel members prior to conducting their interviews to ensure a transparent, un-biased decisions.

7. Career Development: Promoting participation of all employees, including Hispanics, in management, leadership and career development: Leadership within the USAG, Presidio of Monterey strongly advocates equal opportunity for all employees. Managers and Supervisors encourage employees to request and participate in leadership and career development programs by enrolling in the Civilian Education System and attending the training. Additionally, Presidio of Monterey Garrison's leadership requires the performance plans of managers and supervisors to include elements related to significant accomplishments that enhance the EEO Program to include diversity in recruitment efforts and employee career development.

8. Accountability: Accountability includes the involvement of Senior Executives and Managers in all phases of the recruitment, outreach, and retention of a high-quality workforce drawn from the diversity of this nation. The performance of managers and supervisors are linked to his or her responsibilities regarding human capital. The Presidio of Monterey Garrison Commander, Deputy to the Garrison Commander, the EEO Office and every senior leader on Presidio of Monterey is charged with creating a highly effective and diverse workforce. This joint endeavor involves senior leadership from several agencies and directorates across the Presidio of Monterey. Resources are pooled together to maximize the intended outcome of providing employment opportunities to Hispanics, current Federal employees, Wounded Warriors, the local civilian population and college students.

9. Although the percentage goals depict a low recruitment rate for Hispanic, the USAG POM meets the NCLF goals. Lower percentage counts could be the results of some employees failing to identify their race, they were unqualified for positions, or lacked an interest in USAG POM positions.

Part E.5: FY23 Planned Activities





1. Fully Staff EEO Office with additional Equal Employment Specialist.
2. Identify Special Emphasis Program Manager lead and establish Special Emphasis Program teams to be involved, facilitate, or conduct:
 - a. Job Fairs
 - b. Outreach with VA, Colleges, WRP, etc.
 - c. Conduct Workplace Assessment (Constrained by Covid-19 and teleworking)
3. Conduct informal barrier analysis (identifying triggers of interests and barriers) to identify emerging issues:
 - a. Exit Interviews
 - b. Commander Forum
 - c. Town Halls
 - d. Tables/Reports (Disability, Awards, Promotions, DEOC, etc....)
4. Design Reasonable Accommodation standard operating procedures to augment AR 690-600.
5. Design EEO Complaints processing standard operating procedures to augment AR 690-12.
6. Conduct Site Assistant visits with organizations to promote EEO. Review bulletin boards, policies, etc.





Part F: Certification of Establishment of Continuing EEO Programs







MD-715 PART F	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
CERTIFICATION of ESTABLISHMENT of CONTINUING EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS		
I,	William L. Anderson	
Principal EEO Director/Official	EEO Officer, United States Army Garrison Presidio of Monterey, Monterey, CA 93944	
for:	United States Army Garrison Presidio of Monterey, Monterey, CA 93944	
<p>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.</p> <p>The Agency has also analyzed its workforce 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.</p> <p>I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.</p>		
ANDERSON.WILLIAM.LAWRENCE.1103072553	Digitally signed by ANDERSON.WILLIAM.LAWRENCE.1103072553 Date: 2024.01.02 16:24:11 -08'00'	20240102
Senior EEO Official Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.		Date
KLINE.SAMUEL.WILLIAM.1035814716	Digitally signed by KLINE.SAMUEL.WILLIAM.1035814716 Date: 2024.01.05 18:44:36 -08'00'	20240105
Sameul W. Kline, COL, SF, Commanding, USAG Presidio of Monterey		Date



[this page intentionally blank]







Part G: Agency Self-Assessment Checklist — FY23

Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP Requires the Agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.				
 Compliance Indicator	The Agency issues an effective, up-to-date EEO policy statement.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
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		Agency Head was installed on November 2022. The EEO policy statement issued in November 2022.
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)]		X		All employees and supervisors are required to receive annual EEO/No Fear training. Additional training is also conducted by the CPAC L/MER, SJA, and the EEO office.
 Compliance Indicator	The Agency has communicated EEO policies and procedures to all employees.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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 C.F.R 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 C.F.R 1614.102(b)(5)]		X		
A.2.b.3 Reasonable accommodation procedures? [see 29 C.F.R. 1614.203(d)(3)(i)] If so, please provide the internet address in the comments column.		X		https://home.army.mil/monterey/index.php/about/garrison-directorates/equal-employment-opportunity
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.		X		Monthly for supervisors and annual mandatory training for all employees and upon request.
A.2.c.2 ADR process? [see MD-110, Ch. 3(II)(C)] If "yes", please provide how often.		X		Monthly for supervisors and annual mandatory training for all employees and upon request.
A.2.c.3 Reasonable accommodation program? [see 29 CFR 1614.203(d)(7)(ii)(C)] If "yes", please provide how often.		X		Monthly for supervisors and annual mandatory training for all employees and upon request.



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		Monthly for supervisors and annual mandatory training for all employees and upon request.
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		Monthly for supervisors and annual mandatory training for all employees and upon request.
 Compliance Indicator	The Agency assesses and ensures EEO principles are part of its culture.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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		FY23 the Garrison recognized (1) Agency issued over 20 in-person recognition and appreciation awards, (2) Agency recognized and employed appreciation recognition awards to various people supporting EEO Office activities
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		Yes, DEOCS surveys are employed as appropriated.
Essential Element B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION Requires that the Agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the Agency's policies, procedures or practices and supports the Agency's strategic mission.				
 Compliance Indicator	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.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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	EEO Officer reports to the Deputy to the Garrison Commander
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		EEO Officer reports to the Deputy to the Garrison Commander
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		
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		





 Compliance Indicator	The EEO Director controls all aspects of the EEO program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
	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)]	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 issuing 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) and (c)(3)]	X		
 Compliance Indicator	The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
	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		
 Compliance Indicator	The Agency has sufficient budget and staffing to support the success of its EEO program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
	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:	X		
	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.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		EEO conducted a Barrier Analysis in mid FY23
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		N/A POM EEO does not maintain Field Offices.
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		EEO does not maintain applicant flow data from HRO. Application is maintained at HRO/CPAC level. EEO has ability to retrieve data.
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		Disability Program fully operational late FY 23. SEPM appointed late FY23 to begin SEP activities.
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		
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.b Does the EEO office have a budget that is separate from other offices within the Agency? [see 29 CFR 1614.102(a)(1)]		X		
B.4.c Are the duties and responsibilities of EEO officials clearly defined? [see MD-110, Ch. 1(III)(A), 2(III), & 6(III)]		X		
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?		X		
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?		X		
 Compliance Indicator	The Agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
B.5.a Pursuant to 29 CFR 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the Agency EEO program:		X		
B.5.a.1 EEO Complaint Process? [see MD-715(II)(B)]		X		







B.5.a.2 Reasonable Accommodation Procedures? [see 29 C.F.R. 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		Garrison provided over (20) Professional Development courses; (12) OPEX refresher training; (4) initial OPEX training; (1)Director's OPEX; and (6) Leadership Development Courses.
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	The Agency involves managers in the implementation of its EEO program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
B.6.a Are senior managers involved in the implementation of Special Emphasis Programs? [see MD-715 Instructions, Sec. I]		X		Late FY23, leaders informed of SEPM intent
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		
Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the Agency's EEO Program and Plan.				
 Compliance Indicator	The Agency conducts regular internal audits of its component and field offices.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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		N/A EEO does not maintain Field Offices.
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		N/A EEO does not maintain Field Offices.
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		N/A EEO does not maintain Field Offices.
 Compliance Indicator	The Agency has established procedures to prevent all forms of EEO discrimination.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	



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		29 CFR 1614.203(d); AR 690-12 Chapter 3and Appendix C.
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		RA advisory Team established with members from SJA, LMER, and EEO.
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		Job announcements include information on requesting RA.
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 accommodation requests 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 in the comments column.	X		over 90% RA requests within the time frame]







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		In processing of designing a new RA and PAS SOP for efficiency
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		Agency provides reference for requesting RA IAW AR 690-12 C3 (e). RA may include PAS and Agency works with local contacts to provide PAS.
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		
 Compliance Indicator	The Agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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		EEO Officer recommends remedial actions but does not supplant LMER role in specific for disciplinary actions.
 Compliance Indicator	The Agency ensures effective coordination between its EEO programs and Human Resources (HR) program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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		HR and EEO Director meet at regularly scheduled Staff meetings.
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		EEO and HR meet quarterly/Semi Annually for Barrier Analysis
C.4.c Does the EEO office have timely access to accurate and complete data (e.g., demographic data for workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [see 29 CFR 1614.601(a)]		X		We can access all of the data for the tables except the applicant data which is not collected via the USA JOBS staffing program currently in use.
C.4.d Does the HR office timely provide the EEO office have timely 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		
 Compliance Indicator	Following a finding of discrimination, the Agency explores whether it should take a disciplinary action.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
C.5.a Does the Agency have a disciplinary policy and/or table of penalties that covers discriminatory conduct? 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		0 for USAG POM
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? [see MD-715, II(C)]		X		



 Compliance Indicator	The EEO office advises managers/supervisors on EEO matters.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
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		EEO Director conducts monthly meetings with Garrison Leadership and Tenant Commands and provide data on EEO Complaints; Barrier Analysis updates are conducted quarterly; and special sessions as called by the Garrison Commander.
C.6.b Are EEO officials readily available to answer managers' and supervisors' questions or concerns? [see MD-715 Instructions, Sec. I]		X		
Essential Element D: PROACTIVE PREVENTION Requires that the Agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.				
 Compliance Indicator	The Agency conducts a reasonable assessment to monitor progress towards achieving equal employment opportunity throughout the year.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
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; reasonable accommodation program; anti-harassment program; 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	The Agency identifies areas where barriers may exclude EEO groups (reasonable basis to act.)	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
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		Garrison Commander conducts quarterly workforce forums.
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		

<p>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, reasonable accommodation program; anti-harassment program; and/or external special interest groups? [see MD-715 Instructions, Sec. I] If "yes", please identify the data sources in the comments column.</p>		X		Employee town halls, regular meetings with the union, exit surveys, and internal/external climate surveys.
 Compliance Indicator	<p>The Agency establishes appropriate action plans to remove identified barriers.</p>	<p>Measure has been met</p>		<p>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report</p>
 Measures		Yes	No	
<p>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)]</p>		X		The Garrison AAP is posted on website:MD-715 reports are submitted to the EEOC who posts a dashboard on the EEOC
<p>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)]</p>			X	Because of EEO staff shortages, we have not been able to implement a process to identify triggers.
<p>D.3.c Does the Agency periodically review the effectiveness of the plans? [see MD-715, II(D)]</p>		X		
 Compliance Indicator	<p>The Agency has an affirmative action plan for people with disabilities, including those with targeted disabilities</p>	<p>Measure has been met</p>		<p>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report</p>
 Measures		Yes	No	
<p>D.4.a Does the Agency post its affirmative action plan on its public website? [see 29 CFR 1614.203(d)(4)] Please provide the internet address in the comments.</p>		X		Job announcements encourage qualified individuals with disabilities to apply.
<p>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)]</p>		X		
<p>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)]</p>		X		
<p>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)]</p>		X		
<p>Essential Element E: EFFICIENCY Requires that the Agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the Agency's EEO Programs as well as an efficient and fair dispute resolution process.</p>				
 Compliance Indicator	<p>The Agency maintains an efficient, fair, and impartial complaint resolution process.</p>	<p>Measure has been met</p>		<p>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report</p>
 Measures		Yes	No	
<p>E.1.a Does the Agency timely provide EEO counseling, pursuant to 29 CFR 1614.105?</p>		X		
<p>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)?</p>		X		
<p>E.1.c Does the Agency issue acknowledgment letters immediately upon receipt of a formal complaint, pursuant to MD-110, Ch. 5(I)?</p>		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		15 Calendar Days contingent on staffing availability	
E.1.e Does the Agency ensure 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 does not request a hearing, does the Agency timely issue the final Agency decision, pursuant to 29 CFR 1614.110(b)?	X			
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		N/A. Agency did not use contractors for FY23.	
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			
 Compliance Indicator	The Agency has a neutral EEO process.		Measure has been met	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures				
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)]	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			
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? EEOC Report, Attaining a Model Agency Program: Efficiency (Dec. 1, 2004)	X			

 Compliance Indicator	The Agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
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		
E.3.f Does the Agency annually evaluate the effectiveness of its ADR program? [see MD-110, Ch. 3(II)(D)]		X		
 Compliance Indicator	The Agency has effective and accurate data collection systems in place to evaluate its EEO program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				
E.4.a Does the Agency have systems in place to accurately collect, monitor, and analyze the following data:		X		
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		EEO can retrieve data from database maintained by DOD organization when applicable.
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	The Agency identifies and disseminates significant trends and best practices in its EEO program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
		Yes	No	
 Measures				

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		
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		
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		
Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.				
 Compliance Indicator	The Agency has processes in place to ensure timely and full compliance with EEOC Orders and settlement agreements.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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	The Agency complies with the law, including EEOC regulations, management directives, orders, and other written instructions.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
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		In conjunction with Army HQ cooperation, guidance, and directive
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)]				

 Compliance Indicator	The Agency reports to EEOC its program efforts and accomplishments.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-02 PART H to the Agency's status report
 Measures		Yes	No	
F.3.b Does the Agency timely post on its public webpage its quarterly No FEAR Act data? [see 29 CFR 1614.703(d)]				

Part H: Essential Element Deficiencies and Planned Activities

MD-715 PART H-1-23		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
DESCRIPTION AND TYPE OF PROGRAM DEFICIENCY:	B.1.a. The EEO Officer reports to the Deputy to the Garrison Commander, his designated representative.				
RESPONSIBLE OFFICIAL:	EEO Officer				
DO THE RESPONSIBLE OFFICIAL'S PERFORMANCE STANDARDS ADDRESS THIS PLAN?					(Yes or No) Yes
Date Initiated	Target Completion Date	Date Modified	Date Completed	Objective Description	
April 2023	September 2023		September 2023	None, EEO Officer to remain under the supervision of Deputy to the Garrison Commander, designated representative	
PLANNED ACTIONS TOWARD COMPLETION OF OBJECTIVE:					
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date	
September 2023	Review organizational chart	Y		September 2023	
REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE					
The EEO Officer will continue to report to the Deputy to the Garrison Commander, his designated representative as required by Army HQ.					

MD-715 PART H-1-22		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
DESCRIPTION AND TYPE OF PROGRAM DEFICIENCY:	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)]				
OBJECTIVE:	Action Plan				
RESPONSIBLE OFFICIAL:	EEO Officer				
DO THE RESPONSIBLE OFFICIAL'S PERFORMANCE STANDARDS ADDRESS THIS PLAN?				(Yes or No) Yes	
Date Initiated	Target Completion Date	Date Modified	Date Completed	Objective Description	
October 2023	September 2024			Identify triggers and barriers and implement corrective plans/actions	
PLANNED ACTIONS TOWARD COMPLETION OF OBJECTIVE:					
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date	
September 2023	Select SEP Manager	YES		October 2023	
September 2024	Stand up SEPM Teams	YES			
REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE					
Agency hires/supports additional resources to support EEO activities concerned with SEP to assist with barrier analysis.					

Part I: Barrier Analysis and Planned Activities

MD-715 PART I	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
TRIGGER ANALYSIS				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	NOT COMPLETED DUE TO NO STAFFING TO CONDUCT ANALYSIS			
SOURCE OF TRIGGER:				
MD-715 WORKFORCE DATA TABLE:				
NARRATIVE DESCRIPTION OF TRIGGER				
EEO GROUP(S) AFFECTED BY TRIGGER:	Check all that apply:			
	All Men	<input checked="" type="checkbox"/>	Asian Males	<input checked="" type="checkbox"/>
	All Women	<input checked="" type="checkbox"/>	Asian Females	<input checked="" type="checkbox"/>
	Hispanic or Latino Males	<input checked="" type="checkbox"/>	Native Hawaiian or Other Pacific Islander Males	<input checked="" type="checkbox"/>
	Hispanic or Latino Females	<input checked="" type="checkbox"/>	Native Hawaiian or Other Pacific Islander Females	<input checked="" type="checkbox"/>
	White Males	<input checked="" type="checkbox"/>	American Indian or Alaska Native Males	<input checked="" type="checkbox"/>
	White Females	<input checked="" type="checkbox"/>	American Indian or Alaska Native Females	<input checked="" type="checkbox"/>
	Black or African American Males	<input checked="" type="checkbox"/>	Two or More Races Males	<input checked="" type="checkbox"/>
	Black or African American Females	<input checked="" type="checkbox"/>	Two or More Races Females	<input checked="" type="checkbox"/>

BARRIER ANALYSIS PROCESS			
SOURCES OF DATA:	Sources	Source Reviewed (Y/N)?	Identify Information Collected
	<i>Workforce Data Tables</i>	Y	Total Workforce
	<i>Complaint Data (Trends)</i>	N/A	N/A
	<i>Grievance Data (Trends)</i>		
	<i>Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)</i>		
	<i>Climate Survey (e.g., FEVS)</i>		
	<i>Exit Interview Data</i>		
	<i>Focus Groups</i>		
	<i>Interviews</i>		
	<i>Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)</i>		
	<i>Other (Please Describe) Applicant Data</i>	Y	<ul style="list-style-type: none"> - Total Announcements - Applications - Qualified Applicants - Referred Applicants - Applicant Selections
STATUS OF BARRIER ANALYSIS PROCESS:	<i>Barrier analysis process completed?</i>	(Y/N)	
	<i>Barrier(s) identified?</i>	(Y/N)	
STATEMENT OF IDENTIFIED BARRIER(S): (Description of Policy, Procedure, or Practice)			

Part J: Special Program Plan for the Recruitment, Hiring, Advancement, and Retention of Individuals with Disabilities

MD-715 PART J	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
--------------------------	---

To capture agencies' affirmative action plans for PWD and PWTD, EEOC regulations (29 CFR. § 1614.203(e)) and MD-715 require agencies to describe how their 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 reportable and targeted disabilities in the Federal Government.

- 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)	Yes		No	X
b. Cluster GS-11 to SES (PWD)	Yes		No	X

- 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 (PTWD)	Yes		No	X
b. Cluster GS-11 to SES (PTWD)	Yes		No	X

- Describe how the Agency has communicated the numerical goals to the hiring managers and/or recruiters.

The USAG PoM Civilian Personnel Advisory Center provides a Human Resources (HR) for supervisor's course annually which includes information on recruitment of disabled veterans and hiring authorities that promote hiring of disabled veterans. The EEO Manager should be included in the HR supervisor's course to provide EEO training to supervisors to include communicating the numerical goals established by Equal Employment Opportunity Commission (EEOC).

Section II: Model Disability Program

Pursuant to 29 CFR. §1614.203(d)(1), agencies must ensure sufficient staff, training, and resources to recruit and hire Individuals with Disabilities and Individuals 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

- 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.

Yes	X	No	
-----	---	----	--

- 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	
Processing applications from PWD and PWTD	X			US Army IMCOM CPAC
Answering questions from the public about hiring authorities that take disability into account		X		Joyce Jackson, Equal Employment Specialist, AMIM-PMG-EE, joyce.k.jackson4.civ@army.mil
Processing RA requests from applicants and employees		X		Kyle Blocker, Equal Employment Specialist, AMIM-PMG-EE, kyle.a.blocker.civ@army.mil
Section 508 Compliance		X		Kyle Blocker, Equal Employment Specialist, AMIM-PMG-EE, kyle.a.blocker.civ@army.mil
Architectural Barriers Act (ABA) Compliance				USAG POM DPW
Special Emphasis Program (SEP) for PWD/PWTD		X		Joyce Jackson, Equal Employment Specialist, AMIM-PMG-EE, joyce.k.jackson4.civ@army.mil

- 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	X	No	
-----	---	----	--

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.

Yes	X	No	
-----	---	----	--

Section III: Plan to Recruit and Hire Individuals with Disabilities

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

A. Plan to Identify Job Applicants with Disabilities

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

The following are resources the agency uses and are available to them to identify job applicants: (1) Workforce Recruitment Program, (2) Veterans Employment Opportunity Act (VEOA), (3) Veterans’ Recruitment Appointment (VRA), and (4) Schedule A hiring authorization.

2. Pursuant to 29 CFR. § 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.

In **Section III.A.2**, agencies are asked whether they utilize hiring authorities that take disability into account to recruit and select PWD and PWTD for positions in the permanent workforce. The term, hiring authorities that take disability into account, means a hiring authority that permits an Agency to consider disability status during the hiring process (e.g., Schedule A hiring authority for persons with certain disabilities, Veterans’ Recruitment Appointment authority, 30% or More Disabled Veteran authority).

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.

The following are resources the agency uses and are available to them to identify job applicants: (1) Workforce Recruitment Program, (2) Veterans Employment Opportunity Act (VEOA), (3) Veterans’ Recruitment Appointment (VRA), and (4) Schedule A hiring authorization.

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.

Yes	X	No		N/a	
-----	---	----	--	-----	--

The USAG PoM Civilian Personnel Advisory Center provides a Human Resources (HR) for supervisor’s course annually which includes information on recruitment of disabled veterans and hiring authorities that promote hiring of disabled veterans. The EEO Manager should be included in the HR supervisor’s course to provide EEO training to supervisors to include communicating the numerical goals established by Equal Employment Opportunity Commission (EEOC).

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.

The EEO Office is provided a point of contact roster from IMCOM IDs which contains Army EEO contact information, such as VA and other EEO offices.

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 or PWTD among the new hires in the permanent workforce? If yes, describe the triggers below.

a. New Hires for Permanent Workforce (PWD)	Yes		No	X
b. New Hires for Permanent Workforce (PTWD)	Yes		No	X

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD/PWTD among the new hires for any of the MCOs? If yes, describe the triggers below.

a. New Hires for MCO (PWD)	Yes		No	X
b. New Hires for MCO (PTWD)	Yes		No	X

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD/PWTD among the qualified internal applicants for any of the MCOs? If yes, describe the triggers below.

a. Qualified Applicants for MCO (PWD)	Yes		No	X
b. Qualified Applicants for MCO (PTWD)	Yes		No	X

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD/PWTD among employees promoted to any of the MCOs? If yes, describe the triggers below.

a. Promotions for MCO (PWD)	Yes		No	X
b. Promotions for MCO (PTWD)	Yes		No	X

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

Pursuant to 29 CFR §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 and PWTD have sufficient opportunities for advancement.

The Civilian Personnel Advisory Center will continue to provide annual Human Resources (HR) for supervisor’s course which includes information on recruitment of disabled veterans and hiring authorities that promote hiring of disabled veterans. The EEO Officer will continue to coordinate with CPAC to be included in the HR supervisor’s course to provide EEO training to supervisors to include communicating the numerical goals established by Equal Employment Opportunity Commission (EEOC).

B. Career Development Opportunities

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

The Army Civilian Education System (CES) courses are highly publicized and recommended to civilian employees to attend available training in preparation for future career opportunities. Supervisors are required to sign off on all employees Individual Development Plan (IDP) to identify what future courses employees need or are recommended by the employers for career advancement.

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
Internship Programs	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved
Detail Programs	1	1	1	1	0	0
Fellowship Programs	N/A	N/A	N/A	N/A	N/A	N/A
Mentoring 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
Training Programs	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved	No Data Retrieved

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The 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.

a. Applicants (PWD)	Yes		No	X
b. Selections (PWD)	Yes		No	X

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The benchmarks are the relevant applicant pool for applicants and the applicant pool for selectees.) If yes, describe the trigger(s) in the text box.

a. Applicants (PTWD)	Yes		No	X
b. Selections (PTWD)	Yes		No	X

C. Awards

1. Using the inclusion rate as the benchmark, does your Agency have a trigger involving PWD/PWTD for any level of the time-off awards, bonuses, or other incentives? If yes, describe the trigger(s).

a. Awards, Bonuses, & Incentives (PWD)	Yes		No	X
b. Awards, Bonuses, & Incentives (PTWD)	Yes		No	X

2. Using the inclusion rate as the benchmark, does your Agency have a trigger involving PWD/PWTD for quality step increases or performance-based pay increases? If yes, describe the trigger(s).

a. Pay Increases (PWD)	Yes		No	X
b. Pay Increases (PTWD)	Yes		No	X

3. If the Agency has other types of employee recognition programs, are PWD/PWTD recognized disproportionately less than employees without disabilities? (The benchmark is the inclusion rate.) If yes, describe the recognition program and relevant data.

a. Other Types of Recognition (PWD)	Yes		No	X	N/A	
b. Other Types of Recognition (PTWD)	Yes		No	X	N/A	

D. PWD and PWTD Triggers

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 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).

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

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).

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

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.

a. New Hires to SES (PWD)	Yes		No	X
b. New Hires to GS-15 (PWD)	Yes		No	X
c. New Hires to GS-14 (PWD)	Yes		No	X
d. New Hires to GS-13 (PWD)	Yes		No	X

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.

a. New Hires to SES (PWTD)	Yes		No	X
b. New Hires to GS-15 (PWTD)	Yes		No	X
c. New Hires to GS-14 (PWTD)	Yes		No	X
d. New Hires to GS-13 (PWTD)	Yes		No	X

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.

a. Executives				
i. Qualified Internal Applicants (PWD)	Yes		No	X
II. Internal Selections (PWD)	Yes		No	X
b. Managers				
i. Qualified Internal Applicants (PWD)	Yes		No	X
II. Internal Selections (PWD)	Yes		No	X
c. Supervisors				
Qualified Internal Applicants (PWD)	Yes		No	X
II. Internal Selections (PWD)	Yes		No	X

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.

a. Executives				
i. Qualified Internal Applicants (PWTD)	Yes		No	X
ii. Internal Selections (PWTD)	Yes		No	X
b. Managers				
i. Qualified Internal Applicants (PWTD)	Yes		No	X
ii. Internal Selections (PWTD)	Yes		No	X
c. Supervisors				
i. Qualified Internal Applicants (PWTD)	Yes		No	X
ii. Internal Selections (PWTD)	Yes		No	X

7. Using the qualified applicant pool as the benchmark, does your Agency have a trigger involving PWD among selectees for new hires to supervisory positions? If yes, describe the trigger(s) in text box.

a. New Hires for Executives (PWD)	Yes		No	X
b. New Hires for Managers (PWD)	Yes		No	X
c. New Hires for Supervisors (PWD)	Yes		No	X

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).

a. New Hires for Executives (PWTD)	Yes		No	X
b. New Hires for Managers (PWTD)	Yes		No	X
c. New Hires for Supervisors (PWTD)	Yes		No	X

Section V: Plan to Improve Retention of Individuals with Disabilities

To be a model employer for Individuals 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 personal 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.

Yes	N/A	No	N/A
-----	-----	----	-----

No data retrieved or available regarding Schedule A employees with a disability who were converted into the competitive service after two years of satisfactory within the agency.

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 trigger below.

a. Voluntary Separations (PWD)	Yes		No	X
b. Involuntary Separations (PWD)	Yes		No	X

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 trigger below.

a. Voluntary Separations (PWTD)	Yes		No	X
b. Involuntary Separations (PWTD)	Yes		No	X

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.

No trigger exists involving the separation rate of PWD and/or PWTD.

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 (ABA) 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 Web site 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://home.army.mil/monterey/index.php/about/garrison-directorates/equal-employment-opportunity>. Current website requires update. Personnel may contact the POM EEO Office for further guidance concerning Section 508 of the Rehabilitation Act of 1973.

2. Please provide the internet address on the Agency's public Web site for its notice explaining employees' and applicants' rights under the ABA, including a description of how to file a complaint.

<https://home.army.mil/monterey/index.php/about/garrison-directorates/equal-employment-opportunity>. Current website requires update. Personnel may contact the POM EEO Office for further guidance concerning rights under the ABA.

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 facilities and/or technology.

Due to EEO staff shortage, this was not accomplished until late FY 23. However, the agency has made strides to recognize accessibility issues and have altered various facilities to enable accessibilities and continues to survey its surroundings to improve upon compliance. For example, more parking areas and private facilities dedicated to PWD and PWTD and to individuals with temporary disabilities.

C. Reasonable Accommodation Program

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

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

Average processing time is 11 business days. Highest for FY 23 was over 20 business days.

2. Describe the effectiveness of the policies, procedures, or practices to implement the Agency's reasonable accommodation program. 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.

The AR 690-12, Appendix C, provides reasonable accommodation step-by-step procedures and an effective resources tool available to all personnel. The regulation provides direction, templates and timelines. Some examples of best practices are as follows: (1) Disability Program Manager (DPM) follow's up with management officials regarding the 30 business day timeline, in which they have to make a decision to approve or deny the RA request; (2) DPM created a standardized email template for the EEO Office with RA information and includes the following RA packet to the employees and manager – Copy of AR690-12, RA Request Form, Checklist for RA Process, RA Resources (includes JAN link, CAP link etc.), Supervisor's also get a copy of the RA Approval/Denial Memo Template and Denial of RA Memo Template.

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

AMC/IMCOM have a policies for providing PAS. Additionally, there is a Reasonable Accommodation Process that can be used as a resource and tool to process requests for PAS (not to assist in doing the work, but to assist in the following ex. Eating, walking, restroom breaks, etc.) if one is needed, until a PAS program is put into place.

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 of xxx?

Yes		No	X	N/A	
-----	--	----	---	-----	--

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?

Yes		No	X	N/A	
-----	--	----	---	-----	--

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.

None identified or filed.

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 an RA, as compared to the government-wide average of 14.03 percent?

Yes	X	No	
-----	---	----	--

One complaint alleging harassment based on disability resulting from delay of RA request. Currently, the complaint is in the process of resolution via on-going mediation.

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

Yes		No	X
-----	--	----	---

One complaint alleging harassment based on disability resulting from delay of RA request. Currently, the complaint is in the process of resolution via on-going mediation.

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

One complaint alleging harassment based on disability resulting from delay of RA request. Currently, the complaint is in the process of resolution via on-going mediation. Corrective action calls for expedited service but there are delays for resource due to commercial constraints – outside the control of the agency.

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?

Yes		No	X
-----	--	----	---

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

Yes		No		N/A	X
-----	--	----	--	-----	---

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

There were no identified trigger's for FY23, therefore, there was no planned activities to be completed.

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

There were no identified trigger's for FY23, therefore there was no planned activities to be completed.

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

There were no identified trigger's for FY23, therefore there was no planned activities to be completed.

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.

There were no identified trigger's for FY23, therefore there was no planned activities to be completed.

APPENDIX A: DEFINITIONS

The following definitions apply to Management Directive 715:

Applicant: A person who applies for employment.

Applicant Flow Data: Information reflecting characteristics of the pool of individuals applying for an employment opportunity.

Barrier: An Agency policy, principle, practice, or condition that limits or tends to limit employment opportunities for members of a particular gender, race, or ethnic background or for an individual (or individuals) based on disability status.

Disability: For the purpose of statistics, recruitment, and targeted goals, the number of employees in the workforce who have indicated having a disability on an Office of Personnel Management Standard Form (SF) 256. For all other purposes, the definition contained in 29 C.F.R. § 1630.2 applies.

Civilian Labor Force: Persons 16 years of age and over, except those in the armed forces, who are employed or are unemployed and seeking work.

EEO Groups: Members of groups protected under Title VII of the Civil Rights Act and other Federal guidelines. Includes: White Men, White Women, Black Men, Black Women, Hispanic Men, Hispanic Women, Asian Men, Asian Women, Native American Men, Native American Women, and Individuals with Disabilities.

Employees: Members of the Agency's permanent or temporary work force, whether full or part-time and whether in competitive or excepted service positions.

Employment Decision: Any decision affecting the terms and conditions of an individual's employment, including but not limited to hiring, promotion, demotion, disciplinary action, and termination.

Feeder Group or Pool: Occupational group(s) from which selections to a particular job are typically made.

Federal Categories (Fed9): For the first time EEOC is requiring agencies to report their workforce data by aggregating it into nine employment categories. These categories are more consistent with those EEOC uses in private sector enforcement and will permit better analysis of trends in the federal workplace than previous categories used. The Commission has created a Census/OPM Occupation Cross-Classification Table by OPM Occupational Code (crosswalk) which assists agencies in determining the category in which to place a position through use of the position's OPM or SOC codes or the OPM or Census Occupation Title. The crosswalk may be accessed at the Commission's website: <http://www.eeoc.gov/federal/715instruct/00-09opmcode.html>. This crosswalk is intended as general guidance in cross-classifying OPM occupational codes to the EEO nine categories. Agencies are encouraged to contact the EEOC with specific questions about what category might be appropriate for their particular occupations.

Fiscal Year: The period from October 1 of one year to September 30 of the following year.

Goal: Under the Rehabilitation Act, an identifiable objective set by an Agency to address or eliminate barriers to equal employment opportunity or to address the lingering effects of past discrimination.

Major Occupations: Agency occupations def that are mission related and heavily populated, relative to other occupations within the Agency.

National Civilian Labor Force: The labor force includes all non-institutionalized civilians age 16 and over who are either employed or unemployed.

Onsite Program Review: Visit by EEOC representatives to an Agency to evaluate the Agency's compliance with the terms of this Directive and/or to provide technical assistance.

Reasonable Accommodation: Generally, any modification or adjustment to the work environment, or to the manner or circumstances under which work is customarily performed, that enables an individual with a disability to perform the essential functions of a position or enjoy equal benefits and privileges of employment as are enjoyed by similarly situated individuals without a disability. For a more complete definition, see 29 C.F.R. § 1630.2(o). See also, EEOC's Enforcement Guidance on Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, No. 915.002 (October 17, 2002).

Relevant Labor Force: The source from which an Agency draws or recruits applicants for employment or an internal selection such as a promotion.

Section 501 Program: The affirmative program plan that each Agency is required to maintain under Section 501 of the Rehabilitation Act to provide individuals with disabilities adequate hiring, placement, and advancement opportunities.

Section 717 Program: The affirmative program of equal employment opportunity that each Agency is required to maintain for all employees and applicants for employment under Section 717 of Title VII.

Selection Procedure: Any employment policy or practice that is used as a basis for an employment decision.

Special Recruitment Program: A program designed to monitor recruitment of, and disabilities.

Targeted Disabilities: Disabilities that the federal government, as a matter of policy, has identified for special emphasis in affirmative action programs. They are listed on OPM SF 256
https://www.opm.gov/forms/pdf_fill/sf256.pdf

Technical Assistance: Training, assistance or guidance provided by the EEOC in writing, over the telephone or in person.

Trigger: A trigger does not by itself demonstrate a barrier to equal opportunity; it indicates an area to be monitored or further analyzed.

Under representation: Result of conditions in which the representation of EEO groups is lower than expected.

APPENDIX B: THE NINE JOB CATEGORY TITLES

Officials and Manager — Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual offices, programs, divisions or other units or special phases of an Agency's operations. In the federal sector, this category is further broken out into four sub-categories: (1) **Executive/Senior-Level** (2) **Mid-Level** (3) **First-Level** and (4) **Other**. When an employee is classified as a supervisor or manager, that employee should be placed in the *Officials and Managers* category rather than in the category in the crosswalk that they would otherwise be placed in based on their OPM occupational code. Those employees classified as supervisors or managers who are at the GS-12 level or below should be placed in the First-Level sub-category of Officials and Managers, those at the GS-13 or 14 should be in the **Mid-Level** sub-category, and those at GS-15 or in the SES should be in the **Executive/Senior-Level** sub-category. An Agency may also choose to place employees who have significant policy-making responsibilities, but do not supervise other employees, in these three sub-categories. The fourth sub-category, called "**Other**" contains employees in a number of different occupations which are primarily business, financial and administrative in nature, and do not have supervisory or significant policy responsibilities. For example, Administrative Officers (OPM Code 0341) are appropriately placed in the "**Other**" sub-category.

Professionals — Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, personnel and labor relations specialists, physical scientists, physicians, social scientists, teachers, surveyors, and kindred workers.

Technicians — Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through two years of post-high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job training. Includes: computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

Sales — Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales workers, insurance agents and brokers, real estate agents and brokers, stock and bond sales workers, demonstrators, sales workers and salesclerks, grocery clerks, and cashiers/checkers, and kindred workers.

Administrative Support Workers — Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, collectors (bills and accounts), messengers and office helpers, office machine operators (including computer), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

Craft Workers (skilled) — Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work.

Exercise considerable independent judgment and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators who are not members of management, mechanics and repairers, skilled machining occupations, composers and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and model makers, stationary engineers, tailors, arts occupations, hand painters, coaters, bakers, decorating occupations, and kindred workers.

Operatives (semiskilled) — Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto mechanics, plumbers, bricklayers, carpenters, electricians, machinists, mechanics, building trades, metalworking trades, printing trades, etc.), operatives, attendants (auto service and parking), blasters, chauffeurs, delivery workers, sewers and stitchers, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and

weaving machine operators, welders and flame cutters, electrical and electronic equipment assemblers, butchers and meat cutters, inspectors, testers and graders, hand packers and packagers, and kindred workers.

Laborers (unskilled) — Workers in manual occupations which generally require no special training who perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. Includes: garage laborers, car washers and greasers, grounds keepers and gardeners, farm workers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operations, and kindred workers.

Service workers — Workers in both protective and non-protective service occupations. Includes: attendants (hospital and other institutions, professional and personal service, including nurse's aides, and orderlies), barbers, char workers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection, guards, doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.

APPENDIX C: FY21 MISSION CRITICAL OCCUPATIONS

Functional Community	Series	Title	Functional Community	Series	Title
Administrative Support	0341*	Administrative Officer	Law Enforcement	1811	Criminal Investigating
Contracting	1102	Contracting	Logistics	0346	Logistics Management
Cyber	0391	Telecommunications	Logistics	1152*	Production Control
Cyber	1550	Computer Science	Logistics	1670	Equipment Services
Cyber	2210	IT Management	Logistics	2010*	Inventory Management
Education	1701*	General Education & Training	Logistics	2101*	Transportation Specialist
Education	1702*	Education & Training Technician	Logistics	2130	Traffic Management
Education	1710*	Education & Vocational Training	Medical	0180	Psychologist
Education	1712*	Training Instruction	Medical	0185	Licensed Clinical Social Worker
Financial Management	0501	Financial Administration & Program	Medical	0602	Physician
Financial Management	0510	Accounting	Medical	0610	Nurse
Financial Management	0511	Auditing	Medical	0620	Licensed Practical Nurse
Financial Management	0560	Budget Analysis	Medical	0633	Physical Therapist
Foreign Affairs	0130	Foreign Affairs	Medical	0660	Pharmacist
Foreign Affairs	0131	International Relations	Medical	0680*	Dentist
Foreign Affairs	1040*	Language Specialist	Medical	0603	Physician Assistant
Human Resources	0201 (CIV)	Human Resource Management	Public Affairs	1035	Public Affairs
Human Resources	0260*	Equal Employment Opportunity	Quality Assurance	1910	Quality Assurance
Intelligence	0132	Intelligence	Security	0080	Security Administration
Law Enforcement	0083	Police			

Sources: DCPAS Message 2020069, dated June 30, 2020
 Mission Critical Occupation Determination and Revalidation Guide

APPENDIX D: DATABASE NOTES

The data for this report reflects the organization as of September 30, 2022. The HR database of record, the Defense Civilian Personnel Data System (DCPDS), was used to obtain the data via BOBI. It is recognized that the HR database contains anomalies that affect data reporting. The variance didn't appear severe enough to affect the calculations.

The Army utilizes the EEO MD-715 reporter to translate the BOBI datasets into tables that displays the workforce demographics distribution, occupational categories, senior pay & general schedule (GS), salary, and disability. NOTE: The EEO MD-715 reporter is currently being moved into a new operating environment and later improved to meet the needs of the Army organizations.

Applicant pool dataset was retrieved from two resources for FY23 for the first time for the Army. These resources are OPM and DoD enterprise-wide domains for analytics and allows the Army to leverage self-service applications for civilian data.

USA Staffing: Serves as a hiring data warehouse on a Cognos Platform from which the Army can analyze applicant flow data via servicing Civilian Personnel Advisory Centers (CPAC) through the enterprise.

Direct reporting of applicant data to the Office of Federal Operations (OFORResearch@eeoc.gov) was required for FY23. This collection differs from the MD-715 reporting but was designed to reduce the administrative burden on organizations. The Office of Personnel Management (OPM/USA Staffing) and Monster Government solutions (MGS) have partnered to streamline the "Annual Report on Agency Applicant Flow (ARAAF) to the EEOC.

The Army Talent Acquisition System (TAS) provider opted-in to provide the data directly to the EEOC with no additional action.

Additionally, Advana collects USA Staffing Applicant Flow Data detail report aligning the Army portfolio using the People Analytics product as part of the enterprise analytics portfolio. FY23 was the first time USA Staffing and Advana were used to report hiring data and to begin the process of understanding some of the insights of how the Army promotes diversity across the enterprise.

Grade designations are the same ones used in DCPDS based on federal guidelines. Senior individuals are defined as those members of the Senior Executive Service or equivalent, such as all pay plans that start with an "E", or "I", pay plan "ST" and some positions in the "AD" category. Data for Pay plan "EX" are excluded.

Because the HR data system has not been retooled to meet MD-715 requirements and OPM has not issued an authorization for the retooling, many data points in the accompanying data tables will not consistently sum to the total Army workforce. This is especially true in the calculations for PWDs. The reportable codes used by EEOC vary from those in the HR data system in that some codes were excluded. Because of this exclusion, many of the data tables will not sum to the total Army workforce. In addition, many of the tables that capture data on RNO groups, because of the variety of pay plans used in Army do not fit into the aspects of "GS" or "Wage Grade" equivalents. Therefore, many of those data points were excluded.