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

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

Section I: Efforts to Reach Regulatory Goals

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

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

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

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

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

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

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

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

The participation rate for PWTD is above the 2% goal for the GS-1 to GS-10 cluster (10.74%) and GS-11 to SES cluster (5.17%).

Grade Level Cluster(GS or Alternate Pay Planb)	Total	Reportable Disability		Targeted Disability	
	#	#	%	#	%
Numarical Goal	--	12%		2%	
Grades GS-1 to GS-10	595	195	32.77	55	9.24
Grades GS-11 to SES	1537	323	21.01	66	4.29

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

Hiring goals are communicated to hiring officials during their HR consultation with District Directors and District Resource Managers when discussing the utilization of non-competitive hiring flexibilities (Schedule A Disability Hiring) to fill positions at the GS-11 and below. In addition, the hiring goals are communicated through the FEORP and DVAAP reports for the agency on an annual basis.

Section II: Model Disability Program

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

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

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

Answer   Yes

In FY 2021, EEOC hired an additional DPM in OCHCO's Employee Services Division.

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

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Processing reasonable accommodation requests from applicants and employees	2	0	0	Jackie Cumber Disability Program Manager (DPM) Jackie.Cumber@eeoc.gov
Special Emphasis Program for PWD and PWTD	1	0	0	Darrell Overbey Acting Special Emphasis Program Manager darrell.overbey@eeoc.gov
Processing applications from PWD and PWTD	6	0	0	Shelita Aldrich Director, Operations Services Division Shelita.Aldrich@eeoc.gov
Section 508 Compliance	2	0	0	Terri.Youngblood@eeoc.g(
Answering questions from the public about hiring authorities that take disability into account	6	0	0	Shelita Aldrich Director, Operations Services Division Shelita.Aldrich@eeoc.gov
Architectural Barriers Act Compliance	0	0	0	Donnie Landon Director, Central Services Division Donnie.Landon@eeoc.gov

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

Answer   Yes

Top ADA Cases of 2021, www.accessibilityonline.org Section 508 Best Practices Webinar/Architectural Barriers Act (ABA), www.accessibilityonline.org FEED, Disability Employment Strategies, DOL/ODEP Autism Acceptance Month: Perspectives on Neurodiversity and DEIA, K&L Gates, www.klgates.com FEED, Strategies for Establishing Effective Disability Working Group, DOL/ODEP Ergonomics, Humanscale

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

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

Answer   Yes

Section III: Program Deficiencies In The Disability Program

Brief Description of Program Deficiency	C.2.b.5. Does the agency process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If "no", please provide the percentage of timely-processed requests, excluding ongoing interpretative services, in the comments column.		
Objective	Process reasonable accommodation within time frame set forth in procedure.		
Target Date	Sep 30, 2023		
Completion Date			
Planned Activities	*Target Date*	*Completion Date*	*Planned Activity*
	Oct 31, 2022	October 14, 2022	Onboard two detailees to assist with the backlog
	Dec 31, 2022	December 31, 2022	Revise internal tracking report
	Jun 30, 2023		Develop Standard Operating Procedure
Accomplishments	*Fiscal Year*	*Accomplishment*	
	2022	• EEOC has one of the highest percentages (>25%) of employees with disability in the Federal Government. • End of FY 2021 (9/26/2021) hired an additional Disability Program Manager (DPM) • Implemented new tracking system • Medical/disability RA o Increased number of requests - The disability/medical RA program received 49% more requests than the average of the past three years. o Modification of RA process for requests based on the COVID-19 vaccination requirement • Religious exemption/exception to the COVID-19 vaccination requirements. o New program/New DPM role o Created new religious accommodation policy and process o Provided training to agency on the process • eCase Management System o Develop software/program o RA Process mapping o User Accessibility Testing (UAT) o Implementation/trouble shooting (ongoing) • VAX APP o Prioritization of cross walking the VAX APP submissions in coordination with OCHCO. • COVID-19 Screening/Testing Program o Prioritization of the agency's COVID-19 Screening and Testing Programs o Participated in creation and development of the program and process o Weekly updates to Offices • Gender Identity and Inclusion Program o New DPM Role o Prioritization of the gender identity and inclusion program, policy and process in coordination with OCH and OLC • Interpreting Services contract renewal • Reader Services contract initiation • As part of Executive Order 14035, a reorganization was done and DPM's were moved from OCHCO to the newly created Diversity, Equity, Inclusion, and Accessibility Division in the Office for Civil Rights, Diversity, and Inclusion. • Leadership approved two detailees to assist with backlog of cases.	

Section IV: Plan to Recruit and Hire Individuals with Disabilities

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

A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES

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

targeted disabilities.

The seven staffing specialists are registered for the Workforce Recruitment Program (WRP) database which is a free resource that helps federal hiring managers connect with qualified candidates with disabilities for all jobs. The WRP database includes students and recent graduates with disabilities who are available for internships, temporary, or permanent employment in the Federal Government. Candidates represent a wide range of academic and professional backgrounds. All candidates are eligible for federal hiring under the Schedule A hiring authority. The WRP is managed jointly by Department of Labor's Office of Disability Employment Policy and the Department of Defense. The EEOC also utilizes OPM's Shared List of People with Disabilities for recruitment through the OPM Talent Portal; the Ticket-to-Work Program which provides people receiving Social Security disability benefits choices for receiving employment services; State Vocational Rehabilitation Agencies (SVRAs) and State Disability Service agencies to recruit potential applicants with disabilities; DOL's Veterans' Employment and Training Service (VETS) program; VA's Vocational Rehabilitation and Employment (VR&E) Service, which fills workforce needs with trained, educated, and experienced disabled veterans; and DOD's Operation Warfighter and Hiring Heroes Programs.

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

The Agency uses Schedule A (Disability) and 30% disabled veteran hiring authority to recruit PWD and PWTD.

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.

A. USAJOBS, where applicants with disabilities are directed to fax or email their completed application package directly to the Human Resource Specialist (HRS) specifying the vacancy they wish to be considered, by vacancy identification number. Once received, the Selective Placement Coordinator determines if the applicant meets the Schedule A 213.23102(u) requirements and then forwards the application package to the appropriate HRS for a qualification analysis. B. Applicants with disabilities may also provide their application directly to the hiring office at any time. The District Resource Manager or HRS should forward any medical documentation to the Selective Placement Coordinator to certify the candidate meets the Schedule A 213.3102(u) requirements and to ensure the confidentiality of all medical information. The HRS may then certify that the applicant meets the qualifications for the position. C. Applicants with disabilities may also provide their application to an EEOC representative at hiring job fairs. These applications are then provided to the Selective Placement Coordinator who will then certify that the candidate meets the Schedule A 213.3102 (u) requirements before forwarding the application package to the appropriate HRS for a qualification analysis. D. Applicants with disabilities may also provide their application directly to the Selective Placement Coordinator at any time. The SPC reviews the current recruitment inventory to identify potential position (s), determines that the applicant meets the Schedule A 213.3102(u) requirements and then forwards the application package onto the appropriate HRS for possible certification.

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.

<div align="center">Answer   Yes</div>

The agency provided annual training for new supervisors and mid-level supervisors on hiring, which included Schedule A hiring for PWD/PWTD. EEOC also has developed for government-wide usage the "ABCs of SCHEDULE A for the Hiring Manager and How to Hire Using the Schedule A Appointing Authority." The guidance is located on EEOC.gov and our intranet page. EEOC Order 530.014, EEOC Excepted Service Policy, discusses the use of the excepted appointment under Schedule A that may be used to appoint applicants with disabilities without coemption and the required documents needed. During HR consultation, managers are encouraged to review resumes of those with a disability if a position is posted on USAJobs.

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 Agency plans to continue utilizing the following resources: WRP; OPM's Shared List of People with Disabilities for recruitment; Ticket-to-Work Program; State Vocational Rehabilitation Agencies (SVRAs); DOL's Veterans' Employment and Training Service (VETS) program; VA's Vocational Rehabilitation and Employment (VR&E) Service; and DOD's Operation Warfighter and Hiring Heroes Programs. The Agency also continued outreach to establish a pipeline of qualified individuals with disabilities will be conducted in the upcoming fiscal year. The EEOC maintains contact with the National Telecommuting Institute (NTI), a non-profit organization whose mission is to identify and develop work-at-home jobs for home-based individuals with a physical disability. These individuals are part of the Social Security Administration's Ticket to Work Program.

C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)

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

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

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

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

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

       a. New Hires for MCO (PWD)   Answer No

       b. New Hires for MCO (PWTD)   Answer No

Applicant flow data for new hires shows the occupational series 0260 and 0905 had qualified applicant with PWD or PWTD with no selections. However, the Agency's personnel system data shows the same selections having PWD and PWTD. Again, this indicates that the selected applicants did not disclose their disability status during the application process. After selection, however, they provide their disability status on the SF 256. There are no triggers for PWD and PWTD in the Agency's MCOs.

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

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

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

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

a. Promotions for MCO (PWD)	Answer	No
b. Promotions for MCO (PWTD)	Answer	No

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

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

A. ADVANCEMENT PROGRAM PLAN

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

In FY 2022, EEOC provided various external opportunities for training and development for employees at all levels (entry, mid, supervisory, managerial, and executive). Most programs supported professional and career training and developmental needs as part of our Individual Development Program (IDP) training. Employees submit training requests on a quarterly basis for external training opportunities. Also, EEOC provides technical training and development through its National Training Program. This program is geared towards EEOC's mission-critical occupations. In FY 2022, EEOC sponsored a myriad of internally facilitated courses that were offered virtually to all employees. Marketing of these courses included providing directions and resources to participate in these trainings for PWD and PWTD. Lastly, the EEOC Mentoring Program is focused on connecting employees across EEOC with leaders who have experience and passion in the development of others. The goal of the program is to foster relationships between the leaders of EEOC with employees who might work in a separate area, and to create discussion and learning around specific topics. This program is open to every EEOC employee, regardless of position, grade, or status. In all training and development activities, EEOC ensures that employees with disabilities are provided accommodations to allow full participation, as required.

B. CAREER DEVELOPMENT OPPORTUNITES

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

Training and Employee Development Division (TEDD) delivers high-quality, non-technical training and employee development programs to Agency employees. TEDD successfully sponsored several leadership, supervisory, executive, professional, and career development programs for this performance cycle. Some of the workshops included Ten Soft Skills You Need, TEDD Book Discussion Win Every Day: Proven Practices for Extraordinary Results, Time Management, Communication Strategies, Goal Setting and Getting Things Done, Tuition Assistance Program Webinar and IDP Development, LMS, and SF-182 Review. In 2021, the Agency also reestablished its Mentoring Program for EEOC employees. In all training and development activities, EEOC ensures that it accommodates its employees with disabilities.

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	0	0	0	0	0	0
Detail Programs	0	0	0	0	0	0
Fellowship Programs	0	0	0	0	0	0
Other Career Development Programs	389	10	0	0	0	0
Mentoring Programs	74	39	38.2	28.2	7.9	7.69
Coaching Programs	14	9	11.1	11.1	0	0
Training Programs	360	360	0	0	0	0

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

       a. Applicants (PWD)   Answer   Yes

       b. Selections (PWD)   Answer   Yes

Applicants for Coaching program fall below benchmarks in PWD. Selections for Mentoring program are 10% less than those who applied.

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

       a. Applicants (PWTD)   Answer   Yes

       b. Selections (PWTD)   Answer   Yes

Applicants for Coaching program fall below benchmarks in PWTD.

C. AWARDS

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

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

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

Total No Disability Not Identified PWD PWTD Time-Off Awards: 11 - 20 hours # 1368 906 134 328 83 Inclusion Rate 67.76% 50.95% 60.29% 57.64% Time-Off Awards: 21 - 30 hours # 75 55 4 16 3 Inclusion Rate 4.11% 1.52% 2.94% 2.08% Cash Awards: $501 - $999 # 587 380 61 146 41 Inclusion Rate 28.42% 23.19% 26.84% 28.47% Cash Awards: $2000 - $2999 # 600 415 64 121 23 Inclusion Rate 31.04% 24.33% 22.24% 15.97% Cash Awards: $3000 - $3999 # 351 281 25 45 10 Inclusion Rate 21.02% 9.51% 8.27% 6.94% Cash Awards: $4000 - $4999 # 73 60 7 6 2 Inclusion Rate 4.49% 2.66% 1.10% 1.39%

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Time-Off Awards 1 - 10 hours: Awards Given	922	44.02	43.49	40.50	45.09
Time-Off Awards 1 - 10 Hours: Total Hours	6930	335.33	324.68	287.60	349.87
Time-Off Awards 1 - 10 Hours: Average Hours	7	1.35	0.53	5.79	0.00
Time-Off Awards 11 - 20 hours: Awards Given	1333	58.30	66.44	53.72	59.70
Time-Off Awards 11 - 20 Hours: Total Hours	21082	919.50	1052.37	860.33	937.53
Time-Off Awards 11 - 20 Hours: Average Hours	15	2.90	1.13	13.22	-0.25
Time-Off Awards 21 - 30 hours: Awards Given	72	3.09	3.99	2.48	3.27
Time-Off Awards 21 - 30 Hours: Total Hours	1841	82.05	100.68	67.77	86.40
Time-Off Awards 21 - 30 Hours: Average Hours	25	5.02	1.88	22.31	-0.25
Time-Off Awards 31 - 40 hours: Awards Given	34	1.35	1.73	1.65	1.26
Time-Off Awards 31 - 40 Hours: Total Hours	1289	51.74	66.14	59.50	49.37
Time-Off Awards 31 - 40 Hours: Average Hours	37	7.34	2.86	29.75	0.50
Time-Off Awards 41 or more Hours: Awards Given	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Average Hours	0	0.00	0.00	0.00	0.00

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: $501 - $999: Awards Given	687	29.73	33.94	29.75	29.72
Cash Awards: $501 - $999: Total Amount	515089	22389.38	25323.40	22189.26	22450.38
Cash Awards: $501 - $999: Average Amount	749	145.37	56.13	615.70	2.02
Cash Awards: $1000 - $1999: Awards Given	935	46.33	45.90	42.15	47.61
Cash Awards: $1000 - $1999: Total Amount	1245431	61430.89	61376.45	57525.62	62621.16
Cash Awards: $1000 - $1999: Average Amount	1332	255.79	100.60	1127.27	-9.82
Cash Awards: $2000 - $2999: Awards Given	622	24.32	32.13	16.53	26.70
Cash Awards: $2000 - $2999: Total Amount	1508953	58927.22	77887.89	38404.13	65182.37
Cash Awards: $2000 - $2999: Average Amount	2425	467.57	182.39	1919.83	24.94
Cash Awards: $3000 - $3999: Awards Given	375	9.07	22.50	6.61	9.82
Cash Awards: $3000 - $3999: Total Amount	1295125	30964.29	77868.77	22760.33	33464.74

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: $3000 - $3999: Average Amount	3453	658.69	260.42	2844.63	-7.56
Cash Awards: $4000 - $4999: Awards Given	89	1.93	5.19	3.31	1.51
Cash Awards: $4000 - $4999: Total Amount	376604	8194.21	21966.29	14068.60	6403.78
Cash Awards: $4000 - $4999: Average Amount	4231	819.31	318.28	3516.53	-2.77
Cash Awards: $5000 or more: Awards Given	31	0.97	1.81	0.83	1.01
Cash Awards: $5000 or more: Total Amount	575141	14831.47	35336.04	16471.07	14331.74
Cash Awards: $5000 or more: Average Amount	18552	2966.22	1472.31	16471.07	-1149.87

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

       a. Pay Increases (PWD)   Answer   No

       b. Pay Increases (PWTD)   Answer   No

Other Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %

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

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

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

D. PROMOTIONS

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

       a. SES

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

             ii. Internal Selections (PWD)   Answer   N/A

       b. Grade GS-15

             i. Qualified Internal Applicants (PWD)   Answer   No

             ii. Internal Selections (PWD)   Answer   Yes

       c. Grade GS-14

       i. Qualified Internal Applicants (PWD)   Answer   No

       ii. Internal Selections (PWD)   Answer   Yes

    d. Grade GS-13

       i. Qualified Internal Applicants (PWD)   Answer   No

       ii. Internal Selections (PWD)   Answer   Yes

GS-15 Internal Selection PWD Applicant Pool 14.70%, Qualified 38.55%, Selected 9.67% GS-14 Internal Selection PWD Applicant Pool 20.96, Qualified 38.35%, Selected 21.05% GS-13 Internal Selection PWD Applicant Pool 31.62, Qualified 40.94%, Selected 20.00% Note that about 75% of applicants are omitting the disability question.

---

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

    a. SES

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

       ii. Internal Selections (PWTD)   Answer   N/A

    b. Grade GS-15

       i. Qualified Internal Applicants (PWTD)   Answer   No

       ii. Internal Selections (PWTD)   Answer   Yes

    c. Grade GS-14

       i. Qualified Internal Applicants (PWTD)   Answer   No

       ii. Internal Selections (PWTD)   Answer   Yes

    d. Grade GS-13

       i. Qualified Internal Applicants (PWTD)   Answer   No

       ii. Internal Selections (PWTD)   Answer   Yes

Applicant Flow data is not available for SES positions at EEOC. GS-15 Internal Selection PWD Applicant Pool 2.67%, Qualified 12.04%, Selected 0% GS-14 Internal Selection PWD Applicant Pool 6.27, Qualified 23.28%, Selected 2.63% GS-13 Internal Selection PWD Applicant Pool 7.20, Qualified 15.74%, Selected 11.42% Note that greater than 60% of applicants are omitting the disability question. Additionally, applicants with compensable veteran preference are omitting or saying no disability.

---

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

      a. New Hires to SES (PWD)   Answer   N/A

      b. New Hires to GS-15 (PWD)   Answer   No

      c. New Hires to GS-14 (PWD)   Answer   No

    d. New Hires to GS-13 (PWD)   Answer   No

Applicant Flow data is not available for SES positions at EEOC because the agency does not utilize the certificate feature in USAS. As a result, EEOC issues SES certificates and closes the files manually. For applicant flow data to be available, the agency must audit certificates/lose out announcements within the USAS system.

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

    a. New Hires to SES (PWTD)   Answer   N/A

    b. New Hires to GS-15 (PWTD)   Answer   Yes

    c. New Hires to GS-14 (PWTD)   Answer   Yes

    d. New Hires to GS-13 (PWTD)   Answer   No

Applicant Flow data is not available for SES positions at EEOC. GS-15 Applicant Pool PWTD 11.81%, Selected 0% GS-14 Applicant Pool PWTD 9.20%, Selected 0% Note that greater than 60% of applicants are omitting the disability question. Additionally, applicants with compensable veteran preference are omitting or saying no disability.

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

    a. Executives

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

        ii. Internal Selections (PWD)   Answer   N/A

    b. Managers

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

        ii. Internal Selections (PWD)   Answer   N/A

    c. Supervisors

        i. Qualified Internal Applicants (PWD)   Answer   No

        ii. Internal Selections (PWD)   Answer   Yes

EEOC's applicant flow data does not contain information regarding executives and managers. PWD Relevant Applicant Pool 24.94%, Qualified Internal Applicants 43.01%, Selected 26.98%. Note 75.88% of qualified applicants omitted disability question.

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

    a. Executives

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

b. Managers

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

c. Supervisors

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

EEOC's applicant flow data does not contain information regarding executives and managers. PWTD Relevant Applicant Pool 5.47%, Qualified Internal Applicants 19.65%, Selected 4.76%. Note 75.88% of qualified applicants omitted disability question.

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

a. New Hires for Executives (PWD)	Answer	N/A
b. New Hires for Managers (PWD)	Answer	N/A
c. New Hires for Supervisors (PWD)	Answer	No

EEOC's applicant flow data does not contain information regarding executives and managers.

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

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

EEOC's applicant flow data does not contain information regarding executives and managers. PWTD Applicant Pool 7.57%, Selected 0%. Note if one person was selected the percentage would be 7.69%.

Section VI: Plan to Improve Retention of Persons with Disabilities

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

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

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

Answer   No

The EEOC highly encourages supervisors to convert Schedule A employees to competitive service; however, there are 10 employees who have not been converted. The agency plans to work with supervisors to get those employees converted as soon as possible.

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

> a. Voluntary Separations (PWD)   Answer   No
>
> b. Involuntary Separations (PWD)   Answer   Yes

The agency had a total of 9 involuntary separations in FY 2022. Of those separations, 7 (inclusion rate 1.27%) were PWD and 2 (inclusion rate 0.14%) were PWOD.

Seperations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	10	1.34	0.18
Permanent Workforce: Resignation	65	3.82	2.73
Permanent Workforce: Retirement	84	4.78	3.58
Permanent Workforce: Other Separations	75	3.63	3.40
Permanent Workforce: Total Separations	234	13.58	9.90

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

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

Seperations	Total #	Targeted Disabilities %	Without Targeted Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	10	0.00	0.49
Permanent Workforce: Resignation	65	4.07	2.93
Permanent Workforce: Retirement	84	1.63	4.01
Permanent Workforce: Other Separations	75	4.07	3.42
Permanent Workforce: Total Separations	234	9.76	10.85

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.

Of the 12 who responded as disabled in the exit survey, 10 said they would return to the agency. Most left for career opportunities and work life balance.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural

Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

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

EEOC's Section 508 compliance contact is Terri Youngblood, who can be reached at (202) 921-2509 or Deanna Scott at (202) 921-2690, or e-mail 508coordinator@eeoc.gov. For information about filing a complaint against the EEOC under Section 508, contact the Office for Civil Rights, Diversity & Inclusion at (202) 921-2945 or TTY at (202) 559-0019. To file a complaint against another agency, contact that agency's Section 508 Coordinator. Contact information for Section 508 Coordinators may be found at www.section508.gov/508-coordinator-listing.

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

The Architectural Barriers Act (ABA) requires access to facilities that are designed, built, altered, or leased with Federal funds. The Access Board is the federal agency responsible for enforcing the ABA. The Access Board's accessibility standards are available on their website at www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-aba-standards, and information about filing a complaint may be found at www.access-board.gov/aba-enforcement/file-a-complaint.

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

During FY 2022, the agency will continue to focus on safety and accessibility for PWD and PWTD. For employees who may have a remote work reasonable accommodation, the DPM will ensure those individuals are equipped with the adaptive technology and any other tools or resources they may require performing their essential work functions remotely.

C. REASONABLE ACCOMMODATION PROGRAM

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

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

The average number of business days from date request received by Disability Program Manager (DPM) to date of initial contact was 1 business day (requirement is 7 business days). The percentage processed timely was 27%. With employees' return to the office post-pandemic, the disability/medical RA program received 49% more requests than the average of the past three years.

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

EEOC's RA program in FY 2022 had many firsts. Examples of the reasonable accommodation program's effectiveness include: • Medical/disability RA o Increased number of requests - The disability/medical RA program received 49% more requests than the average of the past three years. o Modification of RA process for requests based on the COVID-19 vaccination requirement o End of FY RA purchases prioritization • Religious exemption/exception to the COVID-19 vaccination requirements. o New program/ New DPM role o Created new religious accommodation policy and process o Provided training to agency on the process • eCase Management System o Develop software/program o RA Process mapping o User Accessibility Testing (UAT) o Implementation/ trouble shooting (ongoing) • VAX APP o Prioritization of cross walking the VAX APP submissions in coordination with OCHCO. • COVID-19 Screening/Testing Program o Prioritization of the agency's COVID-19 Screening and Testing Programs o Participated in creation and development of the program and process o Weekly updates to Offices • Gender Identity and Inclusion Program o

New DPM Role o Prioritization of the gender identity and inclusion program, policy and process in coordinating with OCH and OLC • Interpreting Services contract renewal • Reader Services contract initiation

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

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

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

While EEOC's PAS policies, procedures and practices have been successfully implemented, two requests for PAS were received in FY 2022 and they were timely processed. Reasonable accommodation trainings (including PAS) were conducted for managers and supervisors.

Section VII: EEO Complaint and Findings Data

A. EEO COMPLAINT DATA INVOLVING HARASSMENT

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

    Answer   Yes

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

    Answer   No

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

B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

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

    Answer   No

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

    Answer   No

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

Section VIII: Identification and Removal of Barriers

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

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

<div align="center">Answer   No</div>

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

<div align="center">Answer   N/A</div>

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

Source of the Trigger:	Other
Specific Workforce Data Table:	Workforce Data Table - B1
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?	Multiple triggers throughout the report; however, many based on incomplete data

STATEMENT OF BARRIER GROUPS:	*Barrier Group*
	People with Disabilities
	People with Targeted Disabilities

Barrier Analysis Process Completed?:	N
Barrier(s) Identified?:	N

STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	**Barrier Name**	**Description of Policy, Procedure, or Practice**

Objective(s) and Dates for EEO Plan

Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2022	10/01/2023	Yes			Further analyze EEOC's policies, practices, and procedures to determine any barriers

Responsible Official(s)

Title	Name	Standards Address The Plan?
Director OCRDI	Marvin Williams	Yes

Planned Activities Toward Completion of Objective

Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
10/01/2023	Develop a summary of the findings from the workgroup and update action items as necessary.	Yes	10/01/2022	

Report of Accomplishments

Fiscal Year	Accomplishment

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

This plan of action was established at the end of FY 2021; therefore, all planned activities will occur in 2022.

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

Based on preliminary analysis of available data, we have not found evidence that has caused the trigger for the awards distribution of PWD and PWTD. We will conduct a more in-depth analysis in FY 2022.

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.

Plan to do a thorough barrier analysis