

**EEOC MANAGEMENT DIRECTIVE 715:
FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**

Washington Headquarters Services (WHS) and WHS-Serviced Components

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EEOC FORM 715-01 PART A - D	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
For period covering October 1, 2016 to September 30, 2017				
PART A Department or Agency Identifying Information	1. Agency		1. Washington Headquarters Services (WHS) and WHS serviced components	
	1.a. 2 nd level reporting component		N/A	
	1.b. 3 rd level reporting component			
	1.c. 4 th level reporting component			
	2. Address		2. 1155 Defense Pentagon	
	3. City, State, Zip Code		3. Washington, DC 20301-1155	
	4. CPDF Code	5. FIPS code(s)	4. DD21	5. 8840
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees			1. 5,519
	2. Enter total number of temporary employees			2. 579
	3. Enter total number employees paid from non-appropriated funds			3. 0
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]			4. 6,098
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		Barbara A. Westgate, Director, Washington Headquarters Services	
	2. Agency Head Designee		N/A	
	3. Principal EEO Director/Official Official Title/series/grade		Michael L. Rhodes, Director for Administration, Office of the Deputy Chief Management Officer	
	4. EEO Director		Pamela R. Sullivan, Director, Office of Equal Employment Opportunity Programs (EEOP)	
	5. Affirmative EEO Program Official		Farnese H. McDonald, Team Lead, Diversity, Disability and Recruitment (DDR), Human Resource Directorate (HRD)	
	6. Section 501 Affirmative Action Program Official		Farnese H. McDonald, Team Lead, DDR, HRD	
	7. Complaint Processing Program Manager		Jeffrey Hayden, Program and Complaints Manager, EEOP	

EEOC FORM 715-01 PART A - D	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
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PART D List of Subordinate Components Covered in This Report	Serviced Component and Location (City/State)	CPDF and FIPS codes	
	Office of the Secretary of Defense (OSD), Arlington, VA	DD01	8840
	Defense Test Resources Management Center (DTRMC), Arlington, VA	DD68	8840
	Defense Legal Services Agency (DLSA), Arlington, VA	DD25	8840
	Defense Security Cooperation Agency (DSCA), Arlington, VA	DD06	8840
	Office of Economic Adjustment (OEA), Arlington, VA	DD23	8840
	Pentagon Force Protection Agency (PFPA), Arlington, VA	DD65	8840
	U.S. Court of Appeals for the Armed Forces (USCAAF)	DD08	8840
	Defense POW/MIA Accounting Agency (DPAA), Arlington, VA	DD58	8840
	Defense Technology Security Administration (DTSA), Alexandria, VA	DD29	8840

EEOC FORMS and Documents Included with This Report			
*Executive Summary [FORM 715-01 PART E], that includes:	X	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	X
Brief paragraph describing the agency's mission and mission-related functions	X	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement	X
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	X	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	X
Summary of Analysis of Work Force Profiles including net change analysis and comparison to RCLF	X	*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]	X
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	X	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	X
Summary of EEO Plan action items implemented or accomplished	X	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues	X
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]	X	*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects	X
*Copies of relevant EEO Policy Statement(s) and/or excerpts from revisions made to EEO Policy Statements	X	*Organizational Chart	X

EEOC FORM 715-01 PART E	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
WASHINGTON HEADQUARTERS SERVICES DOD	For period covering October 1, 2016 to September 30, 2017
EXECUTIVE SUMMARY	

AGENCY MISSION

Washington Headquarters Services (WHS) is the essential services provider for the Office of the Secretary of Defense (OSD), Department of Defense (DoD) agencies, and DoD offices in the National Capital Region. WHS provides a wide range of centralized capabilities to DoD headquarters, OSD, and DoD components, enabling economies of scale for delivering essential administrative services to fulfill the mission of the Department. In 2017, WHS aligned under the Director of Administration in the Office of the Deputy Chief Management Officer (DCMO).

WHS services are organized into several directorates and specialty offices. These teams of WHS personnel support the mission of our Defense Department customers by managing DoD-wide programs and operations for the Pentagon Reservation, Mark Center, and DoD-leased facilities in the National Capital Region. The WHS vision is to remain a creative, results-driven capabilities provider, recognized for excellence: responsible, reliable, resourceful, and relevant.

WHS delivers essential administrative services to assist these components and offices in fulfilling the mission of DoD. Under the leadership of Director Barbara A. Westgate, WHS supports the establishment of a model equal employment opportunity (EEO) program as required by the U.S. Equal Employment Opportunity Commission (EEOC), under Management Directive (MD) 715. This report covers WHS and all components serviced by WHS.

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM MISSION

The mission of the Office of Equal Employment Opportunity Programs (EEOP) is to foster an inclusive and respectful workplace environment that allows all personnel to succeed as they support the defense of our nation. Our goals complement the strategic goals of our organization.

The EEOP is responsible for the implementation of: Civilian Equal Employment Opportunity Process, Military Equal Opportunity Process Information and Referral, Affirmative Employment Program, and the Alternative Dispute Resolution Program.

MAJOR ACTIVITIES AND ACCOMPLISHMENTS

The following six essential elements of a Model Equal Employment Opportunity Program include the Agency's EEO program and several noteworthy accomplishments in Fiscal Year 2017 (FY 2017).

MODEL EEO PROGRAM STATUS

During FY 2017, WHS addressed EEO program deficiencies reported in prior years. The Agency was able to answer 115 of the 118 applicable self-assessment questions affirmatively for a success rate of

97%. Part H of this report contains WHS planned activities to reach compliance on the five remaining program deficiencies. The following FY 2017 accomplishments are grouped under the six essential elements to achieving a model EEO program.

ELEMENT 1: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP:

WHS Re-issues Annual Equal Employment Opportunity (EEO) Policy Statements: As is customary each year, five Agency wide EEO policy statements of: Diversity and Inclusion, Prevention of Harassment, Employment and Retention of People with Disabilities, Federal Employee Anti-discrimination and Retaliation Act (no FEAR Act), and Alternative Dispute Resolution (ADR) policies were timely reissued and distributed to the workforce during the EEO and Diversity Training.

5th Annual Senior Executive Diversity Seminar (SEDS): Per DoD requirement, DDR sponsored a mandatory 2-day seminar for all senior leaders newly appointed to the grade of Brigadier General or Rear Admiral and all new members of the Senior Executive Service. WHS expanded the requirement to include 16 hours of diversity-related refresher training every two years. The 2017 SEDS curricula encompassed EEO policies, tools and strategies for measuring WHS progress in the areas of and diversity programs (to include Model EEO Program, Alternate Dispute Resolution (ADR), Building a Culture of Engagement – overview of the Federal Employee Viewpoint Survey (FEVS), understanding and valuing diversity, leadership through inclusion, best practices (presented by Veta Hurst, EEOC, Diversity and Inclusion Program Officer, Mentoring Program and Harassment), and transformational leadership (proactive involvement in creating EEO actions plans and initiatives to increase diversity and inclusion)). One of the highlight of the seminar was the Americans with Disabilities Act (ADA) and Reasonable Accommodations, presented by national expert David K. Fram, Esq., Director, ADA & EEO Services for the National Employment Law Institute.

The senior executives from WHS Facilities Services Directorate (FSD) capitalized on prior SEDS training by requesting permission to include GS-15 members of the FSD leadership team in SEDS training. As a result, in FY 2016 and 2017, FSD implemented an internal diversity and inclusion program that was informed by the Value Differences Model and covered a broad range of subjects related to the benefits of diversity in the workplace.

WHS Commitment to Employment of People with Disabilities: WHS became a two-time recipient of the Virginia Department for Aging and Rehabilitative Services employer “Champions of Disability Employment Award.” The award was given in recognition of the Agency’s outreach and support in the effort to increase employment of individuals with disabilities within the Federal government.

Additionally, the WHS Director instituted awards for individual achievement to include the WHS Disability Nominee for the Secretary of Defense Awards for Outstanding DoD Employees with Disabilities. In FY 2017, WHS implemented an annual award to solicit nominees for the WHS award criteria broadly defined to recognize teamwork, excellence, initiative, efficiency, and volunteerism. The inaugural award was well received and it is expected that employees with disabilities, to include disabled veterans, value recognition for their contributions to WHS. Also, during the WHS 40th Anniversary Observance, the Director presented awards for service to a diverse group of employees. While disability was not a criteria, individuals with disabilities were among the honorees.

ELEMENT 2. INTEGRATION INTO AGENCY'S STRATEGIC MISSION:

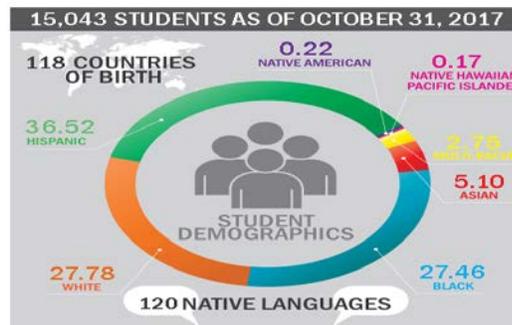
EEOP Director Involvement: The EEOP Director reports directly to the Director of WHS, and meets weekly with the Deputy Director of WHS. Additionally, she advises the Director of WHS and senior leaders on strategies that promote an environment free of discrimination. In FY 2017, the EEOP Director attended monthly WHS Leadership staff meetings and kept members apprised of EEO trends, progress, and concerns. In addition, the EEOP Director participated in various forums such as the Human Resource Directorate Customer Focus Forum, Senior Administrative Officers Forum, Defense Diversity Working Group, and the WHS Quarterly Facility Access Task Force, creating a close working relationship within the Agency. The Director also attended the Mark Center Building Council meetings to maintain awareness of facilities logistics as relates to architectural barriers.

State of the Agency Brief: In FY 2017, the EEOP Director presented the annual State of the Agency EEO Briefing to the WHS Director and other Agency senior officials. The briefing covered an overall assessment of the Agency's performance in each of the six essential elements of the Model EEO Program as well as the progress made in eliminating/reducing barriers to equal opportunity.

Mandatory Training: WHS implemented a mandatory 3-day **Team Leader Training** course, which includes modules on EEO, Diversity and Inclusion, and ADR. One hundred ninety-one (191) team leaders were trained in FY 2017.

Special Hiring Authorities: WHS encouraged the use of available hiring authorities, such as Schedule A Excepted Service Hiring Authority (5CFR 213.3102(u)), Veterans Recruitment Appointment (VRA) authority, the Workforce Recruitment Program for College Students and Recent Graduates with Disabilities (WRP), reasonable accommodations, and operationalizing accessible information and communication technology policies, practices, and procedures. The WHS Acquisition Directorate (AD) accommodated onboard Wounded Warriors' growing needs to prepare them for conversion to the 1102 career field as a competitive acquisition professional.

Recruitment: DDR employees participated in the **15th Annual Historically Black Colleges and Universities (HBCU) College Festival** on February 18, 2018, at T.C. Williams High School in Alexandria, Virginia to promote the Voluntary Student Internship Program (VSIP). DoD VSIP offers volunteer opportunities to students in high school, trade school, technical or vocational institute, junior college, college, and university. Opportunities provide academically related experiences while allowing students to explore career options and develop personal and professional skills. The festival hosted approximately 5,000 students in 2017. A total of 70 institutions and 30 vendors participated in the day-long event which also featured seminars, on-site applications, and on-site band auditions. As of October 31, 2017, TC Williams, the only public high school in the City of Alexandria, VA, enrolled a diverse population of students. Overall city of Alexandria demographics are as follows:



Sign Language Class: WHS offered an American Sign Language class as a resource for employees who wished to learn basic sign language to communicate with colleagues. The nine session course included an overview of deaf culture, helpful tips for communication, tools deaf people use, how to work effectively with sign language interpreters, and more.

Federal Employee Viewpoint Survey: According to the 2017 FEVS Government-wide Management Report, while scoring lower than the Federal government, as an individual organization, WHS has increased its scores over last year in 3 out of 4 main categories: Employee Engagement - 2% increase, Global Satisfaction - 4% increase, Diversity & Inclusion - 3% increase. Per the FEVS report -- DoD Office of the Secretary of Defense, Defense Agencies, and Field Activities ranks in the top three in employee engagement and leadership for very large Federal agencies. We also ranked in the top agencies for the New IQ score which measures the five Habits of Inclusion (fair, open, cooperative, supportive, empowering), with a corresponding ranking in three of five habits (fair, open, cooperative).

ELEMENT 3. MANAGEMENT AND PROGRAM ACCOUNTABILITY

In FY 2017, the Agency continued to meet its compliance obligations:

DVAAP Report: The report was submitted in October 2017 to the Defense Civilian Personnel Advisory Service. The following accomplishments were highlighted.

- One hundred ninety three (193) veterans were promoted in FY 2017 through career ladder promotions or through the merit promotion process, representing a 17.87% decrease from FY 2016 promotions (235). Merit promotional opportunities were advertised via USAJOBS and all veterans had access to the USAJOBS system. Further, many veterans were hired at the full performance level as WHS serves the highest echelon within the Department.
- EEO, Diversity, and HR Training -- The 2017 Senior Executive Diversity Seminar provided diversity and inclusion training to 24 participants. The two day course incorporated tools and strategies for measuring progress on EEO, military equal opportunity (MEO), and diversity and inclusion (D&I) and an open panel discussion on the roles and importance of senior executive involvement in EEO, MEO and D&I throughout DoD. One of the highlights of the seminar was an interactive case study on the ADA and reasonable accommodations process.
- The HRD Individual and Organizational Development Division (I&OD) continued to train new supervisors to address challenges they may encounter and provided the knowledge, skills, and tools necessary to be successful. This HR and Leadership for New Supervisors course was taught by HR and WHS EEOP subject matter experts using a combination of pre-course online modules and interactive classroom instruction and allowed participants to apply their knowledge and skills to real life situations for enhanced learning.
- WHS created numerous team leader positions during delayering. Team Leaders are on the front line in recognizing areas for development among all employees, including veterans/disabled veterans. In FY 2017, the Director of WHS mandated, and HRD implemented and assured that all team leaders received Team Leader Training (TLT). Among other topics, the course included a module on the "Speed of Trust," equal employment opportunity laws (EEO), alternative dispute resolution, diversity, disability, recruitment, and performance management.
- HRD/DDR continued to actively promote the use of reasonable accommodations while tracking and communicating performance in processing and providing reasonable accommodations throughout its serviced population.

FEORP Report: The report, submitted to DoD in November 2017, included a short narrative of the Agency's promising practices, strategies and activities related to Hispanic Employment, Mentoring, Career Development and Recruitment of Individuals with Disabilities. The following accomplishments were highlighted.

- **HRD Onboarding Program:** Effective October 2016, the Agency completed and implemented a Time-to-Hire program designed to identify hiring needs, recruit top talent, select and hire ideal candidates. WHS enhanced its ability to recruit the most qualified applicants for a diverse and inclusive workforce by utilizing enhanced recruitment and outreach as well as use of special hiring authorities and programs to meet disability hiring goals, veterans hiring goals, and diversity plans.
- **Demographic Dashboards:** DDR provided leadership biannual reports on people with targeted disabilities (PwTDs) and highlighted those components that had met or exceeded the goal of 2% PwTDs. DDR also implemented its goal of providing each WHS component with a demographic analysis of the component's populations to inform workforce planning to include recruiting and succession planning. The demographic dashboard includes the following analyses: overall race, gender, national origin (RGNO); senior grades by RGNO and disability status; major occupations by RGNO and disability status; onboard ratio of individuals with targeted and reportable disabilities; veterans; generations; and retirement eligibility.
- **Self-identification/Disability Policy:** The WHS Director issued the FY 2017 Policy Statement on Employment and Retention of People with Disabilities. The policy reaffirmed WHS' commitment to the 2% goal for PwTDs and encouraged employees to self-identify using the Defense Civilian Personnel Data System's My Biz application.
- **WHS Goals for Employment of People with Disabilities:** In 1987, prior to the EEOC goal, the Department of Defense established a goal that 2% of its civilian workforce should consist of PwTDs. Consistent with EEOC guidance, beginning in January 2017, we have adopted and rigorously advocate a goal of 12% of the workforce consist of people with reportable disabilities. Awareness of that goal has been incorporated into monthly training for all employees.
- **Annual Disability Awareness Event:** In October 2016, WHS hosted its Third Annual Disability Awareness event; the theme of the observance was "#InclusionWorks." The keynote presentation addressed reasonable accommodation options for persons with mental illness and psychiatric disabilities.

Audit of Supervisory Critical Element: All DoD SES Performance plans include a Diversity and Inclusion element/performance requirement that was developed by Office of Personnel Management (OPM) and is used Federal-wide. During FY 2016, WHS developed a more robust EEO & Diversity supervisory critical element that specifies the requirement to provide reasonable accommodations and to recruit and retain a workforce that is consistent with the DoD Diversity and Inclusion Strategic Plan and Increasing Employment of Individual with Disabilities Operational Plan. In FY 2017, a random sample of the WHS customer base revealed that approximately 68% of supervisors were rated on this element. WHS anticipates that 100% of the performance plans will include this element in FY 2018.

WHS Accessibility Task Force: WHS re-established the WHS Accessibility Task Force to advocate and provide a voice for persons with disabilities in buildings owned and operated by WHS. WHS and DoD's Office of Defense Management Equal Opportunity created a smaller sub-committee, the WHS Accessibility Working Group, who are dedicated to addressing and resolving the accessibility concerns brought forward by the WHS Accessibility Task Force. Both groups meet quarterly to discuss facility accessibility issues and to resolve and address concerns. FSD co-hosted accessibility town halls to solicit

input from facility tenants and management, accessibility advocates, and disability program managers.

Professional Development: HRD collaborated with the Department of the Army's Office of Diversity and Leadership to organize a series of quarterly professional development workshops designed to facilitate achievements of individual career goals and link emerging leaders to coaches and mentors.

ELEMENT 4. PROACTIVE PREVENTION

Social Media: WHS began coordination with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog; posting of content to include: job fairs, new position opportunities, upcoming events, and more relating to the DDR programs with a goal to reach a broader audience of highly desired candidates, inclusive of veterans/disabled veterans, to fill the crucial positions in information technology, security, and cybersecurity.

Reasonable Accommodations (RA): WHS ensured all new employees were aware of the RA program and assistive technologies available to modify workspaces and/or effectively help those requesting accommodations with their acclimation to the workplace. In FY 2017, the Agency managed 94 RA cases, compared to 71 in FY 2016. All requests for RA were processed within the 30-day timeframe required by Administrative Instruction 114.

Anti-Harassment Policy Statement: The FY 2017 Anti-Harassment policy statement was signed and distributed to the workforce, as well as provided as part of the following training modules: EEO & Diversity, HR & Leadership for New Supervisors, and Team Leader Training. Additionally, WHS took initial steps to establish a formal anti-harassment program that is separate from the EEO process.

PwDs Reports (Leadership Meeting): The Agency continued to provide reports to Senior Leaders at quarterly meetings. The report provided data analysis, trends, and the current status of the PwDs workforce for each Directorate. The Agency's Senior Leaders are committed to increasing and promoting diversity and inclusion, as well as achieving and retaining the DoD goal of 2% of hiring PwTDs. Currently, WHS on-board ratio is 1.9%. The goal for the next fiscal year is to continue to place a strategic focus on increasing and retaining the numbers of PwTDs within the Agency. DDR also educated WHS about the EEOC goal for federal agencies of 12% employees with reportable disabilities.

ELEMENT 5. Efficiency

Alternate Dispute Resolution (ADR): The ADR Program provided essential services that contributed to the WHS mission by helping employees resolve disputes, address workplace concerns, and manage conflict when it arises. Additionally, the ADR Program provided managers with services to assist in assessing the workplace environment so that issues can be addressed early. In FY 2017, the ADR program office conducted 15 mediations to address EEO complaints of alleged discrimination and five sessions to address non-EEO workplace issues; the office also facilitated four climate surveys, three sensing sessions, and one group facilitation. Other activities included conducting six training sessions titled "Basics of Conflict Management and the ADR Process." EEOP hosted its annual ADR Symposium with workshops, speakers, and various displays showing the benefits and examples of what to expect within the ADR process. The EEO Complaints Manager and the EEO Specialists actively encourage the use of ADR at each stage of the complaint process, providing positive information on ADR and its benefits in EEO related matters.

CMO Office of the Ombudsman: The Office of the Ombudsman is a resource where independent, impartial conflict resolution is provided in an informal and confidential forum to hear and help address individual and systemic organizational concerns. Employees (civilian, military, and contractor) may bring the full scope of issues to the Ombudsman including mission, organization, policy, program, practice and systemic issues confronting the workforce.

With a view to enabling mission success, the Ombudsman engages employees and senior leaders to raise perceived improprieties, identify complaint patterns and systemic trends, explore non-adversarial approaches for resolving problems, promote better communication, foster constructive dialogue, increase collaboration, improve transparency, and facilitate equitable outcomes. To help resolve potential issues the Ombudsman has full access to all personnel and information related to programs and operations. In 2017 the Office of the Ombudsman received 263 visitors addressing 382 issues.

Complaints (Status and Update): During FY 2017, 66 pre-complaints resulted in 39 individuals filing formal complaints. There were four settlements and 19 withdrawals (no complaints filed). Most of the formal EEO complaints were based on claims of age, disability, and/or sex discrimination. ADR was offered 17 times (reflecting approximately a 26% offer rate) and 15 individuals (approximately 94%) elected ADR. The Agency continues to utilize the MicroPact iComplaints software to track and process complaints in accordance with regulatory timelines.

ELEMENT 6. RESPONSIVENESS AND LEGAL COMPLIANCE

Compliance with EEOC: WHS fully complied with all Laws, including EEOC regulations, Orders, Decisions, and Settlements Agreements. All documents requiring legal sufficiency review were coordinated with WHS, Office of General Counsel (OGC). EEOP posted all required No Fear Act information, provided required training, and timely filed MD-715, EEOC Form 462 reports, and other reports required by EEOC and OPM. WHS timely implemented necessary corrective actions such as facility postings, training, and reviewed disciplinary actions as appropriate.

Office of General Counsel: EEOP continued to maintain a cooperative relationship with WHS OGC and consulted on legal issues, matters of mutual interest and sought advice and expertise when dealing with unique situations.

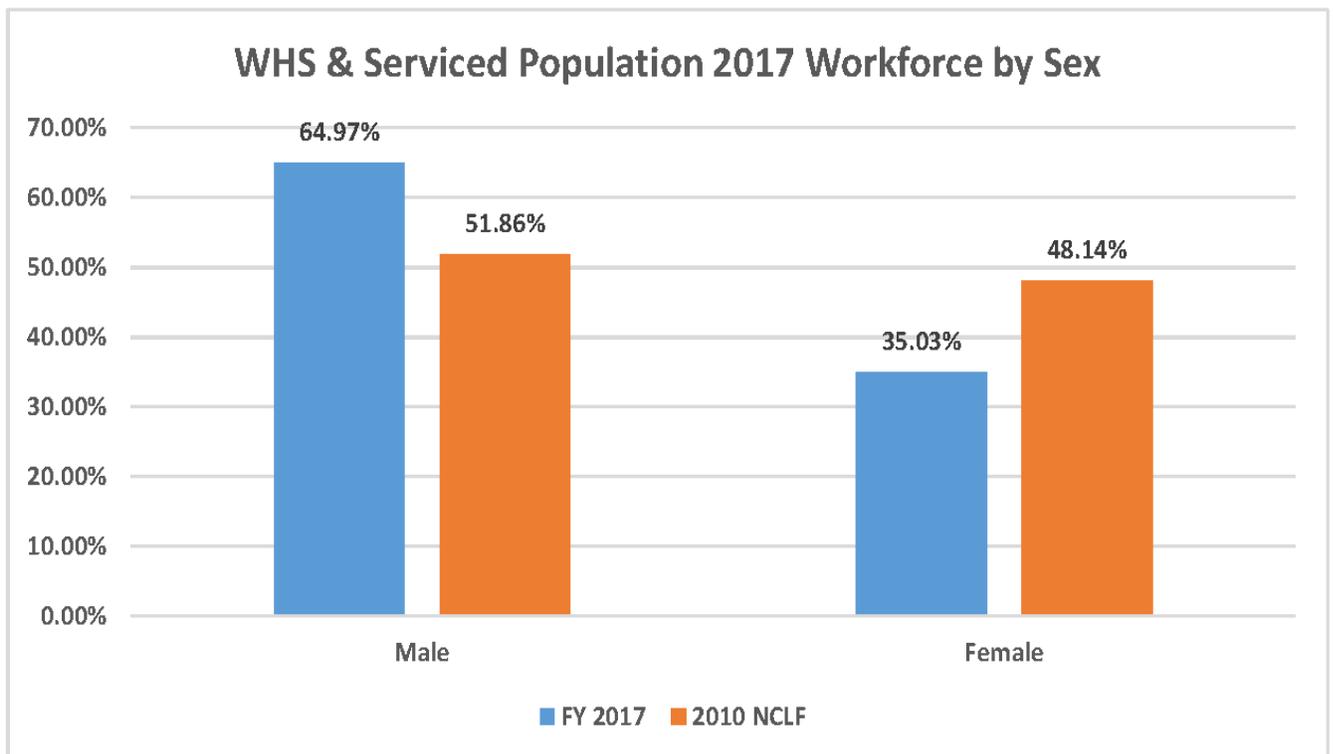
EEO Investigations: Investigations are completed by the DoD, Defense Civilian Personnel Advisory Service (DCPAS), Investigations and Resolutions Directorate (IRD). EEOP does not control the timeframes for investigations but expects IRD to adhere to the 180 calendar-day timeframe allowed for such investigations. Although this is not always the case, EEOP takes proactive steps to ensure that IRD is timely notified of a request for investigations, submits case files prior to their request for documents, and responds to requests in a timely manner.

EEO, Diversity, and HR Training. WHS proactively engaged in various training efforts that had as a foundation, the EEOC compliance requirements. Trainings included unlawful discrimination on protected bases (to include race and disability), and an overview of WHS workforce statistics based on race, gender, national origin, and disability. Seven hundred and three (703) employees including managers, and team leads received classroom style EEO and Diversity training; the module also includes the reasonable accommodations process. The HRD Individual and Organizational Development Division (I&OD) continued to train new supervisors to address challenges they may encounter and provide the knowledge, skills, and tools necessary to successfully manage a diverse workforce.

WORKFORCE ANALYSIS

This year's workforce analysis provides information regarding the current composition of the WHS and Serviced Component workforce and identified multi-year employment trends impacting the workforce as a whole. Demographic data was extracted from the Business Objects Enterprise Reporting Service (BOERS). The U.S. Census Bureau 2010 National Civilian Labor Force (NCLF)¹ census data was used as a benchmark.

At the end of FY 2017, the total workforce (permanent and temporary) of WHS and serviced components decreased from 6,361 to 6,098 representing a negative net change of -4.13%. The overall workforce consists of 3,962 (64.97%) males and 2,136 (35.03%) females, representing a net change of -3.67 and -4.98, respectively.

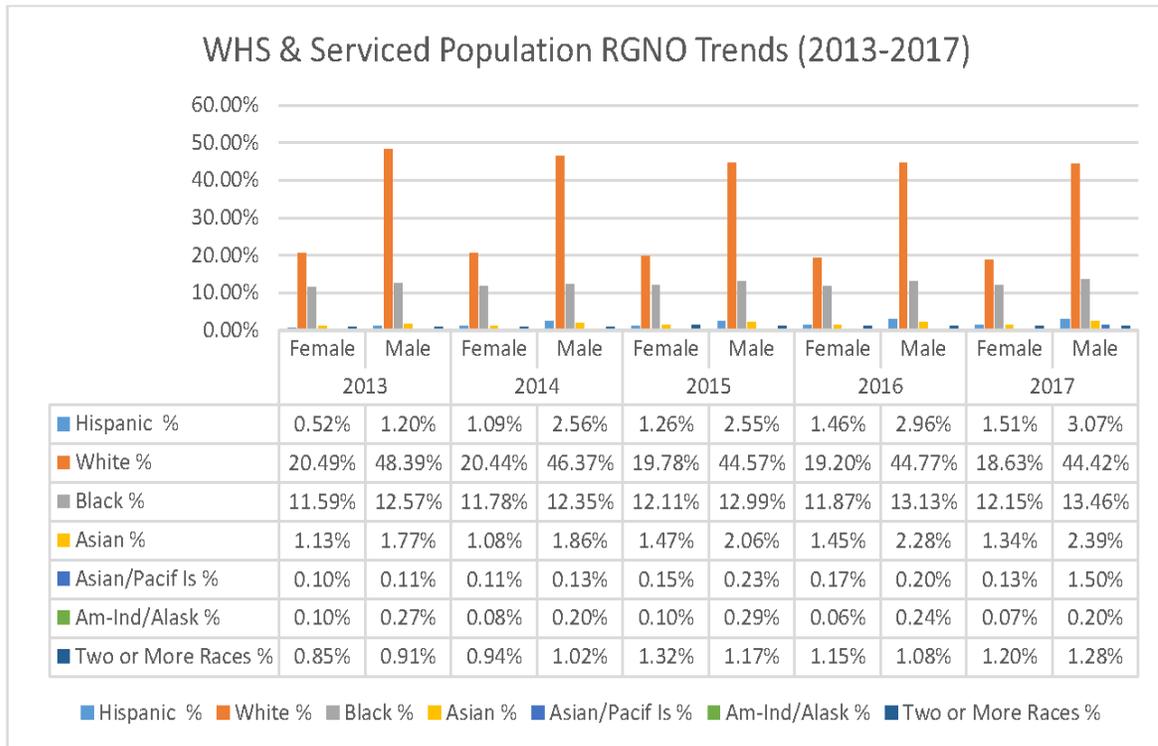


Additionally, Hispanics (males and females) and White females have low participation rates when compared to the appropriate benchmarks (*Table A-1*):

- White females – 18.63% versus NCLF of 34.03%
- Hispanic males – 3.07% versus NCLF of 5.17%
- Hispanic females – 1.51% versus NCLF of 4.79%

¹ The NCLF is derived from the United States Census and reflects persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services. NCLF data used in this report is based on the 2010 Census.

The overall representation of WHS and Serviced Components employees by race/national origin has remained relatively constant over the last five years. Hispanic representation has steadily increased during this period but remains below the NCLF; for their respective demographics, males are -2.10% below the NCLF; females -3.28% below the NCLF. Representation of White females has steadily declined; however, White male representation exceeds the NCLF by 6.09%, while White females representation is less than expected (15.4%). Data reflects a greater than expected representation of Black, Native Hawaiian/Pacific Islander, employees who identified as two or more races, as well as Asian males. Conversely, representation of AI/AN employees and Asian females is lower than expected when compared to the NCLF. (Table A-1)

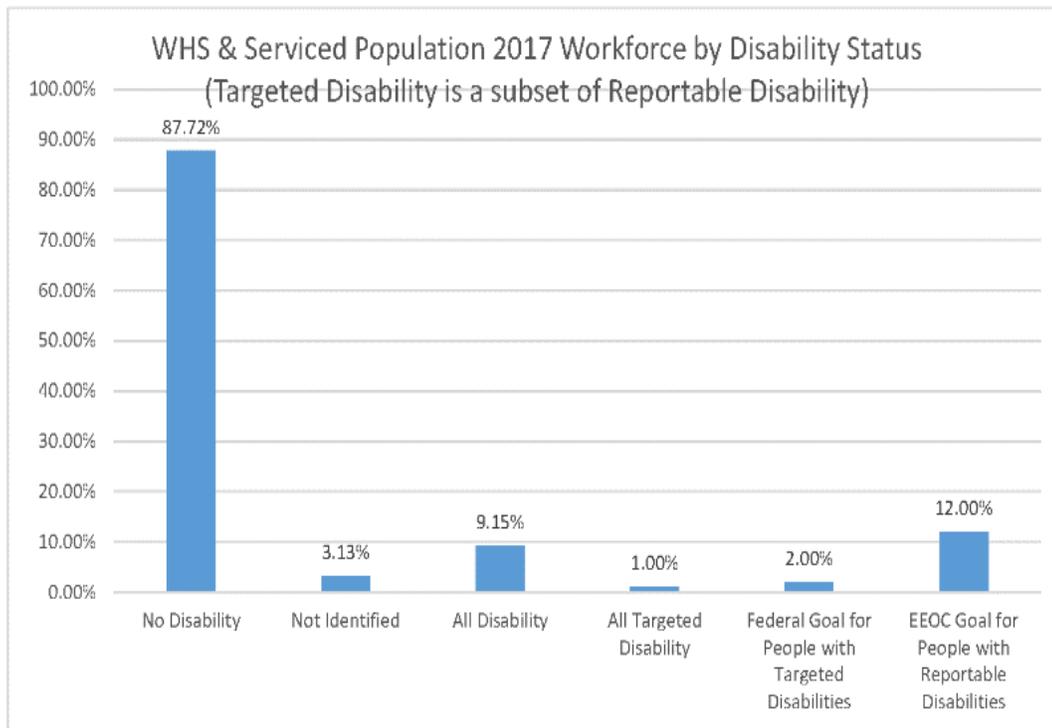


DoD adopted the federal goal of 2% for hiring PwTDs; in addition, WHS strives to meet the goal of 12% of on-board employees with reportable disabilities.² In FY 2017, the Agency hired one temporary employee (0.43%) who reported having a targeted disability; that individual was hired under Schedule A authority. PwTDs comprise 1.9% of the WHS workforce and 1% of the workforce of WHS and Serviced Components. Employees with reportable disabilities are now 9.15% of the total workforce, compared to 8.13% at the end of FY 2016. (Table B1)

²EEOC uses the Federal goal (2%) for IwTDs as a benchmark because there is no NCLF for persons with targeted disabilities. This 2% goal is tied to EEOC's Leadership for the Employment of Americans with Disabilities Initiative. Similarly, the EEOC adopted a Federal goal (12%) of people with reportable disabilities in the Final Rule on Affirmative action for People with Disabilities in Federal Employment, 84 FR 654 (January 3, 2017).

When compared to the Federal goals for employment of people with disabilities:

- PwD³ – 9.15 versus Federal goal of 12%
- PwTDs⁴ – 1.00% versus Federal goal of 2%



Of note, the following directorates within WHS met or exceeded Federal goals:

WHS Directorate	2% goal	12% goal
Acquisition Directorate	2.4%	13.7%
DoD Consolidated Adjudication Facility	--	13.2%
Executive Services Directorate	2.9%	--
Facilities Services Directorate	--	15.8%
Financial Management Directorate	5.9%	20.2%
History and Library Directorate	11.1%	--
Human Resources Directorate	5.3%	23.8%
Miscellaneous Activities	--	15.6%
Joint Services Provider	--	15.3%
WHS Immediate Office	4.4%	--
Office of the General Counsel	3.4%	--

³Reportable disabilities is a physical or mental impairment that substantially limits one or more major life activities (*e.g.* caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing or learning) or a record of such impairment.

⁴PwTDs are a subset of those who have a reportable disability. The criteria EEOC used to select “targeted disabilities” included the severity of the disability the feasibility of recruitment, and the availability of workforce data for this group. OPM modified the definition in 2010 and again in 2016. Targeted disabilities are listed on Table B1-14.

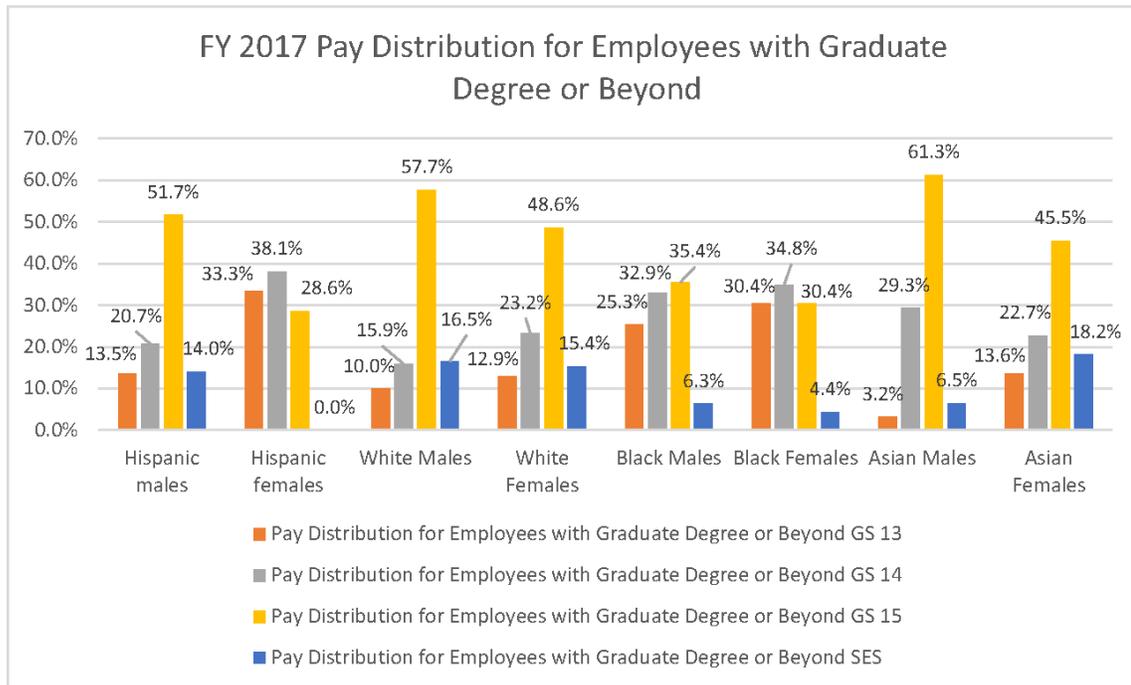
Upward Mobility Analysis

Consistent with MD-715’s requirement to assess whether any policy, practice, procedure, or condition lead to a negative correlation with race, national origin, gender or disability, WHS reviewed demographic data to determine whether particular groups are hindered from reaching the highest levels of leadership despite their presence in positions that comprise the feeder pools. Additionally, EEOC instructs agencies to identify instances where the participation rate for a group occupying a higher level position is lower than the corresponding participation rate in the lower lever feeder pools for that positons. (*Tables A and B 3-1, 3-2; A and B 4-1; A and B 4-2; A and B 11; and A and B 13*).

In FY 2017, the following groups had a lower representation rate at the higher pay levels as compared to the pay distribution for the total workforce:

- Hispanic males at GS 14, 15, and SES
- Hispanic females above GS 13
- White females at GS 12, 13, and 14
- African American males at GS 15 and SES
- African American females above GS 13
- Employees with targeted disabilities above GS 13

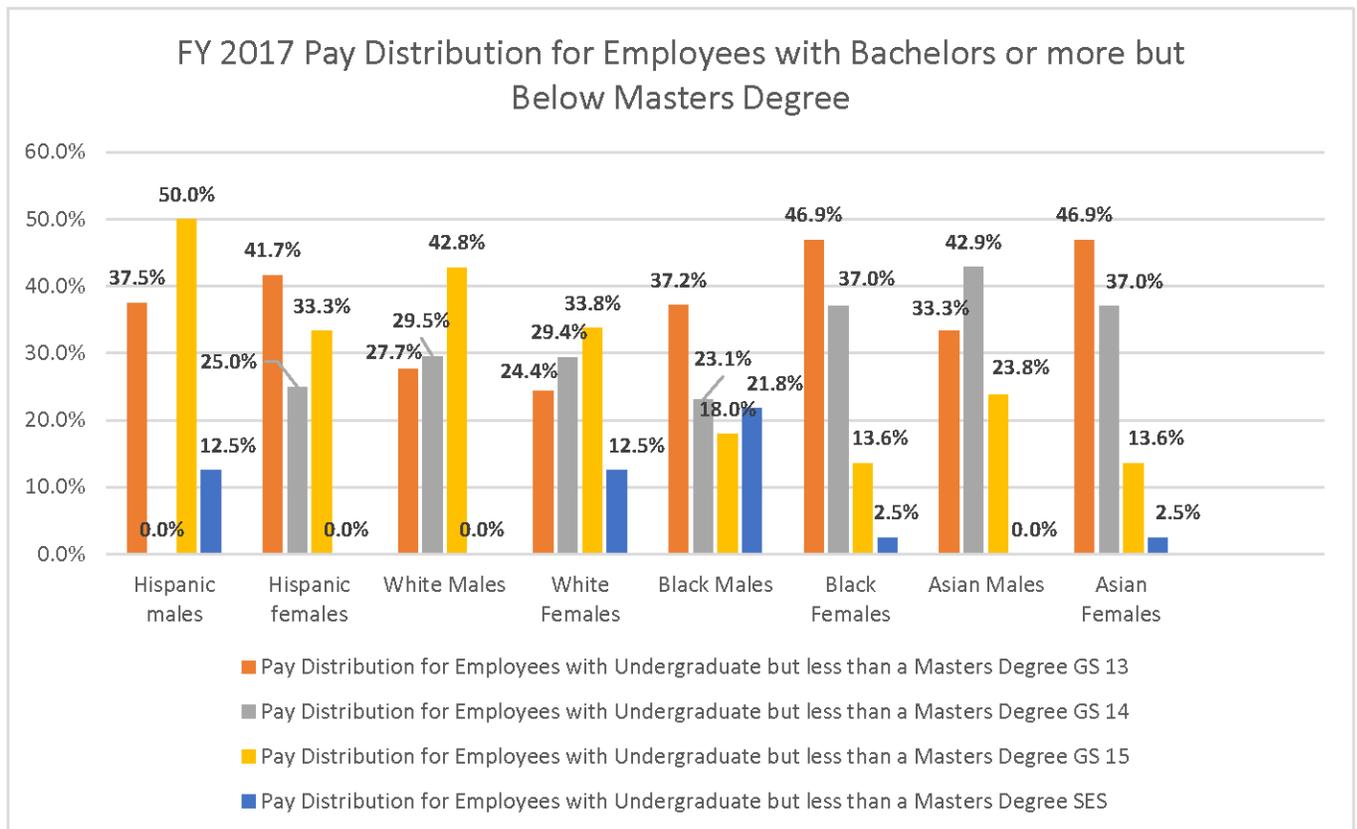
In FY 2017, additional analysis revealed when employees who have a graduate degree or education beyond a graduate degree are examined, generally, they progress within their demographic as expected until reaching the SES level:



In this analysis:

- Hispanic males, White males, White females, Black males, Asian males and females progressed to GS-15 before registering a sharp decrease in representation at the SES level.
- Hispanic females improved from GS-13 to GS-14 before beginning a downward trend to the SES level.
- Black females hovered in the 30-35% range before a sharp decrease at the SES level.

In FY 2017, we also examined employees who had an undergraduate degree but less than a Masters degree.



In this analysis:

- Hispanic males at senior pay levels have their greatest representation at the GS-15 level, but representation decreases significantly at the SES level.
- Hispanic females have their greatest representation at the GS-13 level, and then decrease to no representation at the SES level.
- White males and females have their greatest representation increases exponentially from GS-13 to GS-15; however, data reflects no White males at the SES level and a major decrease for White females.
- In general, Black males and females, as well as Asian females are most highly represented at the GS-13 level with a downward trend to SES.
- Asian males are most highly represented at the GS-14 level with a subsequent decrease in representation through the SES level.

Applicant Flow Data

In FY 2016, HRD acquired access to the applicant flow data directly from the OPM's USA Staffing Manager system. Due to lingering technical issues, WHS again received less than comprehensive applicant flow data for FY 2017. OPM anticipates that the system will be fully operational for FY 2018 reporting.

DDR was able to obtain and conduct analysis applicant flow data for tables A7 and B7, Applicants and Hires for Major Occupations and Applicants and Hires by Disability, respectively. The analysis focused on applicants who voluntarily identified their race/ethnicity and/or sex during the initial application and whose data was carried along to the subsequent states of qualification and selection.

DDR also conducted analysis on WHS's most populous occupational series by sex and by race/ethnicity, compared to the respective onboard populations at WHS and to the occupational CLF benchmarks. When viewed overall, it appears that Hispanics, African Americans, Asians, and Native Hawaiians applied at higher rates than their comparable the CLF and WHS workforce percentages. However, consistent with previous years, the selection rate for these demographics is lower than expected when making the same comparisons. We find similar results when analyzing data for white females.

Major Occupations

WHS has seven major occupation groups: general attorney (0905), miscellaneous administration and programs (0301), information technology management (2210), police (0083), management and program analysis (0343), foreign affairs (0130), and security administration (0080). In FY 2017, there were 5,519 permanent employees. Of these permanent employees, there were 196 general attorneys, 757 miscellaneous administration and programs specialists, 211 information technology specialists, 727 police officers, 612 management and program analysts, 224 foreign affairs specialists, and 779 security administrators. Total males for miscellaneous administration and programs, information technology management, police and foreign affairs and security administration participated above the occupational Relevant Civilian Labor Force (RCLF) rates. There were several instances where WHS employee strength was more than 5% below their occupational RCLF rates, to include White females in all major occupations except 0905 and White males in series 2210, 0083, 0343, and 0080. Additionally, White males had slightly lower than expected participation in the 0905 series. Hispanics were underrepresented in all major occupations except for males in the 905 series and females in the 343 series. Asians had lower than expected participation in the 0905, and 0343 series. Black/African Americans were strong except in the 0130 job series. (*Table A6*).

New Hires

WHS and serviced components hired 446 permanent and 230 temporary employees in FY 2017. Overall, females were hired for permanent positions (37.89%) at a lower rate than males (62.11%). Whites (66.14%) were hired at almost three times the rate of Black/African Americans (23.31%); the next highest hire rate was Asians at 3.36%. Hispanics, White females and Asian females were hired at rates slightly lower than the NCLF. A total of 17 Hispanics were hired at a rate of 3.81%. There were three permanent and one temporary PWDs hired in FY 2017 (*See Table A8 & B8*).

Employee Recognition and Awards

A review of *Table A13* reflects that males were given more time-off awards (1-9 hours) than females; however, of awards given, males and females were granted approximately the same average number of

hours (7.9 versus 7.8). Males received in excess of 65% of all time-off awards as compared to approximately 33% of all time-off awards to females. Similarly, males received a higher percentages of cash awards than females in each category; males received twice as many awards of \$501+. Consistent with representation in the workforce, White and Black employees received the highest percentage of recognition and awards.

On average, in the category of cash awards \$100-\$500, males received higher cash awards than females (\$441 versus \$422). A review of *Table B13* depicts the average cash award for PWDs was commensurate with all employees (\$431); however, PwTDs was lower at \$400. There were 478 Quality Step Increases (QSIs) given in FY 2017 based on the FY 2016 performance cycle. Of those, 60% were males and 40% were females. There were no or very minimal QSI awards given to American Indian or Alaska Native and Native Hawaiian or Other Pacific Islander employees. There were two PwTDs who received awards in this category.

For cash awards of \$501 and more, males received 66% of these awards, with an average of \$3,087, while females received a slightly lower average award of \$3,071. Cash awards of \$501 or more for PwDs averaged \$3,082 (up from \$2,329 in FY 2017) and \$1,798, down from \$1,943 in FY 2016 for PwTDs. (*See Tables A13 & B13*).

Selections for Internal Competitive Promotions for Major Occupations

At this juncture, WHS does not have access to applicant flow data for internal selections, but will have access to that information through the USA Staffing Cognos application for FY 2018. (*Table A9*)

Employee Separations

There were a total of 938 employee separations, of which 96.4% were Voluntary and 3.6% were Involuntary (*Tables A14 & B14*). Females voluntarily separated at 36.62% while representing only 35.03% of the workforce. Of the 904 voluntary separations, 29 (3.2%) were Hispanic, 693 (76.7%) were White, 124 (13.5%) were African American, 30 (3.3%) were Asian, four (.4%) were American Indian and 18 (2%) were Two or More Races. Also, there were 34 involuntary separations of which 20.29% were females and 79.41% males; of the 27 males, 16 (47.06%) were White, eight (23.53%) Black, and one each Hispanic (2.94%), one AI/AN (2.94%) and one Two or more races (2.94%). Of particular note, Black males constitute 13.46% of the workforce but 23.53% of those involuntarily separated. White females, who constitute 18.63% of the overall workforce had no involuntary separations. There was one PwTD (2.94%) who involuntarily separated from the Agency, while nine (1.0%) voluntarily separated, each of which was on par with their representation in the overall workforce.

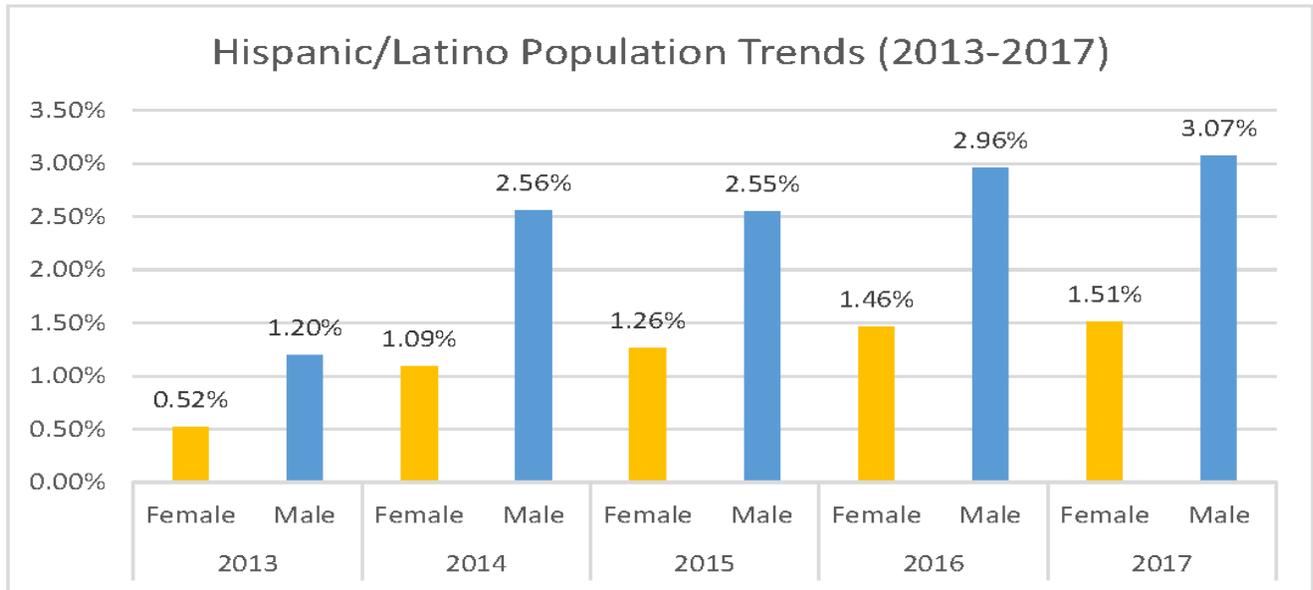
Hispanics in the Federal Workforce

The following triggers were identified:

Total workforce:

- Hispanic males – 3.07% versus NCLF of 5.17%
- Hispanic females – 1.51% versus NCLF of 4.79%

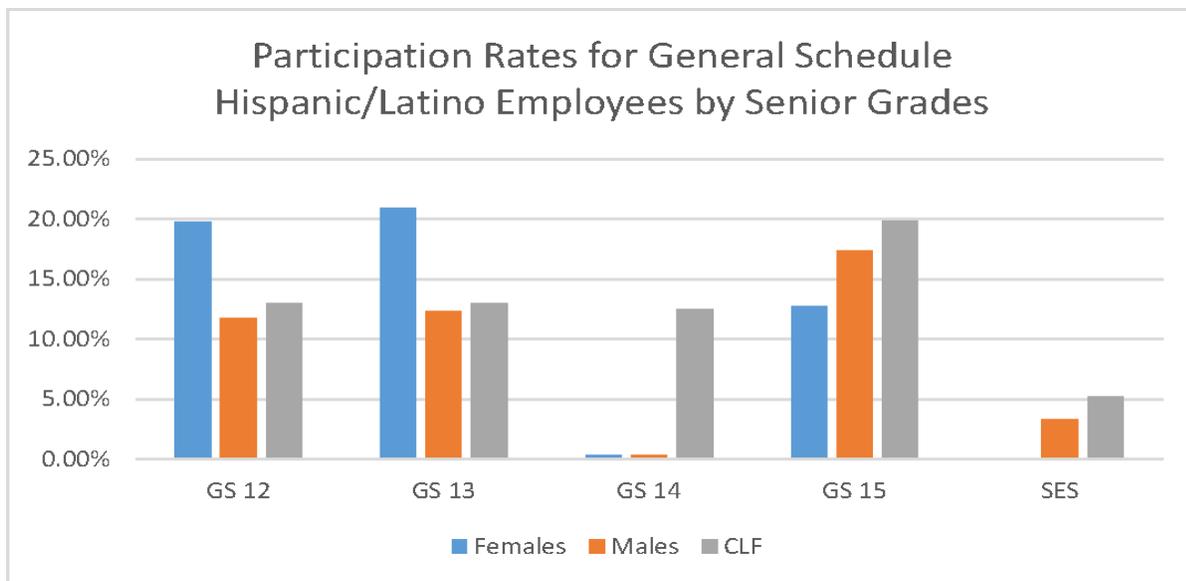
Hispanic representation has steadily increased during this period but remains below the NCLF; for their respective demographics, males are -2.10% below the NCLF; females -3.28% below the NCLF.



Upward mobility analysis

The following groups had a lower representation rate at the higher pay level as compared to the pay distribution of the total workforce:

- Hispanic males at GS 14, 15, and SES
- Hispanic females above GS 13



Hispanic males progressed to GS-15 before registering a sharp decrease in representation at the SES level. Hispanic females improved from GS-13 to GS-14 before beginning a downward trend to the SES level.

Both Hispanic males and females experience a marked decrease in representation at the GS 15 level. Hispanic males at senior pay levels have their greatest representation at the GS-15 level, but representation decreases significantly at the SES level. Hispanic females have their greatest representation at the GS-13

level, and then decrease to no representation at the SES level.

Major occupations (Table A6, Permanent)

Hispanics were underrepresented in all major occupations except for males in the 905 series and females in the 343 series.

New Hires (Table A8)

A total of 17 Hispanics were hired at a rate of 3.81%. Both males and females were hired at rates lower than their presence in the CLF, which is 5.17 for males and 4.79 for females.

Separations (Table A14)

Five Hispanic females ((0.74%) and 12 Hispanic males (1.78%) were hired in FY 2017, which is below respective CLF for Hispanic females (4.79%) and males (5.17%). By contrast, separations were essentially in line with CLF representation; eleven females (4.05%) and 20 males (4.94%) were separated (two separations were involuntary).

Solutions

HRD provides periodic updates to leadership and the workforce on the recruitment and employment of Hispanics/Latinos. Also, consistent with the WHS Targeted Recruitment Plan, HRD provides feedback about current office operations with the goal of determining alternative methods to increase the success of the office's programs. The Plan is based on participation and efforts of WHS leadership, directorates and offices, and the HRD Recruitment and Outreach specialists. HRD requested that each office assign a representative to partner with the recruitment and outreach specialists. In 2016, HRD established Customer Account Managers (CAMS) to serve as liaisons between HRD and the customer. The CAMS:

- provide feedback to HRD about operations of their assigned customers;
- assist customers with determining alternative methods to increase the success of the office's programs through utilization of special appointment authorities (e.g. Student Education Employment Program, Temporary Summer Hire Authority, Presidential Management Intern (PMI) authority);
- partner with customers and DDR on opportunities for recruitment and advancement of employees with targeted disabilities, to include Hispanic/Latinos; and
- assist customers with developing customer-specific, office-specific, and occupation-specific hiring from the Hispanic/Latino community.

WHS utilizes student outreach and the Pathways Recent Graduates and Internship programs to broaden WHS' recruitment reach into educational institutions with diverse populations, to include Hispanics/Latinos. We continue to advertise internships, both paid and unpaid, at Hispanic Serving Institutions (HSIs)

For the first time, WHS participated in the Annual Historically Black Colleges and Universities (HBCU) College Festival at TC Williams High School in Alexandria, to promote the Voluntary Student Internship Program (VSIP). As of October 31, 2017, the TC Williams student demographics include 36.52% Hispanic students. We periodically create and distribute up-to-date internship, career, and PMF opportunities brochures and marketing material; an update is schedule for early 2018.

HRD, DDR coordinated with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog. Posted content to include: job fairs, new position opportunities, upcoming events, and more relating to the Diversity, Disability and Recruitment program with a goal to reach a broader audience of highly desired candidates, inclusive of Hispanics/Latinos, to fill the crucial positions in IT, security, and cybersecurity.

The Way Ahead

WHS will renew its barrier analysis effort for 2018, with an attendant review of WHS's policies, practices to leverage diversity and inclusion in areas to include: recruitment, performance management, training, learning and development, and mentoring. WHS will use data driven strategies to advance representational diversity and inclusion through its 2018 Targeted Recruitment Plan with focus on Hispanic males and females, White females, and People with Disabilities.

As part of the recruitment and training strategies, WHS will integrate social media to publicize use of the special hiring authorities and positions in major occupations with underrepresentation of certain groups. We will incorporate more training of DDR employees and collaboration with customers and customer account managers (CAMS), who are assigned to facilitate human resources services to specific customers in our serviced populations.

WHS will utilize applicant flow data to identify potential barriers to hiring a diverse workforce, and review hiring processes to provide recommendations on the removal of barriers to the inclusion of candidates with disabilities and targeted disabilities.

WHS will continue to develop and advocate for the business case for the establishment of the consolidated reasonable accommodations fund (CRAF).

WHS will continue to develop and implement required policies, to include the Anti-harassment policy, which is currently in the review process. Additionally, WHS has begun to draft the personal assistive services policy. Expected implementation of both policies first quarter of 2018.

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

I, Michael L. Rhodes, am the Principal EEO Director/Official for Washington Headquarters Services (WHS) and WHS serviced components.

Principal EEO Director/Official for

Washington Headquarters Services

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

The Agency has also analyzed its 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.

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

Michael L. Rhodes
Director for Administration,
Office of the Deputy Chief Management Officer

Date

Barbara A. Westgate
Director, Washington Headquarters Services

Date

AGENCY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS

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	EEO policy statements are up-to-date.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures				
	Was the EEO policy statement issued within 6 - 9 months of the installation of the Agency Head? If no, provide an explanation.	X		
	During the current Agency Head's tenure, has the EEO policy statement been re-issued annually? If no, provide an explanation.	X		
	Are new employees provided a copy of the EEO policy statement during orientation?	X		
	When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?	X		
 Compliance Indicator	EEO policy statements have been communicated to all employees.	Measure has been met		
 Measures		Yes	No	
	Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?	X		
	Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?	X		
	Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]	X		

 Compliance Indicator	Agency EEO policy is vigorously enforced by agency management.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:				
- resolve problems/disagreements and other conflicts in their respective work environments as they arise?		X		
- address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?		X		
- support the agency's EEO program through allocation of mission personnel to participate in community out-reach and recruitment programs with private employers, public schools and universities?		X		
- ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?		X		
- ensure a workplace that is free from all forms of discrimination, harassment and retaliation?		X		
- ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications ?		X		
- ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?		X		
- ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?		X		
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?		X		
Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.				Publication of Administrative Instruction 8, Disciplinary and Adverse Actions (posted on WHS website)

Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?	X		
Have managers and supervisors been trained on their responsibilities under the procedures for reasonable accommodation?	X		

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 715-01 PART H to the agency's status report
Measures		Yes	No	

Is the EEO Director under the direct supervision of the agency head? [see 29 CFR §1614.102(b)(4)]	X		
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For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)	X		
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Are the duties and responsibilities of EEO officials clearly defined?	X		
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Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?	X		
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If the agency has 2 nd level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?			Not Applicable
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If the agency has 2 nd level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting components?			Not Applicable
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If not, please describe how EEO program authority is delegated to subordinate reporting components.			Not Applicable
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Compliance Indicator	The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of EEO programs and 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 715-01 PART H to the agency's status report
Measures		Yes	No	

Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?		X		
Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		X		
Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes		X		
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 re-alignments?		X		
Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]		X		See Part H-2
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the agency's strategic mission?		X		
 Compliance Indicator	The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X		
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X		
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		X		

Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X		
Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		X		
People With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X		
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X		Programs are monitored by the Office EEO Programs
 Compliance Indicator	The agency has committed sufficient budget to support the success of its EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM-715-01 PART H to the agency's status report
 Measures		Yes	No	
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems?		X		
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)		X		
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?		X		
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?		X		
Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?		X		
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?		X		
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? [see 29 C.F.R. § 1614.102(b)(5)]		X		

Is there sufficient funding to ensure that all employees have access to this training and information?		X		
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:				
- for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?		X		
- to provide religious accommodations?		X		
- to provide disability accommodations in accordance with the agency's written procedures?		X		
- in the EEO discrimination complaint process?		X		
- to participate in ADR?		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	EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each managers or supervisor's area or responsibility.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	
Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		X		
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include agency Counsel, Human Resource Officials, Finance, and the Chief information Officer?		X		
Compliance Indicator	The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures				
Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		X		
Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full		X		

participation in the program by all groups?				
Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		X		
 Compliance Indicator	When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?		X		
Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?		X		
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?		X		N/A – One finding of discrimination that is being appealed.
If so, cite number found to have discriminated and list penalty /disciplinary action for each type of violation.				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?		X		
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.?		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	Analyses to identify and remove unnecessary barriers to employment are conducted 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 715-01 PART H to the agency's status report
 Measures		Yes	No	
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?		X		
When barriers are identified, do senior managers develop and		X		

implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?				
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?		X		
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		X		
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		X		
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		X		
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X		
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X		
 Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are all employees encouraged to use ADR?		X		
Is the participation of supervisors and managers in the ADR process required?		X		
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.				
 Compliance Indicator	The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD 715 and these instructions?		X		
Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD 715 and these instructions?		X		See Part
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO				N/A – WHS does not have subordinate EEO offices.

program and eliminate discrimination under Title VII and the Rehabilitation Act?				
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		X		
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		X		
 Compliance Indicator	The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency use a complaint tracking and monitoring system that allows identification of the location and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		X		
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		X		
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		X		
<p>If yes, briefly describe how: The Statement of Work in the contract provides stipulations for quality assurance to ensure payment upon adequate completion of work to be performed. IRD monitors investigations; EEOP monitors counselors to ensure timely compliance.</p>				
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		X		
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		X		
 Compliance Indicator	The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	

Are benchmarks in place that compares the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		X		
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?		X		
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		X		
Does the agency complete the investigations within the applicable prescribed time frame?			X	See Part H-6
When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?			X	See Part H-6
When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X		
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		X		
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		X		
 Compliance Indicator	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		X		
Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?		X		
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?		X		
Does the responsible management official directly involved in the dispute have settlement authority?		X		WHS policy effectively requires second line management to be the settlement authority

 Compliance Indicator	The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures				
	Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the EEOC?	X		
	Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?	X		
	Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?	X		
	Do the agency's EEO programs address all of the laws enforced by the EEOC?	X		
	Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?	X		
	Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD 715 standards?	X		See Part H-7
	Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?	X		
 Compliance Indicator	The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO complaints?	X		
	Does the agency discrimination complaint process ensure a neutral adjudication function?	X		
	If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?	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	Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative Judges?		<input checked="" type="checkbox"/>		
 Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.			<input checked="" type="checkbox"/>	Payroll is handled by Defense Finance Accounting Service (DFAS)
Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		<input checked="" type="checkbox"/>		
Are procedures in place to promptly process other forms of ordered relief?		<input checked="" type="checkbox"/>		
 Compliance Indicator	Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Is compliance with EEOC orders encompassed in the performance standards of any agency employee?		<input checked="" type="checkbox"/>		
If so, please identify the employees by title in the comments section, and state how performance is measured.		All supervisors and managers have a supervisory performance objective which includes EEO.		
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		<input checked="" type="checkbox"/>		
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.				
Have the involved employees received any formal training in EEO compliance?		<input checked="" type="checkbox"/>		

Does the agency promptly provide to the EEOC the following documentation for completing compliance:			
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?	X		
Awards: A narrative statement by an appropriate agency official stating the dollar amount and the criteria used to calculate the award?	X		
Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate agency official of total monies paid?	X		
Compensatory Damages: The final agency decision and evidence of payment, if made?	X		
Training: Attendance roster at training session(s) or a narrative statement by an appropriate agency official confirming that specific persons or groups of persons attended training on a date certain?	X		
Personnel Actions (e.g., Reinstatement, Promotion, Hiring, Reassignment): Copies of SF-50s	X		
Posting of Notice of Violation: Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available.	X		
Supplemental Investigation: 1. Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request or agency's transmittal letter).	X		
Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing.	X		
Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement.	X		
Civil Actions: A complete copy of the civil action complaint demonstrating same issues raised as in compliance matter.	X		
Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.	X		

EEOC FORM 15-01 PART H-2	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	WHS does not conduct trend analysis of the effects of management/ personnel policies, procedures, and practices on R/NO/G and disability groups. CLOSED
OBJECTIVE:	To obtain data and conduct trend analysis of the effects of management/ personnel policies, procedures, and practices on R/NO/G and disability groups.
RESPONSIBLE OFFICIAL:	Director, EEOP
DATE OBJECTIVE INITIATED:	3/10/2015
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2017 – New - Completed
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
EEOP will contact other Federal agencies to identify best practices for meeting this requirement.	6/30/2015 Completed
EEOP will identify the policy, procedure, or practice that will be the subject of a trend analysis in FY 2016.	4/30/2016 Completed
EEOP will discuss with DLA methods of obtaining data on applicants for internal promotions.	6/30/2017 Completed
As trends are examined, if adverse impacts are revealed, EEOP will discuss options with appropriate officials for revising the applicable policy, procedure, or practice.	9/30/2017 New -Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
WHS conducted and will continue to conduct a 5 year trend analysis of RGNO data (see Executive Summary, Workforce Analysis). Additionally, for FY 2018, WHS will conduct the 5 year trend for senior grades and disability employment.	

EEOC FORM 715-01 PART H-5	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2015 to September 30, 2016
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	EEOP does not have access to applicant flow data to conduct thorough barrier analysis. EEOP does not have management controls to monitor and ensure that the data received from DLA is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC.
OBJECTIVE:	To provide EEOP with access to reliable applicant flow data. To provide EEOP with accurate data to conduct ongoing barrier analysis and draft the MD 715 report.
RESPONSIBLE OFFICIAL:	Director, WHS; Director, HRD; Director, EEOP
DATE OBJECTIVE INITIATED:	3/01/2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2015 New date: 6/30/2017
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Continue discussions with HRD to obtain access to personnel data.	9/30/2015 Completed.
Continue discussions with HRD (DLA) to obtain access to applicant flow data.	6/30/2017 Completed and ongoing
Work with HRD to obtain data on developmental training opportunities.	9/30/2015 Completed
(New) Work with DLA to obtain data on applicants for internal promotions.	9/30/2017 Completed and ongoing
(New) Work with DLA to obtain data on applicants with disabilities.	9/30/2017 Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
In FY 2016, HRD acquired access to the "USA Staffing Onboarding Manager," a new component of the OPM's web-based USA Staffing system, which includes the Cognos component for Applicant Flow Data access. Although the FY 2017 applicant flow database has been populated, the agencies who use Cognos continue to experience issues with data access. WHS will continue to work with OPM to obtain the necessary data.	

EEOC FORM 715-01 PART H-6	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL	The Agency does not complete investigations within the prescribed time frame and Final Agency Decisions within 60 days of the request.
OBJECTIVE:	To ensure that EEO has adequate coordination with other entities to achieve timely processing of discrimination complaints.
RESPONSIBLE OFFICIAL:	Director, WHS; Director, EEO
DATE OBJECTIVE INITIATED:	3/10/2009
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2018
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
Continue efforts to improve timeliness of investigations through collaboration with IRD, DCPAS and training EEO specialists.	9/30/2013 Ongoing
Monitor timeliness of investigations conducted by IRD and provide assistance when needed.	6/30/2015 Completed and ongoing
Work with IRD to identify reasons for delays.	9/30/2015 Completed and ongoing
Evaluate process for issuing Final Agency Decisions to identify areas for improvement.	2/2015 Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>In FY 2017, investigation processing time increased by 14 percent as compared to FY 2016, from 174 days to 199 days. On average, WHS processed seven FADs per year between FY 2012 and FY 2017, ranging from four in FY 2012 to 12 in FY 2017. There was a total of five (5) FADs issued with four (4) as closures with an average of 80 days to issuance. Of the five issuances, the range was 7 days to 126 days to issuance. WHS' average processing time to complete a FAD decreased by 98 days or 55.1 percent (55.1%) since FY13. To date in FY18, two (2) FAD closures were completed in 21 and 41 days for an average of 31 days. The plan for FY18 and going forward, to ensure compliance with the FAD timeline requirements, is dedicating two staff members, one being the Director, as FAD writers as competencies improve with experience.</p>	

EEOC FORM 715-01 PART H-7	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL	WHS does not track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD 715 standards.
OBJECTIVE:	To obtain data on recruitment efforts to identify potential barriers.
RESPONSIBLE OFFICIAL:	Director, HRD; Director, EEOP
DATE OBJECTIVE INITIATED:	3/01/2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	12/30/2016
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
Collaborate to ensure targeted recruitment is occurring.	12/30/2016 – New – Completed and ongoing
Collaborate once we have applicant flow data to identify gaps.	6/30/2018 – New date: 6/30/3018
Train Special Emphasis Program Managers on data analysis and seek their input for recruitment sources.	12/30/2016 New date: 12/30/2017 – New – Completed and ongoing
Compare applicant data to recruitment efforts.	9/30/2016 New date: 9/30/2017 – New – Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>A comprehensive recruitment plan consists of strategies targeted for hiring of White women, Hispanics and PwTDs. For FY 2018, the HRD Directors has committed to dedicate funds specific to outreach activities.</p> <p>WHS will utilize the Defense Ready, a comprehensive operational solution designed to provide full spectrum human resource management for the total workforce, to include tracking recruitment efforts, and collection/analysis of metrics regarding related task processes.</p>	

EEOC FORM 715-01 PART I – 1	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program	
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017	
PEOPLE WITH TARGETED DISABILITIES (PwTDs) WORKFORCE		
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?	WHS workforce data (Table B1) indicates that the on-board rate of employees with targeted disabilities is still below the 2% on-board goal. Table B8 (New Hires) shows that WHS and serviced components have not met the 2% hiring goal.	
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	Due to the lack of applicant flow data, it could not be determined where the barriers exist. WHS did receive 200 Schedule A applications, but whether these candidates were qualified is not known.	
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.	Applicant data showing disability status was not available. WHS does not have a targeted recruitment plan.	
OBJECTIVE: State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.	Recruitment efforts directed at this group will be increased, and the Director will continue to stress hiring to meet the goal. WHS will so analyze applicant flow data in 2018.	
RESPONSIBLE OFFICIAL:	Director, WHS; Director, HRD; Director, EEO	
DATE OBJECTIVE INITIATED:	3/09/2009	
TARGET DATE FOR COMPLETION OF	9/30/17 – New Date: 6/30/2018	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE	TARGET DATE (Must be specific)	
Utilize DefenseReady as a mechanism to track information on Agency vacancies, to include recruitment as available.	9/30/2017 – New date 6/30/2018	
Implement the recruitment plan and monitor results via hiring activity.	Completed and ongoing	
If necessary, revise the recruitment plan.	Completed and ongoing	
Continue to train hiring officials on the requirement to hire people with disabilities and the 2% goal for people with targeted disabilities.	Completed and ongoing	

Publicize WHS Directorates and Serviced Components that met the goal.	Completed and ongoing
Conduct recruitment at the Disability Services Offices at local colleges and universities.	Completed and ongoing
Attend local job fairs for people with disabilities.	Completed and ongoing
Coordinate with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog. Posted content to include: job fairs, new position opportunities, upcoming events, and more relating to the Diversity, Disability and Recruitment program with a goal to reach broader audience of highly desired candidates, inclusive of veterans/disabled veterans, to fill the crucial positions in IT, security, and cybersecurity.	Completed and ongoing
Utilize newly hired Customer Account Managers (CAMS) to support customers within the serviced population, to include key strategic analyses as well as human capital requirements.	Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>During FY 2017, seven of twelve WHS Directorates exceeded the 2% goal for employees with targeted disabilities, to include: Acquisition Directorate (2.4%), Executive Services Directorate (2.9%), Financial Management Directorate (5.9%), History and Library Directorate (11.1%), Human Resources Directorate (5.3%), Immediate Office of the Director (4.4%), and the Office of General Counsel (3.4%). As an Agency, WHS is at 1.9%. The Agency continued to provide Senior Leaders the quarterly PwTDs reports. The report provided data analysis, trends, and the current status of the PwTDs workforce for each Directorate. Additionally, Defense Test Resource Management Center exceeded the goal (3.70%).</p> <p>The Agency provided Sign Language Interpreter (SLI) services to PWDs for workplace meetings, trainings, workshops, and special events. Also, HRD hosted a thirteen week introductory American Sign Language classroom course that emphasized conversational and common workplace words.</p> <p>The Agency continues to work with the Hiring Heroes program sponsored by the DoD to increase opportunities for veterans. In FY 2017, 193 veterans were promoted through career ladder promotions or through the merit promotion process, representing a 17.87% decrease from FY 2016 (235) promotions. Merit promotional opportunities are advertised via USAJOBS and all veterans have access to the USAJOBS system.</p> <p>HRD, DDR continues to actively promote the use of RA while tracking and communicating performance in processing and providing RA throughout its serviced population.</p> <p>Four individuals came on-board under the Schedule A hiring authority and three individuals under the Workforce Recruitment Program (WRP) hiring authority.</p>	

<p align="center">EEOC FORM 715-01 PART I – 2</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>
<p>HISPANIC WORKFORCE</p>	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>WHS permanent workforce data (Table A1) shows Hispanic males (3.07%) and Hispanic females (1.51%) are employed at rates significantly lower than their availability (5.2% and 4.8%, respectively) in the National Civilian Labor Force (NCLF). Hispanic representation has steadily increased during this period but remains below the NCLF; for their respective demographics, males are -2.10% below the NCLF; females -3.28% below the NCLF.</p> <p>The following groups had a lower representation rate at the higher pay level as compared to the pay distribution of the total workforce: Hispanic males at GS 14, 15, and SES; Hispanic females above GS 13. Hispanics males have a low representation rate of 2.08% at the Senior Executive Level; there were no Hispanic females SES in FY 2017.</p> <p>Hispanics were underrepresented in all major occupations except for males in the 905 series and females in the 343 series</p> <p>There were five Hispanic females and 12 Hispanic males hired in FY 2017, while 11 females (4.05%) and 20 males (4.94%) were separated; two separations were involuntary.</p>
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>WHS identified these triggers by analyzing various MD-715 data tables (A1, A4-1, A6, A8, A-9, A-10A-12, & A14). Hispanic males and females are not hired at rates matching their availability in the NCLF. They are also below the occupational CLF in several job series.</p>
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the Agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>While WHS does conduct targeted recruitment, it has not resulted in a higher percentage of applications from Hispanic males and females so that the applicant rate is closer to their ratio in the NCLF.</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Recruitment efforts will continue to target qualified Hispanic men and women.</p> <p>WHS will also analyze applicant flow data in 2018.</p>

RESPONSIBLE OFFICIAL:	Director, HRD; Director, EEOP	
DATE OBJECTIVE INITIATED:	3/10/2009	
TARGET DATE FOR COMPLETION OF	New date: 9/30.2018	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE	TARGET DATE (Must be specific)	
Implement the recruitment plan and monitor results via applicant flow data.	Completed and ongoing	
Utilize DefenseReady as a mechanism to track information on Agency vacancies, to include recruitment as available..	9/30/2016 – New Date: 6/30/2018	
Continue to analyze the separation data.	10/1/2015 and ongoing	
Analyze separation data to evaluate and explore the correlation between length of service and separation.	9/30/2017 New date: 6/30/2018	
Obtain Nature of Action Codes for separations and review to determine why Hispanics are leaving the Agency.	Completed and ongoing	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE		
<p>A Hispanic Employment Program Manager (HEPM) was identified in FY 2017, but he has since left the agency. WHS is seeking a replacement. In the interim, WHS has developed a recruitment plan that includes strategies targeting the hiring of Hispanics. Part of the strategies is to establish a rapport and partnerships with Hispanic organizations, schools and universities and identify resources and methods to attract Hispanics. The HEPM will also develop a list of Hispanic Serving Organizations and Institutions of Higher Education, to include POCs to be included in the Agency’s FY 2018 Outreach Plan.</p> <p>The Agency continues to request its employees to review their RNO in the “My Biz” database to ensure accuracy. This effort will assist the Agency in ensuring all Hispanics are identified in the Agency workforce data and will allow the Agency to conduct a more accurate workforce analysis.</p> <p>Again, exit survey results were insufficient to determine reasons for separation. HRD will continue to collect and analyze survey results and conduct focus groups in FY 2018.</p>		

<p align="center">EEOC FORM 715-01 PART I – 4</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>	
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>	
<p>FEMALES IN THE WORKFORCE</p>		
<p>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?</p>	<p>WHS permanent workforce data (Table A1) reflects a low representation rate for females (35.3%) compared to their availability in the NCLF (48.1%). Specifically, White females (18.63%) are below the NCLF (34.03%).</p>	
<p>BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>WHS identified this trigger by analyzing various MD-715 data tables (A1, A4, A8, A12, & A14). Females are not hired at rates matching their availability in the NCLF. They are also below the occupational CLF in several job series. Applicant flow data was obtained and analyzed. During FY 2017, WHS received an insufficient number of applications from females. Their ratio as a percentage of total applicants was lower than their ratio in the NCLF.</p>	
<p>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.</p>	<p>While WHS does conduct targeted recruitment, it has not resulted in a higher percentage of applications from Females so that the applicant rate is closer to their ratio in the NCLF. WHS will also analyze applicant flow data in 2018.</p>	
<p>OBJECTIVE: State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Recruitment efforts will target qualified Females. WHS will also attempt to obtain more information on the reasons for separations.</p>	
<p>RESPONSIBLE OFFICIAL:</p>	<p>Director, HRD; Director, EEOP</p>	
<p>DATE OBJECTIVE INITIATED:</p>	<p>3/10/2009; 10/1/2015</p>	
<p>TARGET DATE FOR COMPLETION OF</p>	<p>New date: 9/30/18</p>	
<p>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE</p>		<p align="center">TARGET DATE (Must be specific)</p>
<p>Implement the recruitment plan and monitor results via applicant flow data.</p>		<p align="center">Completed and ongoing</p>
<p>Establish a mechanism to track and present to senior management information on vacancies, to include source of recruitment and diversity of applicants as available.</p>		<p align="center">9/30/2016 and ongoing</p>

Explore ways to improve the number of separating employees who complete the exit survey.

6/2015 **New date: 9/30/18**

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

A Federal Women's Program Manager (FWPM) will undertake additional measures to execute the Women's recruitment plan. A comprehensive recruitment plan consists of strategies targeted for hiring of Females. Part of the strategy will be to establish a rapport and partnerships with Women's and Veterans' organizations/associations, networking events as well as identify methods to attract, train and retain Females to the Agency. WHS anticipates hosting a seminar in conjunction with OPM to explore pathways for women to attain senior executive status and employment.

<p align="center">EEOC FORM 715-01 PART I - 4</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>
<p>GS 13 AND ABOVE WORKFORCE</p>	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>Certain groups have low representation at the higher pay levels. This was observed when analyzing Data Table A4-2. While 13.02% of the workforce is at the GS 13 level; 10.00% of White males, 11/84% of Asian females and 11.11% of NH/PI are at this level.</p> <p>Additionally, while 12.51% of the workforce is at the GS 14 level, males represent 11.58% of the workforce and females represent 7.74%, and data reflects that each demographic is underrepresented.</p> <p>Compared to 19.91 % of the total workforce at the GS 15 level, 12.79% of Hispanic females, 8.40% Black males, 6.51% Black females, 13.16% Asian males are at this level.</p> <p>Compared to 5.21% of the total workforce at the SES level, there are no Hispanic Females, 3.37% Hispanic males, 1.25% of African American Males (a decrease from 2016), 0.55% of African American Females are at the SES level; 2.84% Asian males, and no or negligible representation of other demographics.</p>
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Table A4-2 was analyzed. Each group's participation rate in each pay level was compared to the ratio of the total workforce in that pay level. The above discrepancies were noted.</p>
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the Agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>There is a need to compile relevant data and perform detailed analysis on potential barriers from the GS 13 to SES (e.g., internal selection data and applicant flow data).</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>WHS will continue to examine workforce data and collect feedback from employees. The impact of hiring Veterans will also be examined.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Director, HRD; Director EEOP</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>3/09/2009</p>
<p>TARGET DATE FOR COMPLETION OF</p>	<p>New date: 9/30/18</p>

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE	TARGET DATE (Must be specific)
Analyze promotion data for indications of barriers.	6/30/2016 and ongoing
Recruit for vacant SES positions and review the recruitment efforts on a quarterly basis, in accordance with the Executive Order on Strengthening the Senior Executive Service.	6/30/2016 and ongoing
Analyze occupational groups to determine if certain occupations do not have career ladder to GS 13/14/15 and if certain occupations have a more successful path to SES.	9/30/2016 and ongoing
Analyze the job announcement and hiring process for senior level positions.	9/30/2016 and ongoing
Analyze education levels compared to pay levels.	9/30/16 Completed and ongoing
Develop methods to increase applications from Hispanics, African Americans, and Females qualified for senior level positions.	6/2015 New date: 9/30/16
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>In FY 2017, additional analysis revealed when employees who have a graduate degree or education beyond a graduate degree are examined, some groups have a lower representation rate: Hispanic Males at GS 13 and 14; Hispanic Females at GS 15 and SES; White Males at GS 13 and 14; White Females at GS 15; African American Males at GS 15 and SES; African American Females at GS 15 and SES; Asian Males at SES and Asian Females at GS 14 and SES.</p> <p>The Agency also examined employees who had an undergraduate degree but less than a master's degree. The following areas of underrepresentation were noted: Hispanic Males at GS 14; Hispanic Females at GS 15 and SES; White Males at GS 13 and 14; White Females at GS 14; African American Males at GS 15 and SES; African American Females at GS 15 and SES; Asian Males at GS 15 and Asian Females at GS 13.</p>	

EEOC FORM 715-01 PART J	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT Special Program Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities
Washington Headquarters	For period covering October 1, 2016 to September 30, 2017

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 plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities. All agencies, regardless of size, must complete this Part of the MD-715 report.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 C.F.R. § 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.

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

The percentage of PWD in the GS-1 to GS-10 cluster was 8.21% in FY 2017, which falls below the goal of 12%.

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

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

WHS utilized a variety of methods to include Training (HR & Leadership for New Supervisors; annual EEO and Diversity Training); quarterly newsletter, quarterly Leadership meetings, and the annual policy. The FY 17 policy predated the 12% requirement, but when the agency issues its 2018 policy, it will describe the agency's commitment to meeting all of the numerical goals set forth under Section 501.

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.**

Yes No

n/a

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 applications from PWD and PWTD	2		2	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil
Answering questions from the public about hiring authorities that take disability into account	3		3	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil

Processing reasonable accommodation requests from applicants and employees	2		2	Dr. Edna Johnson, Disability and Reasonable Accommodations Program Manager, Edna.e.johnson.civ@mail.mil
Section 508 Compliance	1		4	Theresa Gary, Section 508 Coordinator Theresa.b.gary2.civ@mail.mil
Architectural Barriers Act Compliance	3			Ariam Kloehn, Facility Accessibility Program Manager WHS.Accessibility@mail.mil
Special Emphasis Program for PWD and PWTD	3		3	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil

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

Yes No

n/a

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 No

n/a

Section III: Plan to Recruit and Hire Individuals with Disabilities

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

A. Plan to Identify Job Applicants with Disabilities

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

- In FY 2017, the WHS Special Employment Program Specialists recruited for the Workforce Recruitment Program (WRP). Four WRP interns were selected for positions, including 2 summer interns.
- WHS continues to work closely with Gallaudet University and other major local universities and disability interest institutions in the National Capital Region.
- WHS attends prioritized events focused on disabled veterans, individuals with targeted disabilities including the Hiring our Heroes career event.

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 began coordination with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog; posting of content to include: job fairs, new position opportunities, upcoming events, and more relating to the Diversity, Disability and Recruitment program with a goal to reach broader audience of highly desired candidates to fill the crucial positions in IT, security, and cybersecurity.
- Inclusion of a specific statement in vacancy announcements related to Special Appointing Authorities, to include veterans with a disability rating of 30% or more, with links to informative webpages that further explain and clarify those appointment types. (See Attachment B)
- Continue utilization of special hiring authorities and job development programs for veterans, to include veterans with a disability rating of 30% or more. To this end, HRD will continue to educate hiring managers on the use of special appointing authority for 30% or more disabled veterans. Additionally WHS will seek to include veteran employees with disabilities as recruitment and outreach consultants.
- Continued utilization of OPM shared (Bender) list to place individuals with reportable and targeted disabilities.

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.

WHS is exploring use of a searchable applicant database for Disabled Veterans, Pathways Interns, and recent graduates. At present, SEP employees share spreadsheets/resumes with managers, who are encouraged to consider all available candidates prior to posting a vacancy. Applicants must submit all supporting documentation to Special Employment Program (SEP) employees, who verify eligibility before adding applicants to the WHS database.

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 No N/A

WHS utilized a variety of methods to include Training (HR & Leadership for New Supervisors; annual EEO and Diversity Training); quarterly newsletter, quarterly Leadership meetings, and the annual policy.

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.

Special Employment Program employees maintain current relationships with vocational rehabilitation offices, state employment offices, veterans’ organizations, colleges/universities and other facilities to obtain applications from disabled veterans. They participate in a DoD department-wide recruiter’s consortium to share ideas and information to improve recruitment efforts.

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)	Yes X	No
b. New Hires for Permanent Workforce (PWTD)	Yes X	No

Among the new hires in the permanent workforce, triggers exist for PWD (8.28% and PWTD (0.59%), both of which fall below the respective benchmark of 12% for PWD and 2% for PWTD.

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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

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

A. Advancement Program Plan

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

The SEP employees endeavor to place PWD/PWTD employees in a billet that has promotion potential, when possible. Managers are encouraged to provide PWD/PWTD employees training for promotion to the next higher grade. DDR works with the Section 508 coordinator to insure that PWD/PWTD employees are provided appropriate accessible technology to enable them to perform the essential functions of their jobs, as well as participate in training and development opportunities.

B. Career Development Opportunities

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

WHS has a standard training budget to allow employees to explore opportunities within or to stretch outside their functional area. Additionally, over 4,000 online courses are available through iCompass. Detail opportunities are encouraged. WHS also offers competitive Leader Development Programs, to include assessment tools, leadership development workshops (Leading at the Speed of Trust), assessment tools (Myers Briggs, StrengthsFinder, Benchmarks 360 surveys), executive coaching, and competitive leader development programs. These include Executive Leadership Development Program, White House Leadership Program, WHS Aspiring Leader Program, and the Key Executive Leadership Certificate Program, to name a few. WHS informs employees of OPM negotiated tuition reduction partnerships with post-secondary institutions.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The appropriate 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 (PWTD) | Yes | No |
| b. Selections (PWTD) | Yes | No |

IN FY 2017, triggers exist for PWTD in all career development programs.

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) | Yes X | No |
| b. Awards, Bonuses, & Incentives (PWTD) | Yes X | No |

In FY 2017, triggers exist for all PWD and PWTD employee recognition and awards, except PWD in the category of Cash Awards: \$100 - \$500.

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) | Yes X | No |
| b. Pay Increases (PWTD) | Yes | No X |

In FY 2017, a trigger exists for PWD who receive a quality step increase when comparing the overall inclusion rate of PWDs (9.15%) to the rate of PWDs who received quality step increases (6.45%).

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) | Yes | No | N/A X |
| b. Other Types of Recognition (PWTD) | Yes | No | N/A X |

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.

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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.

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

<p>*WHS was unable to obtain applicant flow data to perform this analysis.</p>

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

<p>*WHS was unable to obtain applicant flow data to perform this analysis.</p>

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

***WHS was unable to obtain applicant flow data to perform this analysis**

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 |
| ii. Internal Selections (PWD) | Yes | No |
| b. Managers | | |
| i. Qualified Internal Applicants (PWD) | Yes | No |
| ii. Internal Selections (PWD) | Yes | No |
| c. Supervisors | | |
| i. Qualified Internal Applicants (PWD) | Yes | No |
| ii. Internal Selections (PWD) | Yes | No |

***WHS was unable to obtain applicant flow data to perform this analysis.**

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

*WHS was unable to obtain applicant flow data to perform this analysis.
--

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.

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

*WHS was unable to obtain applicant flow data to perform this analysis.
--

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.

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

*WHS was unable to obtain applicant flow data to perform this analysis.
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Section V: Plan to Improve Retention of Persons with Disabilities

To be a 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 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 C.F.R. § 213.3102(u)(6)(i))? If “no”, please explain why the agency did not convert all eligible Schedule A employees.

Yes **X** No N/A

n/a

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) | Yes | No X |
| b. Involuntary Separations (PWD) | Yes | No X |

n/a

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) | Yes | No X |
| b. Involuntary Separations (PWTD) | Yes | No X |

n/a

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.

n/a

B. Accessibility of Technology and Facilities

Pursuant to 29 C.F.R. § 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.

For information about Section 508: <http://dodcio.defense.gov/DODSection508.aspx>. Complaints should be addressed to the DoD Office of Diversity Management and Equal Opportunity (ODMEO) - <http://diversity.defense.gov>.

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.

For questions or concerns about architectural barriers, individuals may visit <https://my.whs.mil/services/accessibility>. WHS does not have an internet address specific to rights under the Architectural Barriers Act, but complaints must be addressed to the DoD Office of Diversity Management and Equal Opportunity (ODMEO). <https://my.whs.mil/services/accessibility>

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.**

Installed curb cuts at Mark Center kiss and ride; developed a revised Mark Center evacuation strategy for PWDs; addressed installation of a relief area for service animals; studying the feasibility of a scooter program at the Mark Center location; publication of tactile maps at the Pentagon to assist visually impaired individuals.

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 processing time for accommodation requests in FY 2017 was 10 days. The process has been enhanced by regular training of employees and supervisors. Further, the RAPM, her assistant, and the Team Lead are fully available to advise managers before and during the RA process.

- 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.**

WHS timely processes RA requests and timely approves accommodations. RA training for managers and supervisors is an integral part of the following training: HR and Leadership for New Employee, and EEO and Diversity for Supervisors. The RAPM regularly monitors accommodation requests and advises leadership of any trends.

D. Personal Assistance Services Allowing Employees to Participate in the Workplace Pursuant to 29 C.F.R. § 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.

DOD is drafting a department-wide policy that is currently in the review stage. To date, WHS has processed no requests for PAS.

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?**

Yes No 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

**In FY 2017, WHS settled three of nine complaints that alleged harassment based on disability status.

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.**

n/a

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?**

Yes **X**

No

N/A

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?**

In FY 2017, WHS settled one of three complaints that alleged failure to provide a reasonable accommodation.

Yes

No **X**

N/A

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.**

n/a

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 N/A

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

Yes No N/A

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

Trigger 1

Barrier(s)

Objective(s)

Responsible Official(s)

**Performance Standards Address the Plan?
(Yes or No)**

Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
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Sources of Data

**Sources Reviewed?
(Yes or No)**

Identify Information Collected

Workforce Data Tables
Complaint Data (Trends)
Grievance Data (Trends)
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)
Climate Assessment Survey (e.g., FEVS)
Exit Interview Data

Focus Groups
Interviews
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)
Other (Please Describe)

Target Date (mm/dd/yyyy))	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/y yyy)	Completion Date (mm/dd/yyy y)
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Fiscal Year

Accomplishments

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

n/a

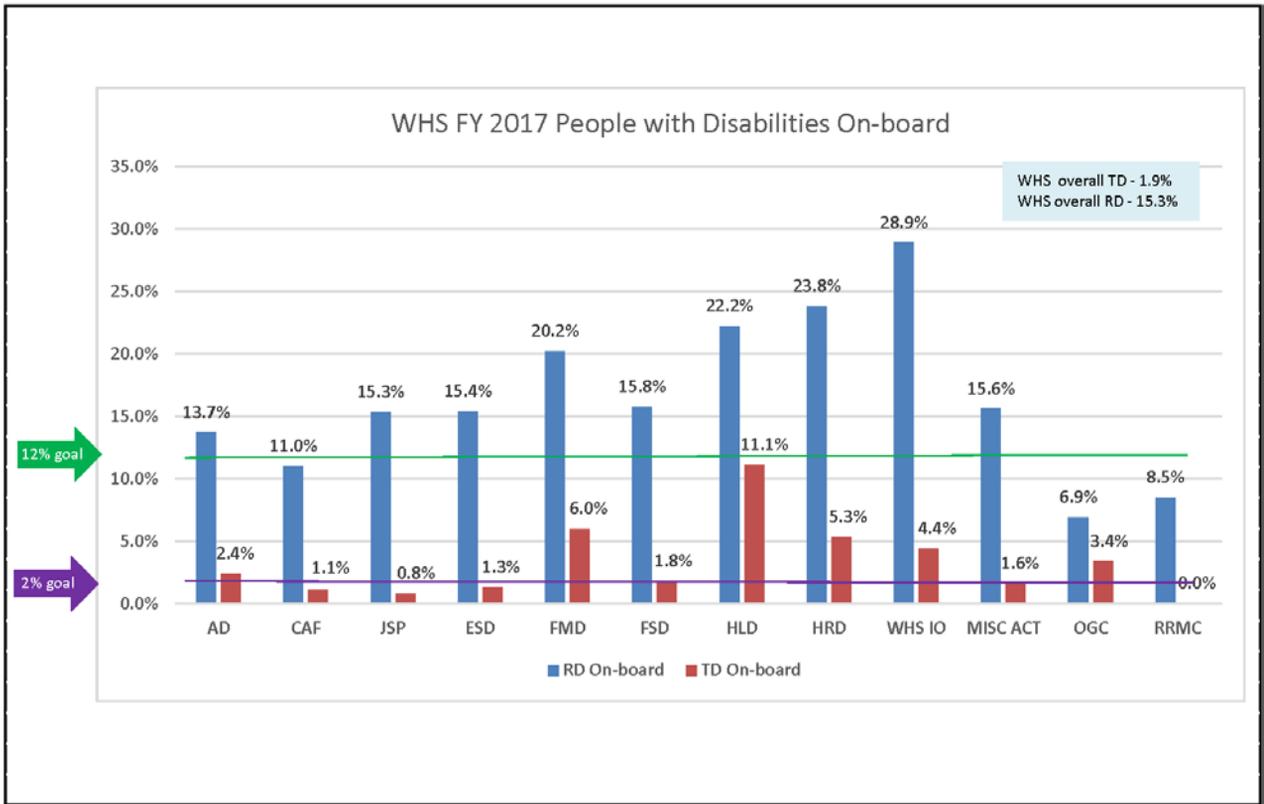
- For the planned activities that were completed, please describe the actual impact of those activities toward eliminating the barrier(s).

n/a

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

n/a

APPENDIX



AGENCY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS

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	EEO policy statements are up-to-date.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures				
	Was the EEO policy statement issued within 6 - 9 months of the installation of the Agency Head? If no, provide an explanation.	X		
	During the current Agency Head's tenure, has the EEO policy statement been re-issued annually? If no, provide an explanation.	X		
	Are new employees provided a copy of the EEO policy statement during orientation?	X		
	When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?	X		
 Compliance Indicator	EEO policy statements have been communicated to all employees.	Measure has been met		
 Measures		Yes	No	
	Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?	X		
	Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?	X		
	Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]	X		

 Compliance Indicator	Agency EEO policy is vigorously enforced by agency management.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:				
- resolve problems/disagreements and other conflicts in their respective work environments as they arise?	X			
- address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?	X			
- support the agency's EEO program through allocation of mission personnel to participate in community out-reach and recruitment programs with private employers, public schools and universities?	X			
- ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?	X			
- ensure a workplace that is free from all forms of discrimination, harassment and retaliation?	X			
- ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications ?	X			
- ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?	X			
- ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?	X			
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?	X			
Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.			Publication of Administrative Instruction 8, Disciplinary and Adverse Actions (posted on WHS website)	

Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?	X		
Have managers and supervisors been trained on their responsibilities under the procedures for reasonable accommodation?	X		

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 715-01 PART H to the agency's status report
Measures		Yes	No	

Is the EEO Director under the direct supervision of the agency head? [see 29 CFR §1614.102(b)(4)]	X		
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For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)	X		
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Are the duties and responsibilities of EEO officials clearly defined?	X		
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Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?	X		
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If the agency has 2 nd level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?			Not Applicable
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If the agency has 2 nd level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting components?			Not Applicable
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If not, please describe how EEO program authority is delegated to subordinate reporting components.			Not Applicable
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Compliance Indicator	The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of EEO programs and 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 715-01 PART H to the agency's status report
Measures		Yes	No	

Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?		X		
Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		X		
Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes		X		
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 re-alignments?		X		
Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]		X		See Part H-2
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the agency's strategic mission?		X		
 Compliance Indicator	The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X		
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X		
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		X		

Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X		
Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		X		
People With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X		
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X		Programs are monitored by the Office EEO Programs
 Compliance Indicator	The agency has committed sufficient budget to support the success of its EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM-715-01 PART H to the agency's status report
 Measures		Yes	No	
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems?		X		
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)		X		
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?		X		
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?		X		
Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?		X		
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?		X		
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? [see 29 C.F.R. § 1614.102(b)(5)]		X		

Is there sufficient funding to ensure that all employees have access to this training and information?		X		
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:				
- for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?		X		
- to provide religious accommodations?		X		
- to provide disability accommodations in accordance with the agency's written procedures?		X		
- in the EEO discrimination complaint process?		X		
- to participate in ADR?		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	EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each managers or supervisor's area or responsibility.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	
Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		X		
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include agency Counsel, Human Resource Officials, Finance, and the Chief information Officer?		X		
Compliance Indicator	The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures				
Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		X		
Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full		X		

participation in the program by all groups?				
Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		X		
 Compliance Indicator	When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?		X		
Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?		X		
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?		X		N/A – One finding of discrimination that is being appealed.
If so, cite number found to have discriminated and list penalty /disciplinary action for each type of violation.				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?		X		
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.?		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	Analyses to identify and remove unnecessary barriers to employment are conducted 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 715-01 PART H to the agency's status report
 Measures		Yes	No	
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?		X		
When barriers are identified, do senior managers develop and		X		

implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?				
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?		X		
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		X		
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		X		
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		X		
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X		
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X		
 Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are all employees encouraged to use ADR?		X		
Is the participation of supervisors and managers in the ADR process required?		X		
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.				
 Compliance Indicator	The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD 715 and these instructions?		X		
Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD 715 and these instructions?		X		See Part
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO				N/A – WHS does not have subordinate EEO offices.

program and eliminate discrimination under Title VII and the Rehabilitation Act?				
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		X		
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		X		
 Compliance Indicator	The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency use a complaint tracking and monitoring system that allows identification of the location and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		X		
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		X		
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		X		
<p>If yes, briefly describe how: The Statement of Work in the contract provides stipulations for quality assurance to ensure payment upon adequate completion of work to be performed. IRD monitors investigations; EEOP monitors counselors to ensure timely compliance.</p>				
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		X		
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		X		
 Compliance Indicator	The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	

Are benchmarks in place that compares the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		X		
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?		X		
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		X		
Does the agency complete the investigations within the applicable prescribed time frame?			X	See Part H-6
When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?			X	See Part H-6
When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X		
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		X		
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		X		
 Compliance Indicator	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM715-01 PART H to the agency's status report
 Measures		Yes	No	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		X		
Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?		X		
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?		X		
Does the responsible management official directly involved in the dispute have settlement authority?		X		WHS policy effectively requires second line management to be the settlement authority

 Compliance Indicator	The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures				
	Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the EEOC?	X		
	Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?	X		
	Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?	X		
	Do the agency's EEO programs address all of the laws enforced by the EEOC?	X		
	Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?	X		
	Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD 715 standards?	X		See Part H-7
	Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?	X		
 Compliance Indicator	The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO complaints?	X		
	Does the agency discrimination complaint process ensure a neutral adjudication function?	X		
	If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?	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	Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative Judges?		X		
 Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.			X	Payroll is handled by Defense Finance Accounting Service (DFAS)
Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		X		
Are procedures in place to promptly process other forms of ordered relief?		X		
 Compliance Indicator	Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Is compliance with EEOC orders encompassed in the performance standards of any agency employee?		X		
If so, please identify the employees by title in the comments section, and state how performance is measured.		All supervisors and managers have a supervisory performance objective which includes EEO.		
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		X		
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.				
Have the involved employees received any formal training in EEO compliance?		X		

Does the agency promptly provide to the EEOC the following documentation for completing compliance:			
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?	X		
Awards: A narrative statement by an appropriate agency official stating the dollar amount and the criteria used to calculate the award?	X		
Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate agency official of total monies paid?	X		
Compensatory Damages: The final agency decision and evidence of payment, if made?	X		
Training: Attendance roster at training session(s) or a narrative statement by an appropriate agency official confirming that specific persons or groups of persons attended training on a date certain?	X		
Personnel Actions (e.g., Reinstatement, Promotion, Hiring, Reassignment): Copies of SF-50s	X		
Posting of Notice of Violation: Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available.	X		
Supplemental Investigation: 1. Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request or agency's transmittal letter).	X		
Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing.	X		
Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement.	X		
Civil Actions: A complete copy of the civil action complaint demonstrating same issues raised as in compliance matter.	X		
Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.	X		

EEOC FORM 15-01 PART H-2	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	WHS does not conduct trend analysis of the effects of management/ personnel policies, procedures, and practices on R/NO/G and disability groups. CLOSED
OBJECTIVE:	To obtain data and conduct trend analysis of the effects of management/ personnel policies, procedures, and practices on R/NO/G and disability groups.
RESPONSIBLE OFFICIAL:	Director, EEOP
DATE OBJECTIVE INITIATED:	3/10/2015
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2017 – New - Completed
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
EEOP will contact other Federal agencies to identify best practices for meeting this requirement.	6/30/2015 Completed
EEOP will identify the policy, procedure, or practice that will be the subject of a trend analysis in FY 2016.	4/30/2016 Completed
EEOP will discuss with DLA methods of obtaining data on applicants for internal promotions.	6/30/2017 Completed
As trends are examined, if adverse impacts are revealed, EEOP will discuss options with appropriate officials for revising the applicable policy, procedure, or practice.	9/30/2017 New -Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
WHS conducted and will continue to conduct a 5 year trend analysis of RGNO data (see Executive Summary, Workforce Analysis). Additionally, for FY 2018, WHS will conduct the 5 year trend for senior grades and disability employment.	

EEOC FORM 715-01 PART H-5	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2015 to September 30, 2016
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	EEOP does not have access to applicant flow data to conduct thorough barrier analysis. EEOP does not have management controls to monitor and ensure that the data received from DLA is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC.
OBJECTIVE:	To provide EEOP with access to reliable applicant flow data. To provide EEOP with accurate data to conduct ongoing barrier analysis and draft the MD 715 report.
RESPONSIBLE OFFICIAL:	Director, WHS; Director, HRD; Director, EEOP
DATE OBJECTIVE INITIATED:	3/01/2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2015 New date: 6/30/2017
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Continue discussions with HRD to obtain access to personnel data.	9/30/2015 Completed.
Continue discussions with HRD (DLA) to obtain access to applicant flow data.	6/30/2017 Completed and ongoing
Work with HRD to obtain data on developmental training opportunities.	9/30/2015 Completed
(New) Work with DLA to obtain data on applicants for internal promotions.	9/30/2017 Completed and ongoing
(New) Work with DLA to obtain data on applicants with disabilities.	9/30/2017 Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
In FY 2016, HRD acquired access to the "USA Staffing Onboarding Manager," a new component of the OPM's web-based USA Staffing system, which includes the Cognos component for Applicant Flow Data access. Although the FY 2017 applicant flow database has been populated, the agencies who use Cognos continue to experience issues with data access. WHS will continue to work with OPM to obtain the necessary data.	

EEOC FORM 715-01 PART H-6	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL	The Agency does not complete investigations within the prescribed time frame and Final Agency Decisions within 60 days of the request.
OBJECTIVE:	To ensure that EEO has adequate coordination with other entities to achieve timely processing of discrimination complaints.
RESPONSIBLE OFFICIAL:	Director, WHS; Director, EEO
DATE OBJECTIVE INITIATED:	3/10/2009
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/2018
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
Continue efforts to improve timeliness of investigations through collaboration with IRD, DCPAS and training EEO specialists.	9/30/2013 Ongoing
Monitor timeliness of investigations conducted by IRD and provide assistance when needed.	6/30/2015 Completed and ongoing
Work with IRD to identify reasons for delays.	9/30/2015 Completed and ongoing
Evaluate process for issuing Final Agency Decisions to identify areas for improvement.	2/2015 Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>In FY 2017, investigation processing time increased by 14 percent as compared to FY 2016, from 174 days to 199 days. On average, WHS processed seven FADs per year between FY 2012 and FY 2017, ranging from four in FY 2012 to 12 in FY 2017. There was a total of five (5) FADs issued with four (4) as closures with an average of 80 days to issuance. Of the five issuances, the range was 7 days to 126 days to issuance. WHS' average processing time to complete a FAD decreased by 98 days or 55.1 percent (55.1%) since FY13. To date in FY18, two (2) FAD closures were completed in 21 and 41 days for an average of 31 days. The plan for FY18 and going forward, to ensure compliance with the FAD timeline requirements, is dedicating two staff members, one being the Director, as FAD writers as competencies improve with experience.</p>	

EEOC FORM 715-01 PART H-7	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017
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.	
STATEMENT of MODEL PROGRAM ESSENTIAL	WHS does not track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD 715 standards.
OBJECTIVE:	To obtain data on recruitment efforts to identify potential barriers.
RESPONSIBLE OFFICIAL:	Director, HRD; Director, EEOP
DATE OBJECTIVE INITIATED:	3/01/2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	12/30/2016
PLANNED ACTIVITIES TOWARD COMPLETION	TARGET DATE (Must be specific)
Collaborate to ensure targeted recruitment is occurring.	12/30/2016 – New – Completed and ongoing
Collaborate once we have applicant flow data to identify gaps.	6/30/2018 – New date: 6/30/3018
Train Special Emphasis Program Managers on data analysis and seek their input for recruitment sources.	12/30/2016 New date: 12/30/2017 – New – Completed and ongoing
Compare applicant data to recruitment efforts.	9/30/2016 New date: 9/30/2017 – New – Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>A comprehensive recruitment plan consists of strategies targeted for hiring of White women, Hispanics and PwTDs. For FY 2018, the HRD Directors has committed to dedicate funds specific to outreach activities.</p> <p>WHS will utilize the Defense Ready, a comprehensive operational solution designed to provide full spectrum human resource management for the total workforce, to include tracking recruitment efforts, and collection/analysis of metrics regarding related task processes.</p>	

EEOC FORM 715-01 PART I – 1	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program	
Washington Headquarters Services	For period covering October 1, 2016 to September 30, 2017	
PEOPLE WITH TARGETED DISABILITIES (PwTDs) WORKFORCE		
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?	WHS workforce data (Table B1) indicates that the on-board rate of employees with targeted disabilities is still below the 2% on-board goal. Table B8 (New Hires) shows that WHS and serviced components have not met the 2% hiring goal.	
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	Due to the lack of applicant flow data, it could not be determined where the barriers exist. WHS did receive 200 Schedule A applications, but whether these candidates were qualified is not known.	
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.	Applicant data showing disability status was not available. WHS does not have a targeted recruitment plan.	
OBJECTIVE: State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.	Recruitment efforts directed at this group will be increased, and the Director will continue to stress hiring to meet the goal. WHS will so analyze applicant flow data in 2018.	
RESPONSIBLE OFFICIAL:	Director, WHS; Director, HRD; Director, EEO	
DATE OBJECTIVE INITIATED:	3/09/2009	
TARGET DATE FOR COMPLETION OF	9/30/17 – New Date: 6/30/2018	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE		TARGET DATE (Must be specific)
Utilize DefenseReady as a mechanism to track information on Agency vacancies, to include recruitment as available.		9/30/2017 – New date 6/30/2018
Implement the recruitment plan and monitor results via hiring activity.		Completed and ongoing
If necessary, revise the recruitment plan.		Completed and ongoing
Continue to train hiring officials on the requirement to hire people with disabilities and the 2% goal for people with targeted disabilities.		Completed and ongoing

Publicize WHS Directorates and Serviced Components that met the goal.	Completed and ongoing
Conduct recruitment at the Disability Services Offices at local colleges and universities.	Completed and ongoing
Attend local job fairs for people with disabilities.	Completed and ongoing
Coordinate with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog. Posted content to include: job fairs, new position opportunities, upcoming events, and more relating to the Diversity, Disability and Recruitment program with a goal to reach broader audience of highly desired candidates, inclusive of veterans/disabled veterans, to fill the crucial positions in IT, security, and cybersecurity.	Completed and ongoing
Utilize newly hired Customer Account Managers (CAMS) to support customers within the serviced population, to include key strategic analyses as well as human capital requirements.	Completed and ongoing
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>During FY 2017, seven of twelve WHS Directorates exceeded the 2% goal for employees with targeted disabilities, to include: Acquisition Directorate (2.4%), Executive Services Directorate (2.9%), Financial Management Directorate (5.9%), History and Library Directorate (11.1%), Human Resources Directorate (5.3%), Immediate Office of the Director (4.4%), and the Office of General Counsel (3.4%). As an Agency, WHS is at 1.9%. The Agency continued to provide Senior Leaders the quarterly PwTDs reports. The report provided data analysis, trends, and the current status of the PwTDs workforce for each Directorate. Additionally, Defense Test Resource Management Center exceeded the goal (3.70%).</p> <p>The Agency provided Sign Language Interpreter (SLI) services to PWDs for workplace meetings, trainings, workshops, and special events. Also, HRD hosted a thirteen week introductory American Sign Language classroom course that emphasized conversational and common workplace words.</p> <p>The Agency continues to work with the Hiring Heroes program sponsored by the DoD to increase opportunities for veterans. In FY 2017, 193 veterans were promoted through career ladder promotions or through the merit promotion process, representing a 17.87% decrease from FY 2016 (235) promotions. Merit promotional opportunities are advertised via USAJOBS and all veterans have access to the USAJOBS system.</p> <p>HRD, DDR continues to actively promote the use of RA while tracking and communicating performance in processing and providing RA throughout its serviced population.</p> <p>Four individuals came on-board under the Schedule A hiring authority and three individuals under the Workforce Recruitment Program (WRP) hiring authority.</p>	

<p align="center">EEOC FORM 715-01 PART I – 2</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>
<p>HISPANIC WORKFORCE</p>	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>WHS permanent workforce data (Table A1) shows Hispanic males (3.07%) and Hispanic females (1.51%) are employed at rates significantly lower than their availability (5.2% and 4.8%, respectively) in the National Civilian Labor Force (NCLF). Hispanic representation has steadily increased during this period but remains below the NCLF; for their respective demographics, males are -2.10% below the NCLF; females -3.28% below the NCLF.</p> <p>The following groups had a lower representation rate at the higher pay level as compared to the pay distribution of the total workforce: Hispanic males at GS 14, 15, and SES; Hispanic females above GS 13. Hispanics males have a low representation rate of 2.08% at the Senior Executive Level; there were no Hispanic females SES in FY 2017.</p> <p>Hispanics were underrepresented in all major occupations except for males in the 905 series and females in the 343 series</p> <p>There were five Hispanic females and 12 Hispanic males hired in FY 2017, while 11 females (4.05%) and 20 males (4.94%) were separated; two separations were involuntary.</p>
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>WHS identified these triggers by analyzing various MD-715 data tables (A1, A4-1, A6, A8, A-9, A-10A-12, & A14). Hispanic males and females are not hired at rates matching their availability in the NCLF. They are also below the occupational CLF in several job series.</p>
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the Agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>While WHS does conduct targeted recruitment, it has not resulted in a higher percentage of applications from Hispanic males and females so that the applicant rate is closer to their ratio in the NCLF.</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Recruitment efforts will continue to target qualified Hispanic men and women.</p> <p>WHS will also analyze applicant flow data in 2018.</p>

RESPONSIBLE OFFICIAL:	Director, HRD; Director, EEOP	
DATE OBJECTIVE INITIATED:	3/10/2009	
TARGET DATE FOR COMPLETION OF	New date: 9/30.2018	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE	TARGET DATE (Must be specific)	
Implement the recruitment plan and monitor results via applicant flow data.	Completed and ongoing	
Utilize DefenseReady as a mechanism to track information on Agency vacancies, to include recruitment as available..	9/30/2016 – New Date: 6/30/2018	
Continue to analyze the separation data.	10/1/2015 and ongoing	
Analyze separation data to evaluate and explore the correlation between length of service and separation.	9/30/2017 New date: 6/30/2018	
Obtain Nature of Action Codes for separations and review to determine why Hispanics are leaving the Agency.	Completed and ongoing	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE		
<p>A Hispanic Employment Program Manager (HEPM) was identified in FY 2017, but he has since left the agency. WHS is seeking a replacement. In the interim, WHS has developed a recruitment plan that includes strategies targeting the hiring of Hispanics. Part of the strategies is to establish a rapport and partnerships with Hispanic organizations, schools and universities and identify resources and methods to attract Hispanics. The HEPM will also develop a list of Hispanic Serving Organizations and Institutions of Higher Education, to include POCs to be included in the Agency’s FY 2018 Outreach Plan.</p> <p>The Agency continues to request its employees to review their RNO in the “My Biz” database to ensure accuracy. This effort will assist the Agency in ensuring all Hispanics are identified in the Agency workforce data and will allow the Agency to conduct a more accurate workforce analysis.</p> <p>Again, exit survey results were insufficient to determine reasons for separation. HRD will continue to collect and analyze survey results and conduct focus groups in FY 2018.</p>		

<p align="center">EEOC FORM 715-01 PART I – 4</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>	
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>	
<p>FEMALES IN THE WORKFORCE</p>		
<p>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?</p>	<p>WHS permanent workforce data (Table A1) reflects a low representation rate for females (35.3%) compared to their availability in the NCLF (48.1%). Specifically, White females (18.63%) are below the NCLF (34.03%).</p>	
<p>BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>WHS identified this trigger by analyzing various MD-715 data tables (A1, A4, A8, A12, & A14). Females are not hired at rates matching their availability in the NCLF. They are also below the occupational CLF in several job series. Applicant flow data was obtained and analyzed. During FY 2017, WHS received an insufficient number of applications from females. Their ratio as a percentage of total applicants was lower than their ratio in the NCLF.</p>	
<p>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.</p>	<p>While WHS does conduct targeted recruitment, it has not resulted in a higher percentage of applications from Females so that the applicant rate is closer to their ratio in the NCLF. WHS will also analyze applicant flow data in 2018.</p>	
<p>OBJECTIVE: State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Recruitment efforts will target qualified Females. WHS will also attempt to obtain more information on the reasons for separations.</p>	
<p>RESPONSIBLE OFFICIAL:</p>	<p>Director, HRD; Director, EEOP</p>	
<p>DATE OBJECTIVE INITIATED:</p>	<p>3/10/2009; 10/1/2015</p>	
<p>TARGET DATE FOR COMPLETION OF</p>	<p>New date: 9/30/18</p>	
<p>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE</p>		<p align="center">TARGET DATE (Must be specific)</p>
<p>Implement the recruitment plan and monitor results via applicant flow data.</p>		<p align="center">Completed and ongoing</p>
<p>Establish a mechanism to track and present to senior management information on vacancies, to include source of recruitment and diversity of applicants as available.</p>		<p align="center">9/30/2016 and ongoing</p>

Explore ways to improve the number of separating employees who complete the exit survey.

6/2015 **New date: 9/30/18**

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

A Federal Women's Program Manager (FWPM) will undertake additional measures to execute the Women's recruitment plan. A comprehensive recruitment plan consists of strategies targeted for hiring of Females. Part of the strategy will be to establish a rapport and partnerships with Women's and Veterans' organizations/associations, networking events as well as identify methods to attract, train and retain Females to the Agency. WHS anticipates hosting a seminar in conjunction with OPM to explore pathways for women to attain senior executive status and employment.

<p align="center">EEOC FORM 715-01 PART I - 4</p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT EEO Plan to Attain the Essential Elements of a Model EEO Program</p>
<p>Washington Headquarters Services</p>	<p align="center">For period covering October 1, 2016 to September 30, 2017</p>
<p>GS 13 AND ABOVE WORKFORCE</p>	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>Certain groups have low representation at the higher pay levels. This was observed when analyzing Data Table A4-2. While 13.02% of the workforce is at the GS 13 level; 10.00% of White males, 11/84% of Asian females and 11.11% of NH/PI are at this level.</p> <p>Additionally, while 12.51% of the workforce is at the GS 14 level, males represent 11.58% of the workforce and females represent 7.74%, and data reflects that each demographic is underrepresented.</p> <p>Compared to 19.91 % of the total workforce at the GS 15 level, 12.79% of Hispanic females, 8.40% Black males, 6.51% Black females, 13.16% Asian males are at this level.</p> <p>Compared to 5.21% of the total workforce at the SES level, there are no Hispanic Females, 3.37% Hispanic males, 1.25% of African American Males (a decrease from 2016), 0.55% of African American Females are at the SES level; 2.84% Asian males, and no or negligible representation of other demographics.</p>
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Table A4-2 was analyzed. Each group's participation rate in each pay level was compared to the ratio of the total workforce in that pay level. The above discrepancies were noted.</p>
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the Agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>There is a need to compile relevant data and perform detailed analysis on potential barriers from the GS 13 to SES (e.g., internal selection data and applicant flow data).</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised Agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>WHS will continue to examine workforce data and collect feedback from employees. The impact of hiring Veterans will also be examined.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Director, HRD; Director EEOP</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>3/09/2009</p>
<p>TARGET DATE FOR COMPLETION OF</p>	<p>New date: 9/30/18</p>

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE	TARGET DATE (Must be specific)
Analyze promotion data for indications of barriers.	6/30/2016 and ongoing
Recruit for vacant SES positions and review the recruitment efforts on a quarterly basis, in accordance with the Executive Order on Strengthening the Senior Executive Service.	6/30/2016 and ongoing
Analyze occupational groups to determine if certain occupations do not have career ladder to GS 13/14/15 and if certain occupations have a more successful path to SES.	9/30/2016 and ongoing
Analyze the job announcement and hiring process for senior level positions.	9/30/2016 and ongoing
Analyze education levels compared to pay levels.	9/30/16 Completed and ongoing
Develop methods to increase applications from Hispanics, African Americans, and Females qualified for senior level positions.	6/2015 New date: 9/30/16
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>In FY 2017, additional analysis revealed when employees who have a graduate degree or education beyond a graduate degree are examined, some groups have a lower representation rate: Hispanic Males at GS 13 and 14; Hispanic Females at GS 15 and SES; White Males at GS 13 and 14; White Females at GS 15; African American Males at GS 15 and SES; African American Females at GS 15 and SES; Asian Males at SES and Asian Females at GS 14 and SES.</p> <p>The Agency also examined employees who had an undergraduate degree but less than a master's degree. The following areas of underrepresentation were noted: Hispanic Males at GS 14; Hispanic Females at GS 15 and SES; White Males at GS 13 and 14; White Females at GS 14; African American Males at GS 15 and SES; African American Females at GS 15 and SES; Asian Males at GS 15 and Asian Females at GS 13.</p>	

EEOC FORM 715-01 PART J	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT Special Program Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities
Washington Headquarters	For period covering October 1, 2016 to September 30, 2017

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 plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities. All agencies, regardless of size, must complete this Part of the MD-715 report.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 C.F.R. § 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.

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

The percentage of PWD in the GS-1 to GS-10 cluster was 8.21% in FY 2017, which falls below the goal of 12%.

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

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

WHS utilized a variety of methods to include Training (HR & Leadership for New Supervisors; annual EEO and Diversity Training); quarterly newsletter, quarterly Leadership meetings, and the annual policy. The FY 17 policy predated the 12% requirement, but when the agency issues its 2018 policy, it will describe the agency's commitment to meeting all of the numerical goals set forth under Section 501.

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.**

Yes **X** No

n/a

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 applications from PWD and PWTD	2		2	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil
Answering questions from the public about hiring authorities that take disability into account	3		3	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil

Processing reasonable accommodation requests from applicants and employees	2		2	Dr. Edna Johnson, Disability and Reasonable Accommodations Program Manager, Edna.e.johnson.civ@mail.mil
Section 508 Compliance	1		4	Theresa Gary, Section 508 Coordinator Theresa.b.gary2.civ@mail.mil
Architectural Barriers Act Compliance	3			Ariam Kloehn, Facility Accessibility Program Manager WHS.Accessibility@mail.mil
Special Emphasis Program for PWD and PWTD	3		3	ST Pettiford, HR Specialist (Disability Recruitment) s.t.pettiford.civ@mail.mil

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

Yes No

n/a

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 No

n/a

Section III: Plan to Recruit and Hire Individuals with Disabilities

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

A. Plan to Identify Job Applicants with Disabilities

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

- In FY 2017, the WHS Special Employment Program Specialists recruited for the Workforce Recruitment Program (WRP). Four WRP interns were selected for positions, including 2 summer interns.
- WHS continues to work closely with Gallaudet University and other major local universities and disability interest institutions in the National Capital Region.
- WHS attends prioritized events focused on disabled veterans, individuals with targeted disabilities including the Hiring our Heroes career event.

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 began coordination with the Public Affairs communication team to implement social media recruitment through social media platforms such as: LinkedIn, Facebook, Twitter, and through the DoD Blog; posting of content to include: job fairs, new position opportunities, upcoming events, and more relating to the Diversity, Disability and Recruitment program with a goal to reach broader audience of highly desired candidates to fill the crucial positions in IT, security, and cybersecurity.
- Inclusion of a specific statement in vacancy announcements related to Special Appointing Authorities, to include veterans with a disability rating of 30% or more, with links to informative webpages that further explain and clarify those appointment types. (See Attachment B)
- Continue utilization of special hiring authorities and job development programs for veterans, to include veterans with a disability rating of 30% or more. To this end, HRD will continue to educate hiring managers on the use of special appointing authority for 30% or more disabled veterans. Additionally WHS will seek to include veteran employees with disabilities as recruitment and outreach consultants.
- Continued utilization of OPM shared (Bender) list to place individuals with reportable and targeted disabilities.

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.

WHS is exploring use of a searchable applicant database for Disabled Veterans, Pathways Interns, and recent graduates. At present, SEP employees share spreadsheets/resumes with managers, who are encouraged to consider all available candidates prior to posting a vacancy. Applicants must submit all supporting documentation to Special Employment Program (SEP) employees, who verify eligibility before adding applicants to the WHS database.

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 No N/A

WHS utilized a variety of methods to include Training (HR & Leadership for New Supervisors; annual EEO and Diversity Training); quarterly newsletter, quarterly Leadership meetings, and the annual policy.

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.

Special Employment Program employees maintain current relationships with vocational rehabilitation offices, state employment offices, veterans’ organizations, colleges/universities and other facilities to obtain applications from disabled veterans. They participate in a DoD department-wide recruiter’s consortium to share ideas and information to improve recruitment efforts.

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)	Yes X	No
b. New Hires for Permanent Workforce (PWTD)	Yes X	No

Among the new hires in the permanent workforce, triggers exist for PWD (8.28% and PWTD (0.59%), both of which fall below the respective benchmark of 12% for PWD and 2% for PWTD.

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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.**

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

***WHS was unable to obtain applicant flow data to perform this analysis.**

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

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

A. Advancement Program Plan

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

The SEP employees endeavor to place PWD/PWTD employees in a billet that has promotion potential, when possible. Managers are encouraged to provide PWD/PWTD employees training for promotion to the next higher grade. DDR works with the Section 508 coordinator to insure that PWD/PWTD employees are provided appropriate accessible technology to enable them to perform the essential functions of their jobs, as well as participate in training and development opportunities.

B. Career Development Opportunities

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

WHS has a standard training budget to allow employees to explore opportunities within or to stretch outside their functional area. Additionally, over 4,000 online courses are available through iCompass. Detail opportunities are encouraged. WHS also offers competitive Leader Development Programs, to include assessment tools, leadership development workshops (Leading at the Speed of Trust), assessment tools (Myers Briggs, StrengthsFinder, Benchmarks 360 surveys), executive coaching, and competitive leader development programs. These include Executive Leadership Development Program, White House Leadership Program, WHS Aspiring Leader Program, and the Key Executive Leadership Certificate Program, to name a few. WHS informs employees of OPM negotiated tuition reduction partnerships with post-secondary institutions.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The appropriate 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 (PWTD) | Yes | No |
| b. Selections (PWTD) | Yes | No |

IN FY 2017, triggers exist for PWTD in all career development programs.

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) | Yes X | No |
| b. Awards, Bonuses, & Incentives (PWTD) | Yes X | No |

In FY 2017, triggers exist for all PWD and PWTD employee recognition and awards, except PWD in the category of Cash Awards: \$100 - \$500.

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) | Yes X | No |
| b. Pay Increases (PWTD) | Yes | No X |

In FY 2017, a trigger exists for PWD who receive a quality step increase when comparing the overall inclusion rate of PWDs (9.15%) to the rate of PWDs who received quality step increases (6.45%).

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) | Yes | No | N/A X |
| b. Other Types of Recognition (PWTD) | Yes | No | N/A X |

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.

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

*WHS was unable to obtain applicant flow data to perform this analysis.
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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.

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

<p>*WHS was unable to obtain applicant flow data to perform this analysis.</p>

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

<p>*WHS was unable to obtain applicant flow data to perform this analysis.</p>

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

***WHS was unable to obtain applicant flow data to perform this analysis**

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 |
| ii. Internal Selections (PWD) | Yes | No |
| b. Managers | | |
| i. Qualified Internal Applicants (PWD) | Yes | No |
| ii. Internal Selections (PWD) | Yes | No |
| c. Supervisors | | |
| i. Qualified Internal Applicants (PWD) | Yes | No |
| ii. Internal Selections (PWD) | Yes | No |

***WHS was unable to obtain applicant flow data to perform this analysis.**

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

*WHS was unable to obtain applicant flow data to perform this analysis.
--

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.

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

*WHS was unable to obtain applicant flow data to perform this analysis.
--

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.

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

*WHS was unable to obtain applicant flow data to perform this analysis.
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Section V: Plan to Improve Retention of Persons with Disabilities

To be a 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 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 C.F.R. § 213.3102(u)(6)(i))? If “no”, please explain why the agency did not convert all eligible Schedule A employees.

Yes **X** No N/A

n/a

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) | Yes | No X |
| b. Involuntary Separations (PWD) | Yes | No X |

n/a

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) | Yes | No X |
| b. Involuntary Separations (PWTD) | Yes | No X |

n/a

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.

n/a

B. Accessibility of Technology and Facilities

Pursuant to 29 C.F.R. § 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.

For information about Section 508: <http://dodcio.defense.gov/DODSection508.aspx>.
Complaints should be addressed to the DoD Office of Diversity Management and Equal Opportunity (ODMEO) - <http://diversity.defense.gov>.

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.

For questions or concerns about architectural barriers, individuals may visit <https://my.whs.mil/services/accessibility>. WHS does not have an internet address specific to rights under the Architectural Barriers Act, but complaints must be addressed to the DoD Office of Diversity Management and Equal Opportunity (ODMEO). <https://my.whs.mil/services/accessibility>

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.**

Installed curb cuts at Mark Center kiss and ride; developed a revised Mark Center evacuation strategy for PWDs; addressed installation of a relief area for service animals; studying the feasibility of a scooter program at the Mark Center location; publication of tactile maps at the Pentagon to assist visually impaired individuals.

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 processing time for accommodation requests in FY 2017 was 10 days. The process has been enhanced by regular training of employees and supervisors. Further, the RAPM, her assistant, and the Team Lead are fully available to advise managers before and during the RA process.

- 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.**

WHS timely processes RA requests and timely approves accommodations. RA training for managers and supervisors is an integral part of the following training: HR and Leadership for New Employee, and EEO and Diversity for Supervisors. The RAPM regularly monitors accommodation requests and advises leadership of any trends.

D. Personal Assistance Services Allowing Employees to Participate in the Workplace Pursuant to 29 C.F.R. § 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.

DOD is drafting a department-wide policy that is currently in the review stage. To date, WHS has processed no requests for PAS.

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?**

Yes No 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

**In FY 2017, WHS settled three of nine complaints that alleged harassment based on disability status.

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.**

n/a

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?**

Yes **X**

No

N/A

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?**

In FY 2017, WHS settled one of three complaints that alleged failure to provide a reasonable accommodation.

Yes

No **X**

N/A

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.**

n/a

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 N/A

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

Yes No N/A

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

Trigger 1

Barrier(s)

Objective(s)

Responsible Official(s)

**Performance Standards Address the Plan?
(Yes or No)**

Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
--	---

Sources of Data

**Sources Reviewed?
(Yes or No)**

Identify Information Collected

Workforce Data Tables
Complaint Data (Trends)
Grievance Data (Trends)
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)
Climate Assessment Survey (e.g., FEVS)
Exit Interview Data

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A4-2: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Race/Ethnicity and Sex (Permanent)

GS/GM, SES, AND RELATED GRADES	TOTAL EMPLOYEES			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
			White			Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races				
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
GS-01	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-02	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-03	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-04	#	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
	%	0.02%	0.03%	0.00%	0.00%	0.00%	0.04%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-05	#	12	7	5	0	0	4	0	3	4	0	1	0	0	0	0	0	0
	%	0.22%	0.19%	0.26%	0.00%	0.00%	0.17%	0.00%	0.38%	0.55%	0.00%	1.32%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-06	#	24	10	14	0	0	9	2	1	9	0	2	0	0	0	0	0	1
	%	0.43%	0.28%	0.72%	0.00%	0.00%	0.38%	0.20%	0.13%	1.25%	0.00%	2.63%	0.00%	0.00%	0.00%	0.00%	0.00%	1.45%
GS-07	#	131	70	61	5	3	49	26	15	27	0	3	0	0	0	0	1	2
	%	2.36%	1.95%	3.12%	2.81%	3.49%	2.06%	2.63%	1.88%	3.74%	0.00%	3.95%	0.00%	0.00%	0.00%	0.00%	1.32%	2.90%
GS-08	#	33	10	23	1	0	4	6	5	13	0	1	0	0	0	0	0	3
	%	0.59%	0.28%	1.18%	0.56%	0.00%	0.17%	0.61%	0.63%	1.80%	0.00%	1.32%	0.00%	0.00%	0.00%	0.00%	0.00%	4.35%
GS-09	#	146	64	82	5	5	30	29	20	39	3	7	1	0	0	0	5	2
	%	2.63%	1.78%	4.19%	2.81%	5.81%	1.26%	2.93%	2.51%	5.40%	2.13%	9.21%	11.11%	0.00%	0.00%	0.00%	6.58%	2.90%
GS-10	#	7	4	3	0	0	4	2	0	0	0	0	0	0	0	0	0	1
	%	0.13%	0.11%	0.15%	0.00%	0.00%	0.17%	0.20%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.45%
GS-11	#	263	154	109	8	4	77	37	48	53	15	9	0	0	0	0	6	6
	%	4.74%	4.29%	5.58%	4.49%	4.65%	3.24%	3.74%	6.02%	7.34%	10.64%	11.84%	0.00%	0.00%	0.00%	0.00%	7.89%	8.70%
GS-12	#	723	341	382	21	17	180	157	105	184	20	10	2	1	0	1	13	12
	%	13.03%	9.49%	19.54%	11.80%	19.77%	7.57%	15.86%	13.16%	25.48%	14.18%	13.16%	22.22%	14.29%	0.00%	20.00%	17.11%	17.39%
GS-13	#	722	388	332	22	18	238	150	97	143	17	9	1	3	3	0	10	11
	%	13.02%	10.80%	16.98%	12.36%	20.93%	10.00%	15.15%	12.16%	19.81%	12.06%	11.84%	11.11%	42.86%	27.27%	0.00%	13.16%	15.94%
GS-14	#	694	416	278	14	14	286	154	85	91	24	10	1	1	0	1	6	7
	%	12.51%	11.58%	7.74%	0.39%	0.39%	7.96%	4.29%	2.37%	2.53%	0.67%	0.28%	0.03%	0.03%	0.00%	0.03%	0.17%	0.19%
GS-15	#	1104	778	326	31	11	639	236	67	47	25	10	1	1	4	2	11	19
	%	19.90%	21.66%	16.68%	17.42%	12.79%	26.86%	23.84%	8.40%	6.51%	17.73%	13.16%	11.11%	14.29%	36.36%	40.00%	14.47%	27.54%
All other (unspecified GS)	#	1398	1146	252	65	14	679	117	342	106	33	8	3	1	3	1	21	5
	%	25.20%	31.90%	12.89%	36.52%	16.28%	28.54%	11.82%	42.86%	14.68%	23.40%	10.53%	33.33%	14.29%	27.27%	20.00%	27.63%	7.25%
Senior Ex. Service	#	289	203	86	6	0	179	74	10	6	4	6	0	0	1	0	3	0
	%	5.21%	5.65%	4.40%	3.37%	0.00%	7.52%	7.47%	1.25%	0.55%	2.84%	7.89%	0.00%	0.00%	9.09%	0.00%	3.95%	0.00%
TOTAL	#	5547	3592	1955	178	86	2379	990	798	722	141	76	9	7	11	5	76	69
	%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

NOTE: Percentages computed down columns and NOT across rows.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A2: TOTAL WORKFORCE BY COMPONENT - Distribution by Race/Ethnicity and Sex (Permanent)

Employment Tenure		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
							All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
TOTAL FY	#	5547	3592	1955	178	86	2379	990	798	722	141	76	9	7	11	5	76	69
	%	100%	64.76%	35.24%	3.21%	1.55%	42.89%	17.85%	14.39%	13.02%	2.54%	1.37%	0.16%	0.13%	0.20%	0.09%	1.37%	1.24%
CLF (2010)	%	100%	51.86%	48.14%	5.17%	4.79%	38.33%	34.03%	5.49%	6.53%	1.97%	1.93%	0.07%	0.07%	0.55%	0.53%	0.26%	0.28%
DLSA	#	137	84	53	4	2	71	31	7	16	2	1	0	1	0	0	0	2
	%	100%	61.31%	38.69%	2.92%	1.46%	51.82%	22.63%	5.11%	11.68%	1.46%	0.73%	0.00%	0.73%	0.00%	0.00%	0.00%	1.46%
DPAA	#	289	192	97	9	5	131	49	7	10	29	18	4	1	1	0	11	14
	%	100%	66.44%	33.56%	3.11%	1.73%	45.33%	16.96%	2.42%	3.46%	10.03%	6.23%	1.38%	0.35%	0.35%	0.00%	3.81%	4.84%
DSCA	#	257	150	107	8	5	109	58	25	38	7	4	0	0	0	1	1	1
	%	100%	58.37%	41.63%	3.11%	1.95%	42.41%	22.57%	9.73%	14.79%	2.72%	1.56%	0.00%	0.00%	0.00%	0.39%	0.39%	0.39%
DTRMC	#	27	21	6	0	0	13	1	6	2	2	1	0	1	0	1	0	0
	%	100%	77.78%	22.22%	0.00%	0.00%	48.15%	3.70%	22.22%	7.41%	7.41%	3.70%	0.00%	3.70%	0.00%	3.70%	0.00%	0.00%
DTSA	#	121	84	37	5	2	57	18	9	13	12	2	0	0	0	0	1	2
	%	100%	69.42%	30.58%	4.13%	1.65%	47.11%	14.88%	7.44%	10.74%	9.92%	1.65%	0.00%	0.00%	0.00%	0.00%	0.83%	1.65%
OEA	#	29	12	17	0	0	8	12	3	5	1	0	0	0	0	0	0	0
	%	100%	41.38%	58.62%	0.00%	0.00%	27.59%	41.38%	10.34%	17.24%	3.45%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OSD	#	1569	1005	564	40	17	832	400	80	403	27	22	1	0	5	2	20	20
	%	100%	64.05%	35.95%	2.55%	1.08%	53.03%	25.49%	5.10%	25.69%	1.72%	1.40%	0.06%	0.00%	0.32%	0.13%	1.27%	1.27%
PFPA	#	1140	966	174	69	11	526	65	324	93	21	1	2	0	3	0	21	4
	%	100%	84.74%	15.26%	6.05%	0.96%	46.14%	5.70%	28.42%	8.16%	1.84%	0.09%	0.18%	0.00%	0.26%	0.00%	1.84%	0.35%
USCAAF	#	26	15	11	0	0	11	6	3	3	0	2	0	0	0	0	1	0
	%	100%	57.69%	42.31%	0.00%	0.00%	42.31%	23.08%	11.54%	11.54%	0.00%	7.69%	0.00%	0.00%	0.00%	0.00%	3.85%	0.00%
WHS	#	1952	1063	889	43	44	621	350	334	439	40	25	2	4	2	1	21	26
	%	100%	54.46%	45.54%	2.20%	2.25%	31.81%	17.93%	17.11%	22.49%	2.05%	1.28%	0.10%	0.20%	0.10%	0.05%	1.08%	1.33%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A3-1: OCCUPATIONAL CATEGORIES - Distribution by Race/Ethnicity and Sex (Permanent)

Occupational Categories	TOTAL EMPLOYEES			RACE/ETHNICITY														
				Non- Hispanic or Latino														
	Hispanic or Latino		White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races					
			Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
1. Officials and Managers																		
Executive/Senior Level (Grades 15 and Above)	340	340	225	115	5	3	192	92	20	14	5	5	0	0	1	0	2	1
	%	100%	66.18%	33.82%	1.47%	0.88%	56.47%	27.06%	5.88%	4.12%	1.47%	1.47%	0.00%	0.00%	0.29%	0.00%	0.59%	0.29%
Mid-level (Grades 13-14)	#	159	101	58	5	3	56	29	34	25	3	0	0	1	2	0	1	0
	%	100%	63.52%	36.48%	3.14%	1.89%	35.22%	18.24%	21.38%	15.72%	1.89%	0.00%	0.00%	0.63%	1.26%	0.00%	0.63%	0.00%
First-Level (Grades 12 and Below)	#	3	3	0	0	0	0	0	3	0	0	0	0	0	0	0	1	1
	%	100%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	33.33%	33.33%
- Other	#	2398	1269	1129	54	53	832	513	294	484	51	34	2	4	3	4	33	37
	%	100%	52.92%	47.08%	2.25%	2.21%	34.70%	21.39%	12.26%	20.18%	2.13%	1.42%	0.08%	0.17%	0.13%	0.17%	1.38%	1.54%
Officials and Managers - TOTAL	#	2909	1606	1303	64	59	1085	634	350	523	60	39	4	5	6	4	37	39
	%	100%	55.21%	44.79%	2.20%	2.03%	37.30%	21.79%	12.03%	17.98%	2.06%	1.34%	0.14%	0.17%	0.21%	0.14%	1.27%	1.34%
2. Professionals	#	1399	941	458	39	15	735	306	172	86	91	54	25	6	3	3	0	18
	%	100%	67.26%	32.74%	2.79%	1.07%	52.54%	21.87%	12.29%	6.15%	6.50%	3.86%	1.79%	0.43%	0.21%	0.21%	0.00%	1.29%
3. Technicians	#	64	55	9	7	0	34	4	11	3	1	0	0	0	0	0	2	2
	%	100%	85.94%	14.06%	10.94%	0.00%	53.13%	6.25%	17.19%	4.69%	1.56%	0.00%	0.00%	0.00%	0.00%	0.00%	3.13%	3.13%
4. Sales Workers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
5. Administrative Support Workers	#	172	73	99	5	2	33	27	33	53	1	11	0	0	0	0	1	6
	%	100%	42.44%	57.56%	2.91%	1.16%	19.19%	15.70%	19.19%	30.81%	0.58%	6.40%	0.00%	0.00%	0.00%	0.00%	0.58%	3.49%
6. Craft Workers	#	158	156	2	6	0	90	1	51	1	6	0	1	0	1	0	1	0
	%	100%	98.73%	1.27%	3.80%	0.00%	56.96%	0.63%	32.28%	0.63%	3.80%	0.00%	0.63%	0.00%	0.63%	0.00%	0.63%	0.00%
7. Operatives	#	34	33	1	0	0	11	0	17	1	4	0	0	0	0	0	1	0
	%	100%	97.06%	2.94%	0.00%	0.00%	32.35%	0.00%	50.00%	2.94%	11.76%	0.00%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%
8. Laborers and Helpers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
9. Service Workers	#	825	742	83	52	6	413	25	246	49	13	1	1	0	2	0	15	2
	%	100%	89.94%	10.06%	6.30%	0.73%	50.06%	3.03%	29.82%	5.94%	1.58%	0.12%	0.12%	0.00%	0.24%	0.00%	1.82%	0.24%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A4-1: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Race/Ethnicity and Sex (Permanent)

GS/GM, SES, AND RELATED GRADES		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
							Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
GS-01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-04	#	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-05	#	12	7	5	0	0	4	0	3	4	0	1	0	0	0	0	0	0
	%	100%	58.33%	41.67%	0.00%	0.00%	33.33%	0.00%	25.00%	33.33%	0.00%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-06	#	24	10	14	0	0	9	2	1	9	0	2	0	0	0	0	0	1
	%	100%	41.67%	58.33%	0.00%	0.00%	37.50%	8.33%	4.17%	37.50%	0.00%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	4.17%
GS-07	#	131	70	61	5	3	49	26	15	27	0	3	0	0	0	0	1	2
	%	100%	53.44%	46.56%	3.82%	2.29%	37.40%	19.85%	11.45%	20.61%	0.00%	2.29%	0.00%	0.00%	0.00%	0.00%	0.76%	1.53%
GS-08	#	33	10	23	1	0	4	6	5	13	0	1	0	0	0	0	0	3
	%	100%	30.30%	69.70%	3.03%	0.00%	12.12%	18.18%	15.15%	39.39%	0.00%	3.03%	0.00%	0.00%	0.00%	0.00%	0.00%	9.09%
GS-09	#	146	64	82	5	5	30	29	20	39	3	7	1	0	0	0	5	2
	%	100%	43.84%	56.16%	3.42%	3.42%	20.55%	19.86%	13.70%	26.71%	2.05%	4.79%	0.68%	0.00%	0.00%	0.00%	3.42%	1.37%
GS-10	#	7	4	3	0	0	4	2	0	0	0	0	0	0	0	0	0	1
	%	100%	57.14%	42.86%	0.00%	0.00%	57.14%	28.57%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	14.29%
GS-11	#	263	154	109	8	4	77	37	48	53	15	9	0	0	0	0	6	6
	%	100%	58.56%	41.44%	3.04%	1.52%	29.28%	14.07%	18.25%	20.15%	5.70%	3.42%	0.00%	0.00%	0.00%	0.00%	2.28%	2.28%
GS-12	#	723	341	382	21	17	180	157	105	184	20	10	2	1	0	1	13	12
	%	100%	47.16%	52.84%	2.90%	2.35%	24.90%	21.72%	14.52%	25.45%	2.77%	1.38%	0.28%	0.14%	0.00%	0.14%	1.80%	1.66%
GS-13	#	722	388	334	22	18	238	150	97	143	17	9	1	3	3	0	10	11
	%	100%	53.74%	46.26%	3.05%	2.49%	32.96%	20.78%	13.43%	19.81%	2.35%	1.25%	0.14%	0.42%	0.42%	0.00%	1.39%	1.52%
GS-14	#	694	416	278	14	14	286	154	85	91	24	10	1	1	0	1	6	7
	%	100%	59.94%	40.06%	2.02%	2.02%	41.21%	22.19%	12.25%	13.11%	3.46%	1.44%	0.14%	0.14%	0.00%	0.14%	0.86%	1.01%
GS-15	#	1104	778	326	21	11	639	236	67	47	25	10	1	1	4	2	11	19
	%	100%	70.47%	29.53%	1.90%	1.00%	57.88%	21.38%	6.07%	4.26%	2.26%	0.91%	0.09%	0.09%	0.36%	0.18%	1.00%	1.72%
All other (unspecified GS)	#	1398	1146	252	65	14	679	117	342	106	33	8	3	1	3	1	21	5
	%	100%	81.97%	18.03%	4.65%	1.00%	48.57%	8.37%	24.46%	7.58%	2.36%	0.57%	0.21%	0.07%	0.21%	0.07%	1.50%	0.36%
Senior Ex. Service	#	289	203	86	6	0	179	74	10	6	4	6	0	0	1	0	3	0
	%	100%	70.24%	29.76%	2.08%	0.00%	61.94%	25.61%	3.46%	2.08%	1.38%	2.08%	0.00%	0.00%	0.35%	0.00%	1.04%	0.00%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A4-1: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Race/Ethnicity and Sex (Temporary)

GS/GM, SES, AND RELATED GRADES		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
		White		Black or African American			Asian		Native Hawaiian or Other Pacific		American Indian or Alaska Native		Two or more races					
		All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-01	#	2	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-02	#	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0%	0.00%	0.00%	0.00%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-04	#	2	1	1	0	0	1	0	0	1	0	0	0	0	0	0	0	
	%	100%	50.00%	50.00%	0.00%	0.00%	50.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-05	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-06	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-07	#	9	3	6	0	0	3	6	0	0	0	0	0	0	0	0	0	
	%	100%	33.33%	66.67%	0.00%	0.00%	33.33%	66.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-08	#	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	100.00%	0.00%	100.00%	0.00%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-09	#	18	9	9	0	0	7	7	2	2	0	0	0	0	0	0	0	
	%	100%	50.00%	50.00%	0.00%	0.00%	38.89%	38.89%	11.11%	11.11%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-10	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0%	0.00%	0.00%	0.00%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-11	#	32	15	17	1	0	9	12	5	4	0	1	0	0	0	0	0	
	%	100%	46.88%	53.13%	3.13%	0.00%	28.13%	37.50%	15.63%	12.50%	0.00%	3.13%	0.00%	0.00%	0.00%	0.00%	0.00%	
GS-12	#	63	31	32	4	2	19	18	8	8	0	2	0	0	0	0	2	
	%	100%	49.21%	50.79%	6.35%	3.17%	30.16%	28.57%	12.70%	12.70%	0.00%	3.17%	0.00%	0.00%	0.00%	0.00%	3.17%	
GS-13	#	59	43	16	2	0	31	9	10	5	0	0	0	0	0	1	1	
	%	100%	72.88%	27.12%	3.39%	0.00%	52.54%	15.25%	16.95%	8.47%	0.00%	0.00%	0.00%	0.00%	0.00%	1.69%	1.69%	
GS-14	#	55	31	24	1	0	28	19	0	5	0	0	0	0	0	0	2	
	%	100%	56.36%	43.64%	1.82%	0.00%	50.91%	34.55%	0.00%	9.09%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.64%	
GS-15	#	108	72	36	1	2	66	30	1	2	3	2	0	0	0	0	1	
	%	100%	66.67%	33.33%	0.93%	1.85%	61.11%	27.78%	0.93%	1.85%	2.78%	1.85%	0.00%	0.00%	0.00%	0.00%	0.93%	
All other (unspecified GS)	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Senior Ex. Service	#	289	203	86	6	0	179	74	10	6	4	6	0	0	1	0	3	
	%	100%	70.24%	29.76%	2.08%	0.00%	61.94%	25.61%	3.46%	2.08%	1.38%	2.08%	0.00%	0.00%	0.35%	0.00%	1.04%	
TOTAL	#	637	408	229	15	6	343	175	36	33	7	11	0	0	1	1	6	
	%	100%	67.50%	32.50%	1.60%	1.10%	59.30%	24.20%	4.00%	4.50%	1.20%	1.30%	0.00%	0.00%	0.50%	0.00%	0.90%	

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A4-2: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Race/Ethnicity and Sex (Temporary)

GS/GM, SES, AND RELATED GRADES		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
					All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
GS-01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	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%
GS-04	#	2	1	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0
	%	0.31%	0.23%	0.47%	0.00%	0.00%	0.26%	0.00%	0.00%	3.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-05	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	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%
GS-06	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0.0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-07	#	9	3	6	0	0	3	6	0	0	0	0	0	0	0	0	0	0
	%	1.38%	0.68%	2.82%	0.00%	0.00%	0.77%	3.64%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-08	#	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
	%	0.31%	0.00%	0.94%	0.00%	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%
GS-09	#	18	9	9	0	0	7	7	2	2	0	0	0	0	0	0	1	0
	%	2.75%	2.04%	4.23%	0.00%	0.00%	1.79%	4.24%	6.45%	6.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	33.33%	0.00%
GS-10	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	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%
GS-11	#	32	15	17	1	0	9	12	5	4	0	1	0	0	0	0	0	0
	%	4.89%	3.40%	7.98%	10.00%	0.00%	2.30%	7.27%	16.13%	13.33%	0.00%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS-12	#	63	31	32	4	2	19	18	8	8	0	2	0	0	0	0	0	2
	%	9.63%	7.03%	15.02%	40.00%	33.33%	4.86%	10.91%	25.81%	26.67%	0.00%	28.57%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%
GS-13	#	59	44	15	2	0	31	9	10	5	0	0	0	0	1	0	0	1
	%	9.02%	9.98%	7.04%	20.00%	0.00%	7.93%	5.45%	32.26%	16.67%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	25.00%
GS-14	#	55	31	25	1	0	28	19	0	5	0	0	0	0	0	0	2	0
	%	8.41%	7.03%	5.67%	0.23%	0.00%	6.35%	4.31%	0.00%	1.13%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.45%	0.00%
GS-15	#	108	72	36	1	2	66	30	1	2	3	2	0	0	0	0	1	0
	%	16.51%	16.33%	16.90%	10.00%	33.33%	16.88%	18.18%	3.23%	6.67%	60.00%	28.57%	0.00%	0.00%	0.00%	0.00%	33.33%	0.00%
All other (unspecified)	#	296	227	69	1	0	220	62	4	3	2	2	0	1	0	0	0	1
	%	45.26%	51.47%	32.39%	10.00%	0.00%	56.27%	37.58%	12.90%	10.00%	40.00%	28.57%	0.00%	100.00%	0.00%	0.00%	0.00%	25.00%
Senior Ex. Service	#	10	8	2	0	0	7	2	1	0	0	0	0	0	0	0	0	0
	%	1.53%	1.81%	0.94%	0.00%	0.00%	1.79%	1.21%	3.23%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	#	654	441	213	10	6	391	165	31	30	5	7	0	1	1	0	3	4
	%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

NOTE: Percentages computed down columns and NOT across rows.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A5-1: PARTICIPATION RATES FOR WAGE GRADES by Race/Ethnicity and Sex (Temporary)

WD/WG, WL/WS & OTHER Wage Grades		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
							Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Grade-01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-04	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-05	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-06	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-07	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-08	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-09	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-10	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-11	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-12	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-13	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-14	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Grade-15	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
All Other Wage Grades	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

NOTE: Percentages computed down columns and NOT across rows.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - Distribution by Race/Ethnicity and Sex (Permanent)

Job Title/Series		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
							Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
GENERAL ATTORNEY (0905)	#	196	134	62	5	1	122	56	4	4	1	0	0	1	0	0	2	0
	%	100%	68.37%	31.63%	2.55%	0.51%	62.24%	28.57%	2.04%	2.04%	0.51%	0.00%	0.00%	0.51%	0.00%	0.00%	1.02%	0.00%
Occupational CLF		100%	71.30%	28.70%	2.00%	1.20%	65.20%	23.90%	2.00%	1.90%	1.20%	1.00%	0.00%	0.00%	10.00%	10.00%	0.60%	0.40%
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)	#	757	469	288	18	10	327	161	87	92	25	13	1	1	3	1	8	10
	%	100%	61.96%	38.04%	2.38%	1.32%	43.20%	21.27%	11.49%	12.15%	3.30%	1.72%	0.13%	0.13%	0.40%	0.13%	1.06%	1.32%
Occupational CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%
INFORMATION TECHNOLOGY MANAGEMENT (2210)	#	211	144	67	6	2	80	39	33	15	14	7	4	1	2	0	5	3
	%	100%	68.25%	31.75%	2.84%	0.95%	37.91%	18.48%	15.64%	7.11%	6.64%	3.32%	1.90%	0.47%	0.95%	0.00%	2.37%	1.42%
Occupational CLF		100%	66.60%	33.20%	3.10%	1.60%	50.40%	24.70%	4.30%	3.50%	7.40%	2.90%	0.10%	0.00%	0.00%	0.00%	0.00%	0.00%
POLICE (0083)	#	727	654	73	50	7	347	21	230	43	10	0	2	0	3	0	12	2
	%	100%	89.96%	10.04%	6.88%	0.96%	47.73%	2.89%	31.64%	5.91%	1.38%	0.00%	0.28%	0.00%	0.41%	0.00%	1.65%	0.28%
Occupational CLF		100%	87.00%	13.00%	7.40%	1.30%	67.60%	8.40%	8.80%	2.90%	1.10%	0.10%	0.10%	0.00%	0.70%	0.10%	1.30%	0.20%
MANAGEMENT AND PROGRAM ANALYSIS (0343)	#	612	343	269	12	14	270	147	45	93	8	5	0	2	2	1	6	7
	%	100%	56.05%	43.95%	1.96%	2.29%	44.12%	24.02%	7.35%	15.20%	1.31%	0.82%	0.00%	0.33%	0.33%	0.16%	0.98%	1.14%
Occupational CLF		100%	61.40%	38.60%	2.00%	1.60%	52.50%	31.10%	2.50%	3.30%	3.40%	1.90%	0.00%	0.00%	0.10%	10.00%	0.80%	0.50%
FOREIGN AFFAIRS (0130)	#	224	136	88	3	0	123	75	3	4	6	5	0	0	0	0	1	4
	%	100%	60.71%	39.29%	1.34%	0.00%	54.91%	33.48%	1.34%	1.79%	2.68%	2.23%	0.00%	0.00%	0.00%	0.00%	0.45%	1.79%
Occupational CLF		100%	50.10%	49.90%	1.90%	2.20%	42.00%	40.40%	2.40%	3.80%	2.00%	2.10%	0.10%	0.00%	0.60%	0.50%	1.10%	0.90%
SECURITY ADMINISTRATION (0080)	#	779	349	430	17	17	191	183	117	210	13	6	1	3	0	1	10	10
	%	100%	44.80%	55.20%	2.18%	2.18%	24.52%	23.49%	15.02%	26.96%	1.67%	0.77%	0.13%	0.39%	0.00%	0.13%	1.28%	1.28%
Occupational CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	1.00%	0.20%	0.40%	0.50%	0.90%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - Distribution by Race/Ethnicity and Sex (Temporary)

Job Title/Series		TOTAL EMPLOYEES			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African		Asian		Native Hawaiian or		American Indian or		Two or more races	
					All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
GENERAL ATTORNEY (0905)	#	99	58	41	1	1	55	35	1	3	1	1	0	0	0	0	0	1
	%	100%	58.59%	41.41%	1.01%	1.01%	55.56%	35.35%	1.01%	3.03%	1.01%	1.01%	0.00%	0.00%	0.00%	0.00%	0.00%	1.01%
Occupational CLF		100%	71.30%	28.70%	2.00%	1.20%	65.20%	23.90%	2.00%	1.90%	1.20%	1.00%	0.00%	0.00%	10.00%	10.00%	0.60%	0.40%
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)	#	367	267	100	3	1	253	88	8	6	2	3	1	0	0	0	1	1
	%	100%	72.75%	27.25%	0.82%	0.27%	68.94%	23.98%	2.18%	1.63%	0.54%	0.82%	0.27%	0.00%	0.00%	0.00%	0.27%	0.27%
Occupational CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%
INFORMATION TECHNOLOGY MANAGEMENT (2210)	#	11	9	2	0	0	6	1	3	0	0	1	0	0	0	0	0	0
	%	100%	81.82%	18.18%	0.00%	0.00%	54.55%	9.09%	27.27%	0.00%	0.00%	9.09%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Occupational CLF		100%	66.60%	33.20%	3.10%	1.60%	50.40%	24.70%	4.30%	3.50%	7.40%	2.90%	0.10%	0.00%	0.00%	0.00%	0.00%	0.00%
POLICE (0083)	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Occupational CLF		100%	87.00%	13.00%	7.40%	1.30%	67.60%	8.40%	8.80%	2.90%	1.10%	0.10%	0.10%	0.00%	0.70%	0.10%	1.30%	0.20%
MANAGEMENT AND PROGRAM ANALYSIS (0343)	#	13	7	6	0	0	6	3	1	3	0	0	0	0	0	0	0	0
	%	100%	53.85%	46.15%	0.00%	0.00%	46.15%	23.08%	7.69%	23.08%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Occupational CLF		100%	61.40%	38.60%	2.00%	1.60%	52.50%	31.10%	2.50%	3.30%	3.40%	1.90%	0.00%	0.00%	0.10%	10.00%	0.80%	0.50%
FOREIGN AFFAIRS (0130)	#	5	1	4	0	1	0	3	1	0	0	0	0	0	0	0	0	0
	%	100%	20.00%	80.00%	0.00%	20.00%	0.00%	60.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Occupational CLF		100%	50.10%	49.90%	1.90%	2.20%	42.00%	40.40%	2.40%	3.80%	2.00%	2.10%	0.10%	0.00%	0.60%	0.50%	1.10%	0.90%
SECURITY ADMINISTRATION (0080)	#	21	16	5	3	0	8	2	4	2	0	0	0	0	1	0	1	
	%	100%	76.19%	23.81%	14.29%	0.00%	38.10%	9.52%	19.05%	9.52%	0.00%	0.00%	0.00%	0.00%	4.76%	0.00%	4.76%	
Occupational CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	1.00%	0.20%	0.40%	0.50%	0.90%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A7 (Cont.): APPLICANTS AND HIRES FOR MAJOR OCCUPATIONS by Race/Ethnicity and Sex (Permanent)

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
			White			Black or African		Asian		Native Hawaiian or Other Pacific Islander		American Indian or		Two or more races				
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
CLF	100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%	
Job Title/Series: POLICE (0083)																		
Total Received	#																	
Voluntarily Identified	#	56	51	5	0	2	2	35	2	10	1	2	0	0	0	0	0	2
	%	100%	91.07%	8.93%	0.00%	3.57%	3.57%	62.50%	3.57%	17.86%	1.79%	3.57%	0.00%	0.00%	0.00%	0.00%	0.00%	3.57%
Qualified of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	87.00%	13.10%	7.40%	1.30%	67.60%	8.40%	8.80%	2.90%	1.10%	0.10%	0.10%	0.70%	0.10%	1.30%	0.20%	
Job Title/Series: SECURITY ADMINISTRATION (0080)																		
Total Received	#																	
Voluntarily Identified	#	58	29	29	1	2	18	22	9	4	0	0	0	0	0	0	1	1
	%	100%	50.00%	50.00%	1.72%	3.45%	31.03%	37.93%	15.52%	6.90%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.72%	1.72%
Qualified of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%

FY 2017 Table A7: APPLICANTS AND HIRES FOR MAJOR OCCUPATIONS by Race/Ethnicity and Sex (Temporary)

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
						White		Black or African		Asian		Native Hawaiian or Other Pacific		American Indian or Alaska Native		Two or more races		
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Job Title/Series: FOREIGN AFFAIRS (0130) □□																		
Total Received	#																	
Voluntarily Identified	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	50.10%	49.90%	1.90%	2.20%	42.00%	40.40%	2.40%	3.80%	2.00%	2.10%	0.10%	0.00%	0.60%	0.50%	1.10%	0.90%
Job Title/Series: GENERAL ATTORNEY (0905)																		
Total Received	#																	
Voluntarily Identified	#	27	17	10	0	0	8	16	1	0	0	1	0	0	0	0	1	0
	%	100%	62.96%	37.04%	0.00%	0.00%	29.63%	59.26%	3.70%	0.00%	0.00%	3.70%	0.00%	0.00%	0.00%	0.00%	3.70%	0.00%
Qualified of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	71.30%	28.70%	2.00%	1.20%	65.20%	23.90%	2.00%	1.90%	1.20%	1.00%	0.00%	0.00%	0.10%	0.10%	0.60%	0.40%
Job Title/Series: INFORMATION TECHNOLOGY (2210)																		
Total Received	#																	
Voluntarily Identified	#	3	1	2	0	0	1	0	1	1	0	0	0	0	0	0	0	0
	%	100%																
Qualified of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	66.60%	33.20%	3.10%	1.60%	50.40%	27.70%	4.30%	3.50%	7.40%	2.90%	0.10%	0.00%	0.20%	0.10%	1.10%	0.40%
Job Title/Series: MANAGEMENT AND PROGRAM ANALYSIS (0343)																		
Total Received	#																	
Voluntarily Identified	#	3	1	2	0	0	1	0	1	1	0	0	0	0	0	0	0	0
	%	100%	33.33%	66.67%	0.00%	0.00%	33.33%	0.00%	33.33%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those Identified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	61.40%	38.60%	2.00%	1.60%	52.50%	31.10%	2.50%	3.30%	3.40%	1.90%	0.00%	0.00%	0.10%	0.10%	0.80%	0.50%

FY 2017 Table A7 (Cont.): APPLICANTS AND HIRES FOR MAJOR OCCUPATIONS by Race/Ethnicity and Sex (Temporary)

Job Title/Series: MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)

Total Received	#																	
Voluntarily Identified	#	181	132	49	0	0	46	125	0	4	2	2	1	0	0	0	0	1
	%	100%	72.93%	27.07%	0.00%	0.00%	25.41%	69.06%	0.00%	2.21%	1.10%	1.10%	0.55%	0.00%	0.00%	0.00%	0.00%	0.55%
Qualified of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%

Job Title/Series: SECURITY ADMINISTRATION (0080)

Total Received	#																	
Voluntarily Identified	#	3	3	0	0	0	0	1	0	2	0	0	0	0	0	0	0	0
	%	100%	100.00%	0.00%	0.00%	0.00%	0.00%	33.33%	0.00%	66.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	43.40%	56.60%	4.70%	5.30%	30.20%	39.70%	4.90%	7.80%	2.60%	2.30%	0.10%	0.10%	0.20%	0.40%	0.50%	0.90%

Job Title/Series: POLICE (0083)

Total Received	#																	
Voluntarily Identified	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected of those	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF		100%	87.00%	13.10%	7.40%	1.30%	67.60%	8.40%	8.80%	2.90%	1.10%	0.10%	0.10%	0.10%	0.70%	0.10%	1.30%	0.20%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A8: NEW HIRES BY TYPE OF APPOINTMENT - Distribution by Race/Ethnicity and Sex (Permanent/Temporary)

Employment Tenure		TOTAL WORKFORCE			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
							Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Permanent	#	446	277	169	12	5	199	96	46	58	12	3	0	0	1	0	7	7
	%	100%	62.11%	37.89%	2.69%	1.12%	44.62%	21.52%	10.31%	13.00%	2.69%	0.67%	0.00%	0.00%	0.22%	0.00%	1.57%	1.57%
Temporary	#	230	155	75	0	0	141	67	9	4	4	2	0	1	0	0	1	1
	%	100%	67.39%	32.61%	0.00%	0.00%	61.30%	29.13%	3.91%	1.74%	1.74%	0.87%	0.00%	0.43%	0.00%	0.00%	0.43%	0.43%
NON-Appropriated	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	#	676	432	344	12	5	340	163	55	62	16	5	0	1	1	0	8	8
	%	100%	63.91%	50.89%	1.78%	0.74%	50.30%	24.11%	8.14%	9.17%	2.37%	0.74%	0.00%	0.15%	0.15%	0.00%	1.18%	1.18%
CLF	%	100%	51.86%	48.14%	5.17%	4.79%	38.33%	34.03%	5.49%	6.53%	1.97%	1.93%	0.07%	0.07%	0.55%	0.53%	0.26%	0.28%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

**FY 2017 Table A9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS by Race/Ethnicity and Sex
(Permanent)**

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
	All	Male	Female	Male	Female	White		Black or African American		Asian		Native Hawaiian or Other Pacific		American Indian or Alaska Native		Two or more races		
						Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Job Series of Vacancy: 0080-SECURITY ADMINISTRATION (0080)																		
Total Applications Received	#	7	4	3	0	0	2	1	2	2	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	
Job Series of Vacancy: 0083-POLICE (0083)																		
Total Applications Received	#	20	17	3	1	1	9	2	6	0	0	0	0	0	0	0	1	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	
Job Series of Vacancy: 0130-FOREIGN AFFAIRS (0130)																		
Total Applications Received	#	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	
Job Series of Vacancy: 0301-MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)																		
Total Applications Received	#	8	5	3	0	0	3	1	2	2	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	

"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS by Race/Ethnicity and Sex (Permanent)

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY													
				Hispanic or Latino		Non- Hispanic or Latino											
			White			Black or African American		Asian		Native Hawaiian or Other Pacific		American Indian or Alaska Native		Two or more races			
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female

Job Series of Vacancy: 0343-MANAGEMENT AND PROGRAM ANALYSIS (0343)

Total Applications Received	#	17	8	9	0	0	6	4	2	5	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	

Job Series of Vacancy: 0905-GENERAL ATTORNEY (0905)

Total Applications Received	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	

Job Series of Vacancy: 2210-INFORMATION TECHNOLOGY MANAGEMENT (2210)

Total Applications Received	#	2	1	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	FALSE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																	

"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A10: NON-COMPETITIVE PROMOTIONS - TIME IN GRADE - Distribution by Race/Ethnicity and Sex (Permanent)

Employment Tenure		TOTAL WORKFORCE			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Total Employees Eligible for Career Ladder	#	478	278	200	14	9	178	100	65	80	10	5	0	0	0	0	11	6
	%	100%	58.16%	41.84%	2.93%	1.88%	37.24%	20.92%	13.60%	16.74%	2.09%	1.05%	0%	0.00%	0.00%	0%	2.30%	1.26%
Time in grade in excess of minimum																		
1 - 12 months	#	58	26	32	2	1	12	17	10	13	2	0	0	0	0	0	0	1
	%	100%	44.83%	55.17%	3.45%	1.72%	20.69%	29.31%	17.24%	22.41%	3.45%	0.00%	0%	0%	0%	0%	0%	2%
13 - 24 months	#	15	10	5	0	2	7	2	1	1	1	0	0	0	0	0	1	0
	%	100%	67%	33.3%	0%	13.3%	46.7%	13.3%	6.7%	7%	7%	0%	0%	0%	0%	0%	7%	0%
25+ months	#	57	31	26	1	0	23	14	6	10	1	2	0	0	0	0	0	0
	%	100%	54.39%	45.61%	1.75%	0%	40.35%	24.56%	10.53%	17.54%	1.75%	3.51%	0%	0%	0%	0%	0%	0%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A11: INTERNAL SELECTIONS FOR SENIOR LEVEL POSITIONS (GS 13/14, GS 15, AND SES) by Race/Ethnicity and Sex

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
	White		Black or African American			Asian		Native Hawaiian or Other Pacific		American Indian or Alaska Native		Two or more races						
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Grade(s) of Vacancy: 13																		
Total Applications Received	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#	91	41	50	2	4	28	23	8	21	1	1	0	1	0	0	2	0
	%	100%	45.05%	54.95%	2.20%	4.40%	30.77%	25.27%	8.79%	23.08%	1.10%	1.10%	0.00%	1.10%	0.00%	0.00%	2.20%	0.00%
Grade(s) of Vacancy: 14																		
Total Applications	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#	71	39	32	0	1	27	19	8	10	4	2	0	0	0	0	0	0
	%	100.00%	54.93%	45.07%	0.00%	1.41%	38.03%	26.76%	11.27%	14.08%	5.63%	2.82%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade(s) of Vacancy: 15																		
Total Applications	#	47	33	14	2	0	22	9	7	5	2	0	0	0	0	0	0	0
	%	100%	70.21%	29.79%	4.26%	0.00%	46.81%	19.15%	14.89%	10.64%	4.26%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#	47	33	14	2	0	22	9	7	5	2	0	0	0	0	0	0	0
	%	100.00%	70.21%	29.79%	4.26%	0.00%	46.81%	19.15%	14.89%	10.64%	4.26%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade(s) of Vacancy: SES																		
Total Applications	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Selected	#	17	10	7	0	0	10	4	0	1	0	2	0	0	0	0	0	0
	%	100.00%	58.82%	41.18%	0.00%	0.00%	58.82%	23.53%	0.00%	5.88%	0.00%	11.76%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A12: PARTICIPATION IN CAREER DEVELOPMENT - Distribution by Race/Ethnicity and Sex

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
			White			Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races				
All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Career Development Programs for GS 5 - 12:																		
Slots	#	73																
Relevant Pool	%																	
Applied	#	18	6	12	1	0	4	6	1	4	1	1	0	0	0	0	0	0
	%	100%	33.33%	66.67%	5.56%	0.00%	22.22%	33.33%	5.56%	22.22%	5.56%	5.56%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Participants	#	15	6	9	0	0	4	6	1	3	1	0	0	0	0	0	0	0
	%	100%	40.00%	60.00%	0.00%	0.00%	26.67%	40.00%	6.67%	20.00%	6.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Career Development Programs for GS 13 - 14:																		
Slots	#	101																
Relevant Pool	%																	
Applied	#	69	25	44	0	2	15	27	10	13	0	2	0	0	0	0	0	0
	%	100%	36.23%	63.77%	0.00%	2.90%	21.74%	39.13%	14.49%	18.84%	0.00%	2.90%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Participants	#	33	14	19	0	1	9	12	5	4	0	2	0	0	0	0	0	0
	%	100%	42.42%	57.58%	0.00%	3.03%	27.27%	36.36%	15.15%	12.12%	0.00%	6.06%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Career Development Programs for GS 15 and SES:																		
Slots	#	58																
Relevant Pool	%																	
Applied	#	25	14	11	0	0	11	9	2	1	1	1	0	0	0	0	0	0
	%	100%	56.00%	44.00%	0.00%	0.00%	44.00%	36.00%	8.00%	4.00%	4.00%	4.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Participants	#	7	4	3	0	0	4	2	0	0	0	1	0	0	0	0	0	0
	%	100%	57.14%	42.86%	0.00%	0.00%	57.14%	28.57%	0.00%	0.00%	0.00%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

"Relevant Pool" includes all employees in pay grades eligible for the career development program.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A13: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Race/Ethnicity and Sex (Permanent)

Employment Tenure	TOTAL WORKFORCE			RACE/ETHNICITY														
				Hispanic or Latino		Non- Hispanic or Latino												
			White			Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races				
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Time-Off awards - 1-9 hours																		
Total Time-Off Awards Given	#	484	327	157	24	8	169	54	110	83	11	4	1	0	1	0	11	8
	%	100%	67.56%	32.44%	4.96%	1.65%	34.92%	11.16%	22.73%	17.15%	2.27%	0.83%	0.21%	0.00%	0.21%	0.00%	2.27%	1.65%
Total Hours		3814	2582	1232	188	76	1320	416	882	636	92	36	8	0	8	0	84	68
Average Hours		8	8	8	8	10	8	8	8	8	8	9	0	0	8	0	8	9
Time-Off awards - 9+ hours																		
Total Time-Off Awards Given	#	1017	670	347	33	16	457	185	132	124	36	14	4	0	0	1	8	7
	%	100%	65.88%	34.12%	3.24%	1.57%	44.94%	18.19%	12.98%	12.19%	3.54%	1.38%	0.39%	0.00%	0.00%	0.10%	0.79%	0.69%
Total Hours		28577	18957	9620	863	507	13015	5427	3787	3070	976	424	80	0	0	32	236	160
Average Hours		28	28	28	26	32	28	29	29	25	27	30	20	0	0	0	0	0
Cash Awards - \$100 - \$500																		
Total Cash Awards Given	#	254	126	128	8	5	80	60	28	54	8	4	0	0	0	1	2	4
	%	100%	49.61%	50.39%	3.15%	1.97%	31.50%	23.62%	11.02%	21.26%	3.15%	1.57%	0.00%	0.00%	0.00%	0.39%	0.79%	1.57%
Total Amount		\$109,513	\$55,534	\$53,979	\$3,978	\$1,675	\$34,890	\$26,411	\$12,166	\$22,493	\$3,750	\$1,750	\$0	\$0	\$0	\$350	\$750	\$1,300
Average Amount		431	441	422	497	335	436	440	435	417	469	438	0	0	0	350	375	325
Cash Awards \$501+																		
Total Cash Awards Given	#	3534	2350	1184	110	49	1615	631	463	411	98	44	8	6	8	4	48	39
	%	100%	66.50%	33.50%	3.11%	1.39%	45.70%	17.86%	13.10%	11.63%	2.77%	1.25%	0.23%	0.17%	0.23%	0.11%	1.36%	1.10%
Total Amount		\$10,890,920	\$7,254,661	\$3,636,259	\$312,318	\$118,578	\$5,617,734	\$2,338,431	\$924,793	\$920,009	\$252,240	\$149,995	\$9,812	\$14,532	\$28,871	\$14,830	\$108,893	\$79,884
Average Amount		\$3,081.75	\$3,087.09	\$3,071.16	\$2,839.25	\$2,419.96	\$3,478.47	\$3,705.91	\$1,997.39	\$2,238.46	\$2,573.88	\$3,408.98	\$1,226.50	\$2,422.00	\$3,608.88	\$3,707.50	\$2,268.60	\$2,048.31
Quality Step Increases (QSI)																		
Total QSIs Awarded	#	478	287	191	13	10	191	106	68	57	11	10	0	1	1	0	3	7
	%	100%	60.04%	39.96%	2.72%	2.09%	39.96%	22.18%	14.23%	11.92%	2.30%	2.09%	0.00%	0.21%	0.21%	0.00%	0.63%	1.46%
Total Benefit		\$1,721,917	\$1,037,798	\$684,119	\$43,916	\$36,905	\$693,700	\$381,332	\$248,991	\$190,481	\$36,972	\$34,114	\$0	\$4,393	\$3,160	\$0	\$11,059	\$36,894
Average Benefit		\$3,602.34	\$3,616.02	\$3,581.77	\$3,378.15	\$3,690.50	\$3,631.94	\$3,597.47	\$3,661.63	\$3,341.77	\$3,361.09	\$3,411.40	\$0.00	\$4,393.00	\$3,160.00	\$0.00	\$3,686.33	\$5,270.57

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table A14: SEPARATIONS BY TYPE OF SEPARATION - Distribution by Race/Ethnicity and Sex

Employment Tenure		TOTAL WORKFORCE			RACE/ETHNICITY													
					Hispanic or Latino		Non- Hispanic or Latino											
							White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or more races	
					All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Voluntary	#	904	573	331	19	10	466	227	59	65	16	14	3	3	3	1	7	11
	%	100%	63.38%	36.62%	2.10%	1.11%	51.55%	25.11%	6.53%	7.19%	1.77%	1.55%	0.33%	0.33%	0.33%	0.11%	0.77%	1.22%
Involuntary	#	34	27	7	1	1	16	0	8	5	0	0	0	0	1	0	1	1
	%	100%	79.41%	20.59%	2.94%	2.94%	47.06%	0.00%	23.53%	14.71%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%	2.94%	2.94%
Total Separations	#	938	600	338	20	11	482	227	67	70	16	14	3	3	4	1	8	12
	%	100%	63.97%	36.03%	2.13%	1.17%	51.39%	24.20%	7.14%	7.46%	1.71%	1.49%	0.32%	0.32%	0.43%	0.11%	0.85%	1.28%
Total Workforce	#	6098	3962	2136	187	92	2709	1136	821	741	146	82	9	8	12	4	78	73
	%	100%	64.97%	35.03%	3.07%	1.51%	44.42%	18.63%	13.46%	12.15%	2.39%	1.34%	0.15%	0.13%	0.20%	0.07%	1.28%	1.20%

FY 2017 Table B2: TOTAL WORKFORCE BY COMPONENT - Distribution by Disability [OPM Form 256 Self-Identification Codes]

Employment Tenure	TOTAL	Total 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]	
Total Work Force	#	6098	5349	191	558	61	0	0	13	10	1	11	10	4	3	13	0	1
	%	100%	87.72%	3.13%	9.15%	1.00%	0.00%	0.00%	0.21%	0.16%	0.02%	0.18%	0.16%	0.07%	0.05%	0.21%	0.00%	0.02%
Federal Goal						2.00%												
DLSA	#	137	121	5	11	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	88.32%	3.65%	8.03%	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%
DPAA	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
DSCA	#	257	220	11	26	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	85.60%	4.28%	10.12%	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%
DTRMC	#	27	22	2	3	1	0	0	0	0	0	1	0	0	0	0	0	0
	%	100%	81.48%	7.41%	11.11%	3.70%	0.00%	0.00%	0.00%	0.00%	0.00%	3.70%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
DTSA	#	121	108	2	11	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	89.26%	1.65%	9.09%	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%
OEA	#	29	25	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	86.21%	6.90%	6.90%	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%
OSD	#	1569	1383	56	130	9	0	0	2	0	2	2	1	0	1	0	1	
	%	100%	88.15%	3.57%	8.29%	0.57%	0.00%	0.00%	0.00%	0.13%	0.00%	0.13%	0.13%	0.06%	0.00%	0.06%	0.00%	0.06%
PFPA	#	1140	1050	28	62	4	0	0	1	0	0	0	0	0	2	0	1	
	%	100%	92.11%	2.46%	5.44%	0.35%	0.00%	0.00%	0.00%	0.09%	0.00%	0.00%	0.00%	0.00%	0.18%	0.00%	0.09%	
USCAAF	#	24	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	0.00%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
WHS	#	1952	1657	55	240	38	0	0	13	7	0	4	3	3	2	6	0	0
	%	100%	84.89%	2.82%	12.30%	1.95%	0.00%	0.00%	0.67%	0.36%	0.00%	0.20%	0.15%	0.15%	0.10%	0.31%	0.00%	0.00%

FY 2017 Table B3-1: OCCUPATIONAL CATEGORIES - Distribution by Disability Employees (Permanent)

Occupational Category	Total	Total 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]	
1. Officials and Managers - Executive/Senior Level (Grades 15 and Above)	#	340	299	10	31	1	0	0	0	0	0	0	1	0	0	0	0	0
	%	100%	87.94%	2.94%	9.12%	0.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.29%	0.00%	0.00%	0.00%	0.00%	0.00%
- Mid-Level (Grades 13-14)	#	159	135	6	18	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	84.91%	3.77%	11.32%	0.63%	0.00%	0.00%	0.00%	0.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- First-Level (Grades 12 and Below)	#	12	7	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	58.33%	33.33%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- Other Officials and Managers	#	2398	2041	84	273	26	0	0	5	4	0	7	1	3	0	4	0	2
	%	100%	85.11%	3.50%	11.38%	1.08%	0.00%	0.00%	0.21%	0.17%	0.00%	0.29%	0.04%	0.13%	0.00%	0.17%	0.00%	0.08%
Officials and Managers - TOTAL	#	2909	2482	104	323	28	0	0	5	5	0	7	2	3	0	4	0	2
	%	100%	85.32%	3.58%	11.10%	0.96%	0.00%	0.00%	0.17%	0.17%	0.00%	0.24%	0.07%	0.10%	0.00%	0.14%	0.00%	0.07%
2. Professionals	#	1385	1220	41	124	14	0	0	6	2	0	1	2	0	0	3	0	0
	%	100%	88.09%	2.96%	8.95%	1.01%	0.00%	0.00%	0.43%	0.14%	0.00%	0.07%	0.14%	0.00%	0.00%	0.22%	0.00%	0.00%
3. Technicians	#	64	59	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	92.19%	1.56%	6.25%	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%
4. Sales Workers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
5. Administrative Support Workers	#	172	143	1	28	9	0	0	2	3	0	0	1	0	2	1	0	0
	%	100%	83.14%	0.58%	16.28%	5.23%	0.00%	0.00%	1.16%	1.74%	0.00%	0.00%	0.58%	0.00%	1.16%	0.58%	0.00%	0.00%
6. Craft Workers	#	158	142	3	13	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	89.87%	1.90%	8.23%	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%
7. Operatives	#	34	30	0	4	1	0	0	0	0	0	0	0	0	0	1	0	0
	%	100%	88.24%	0.00%	11.76%	2.94%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%	0.00%
8. Labors and Helpers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
9. Service Workers	#	825	780	17	28	1	0	0	0	0	0	0	0	1	0	0	0	0
	%	100%	94.55%	2.06%	3.39%	0.12%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.12%	0.00%	0.00%	0.00%	0.00%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B3-2: OCCUPATIONAL CATEGORIES - Distribution by Disability Employees (Permanent)

Occupational Category	Total	Total 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]	
1. Officials and Managers - Executive/Senior Level (Grades 15 and Above)	#	340	299	10	31	1	0	0	0	0	0	0	1	0	0	0	0	0
	%	100%	87.94%	2.94%	9.12%	0.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.29%	0.00%	0.00%	0.00%	0.00%	0.00%
- Mid-Level (Grades 13-14)	#	159	135	6	18	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	84.91%	3.77%	11.32%	0.63%	0.00%	0.00%	0.00%	0.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- First-Level (Grades 12 and Below)	#	12	7	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	58.33%	33.33%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- Other Officials and Managers	#	2398	2041	84	273	26	0	0	5	4	0	7	1	3	0	4	0	2
	%	100%	85.11%	3.50%	11.38%	1.08%	0.00%	0.00%	0.21%	0.17%	0.00%	0.29%	0.04%	0.13%	0.00%	0.17%	0.00%	0.08%
Officials and Managers - TOTAL	#	2909	2482	104	323	28	0	0	5	5	0	7	2	3	0	4	0	2
	%	100%	85.32%	3.58%	11.10%	0.96%	0.00%	0.00%	0.17%	0.17%	0.00%	0.24%	0.07%	0.10%	0.00%	0.14%	0.00%	0.07%
2. Professionals	#	1385	1220	41	124	14	0	0	6	2	0	1	2	0	0	3	0	0
	%	100%	88.09%	2.96%	8.95%	1.01%	0.00%	0.00%	0.43%	0.14%	0.00%	0.07%	0.14%	0.00%	0.00%	0.22%	0.00%	0.00%
3. Technicians	#	64	59	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	92.19%	1.56%	6.25%	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%
4. Sales Workers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
5. Administrative Support Workers	#	172	143	1	28	9	0	0	2	3	0	0	1	0	2	1	0	0
	%	100%	83.14%	0.58%	16.28%	5.23%	0.00%	0.00%	1.16%	1.74%	0.00%	0.00%	0.58%	0.00%	1.16%	0.58%	0.00%	0.00%
6. Craft Workers	#	158	142	3	13	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	89.87%	1.90%	8.23%	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%
7. Operatives	#	34	30	0	4	1	0	0	0	0	0	0	0	0	0	1	0	0
	%	100%	88.24%	0.00%	11.76%	2.94%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%	0.00%
8. Labors and Helpers	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
9. Service Workers	#	825	780	17	28	1	0	0	0	0	0	0	1	0	0	0	0	0
	%	100%	94.55%	2.06%	3.39%	0.12%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.12%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL WORKFORCE	#	5547	4856	167	524	53	0	0	13	10	0	8	5	4	2	9	0	2
	%	100.00%	87.54%	3.01%	9.45%	0.96%	0.00%	0.00%	0.23%	0.18%	0.00%	0.14%	0.09%	0.07%	0.04%	0.16%	0.00%	0.04%

NOTE: Percentages computed down columns and NOT across rows.

FY 2017 Table B4-1: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Disability (Permanent)

GS/GM, SES, and Related Grade	Total	Total 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]	
GS - 01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 04	#	1	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 05	#	12	7	0	5	1	0	0	1	0	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	71.43%	14.29%	0.00%	0.00%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 06	#	24	17	0	7	2	0	0	0	1	0	0	0	0	1	0	0	0
	%	100%	100%	0.00%	41.18%	11.76%	0.00%	0.00%	0.00%	5.88%	0.00%	0.00%	0.00%	0.00%	5.88%	0.00%	0.00%	0.00%
GS - 07	#	131	123	1	7	2	0	0	0	1	0	0	0	0	1	0	0	0
	%	100%	100%	0.81%	5.69%	1.63%	0.00%	0.00%	0.00%	0.81%	0.00%	0.00%	0.00%	0.00%	0.81%	0.00%	0.00%	0.00%
GS - 08	#	33	30	0	3	2	0	0	1	0	0	0	1	0	0	0	0	0
	%	100%	100%	0.00%	10.00%	6.67%	0.00%	0.00%	3.33%	0.00%	0.00%	0.00%	3.33%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 09	#	146	123	4	19	3	0	0	2	0	0	0	1	0	0	0	0	0
	%	100%	100%	3.25%	15.45%	2.44%	0.00%	0.00%	1.63%	0.00%	0.00%	0.00%	0.81%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 10	#	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0.00%	16.67%	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 - 11	#	263	221	4	38	7	0	0	4	0	0	0	0	1	0	2	0	0
	%	100%	100%	1.81%	17.19%	3.17%	0.00%	0.00%	1.81%	0.00%	0.00%	0.00%	0.00%	0.45%	0.00%	0.90%	0.00%	0.00%
GS - 12	#	723	609	33	81	9	0	0	5	1	0	2	0	0	0	0	0	1
	%	100%	100%	5.42%	13.30%	1.48%	0.00%	0.00%	0.82%	0.16%	0.00%	0.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.16%
GS - 13	#	722	606	22	94	10	0	0	0	3	0	1	0	1	0	4	0	1
	%	100%	100%	3.63%	15.51%	1.65%	0.00%	0.00%	0.00%	0.50%	0.00%	0.17%	0.00%	0.17%	0.00%	0.66%	0.00%	0.17%
GS - 14	#	694	607	25	62	3	0	0	0	1	0	1	1	0	0	0	0	0
	%	100%	100%	4.12%	10.21%	0.49%	0.00%	0.00%	0.00%	0.16%	0.00%	0.16%	0.16%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 15	#	1104	962	39	103	7	0	0	0	2	0	2	1	1	0	1	0	0
	%	100%	100%	4.05%	10.71%	0.73%	0.00%	0.00%	0.00%	0.21%	0.00%	0.21%	0.10%	0.10%	0.00%	0.10%	0.00%	0.00%
All Other (Unspecified GS)	#	1398	1283	30	85	4	0	0	0	0	0	1	0	1	0	2	0	0
	%	100%	100%	2.34%	6.63%	0.31%	0.00%	0.00%	0.00%	0.00%	0.00%	0.08%	0.00%	0.08%	0.00%	0.16%	0.00%	0.00%
SES	#	289	262	9	18	2	0	0	0	0	0	1	1	0	0	0	0	0
	%	100%	100%	3.44%	6.87%	0.76%	0.00%	0.00%	0.00%	0.00%	0.00%	0.38%	0.38%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Workforce	#	5547	4856	167	524	53	0	0	13	10	0	8	5	4	2	9	0	2
	%	100%	100%	3.44%	10.79%	1.09%	0.00%	0.00%	0.27%	0.21%	0.00%	0.16%	0.10%	0.08%	0.04%	0.19%	0.00%	0.04%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B4-2: PARTICIPATION RATES FOR GENERAL SCHEDULE (GS) GRADES by Disability (Permanent)

GS/GM, SES, and Related Grade	Total	Total 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]	
GS - 01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 04	#	1	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.19%	1.89%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 05	#	12	7	0	5	1	0	0	1	0	0	0	0	0	0	0	0	0
	%	100%	0.14%	0.00%	0.95%	1.89%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 06	#	24	17	0	7	2	0	0	0	1	0	0	0	0	1	0	0	0
	%	100%	0.35%	0.00%	1.34%	3.77%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%
GS - 07	#	131	123	1	7	2	0	0	0	1	0	0	0	0	1	0	0	0
	%	100%	2.53%	0.60%	1.34%	3.77%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	50.00%	0.00%	0.00%	0.00%
GS - 08	#	33	30	0	3	2	0	0	1	0	0	0	1	0	0	0	0	0
	%	100%	0.62%	0.00%	0.57%	3.77%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 09	#	146	123	4	19	3	0	0	2	0	0	0	1	0	0	0	0	0
	%	100%	2.53%	2.40%	3.63%	5.66%	0.00%	0.00%	15.38%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 10	#	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.12%	0.00%	0.19%	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 - 11	#	263	221	4	38	7	0	0	4	0	0	0	0	0	1	0	2	0
	%	100%	4.55%	2.40%	7.25%	13.21%	0.00%	0.00%	30.77%	0.00%	0.00%	0.00%	0.00%	25.00%	0.00%	22.22%	0.00%	0.00%
GS - 12	#	723	609	33	81	9	0	0	5	1	0	2	0	0	0	0	0	1
	%	100%	12.54%	19.76%	15.46%	16.98%	0.00%	0.00%	38.46%	10.00%	0.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%
GS - 13	#	722	606	22	94	10	0	0	0	3	0	1	0	1	0	4	0	1
	%	100%	12.48%	13.17%	17.94%	18.87%	0.00%	0.00%	0.00%	30.00%	0.00%	12.50%	0.00%	25.00%	0.00%	44.44%	0.00%	50.00%
GS - 14	#	694	607	25	62	3	0	0	0	1	0	1	1	0	0	0	0	0
	%	100%	12.50%	14.97%	11.83%	5.66%	0.00%	0.00%	0.00%	10.00%	0.00%	12.50%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS - 15	#	1104	962	39	103	7	0	0	0	2	0	2	1	1	0	1	0	0
	%	100%	19.81%	23.35%	19.66%	13.21%	0.00%	0.00%	0.00%	20.00%	0.00%	25.00%	20.00%	25.00%	0.00%	11.11%	0.00%	0.00%
All Other (Unspecified GS)	#	1398	1283	30	85	4	0	0	0	0	0	1	0	1	0	2	0	0
	%	100%	26.42%	17.96%	16.22%	7.55%	0.00%	0.00%	0.00%	0.00%	0.00%	12.50%	0.00%	25.00%	0.00%	22.22%	0.00%	0.00%
Senior Executive Service	#	289	262	9	18	2	0	0	0	0	0	1	1	0	0	0	0	0
	%	100%	5.40%	5.39%	3.44%	3.77%	0.00%	0.00%	0.00%	0.00%	0.00%	12.50%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Workforce	#	5547	4856	167	524	53	0	0	13	10	0	8	5	4	2	9	0	2
	%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

NOTE: Percentages computed down columns and NOT across rows.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B5-2: PARTICIPATION RATES FOR WAGE GRADES by Disability (Permanent)

WD/WG, WL/WS Other Wage Grades	Total	Total 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]	
Grade - 01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 02	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 03	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 04	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 05	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 06	#	10	7	0	3	1	0	0	0	0	0	0	1	0	0	0	0	0
	%	100%	70.00%	0.00%	30.00%	10.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 07	#	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 08	#	12	11	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	91.67%	0.00%	8.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 09	#	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 10	#	93	86	2	5	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 11	#	62	53	1	8	1	0	0	0	0	0	0	0	0	1	0	0	0
	%	100%	85.48%	1.61%	12.90%	1.61%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.61%	0.00%	0.00%	
Grade - 12	#	17	14	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	82.35%	0.00%	17.65%	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%
Grade - 13	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 14	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Grade - 15	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
All Other Wage Grades	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	#																	
	%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

NOTE: Percentages computed down columns and NOT across rows.

FY 2017 Table B6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - Distribution by Disability (Permanent)

Job Title/Series	Total	Total 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]	
MANAGEMENT AND PROGRAM ANALYSIS (0343)	#	607	519	23	65	10	0	0	2	1	0	3	1	2	0	0	0	1
	%	100%	85.50%	3.79%	10.71%	1.65%	0.00%	0.00%	0.33%	0.16%	0.00%	0.49%	0.16%	0.33%	0.00%	0.00%	0.00%	0.16%
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)	#	719	619	24	76	3	0	0	1	0	0	2	0	0	0	0	0	0
	%	100%	86.09%	3.34%	10.57%	0.42%	0.00%	0.00%	0.14%	0.00%	0.00%	0.28%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
SECURITY ADMINISTRATION (0080)	#	783	676	28	79	7	0	0	1	2	0	2	0	0	0	1	0	1
	%	100%	86.33%	3.58%	10.09%	0.89%	0.00%	0.00%	0.13%	0.26%	0.00%	0.26%	0.00%	0.00%	0.00%	0.13%	0.00%	0.13%
POLICE (0083)	#	737	697	16	24	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	94.57%	2.17%	3.26%	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%
FOREIGN AFFAIRS (0130)	#	233	216	8	9	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	92.70%	3.43%	3.86%	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%
GENERAL ATTORNEY (0905)	#	202	182	7	13	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	90.10%	3.47%	6.44%	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%
INFORMATION TECHNOLOGY (2210)	#	197	169	3	25	2	0	0	1	0	0	0	0	0	0	1	0	0
	%	100%	85.79%	1.52%	12.69%	1.02%	0.00%	0.00%	0.51%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.51%	0.00%	0.00%
	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	#	3,478	3,078	109	294	22	0	0	5	3	0	7	1	2	0	2	0	2
	%	100%	88.50%	3.13%	8.45%	0.63%	0.00%	0.00%	0.14%	0.09%	0.00%	0.20%	0.03%	0.06%	0.00%	0.06%	0.00%	0.06%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - Distribution by Disability (Temporary)

Job Title/Series	Total	Total 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]	
MANAGEMENT AND PROGRAM ANALYSIS (0343)	#	13	8	1	4	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	61.54%	7.69%	30.77%	7.69%	0.00%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)	#	367	342	7	18	1	0	0	0	0	0	1	0	0	0	0	0	0
	%	100%	93.19%	1.91%	4.90%	0.27%	0.00%	0.00%	0.00%	0.00%	0.00%	0.27%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
SECURITY ADMINISTRATION (0080)	#	21	15	2	4	1	0	0	0	0	0	0	0	0	0	1	0	0
	%	100%	71.43%	9.52%	19.05%	4.76%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4.76%	0.00%	0.00%
POLICE (0083)	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
FOREIGN AFFAIRS (0130)	#	5	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	80.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GENERAL ATTORNEY (0905)	#	99	85	7	7	4	0	0	1	1	0	1	1	0	0	0	0	0
	%	100%	85.86%	7.07%	7.07%	4.04%	0.00%	0.00%	1.01%	1.01%	0.00%	1.01%	1.01%	0.00%	0.00%	0.00%	0.00%	0.00%
INFORMATION TECHNOLOGY (2210)	#	11	10	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	90.91%	9.09%	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%
	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	#																	
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL	#	516	464	19	33	7	0	0	1	2	0	2	1	0	0	1	0	0
	%	100%	89.92%	3.68%	6.40%	1.36%	0.00%	0.00%	0.19%	0.39%	0.00%	0.39%	0.19%	0.00%	0.00%	0.19%	0.00%	0.00%

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B7: APPLICATIONS AND HIRES by Disability (Permanent)

	Total	Total 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]	
Schedule A																		
Applications	#																	
	%		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%
Hires	#																	
	%		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%
Voluntarily Identified (Outside of Schedule A Applicants)																		
Applications	#																	
	%		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%
Hires	#	446	376	30	40	3	0	0	1	1	0	0	0	0	0	1	0	0
	%		84.30%	6.73%	8.97%	0.67%	0.00%	0.00%	0.22%	0.22%	0.00%	0.00%	0.00%	0.00%	0.00%	0.22%	0.00%	0.00%
Job Series: POLICE (0083)																		
Total Received	#																	
Voluntarily Identified	#																	
	%		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%
Qualified	#																	
	%		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%
Selected	#	56	51	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%		91.07%	8.93%	1.79%	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%
CLF	%																	
Job Series: MISCELLANEOUS ADMINISTRATION & PROGRAM (0301)																		
Total Received	#																	
Voluntarily Identified	#																	
	%		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%
Qualified	#																	
	%		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%
Selected	#	69	58	4	7	0	0	0	0	0	0	0	0	0	0	0	0	0
	%		84.06%	5.80%	10.14%	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%
CLF	%																	
Job Series: SECURITY ADMINISTRATION (0080)																		
Total Received	#																	
Voluntarily Identified	#																	
	%		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%
Qualified	#																	
	%		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%
Selected	#	58	54	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0
	%		93.10%	1.72%	5.17%	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%
CLF	%																	
Job Series: GENERAL ATTORNEY (0905)																		

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B8: NEW HIRES By Type of Appointment - Distribution by Disability

Type of Appointment		Total	Total 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]
Permanent	#	446	376	30	40	3	0	0	1	1	0	0	0	0	0	1	0	
	%	100%	84.30%	6.73%	8.97%	0.67%	0.00%	0.00%	0.22%	0.22%	0.00%	0.00%	0.00%	0.00%	0.00%	0.22%	0.00%	0.00%
Temporary	#	230	202	12	16	1	0	0	1	0	0	0	0	0	0	0	0	0
	%	100%	87.83%	5.22%	6.96%	0.43%	0.00%	0.00%	0.43%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Non-Appropriated	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total	#	676	578	42	56	4	0	0	2	1	0	0	0	0	0	1	0	0
	%	100%	85.50%	6.21%	8.28%	0.59%	0.00%	0.00%	0.30%	0.15%	0.00%	0.00%	0.00%	0.00%	0.00%	0.15%	0.00%	0.00%
Prior Year	%	100%	85.50%	6.21%	8.28%	0.59%	0.00%	0.00%	0.30%	0.15%	0.00%	0.00%	0.00%	0.00%	0.15%	0.00%	0.00%	

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS by Disability

	Total	Total 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]
Job Series: SECURITY ADMINISTRATION (0080)																	
Total Applications Received	#																
	%	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%
Qualified	#																
	%	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%
Selected	#	7	5	0	2	1	0	0	0	0	0	0	0	0	1	0	0
	%	71.43%	0.00%	28.57%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	14.29%	0.00%	0.00%
Relevant Applicant Pool	%																
Job Series: POLICE (0083)																	
Total Applications Received	#																
	%	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%
Qualified	#																
	%	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%
Selected	#	20	19	0	1	0	0	0	0	0	0	0	0	0	0	0	0
	%	95.00%	0.00%	5.00%	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%
Relevant Applicant Pool	%																
Job Series: FOREIGN AFFAIRS (0130)																	
Total Applications Received	#																
	%	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%
Qualified	#																
	%	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%
Selected	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	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%
Relevant Applicant Pool	%																
Job Series: MISCELLANEOUS ADMINISTRATION & SUPPORT (0301)																	
Total Applications Received	#																
	%	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%
Qualified	#																
	%	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%
Selected	#	8	6	0	2	0	0	0	0	0	0	0	0	0	0	0	0
	%	75.00%	0.00%	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%
Relevant Applicant Pool	%																

"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS by Disability

	Total	Total 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]
Job Series: MANAGEMENT AND PROGRAM ANALYSIS 0343)																	
Total Applications Received	#																
	%		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%
Qualified	#																
	%		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%
Selected	#	17	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%		82.35%	0.06%	0.12%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Relevant Applicant Pool	%																
Job Series: INFORMATION TECHNOLOGY MANAGEMENT (2210)																	
Total Applications Received	#																
	%		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%
Qualified	#																
	%		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%
Selected	#	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%		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%
Relevant Applicant Pool	%																
Job Series:																	
Total Applications Received	#																
	%		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%
Qualified	#																
	%		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%
Selected	#																
	%		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%
Relevant Applicant Pool	%																
Job Series:																	
Total Applications Received	#																
	%		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%
Qualified	#																
	%		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%
Selected	#																
	%		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%
Relevant Applicant Pool	%		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%

"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.

FY 2017 Table B11: INTERNAL SELECTIONS FOR SENIOR LEVEL (GS 13/14, GS 15, SES) POSITIONS by Disability

	Total	Total 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]		
Job Series/Grade(s) of Vacancy: GS - 13																			
Total Applications Received	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Qualified	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Selected	#	91	73	4	14	3	0	0	0	1	0	0	0	0	0	2	0	0	
	%	100%	80.22%	4.40%	15.38%	3.30%	0.00%	0.00%	0.00%	1.10%	0.00%	0.00%	0.00%	0.00%	0.00%	2.20%	0.00%	0.00%	
Job Series/Grade(s) of Vacancy: GS-14																			
Total Applications Received	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Qualified	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Selected	#	71	61	4	6	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	85.92%	5.63%	8.45%	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%	
Job Series/Grade(s) of Vacancy: GS-15																			
Total Applications Received	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Qualified	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Selected	#	47	41	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	87.23%	6.38%	6.38%	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%	
Job Series/Grade(s) of Vacancy: SES																			
Total Applications Received	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Qualified	#																		
	%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Selected	#	17	16	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	94.12%	0.00%	5.88%	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%	

"Relevant Applicant Pool"= all employees in the next lower pay grade and in all series that qualify them for the position announced.

Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B12: PARTICIPATION IN CAREER DEVELOPMENT - Distribution by Disability

	Total	Total 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]	
Career Development Programs for GS 5-12																		
Slots	#	73																
Relevant Pool	%		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%
Applied	#	18			2													
	%		0.00%	0.00%	11.11%	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%
Participants	#	15			1													
	%		0.00%	0.00%	6.67%	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%
Career Development Programs for GS 13-14																		
Slots	#	101																
Relevant Pool	%		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%
Applied	#	69		2	3				1									
	%		0.00%	2.90%	4.35%	0.00%	0.00%	0.00%	1.45%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Participants	#	33		2	3				1									
	%		0.00%	6.06%	9.09%	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%
Career Development Programs for GS 15 and SES																		
Slots	#	58																
Relevant Pool	%		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%
Applied	#	25		1	3													
	%		0.00%	4.00%	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%	0.00%
Participants	#	7		1	2													
	%		0.00%	14.29%	28.57%	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%
"Relevant Applicant Pool" = all employees in the next lower pay grade and in all series that qualify them for the position announced.																		

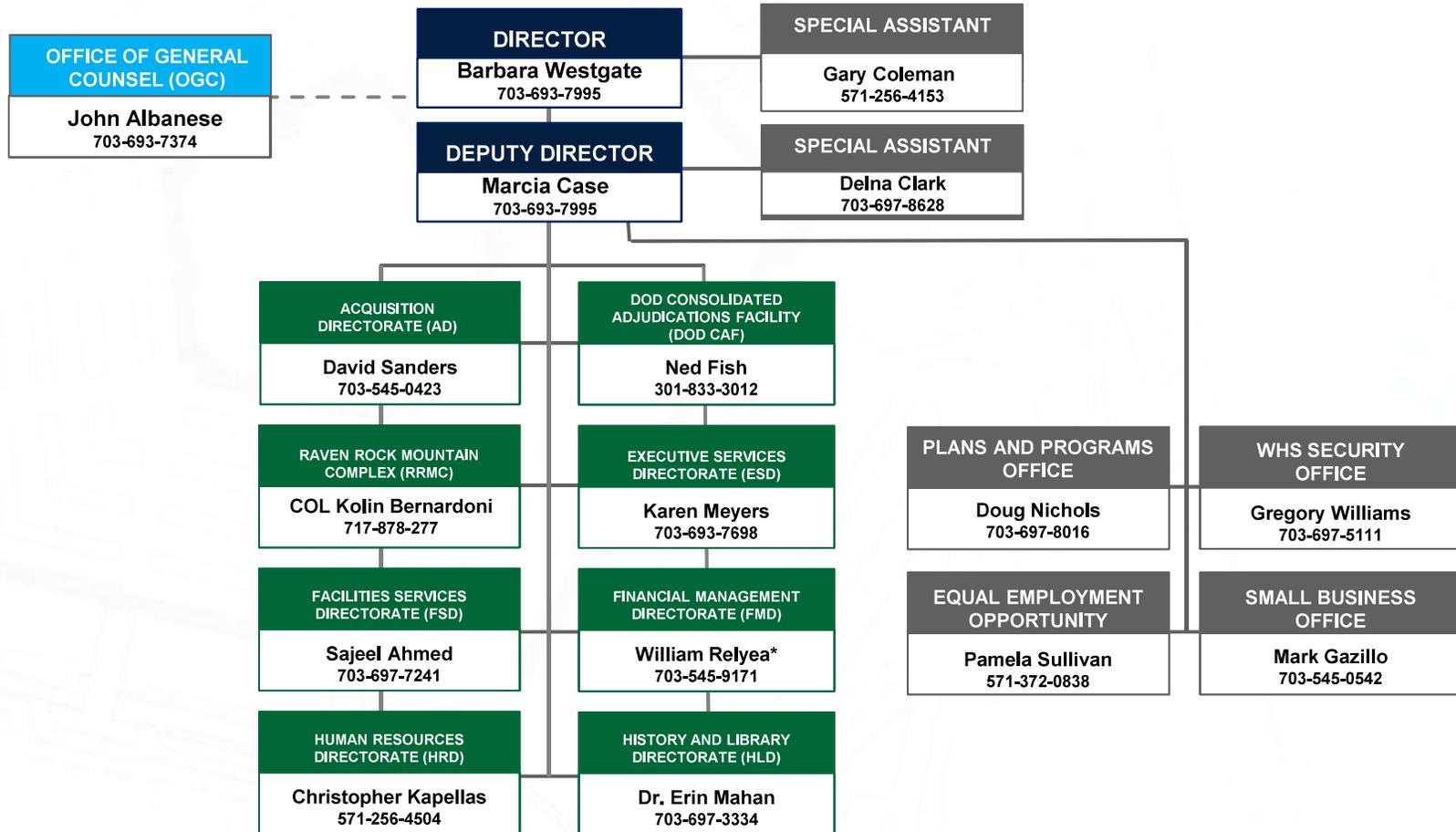
Office of the Secretary of Defense/Washington Headquarters Services (including serviced components)

FY 2017 Table B14: SEPARATIONS By Type of Separation- Distribution by Disability

Type of Separation		Total	Total 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]
Voluntary	#	904	829	24	51	9	0	0	1	0	1	1	3	0	1	2	0	0
	%	100%	91.70%	2.65%	5.64%	1.00%	0.00%	0.00%	0.11%	0.00%	0.11%	0.11%	0.33%	0.00%	0.11%	0.22%	0.00%	0.00%
Involuntary	#	34	25	2	7	1	0	0	0	0	0	0	1	0	0	0	0	0
	%	100%	73.53%	5.88%	20.59%	2.94%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Separations	#	938	854	26	58	10	0	0	1	0	1	1	4	0	1	2	0	0
	%	100%	91.04%	2.77%	6.18%	1.07%	0.00%	0.00%	0.11%	0.00%	0.11%	0.11%	0.43%	0.00%	0.11%	0.21%	0.00%	0.00%
Total Workforce	#	6,098	5,349	181	558	61	0	0	14	12	0	10	6	4	2	11	0	2
	%	100%	87.72%	2.97%	9.15%	1.00%	0.00%	0.00%	0.23%	0.20%	0.00%	0.16%	0.10%	0.07%	0.03%	0.18%	0.00%	0.03%



WASHINGTON HEADQUARTERS SERVICES



* Acting



DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



AUG 23 2016

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: FY 2017 Equal Employment Opportunity and Diversity Policy

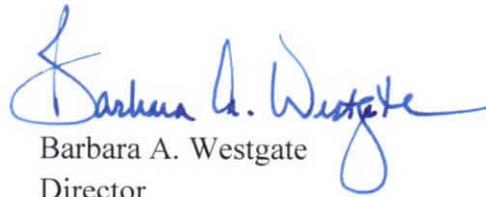
Equal Employment Opportunity (EEO) and Diversity are critical to the success of our Nation. A workforce that reflects all races, cultures, ethnicities, as well as backgrounds, among other factors, is necessary to effectively execute our mission to the Department. All of us must adhere to the highest standards of accountability, commitment, professionalism, and stewardship.

The Washington Headquarters Services (WHS) Office of Equal Employment Opportunity Programs (EEOP) is committed to ensuring equal opportunity for employment regardless of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 years and older), disability, genetic information, and/or retaliation for opposing discrimination or participating in the EEO process.

DoD's Diversity and Inclusion Strategic Plan implements Executive Order 13583, "Establishing a Coordinated Government-wide Initiative to Promote Diversity and Inclusion in the Federal Workplace." Diversity and inclusion is the foundation to a fair, equitable and open work environment, with supervisors who respect, appreciate, and value employees' individual identity and perspective. We recognize this foundation as essential to carrying out the important mission of supporting the Nation's warfighter.

We must champion the principles of EEO and diversity! Managers and supervisors should carefully review personnel decisions (hiring, training and career development, assignments, promotions, and other benefits/privileges of employment), to ensure employees and applicants are treated fairly. It is imperative we have leaders who uphold the tenets of equal opportunity and diversity, and diligently work to recruit and retain a workforce representing the demographics of our Nation.

The WHS Office of Equal Employment Opportunity Programs (EEOP) is available to advise managers, supervisors, and employees who are serviced by EEOP regarding best practices for achieving an inclusive workforce. For more information, please contact the EEOP office at (571) 372-0832 or WHS.diversity@whs.mil.


Barbara A. Westgate
Director

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Assistant to the Secretary of Defense for Public Affairs

Director, Net Assessment

Directors of the Defense Agencies

Directors of the DoD Field Activities



DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



AUG 23 2016

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Fiscal Year 2017 Federal Employee Antidiscrimination and Retaliation Act
(No FEAR Act) Training and Notification Requirements

The No FEAR Act of 2002 increased the accountability of agencies to protect Federal employees from unlawful discrimination, harassment and reprisal for participation in protected Equal Employment Opportunity (EEO) and whistleblowing activity.

New employees are required to receive No FEAR Act training within 90 calendar days of entering on duty to ensure they understand their rights and responsibilities. All employees are required to complete refresher training every two years thereafter. It is imperative all employees, supervisors, and officials understand the protections afforded by the No FEAR Act and the Whistleblower Protection Act.

For your convenience, No FEAR Act training is available online at the Washington Headquarters Services (WHS) Learning Center (iCompass) at <https://whsportal.osd.mil/lms/default.aspx>. The WHS Office of Equal Employment Opportunity Programs (EEOP) also provides comprehensive classroom training to fulfill the No FEAR Act training requirements.

To ensure employees have easy access to No FEAR Act information, agencies are required to provide written notice on the rights and remedies available under applicable antidiscrimination, anti-harassment, and whistleblower protection laws. WHS and organizations serviced by WHS EEOP are responsible for displaying the attached "No Fear Act Notice" in common areas, agency website, or other readily accessible media. Senior leaders must also ensure deployed civilian personnel receive this notice. The notice is available online at <http://www.whs.mil/sites/default/files/eeod/NoFEARActNotice.pdf>.

Questions regarding iCompass should be directed to the WHS Learning System administrator at lms@whs.mil. For other questions and assistance on the No FEAR Act, please contact EEOP at (571) 372-0832 or WHS.diversity@whs.mil.

A handwritten signature in blue ink that reads "Barbara A. Westgate".

Barbara A. Westgate
Director

Attachment:
No FEAR Act Notice

DISTRIBUTION:

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Assistant Secretary of Defense for Legislative Affairs

Chief Judge of the U.S. Court of Appeals of the Armed Forces

Assistant to the Secretary of Defense for Public Affairs

Director, Net Assessment

Directors of the Defense Agencies

Directors of the DoD Field Activities



WASHINGTON HEADQUARTERS SERVICES

No FEAR Act Notice

On May 15, 2002, Congress enacted the "Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002," which is commonly known as the No FEAR Act. One purpose of the Act is to "require that Federal agencies be accountable for violations of antidiscrimination and whistleblower protection laws." In support of this purpose, Congress found that "agencies cannot run effectively if those agencies practice or tolerate discrimination."

Federal employees, former Federal employees and applicants for Federal employment are encouraged to review the following information on the rights and protections available to them under Federal antidiscrimination and whistleblower protection laws.

ANTIDISCRIMINATION LAWS

Directors, managers and supervisors are responsible for ensuring that the work environment is free from discrimination based on the following protected groups: race, color, religion, sex (including sexual harassment, pregnancy, sexual orientation, and gender identity), national origin, age (40 and older), disability (mental or physical), or reprisal for participation in previous EEO activity. A Federal agency also cannot discriminate against an employee or applicant with respect to the terms, conditions or privileges of employment on the basis of marital status or political affiliation.

Discrimination on these bases is prohibited by one or more of the following statutes: 5 U.S.C. 2302(b)(1), 29 U.S.C. 206(d), 29 U.S.C. 631, 29 U.S.C. 633a, 29 U.S.C. 791 and 42 U.S.C. 2000e-16.

If you believe that you have been the victim of unlawful discrimination on the basis of race, color, religion, sex, national origin, age, disability, and/or reprisal, you should contact the Washington Headquarters Services (WHS) Office of Equal Employment Opportunity Programs (EEOP) at 571-372-0832. Contact with EEOP must be made **within 45 calendar days** of the alleged discriminatory act, or in the case of a personnel action, within 45 calendar days of the effective date of the action. EEOP should be contacted in accordance with 29 Code of Federal Regulations 1614 in order to attempt informal resolution through mediation or counseling prior to filing a formal complaint of discrimination.

If you are alleging equal pay or age discrimination, you have the right to file an administrative complaint under 29 Code of Federal Regulations (C.F.R.) 1614, or to bypass the administrative process and file a civil action in U.S. District Court. In the latter case, you must file a Notice of Intent to Sue, pursuant to 29 C.F.R. Section 1614.201(a), after giving the Equal Employment Opportunity Commission (EEOC) not less than 30 days notice of your intent to file such an action. Such notice must be filed in writing with the EEOC, Federal Sector Programs, 131 M. Street NW, Washington DC 20507, within 180 days of the occurrence of the alleged unlawful practice.

If you are alleging discrimination based on marital status or political affiliation, you may file a written complaint with the U.S. Office of Special Counsel (OSC) (see contact information below). In the alternative (or in some cases, in addition), you may pursue a discrimination complaint.

The Uniformed Services Employment and Reemployment Rights Act (USERRA) protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services. The U.S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations. For assistance in filing a complaint, or for any other information on USERRA, contact VETS at 1-866-4-USA-DOL or visit its website at <http://www.dol.gov/vets>.

WHISTLEBLOWER PROTECTION LAWS

A Federal employee with authority to take, direct others to take, recommend or approve any personnel action must not use that authority to take or fail to take, or threaten to take or fail to take, a personnel action against an employee or applicant because of disclosure of information by that individual that is reasonably believed to be evidence of violations of law, rule or regulation; gross mismanagement; gross waste of funds; an abuse of authority; or a substantial and specific danger to public health or safety, unless disclosure of such information is specifically prohibited by law and such information is specifically required by Executive Order to be kept secret in the interest of national defense or the conduct of foreign affairs.

Retaliation against an employee or applicant for making a protected disclosure is prohibited by 5 U.S.C. 2302(b)(8). If you believe that you are the victim of whistleblower retaliation, you may file a written complaint (Form OSC-11) with the U.S. Office of Special Counsel at 1730 M Street NW., Suite 218, Washington, DC 20036-4505 or online through the OSC Web site—<http://www.osc.gov>.

RETALIATION FOR ENGAGING IN PROTECTED ACTIVITY

A Federal agency cannot retaliate against an employee or applicant because that individual exercises his or her rights under any of the Federal antidiscrimination or whistleblower protection laws listed above. If you believe that you are the victim of retaliation for engaging in protected activity, you must follow, as appropriate, the procedures described in the Antidiscrimination Laws and Whistleblower Protection Laws sections or, if applicable, the administrative or negotiated grievance procedures in order to pursue any legal remedy.

ALTERNATIVE DISPUTE RESOLUTION

It is WHS policy to use and offer alternative dispute resolution (ADR) services to its serviced customers as an alternative to litigation or formal administrative procedures to the maximum extent appropriate.

In support of Administrative Instruction No. 106, the ADR program offers informal, neutral, voluntary, and confidential methods for early dispute resolution of selected prohibited personnel practice disputes.

When used in appropriate circumstances, ADR can yield results that are faster, less expensive, and less contentious than formal administrative processes. Mediation is the primary mechanism used to provide parties the opportunity to resolve such disputes without the need for a lengthy investigation or costly litigation. ADR is an alternative to formal processes, not a replacement. If settlement does not occur, the right to pursue formal processes still exists. You may contact the WHS ADR Program Manager at 571-372-0844 to explore the appropriate use of ADR techniques.

DISCIPLINARY ACTIONS

Under the existing laws, each agency retains the right, where appropriate, to discipline a Federal employee for misconduct that is inconsistent with Federal Antidiscrimination and Whistleblower Protection Laws, up to and including removal. If OSC has initiated an investigation under 5 U.S.C. 1214, however, according to 5 U.S.C. 1214(f), agencies must seek approval from the Special Counsel to discipline employees for, among other activities, engaging in prohibited retaliation. Nothing in the No FEAR Act alters existing laws or permits an agency to take unfounded disciplinary action against a Federal employee or to violate the procedural rights of a Federal employee who has been accused of discrimination.

ADDITIONAL INFORMATION

For further information regarding the No FEAR Act regulations, refer to 5 CFR Part 724, as well as the WHS EEOP. Additional information regarding Federal antidiscrimination, whistleblower protection and retaliation laws can be found at the EEOC Web site—<http://www.eeoc.gov> and the OSC Web site—<http://www.osc.gov>.

EXISTING RIGHTS UNCHANGED

Pursuant to Section 205 of the No FEAR Act, neither the Act nor this notice creates, expands or reduces any rights otherwise available to any employee, former employee or applicant under the laws of the United States, including the provisions of law specified in 5 U.S.C. 2302(d).

This notice is for all civilian and military personnel and applicants for employment within the following organizations that receive support from WHS:

- Office of the Secretary of Defense (OSD)
- Defense Advanced Research Projects Agency (DARPA)
- Defense Legal Services Agency (DLSA)
- Defense Security Cooperation Agency (DSCA)
- Missile Defense Agency (MDA)
- Pentagon Force Protection Agency (PFPA)
- Business Transformation Agency (BTA)
- American Forces Information Service (AFIS)
- Defense POW/MIA Accounting Agency (DPAA)
- Defense Technology Security Administration (DTSA)
- DoD Counterintelligence Field Activity (CIFA)
- DoD Test Resources Management Center (TRMC)
- Office of Economic Adjustment (OEA)
- TRICARE Management Activity (TMA)
- U.S. Court of Appeals for the Armed Forces (USCAAF)
- Washington Headquarters Services (WHS)



DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



SEP 21 2016

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Fiscal Year 2017 Prevention of Harassment Policy

Washington Headquarters Services (WHS), Office of Equal Employment Opportunity Programs (EEOP), is committed to honoring the diversity of the workforce and ensure all employees are treated with dignity and respect. All employees should maintain a work environment free of discrimination and illegal harassment. Inappropriate behavior becomes illegal harassment when it is unwelcome, severe enough to alter an individual's working conditions, and is based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 years and older), disability, genetic information, and/or retaliation for opposing discriminatory practices or participating in the Equal Employment Opportunity (EEO) process. Unlawful harassment extends to harassing comments posted on social media, including internet sites. All personnel must refrain from participating in conduct that is offensive, intimidates, or interferes with the work performance of others.

Employees who experience harassing conduct should immediately inform the offending individual the conduct is inappropriate, offensive, and unwelcome. Employees should also report the harassment to a direct supervisor or a manager at a higher level in their **chain of command**, the EEOP, or the Labor and Management Employee Relations Division, WHS Human Resources Directorate. Claims of harassment will be held confidential by all personnel to the greatest extent possible.

We must maintain high standards of honesty, integrity, and conduct to ensure the public trust. Managers, supervisors, and executives must proactively prevent harassment and protect from reprisal employees who report such activity. When harassment concerns are raised, the agency must conduct a prompt, thorough, and impartial inquiry into the matter. When related misconduct is substantiated, disciplinary action will be taken, up to and including removal of the harasser from Federal service.

Harassment adversely impedes the mission of the Department by impacting morale and productivity. EEOP advises and provides training on anti-harassment and other EEO-related matters. For more information, visit the EEOP website at www.whs.mil/eeop or contact EEOP at (571) 372-0832, or whs.diversity@whs.mil.

A handwritten signature in blue ink that reads "Barbara A. Westgate".

Barbara A. Westgate
Director

DISTRIBUTION:

Under Secretaries of Defense

Deputy Chief Management Officer

General Counsel of the Department of Defense

Director, Cost Assessment and Program Evaluation

Director, Operational Test and Evaluation

Department of Defense Chief Information Officer

Assistant Secretary of Defense for Legislative Affairs

Chief Judge of the U.S. Court of Appeals of the Armed Forces

Assistant to the Secretary of Defense for Public Affairs

Director, Net Assessment

Director, Defense Advanced Research Projects Agency

Director, Defense Legal Services Agency

Director, Defense Prisoner of War/MIA Accounting Agency

Director, Defense Security Cooperation Agency

Director, Defense Technology Security Administration

Director, Defense Test Resource Management Center

Director, Office of Economic Adjustment

Director, Pentagon Force Protection Agency

Director, Washington Headquarters Services



DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



SEP 29 2016

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Fiscal Year 2017 Policy Statement on Employment and Retention of People with Disabilities

Washington Headquarters Services (WHS) is committed to the employment and retention of employees with disabilities. We will vigorously enforce the Rehabilitation Act of 1973, as amended. These statutes prohibit discrimination on the basis of disability and require agencies to take affirmative steps to hire and promote qualified individuals with disabilities.

It is WHS policy to support the goals of Executive Order 13548, "Increasing Federal Employment of Individuals with Disabilities," to include increasing our efforts to recruit, hire, and retain individuals with disabilities. As of July 2016, the on-board rate of employees with disabilities for WHS decreased from 10.4 percent to 9.5 percent, and Individuals with Targeted Disabilities (IwTDs) increased from 1.3 percent to 1.8 percent. For WHS and serviced components, the on-board rate of employees with disabilities decreased from 7.5 percent to 6.7 percent, and IwTDs increased from 0.7 percent to 0.8 percent. While we have not achieved the Department of Defense goal of 2 percent for this group, with your continued commitment, we will.

A key component in hiring and retaining individuals with disabilities is the provision of reasonable accommodation to applicants and employees with disabilities, enabling them to perform essential functions of their employment obligations with equal benefits unless an undue hardship is imposed on the organization.

I encourage all employees to verify their disability status within the Defense Civilian Personnel Data System's MY BIZ+ application. By ensuring your personal data is accurate, you increase the accuracy of the Department's demographic data and provide vital information which enables funding for services and programs to support individual with disabilities. WHS is committed to safeguarding employee data; all statistical information is anonymous and confidential.

The WHS Human Resources Directorate's Diversity, Disability, and Recruitment Division provides assistance and guidance with respect to the hiring and retention of individuals with disabilities. For more information you may contact whs.pentagon.hrd.mbx.reasonable-accommodation-program-office@mail.mil or Ms. Edna Johnson, Ph.D, Disability Program Manager, at (571) 372-4034.

Barbara A. Westgate
Director

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DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



SEP 21 2016

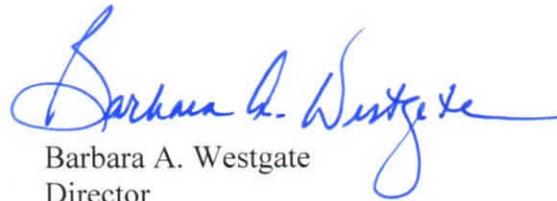
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Fiscal Year 2017 Alternative Dispute Resolution Policy

Washington Headquarters Service (WHS) is committed to the appropriate use of Alternative Dispute Resolution (ADR) to effectively resolve workplace disputes. The ADR program for WHS-serviced organizations is administered by the Office of Equal Employment Opportunity Programs, under Administrative Instruction 106, *Alternative Dispute Resolution (ADR) Program*. ADR is a mechanism for resolving workplace issues ranging from complaints of discrimination, personal conflict between employees, to organizational issues.

The ADR Program is designed to facilitate conflict resolution at the lowest possible level; through the quickest and most cost-effective means; in a confidential, respectful manner. Workplace issues should be addressed immediately before morale and team work is adversely affected. Workplace issues may range from simple miscommunication, performance management, or personality-based misunderstandings.

Third party neutrals in ADR are experienced in techniques designed to facilitate discussion and help participants achieve a mutually acceptable resolution. The services offered by the ADR Program include mediation, facilitation, sensing sessions, and climate surveys. Training on conflict management is also available. To learn more, you may visit the ADR website at www.whs.mil/eeop/adr or contact the ADR Program Manager at (571) 372-0844 or whs.diversity@whs.mil.


Barbara A. Westgate
Director

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Under Secretaries of Defense

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Director, Defense Technology Security Administration

Director, Defense Test Resource Management Center

Director, Office of Economic Adjustment

Director, Pentagon Force Protection Agency

Director, Washington Headquarters Services

PART I - PRE-COMPLAINT ACTIVITIES

INTENTIONALLY LEFT BLANK	COUNSELING		INDIVIDUALS	
TOTAL COMPLETED/ENDED COUNSELING				
C. TOTAL COMPLETED/ENDED COUNSELINGS	65	61		
C.1. COUNSELED WITHIN 30 DAYS	37	33		
C.2. COUNSELED WITHIN 31 TO 90 DAYS	28	28		
C.2.a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS	13	13		
C.2.b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR	15	15		
C.2.c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY	0	0		
C.3. COUNSELED BEYOND 90 DAYS	0	0		
C.4. COUNSELED DUE TO REMANDS	0	0		
D. PRE-COMPLAINT ACTIVITIES				
D.1. ON HAND AT THE BEGINNING OF THE REPORTING PERIOD	5	5		
D.2. INITIATED DURING THE REPORTING PERIOD	66	62		
D.3. COMPLETED/ENDED COUNSELINGS	65	61		
D.3.a. SETTLEMENTS (MONETARY AND NON-MONETARY)	4	4		
D.3.b. WITHDRAWALS/NO COMPLAINT FILED	19	18		
D.3.c. COUNSELINGS COMPLETED/ENDED IN REPORTING PERIOD THAT RESULTED IN COMPLAINT FILINGS IN REPORTING PERIOD	37	36		
D.3.d. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	5	5		
D.4. COUNSELINGS PENDING AT THE END OF THE REPORTING PERIOD	6	6		

E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS			
	COUNSELING	INDIVIDUALS	AMOUNT
E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS TOTAL	0	0	\$0.00
E.1. COMPENSATORY DAMAGES	0	0	\$0.00
E.2. BACKPAY/FRONTPAY	0	0	\$0.00
E.3. LUMP SUM PAYMENT	0	0	\$0.00
E.4. ATTORNEY FEES AND COSTS	0	0	\$0.00
E.5.	0	0	\$0.00
E.6.	0	0	\$0.00

F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS			
	COUNSELING	INDIVIDUALS	
F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS TOTAL	1	1	
F.1. HIRES	0	0	
F.1.a. RETROACTIVE	0	0	
F.1.b. NON-RETROACTIVE	0	0	
F.2. PROMOTIONS	0	0	
F.2.a. RETROACTIVE	0	0	
F.2.b. NON-RETROACTIVE	0	0	
F.3. EXPUNGEMENTS	0	0	
F.4. REASSIGNMENTS	0	0	
F.5. REMOVALS RESCINDED	0	0	
F.5.a. REINSTATEMENT	0	0	
F.5.b. VOLUNTARY RESIGNATION	0	0	
F.6. ACCOMMODATIONS	0	0	
F.7. TRAINING	0	0	
F.8. APOLOGY	0	0	
F.9. DISCIPLINARY ACTIONS	0	0	
F.9.a. RESCINDED	0	0	
F.9.b. MODIFIED	0	0	
F.10. PERFORMANCE EVALUATION MODIFIED	1	1	
F.11. LEAVE RESTORED	0	0	
F.12. NEUTRAL REFERENCE	0	0	
F.13.	0	0	
F.14.	0	0	

G. ADR SETTLEMENTS WITH MONETARY BENEFITS			
	COUNSELING	INDIVIDUALS	AMOUNT
G. ADR SETTLEMENTS WITH MONETARY BENEFITS TOTAL	0	0	\$0.00
G.1. COMPENSATORY DAMAGES	0	0	\$0.00
G.2. BACKPAY/FRONTPAY	0	0	\$0.00
G.3. LUMP SUM PAYMENT	0	0	\$0.00
G.4. ATTORNEY FEES AND COSTS	0	0	\$0.00
G.5.	0	0	\$0.00
G.6.	0	0	\$0.00

H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS			
	COUNSELING	INDIVIDUALS	
H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS TOTAL	3	3	
H.1. HIRES	0	0	
H.1.a. RETROACTIVE	0	0	
H.1.b. NON-RETROACTIVE	0	0	
H.2. PROMOTIONS	0	0	
H.2.a. RETROACTIVE	0	0	
H.2.b. NON-RETROACTIVE	0	0	
H.3. EXPUNGEMENTS	0	0	
H.4. REASSIGNMENTS	1	1	
H.5. REMOVALS RESCINDED	0	0	
H.5.a. REINSTATEMENT	0	0	
H.5.b. VOLUNTARY RESIGNATION	0	0	
H.6. ACCOMMODATIONS	0	0	
H.7. TRAINING	1	1	
H.8. APOLOGY	0	0	
H.9. DISCIPLINARY ACTIONS	0	0	
H.9.a. RESCINDED	0	0	
H.9.b. MODIFIED	0	0	
H.10. PERFORMANCE EVALUATION MODIFIED	1	1	
H.11. LEAVE RESTORED	0	0	
H.12. NEUTRAL REFERENCE	0	0	
H.13.	0	0	
H.14.	0	0	

I. NON-ADR SETTLEMENTS			
	COUNSELING	INDIVIDUALS	
TOTAL	1	1	

PART II - FORMAL COMPLAINT ACTIVITIES

52	A. COMPLAINTS ON HAND AT THE BEGINNING OF THE REPORTING PERIOD
39	B. COMPLAINTS FILED
2	C. REMANDS (sum of lines C1+C2+C3)
2	C.1. REMANDS (NOT INCLUDED IN A OR B)
0	C.2. REMANDS (INCLUDED IN A OR B)
0	C.3. NUMBER OF ADDITIONAL REMANDS IN THIS REPORTING PERIOD THAT ARE NOT CAPTURED IN C.1 OR C.2 ABOVE
0	C.4. ADDITIONAL CLOSURES IN THIS REPORTING PERIOD NOT REFLECTED IN F. OR H. THAT RESULTED FROM REMANDS
93	D. TOTAL COMPLAINTS
88	E. COMPLAINTS IN LINE D THAT WERE NOT CONSOLIDATED
34	F. COMPLAINTS IN LINE E CLOSED DURING REPORT PERIOD
5	G. COMPLAINTS IN LINE D THAT WERE CONSOLIDATED
0	H. COMPLAINTS IN LINE G CLOSED DURING REPORT PERIOD
59	I. COMPLAINTS ON HAND AT THE END OF THE REPORTING PERIOD (Line D - (F+H)) + [(C2 + C3) - C4]
38	J. INDIVIDUALS FILING COMPLAINTS (Complainants)
2	K. NUMBER OF JOINT PROCESSING UNITS FROM CONSOLIDATION OF COMPLAINTS

PART III - AGENCY RESOURCES, TRAINING, REPORTING LINE

A. AGENCY & CONTRACT RESOURCES

	AGENCY		CONTRACT	
	NUMBER	PERCENT	NUMBER	PERCENT
A.1. WORKFORCE				
A.1.a. TOTAL WORK FORCE	6,117			
A.1.b. PERMANENT EMPLOYEES	4,638			
A.2. COUNSELOR	4		2	
A.2.a. FULL-TIME	4	100	2	100
A.2.b. PART-TIME	0	0	0	0
A.2.c. COLLATERAL DUTY	0	0	0	0
A.3. INVESTIGATOR	86		0	
A.3.a. FULL-TIME	86	100	0	0
A.3.b. PART-TIME	0	0	0	0
A.3.c. COLLATERAL DUTY	0	0	0	0
A.4. COUNSELOR/INVESTIGATOR	0		0	
A.4.a. FULL-TIME	0	0	0	0
A.4.b. PART-TIME	0	0	0	0
A.4.c. COLLATERAL DUTY	0	0	0	0

B. AGENCY & CONTRACT STAFF TRAINING

	COUNSELORS		INVESTIGATORS		COUNS/INVESTIG	
	AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT
B.1. NEW STAFF (NS) - TOTAL	0	0	13	0	0	0
B.1.a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS	0	0	13	0	0	0
B.1.b. STAFF RECEIVING 8 OR MORE HOURS, USUALLY GIVEN TO EXPERIENCED STAFF	0	0	0	0	0	0
B.1.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0
B.2. EXPERIENCED STAFF (ES) - TOTAL	4	2	73	0	0	0
B.2.a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS	4	2	71	0	0	0
B.2.b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF	0	0	0	0	0	0
B.2.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	2	0	0	0

C. REPORTING LINE

1. EEO DIRECTOR'S NAME: Michael L. Rhodes

1a. DOES THE AGENCY DIRECTOR REPORT TO THE AGENCY HEAD? YES NO
X

2. IF NO, WHO DOES THE EEO DIRECTOR REPORT TO?
 PERSON
 TITLE

3. WHO IS RESPONSIBLE FOR THE DAY-TO-DAY OPERATION OF THE EEO PROGRAM IN YOUR DEPARTMENT/AGENCY/ORGANIZATION?
 PERSON EEO Director
 TITLE EEO Director

4. WHO DOES THAT PERSON REPORT TO?
 PERSON Ms. Barbara Westgate
 TITLE WHS Director

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV - BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 1)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											
	RACE						COLOR	RELIGION	REPRISAL	TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN	WHITE	TWO OR MORE RACES						
A. APPOINTMENT/HIRE	0	0	0	0	1	0	0	0	0	2	2	2
B. ASSIGNMENT OF DUTIES	0	0	0	1	1	0	1	0	0	8	4	4
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	5	0	0	1	0	2	15	8	8
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	1	0	0	0	0	0	2	1	1
E.3. SUSPENSION	0	0	0	3	0	0	0	0	2	8	4	4
E.4. REMOVAL	0	0	0	1	0	0	1	0	0	5	3	3
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0	0	0	0	0	0	0
E.6	0	0	0	0	0	0	0	0	0	0	0	0
E.7	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0	0
G. PERF. EVAL./APPRAISAL	0	0	0	0	0	0	1	0	0	4	1	1
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	2	0	5	1	0	2	0	6	40	22	22
I.1. NON-SEXUAL	0	2	0	5	1	0	2	0	6	38	20	20
I.2. SEXUAL									0	2	2	2
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	3	2	2
K. PAY INCLUDING OVERTIME	0	0	0	1	0	0	0	0	0	1	1	1
L. PROMOTION/NON-SELECTION	0	0	0	3	1	0	2	0	3	14	5	5
M. REASSIGNMENT	0	0	0	0	0	0	0	0	0	1	1	1
M.1. DENIED	0	0	0	0	0	0	0	0	0	1	1	1
M.2. DIRECTED	0	0	0	0	0	0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION									0	2	2	2
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION								0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING										0	0	0
S. TELEWORK	0	0	0	1	0	0	0	0	0	2	1	1
T. TERMINATION	0	0	0	0	0	0	0	0	0	1	1	1
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	1	0	0	0	0	0	2	1	1
V. TIME AND ATTENDANCE	0	0	0	1	0	0	0	0	1	4	2	2
W. TRAINING	0	0	0	1	0	0	0	0	0	5	2	2
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0	0	0	0	0	0	0

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV - BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 1)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											
	RACE						COLOR	RELIGION	REPRISAL	TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN	WHITE	TWO OR MORE RACES						
TOTAL ALL ISSUES BY BASES	0	2	0	19	4	0	7	0	12			
TOTAL ALL COMPLAINTS FILED BY BASES	0	2	0	11	2	0	4	0	10			
TOTAL ALL COMPLAINANTS BY BASES	0	2	0	11	2	0	4	0	9			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 2)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	
	SEX			PREGNANCY DISCRIMINATION ACT	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY					GINA
	MALE	FEMALE	LGBT		HISPANIC / LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL				
A. APPOINTMENT/HIRE	0	0	0	0	0	0			0	1	0	0	2	2	2
B. ASSIGNMENT OF DUTIES	0	2	0	0	1	0			2	0	0	0	8	4	4
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME	0	0	0	0	0	0			0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	3	2	0	0	0			2	0	0	0	15	8	8
E.1. DEMOTION	0	0	0	0	0	0			0	0	0	0	0	0	0
E.2. REPRIMAND	0	1	0	0	0	0			0	0	0	0	2	1	1
E.3. SUSPENSION	0	1	1	0	0	0			1	0	0	0	8	4	4
E.4. REMOVAL	0	1	1	0	0	0			1	0	0	0	5	3	3
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0			0	0	0	0	0	0	0
E.6.	0	0	0	0	0	0			0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0			0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			0	0	0	0	0	0	0
G. EVALUATION/APPRaisal	0	1	0	0	1	0			1	0	0	0	4	1	1
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0
I. HARASSMENT	1	9	0	0	2	2			6	0	4	0	40	22	22
I.1. NON-SEXUAL	1	7	0	0	2	2			6	0	4	0	38	20	20
I.2. SEXUAL	0	2	0	0									2	2	2
J. MEDICAL EXAMINATION	0	0	0	0	0	0			1	0	2	0	3	2	2
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1
L. PROMOTION/NON-SELECTION	0	2	0	0	1	0			2	0	0	0	14	5	5
M. REASSIGNMENT	0	0	0	0	0	0			0	0	1	0	1	1	1
M.1. DENIED	0	0	0	0	0	0			0	0	1	0	1	1	1
M.2. DIRECTED	0	0	0	0	0	0			0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION DISABILITY				0						1	1	0	2	2	2
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0
Q. RETIREMENT	0	0	0	0	0	0			0	0	0	0	0	0	0
R. SEX-STEROTYPING	0	0	0										0	0	0
S. TELEWORK	0	1	0	0	0	0			0	0	0	0	2	1	1
T. TERMINATION	0	0	0	0	0	1			0	0	0	0	1	1	1
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0			1	0	0	0	2	1	1
V. TIME AND ATTENDANCE	0	1	0	0	0	0			0	0	1	0	4	2	2
W. TRAINING	0	2	0	0	1	0			1	0	0	0	5	2	2
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0			0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0			0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0			0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0			0	0	0	0	0	0	0

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 2)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE	
	SEX			PREGNANCY DISCRIMINATION ACT	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY					GINA
	MALE	FEMALE	LGBT		HISPANIC / LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL				
TOTAL ALL ISSUES BY BASES	1	21	2	0	6	3	0	0	16	2	9	0			
TOTAL ALL COMPLAINTS FILED BY BASES	1	10	2	0	2	2	0	0	11	2	9	0			
TOTAL ALL COMPLAINANTS BY BASES	1	10	2	0	2	2	0	0	11	2	9	0			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 1)

ISSUES OF ALLEGED DISCRIMINATION IN SETTELEMENTS	BASES OF ALLEGED DISCRIMINATION IN SETTELEMENTS														
	RACE						COLOR	RELIGION	REPRISAL	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SETTLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED WITH BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/AFRICAN AMERICAN	WHITE	TWO OR MORE RACES									
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	1	0	0	0	0	0	0	0	5	2	2
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	1	0	0	0	3	1	1
E.1. DEMOTION	0	0	0	0	0	0	0	0	1	0	0	0	3	1	1
E.2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.6.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G. PERF. EVAL./APPRAISAL	0	0	0	1	0	0	0	0	0	2	2	2	5	2	2
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	1	2	0	0	0	0	0	2	1	1	6	4	4
I.1. NON-SEXUAL	0	0	1	2	0	0	0	0	0	2	1	1	6	4	4
I.2. SEXUAL									0	0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	1	0	0	0	0	1	1	1	1	3	2	2
M. REASSIGNMENT	0	0	0	1	0	0	0	0	0	4	1	1	0	0	0
M.1. DENIED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	1	0	0	0	0	0	4	1	1	0	0	0
N. REASONABLE ACCOMMODATION									0	0	0	0	1	1	1
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION									0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING										0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0
T. TERMINATION	0	0	0	0	1	0	0	0	0	0	0	0	4	2	2
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1
V. TIME AND ATTENDANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	1	0	0	0	0	0	4	1	1	3	1	1
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 1)

ISSUES OF ALLEGED DISCRIMINATION IN SETELEMETS	RACE						COLOR	RELIGION	REPRISAL	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SELLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINANTS SETTLED WITH BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES									
1. COUNSELING SETTLEMENT ALLEGATIONS	0	0	0	5	0	0	0	0	0						
1.1A. NUMBER OF COUNSELINGS SETTLED	0	0	0	2	0	0	0	0	0						
1.1B. NUMBER OF COUNSELEES SETTLED WITH	0	0	0	2	0	0	0	0	0						
2. COMPLAINT SETTLEMENT ALLEGATIONS	0	0	1	1	2	0	0	0	2						
2.2A. NUMBER OF COMPLAINTS SETTLED	0	0	1	1	2	0	0	0	2						
2.2B. NUMBER OF COMPLAINANTS SETTLED WITH	0	0	1	1	2	0	0	0	2						

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 2)

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF ALLEGED DISCRIMINATION IN SETELEMETS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SETTLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED WITH BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL							
A. APPOINTMENT/HIRE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0			0	0	0	0	0	0	0	5	2	2
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0			1	0	1	0	0	0	0	3	1	1
E.1. DEMOTION	0	0	0	0	0	0			1	0	1	0	0	0	0	3	1	1
E.2. REPRIMAND	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.6.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
G. EVALUATION/APPRaisal	0	2	0	0	1	0			0	1	0	0	2	2	2	5	2	2
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	0	0	1	0			2	0	2	0	2	1	1	6	4	4
I.1. NON-SEXUAL	0	0	0	0	1	0			2	0	2	0	2	1	1	6	4	4
I.2. SEXUAL	0	0	0	0									0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	1	0			0	0	0	0	1	1	1	3	2	2
M. REASSIGNMENT	0	0	0	0	0	0			0	0	0	0	4	1	1	0	0	0
M.1. DENIED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	0	0	0			0	0	0	0	4	1	1	0	0	0
N. REASONABLE ACCOMMODATION DISABILITY				0							1	0	0	0	0	1	1	1
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING	0	0	0										0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0			0	0	1	0	1	1	1	0	0	0
T. TERMINATION	1	0	0	0	0	0			1	0	2	0	0	0	0	4	2	2
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0			1	0	1	0	0	0	0	1	1	1
V. TIME AND ATTENDANCE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	0	0	0			0	0	1	0	4	1	1	3	1	1
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 2)

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF ALLEGED DISCRIMINATION IN SETELEMETS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SELLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINANTS SETTLED WITH BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL							
1. COUNSELING SETTLEMENT ALLEGATIONS	0	0	0	0	0	0	0	0	2	1	1	0						
1.1A. NUMBER OF COUNSELINGS SETTLED	0	0	0	0	0	0	0	0	1	1	1	0						
1.1B. NUMBER OF COUNSELEES SETTLED WITH	0	0	0	0	0	0	0	0	1	1	1	0						
2. COMPLAINT SETTLEMENT ALLEGATIONS	1	4	0	0	3	0	0	0	4	1	7	0						
2.2A. NUMBER OF COMPLAINTS SETTLED	1	2	0	0	1	0	0	0	3	1	4	0						
2.2B. NUMBER OF COMPLAINANTS SETTLED WITH	1	2	0	0	1	0	0	0	3	1	4	0						

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 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 1)

BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	RACE						COLOR	RELIGION	REPRISAL	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINTS ISSUED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS FULLY IMPLEMENTED BY ISSUE	# COMPLAINTS ISSUED FINAL ORDERS W/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	AMERICAN INDIAN /ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES											
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.6.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G. PERF. EVAL./APPRAISAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I.1. NON-SEXUAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I.2. SEXUAL									0	0	0	0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M. REASSIGNMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.1. DENIED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION									0	0	0	0	0	0	0	0	0
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION								0	0	0	0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING										0	0	0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. TERMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
V. TIME AND ATTENDANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

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PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 1)

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	RACE						COLOR	RELIGION	REPRISAL	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINEN ISSUED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE	# COMPLAINANTS ISSUED FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	AMERICAN INDIAN /ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES											
1. Final Agency Decision Findings	0	0	0	0	0	0	0	0	0								
1.1a. Number FADs with Findings	0	0	0	0	0	0	0	0	0								
1.1b. Number Complainants Issued FAD Findings	0	0	0	0	0	0	0	0	0								
2. AJ Decision Findings	0	0	0	0	0	0	0	0	0								
2.2a. Number AJ Decisions With Findings	0	0	0	0	0	0	0	0	0								
3. Final Agency Order Findings Implemented	0	0	0	0	0	0	0	0	0								
3.3a. # of Final Orders (Fos) With Findings Implemented	0	0	0	0	0	0	0	0	0								
3.3b. # of Complainants issued FOs with Findings Implemented	0	0	0	0	0	0	0	0	0								

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AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

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PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 2)

BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED	# COMPLAINTS ISSUED FINAL ORDERS FULLY IMPLEMENTED BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL									
A. APPOINTMENT/HIRE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.1. DEMOTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.6.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
G. EVALUATION/APPRaisal	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I.1. NON-SEXUAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I.2. SEXUAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M. REASSIGNMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M.1. DENIED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION DISABILITY				0						0	0	0	0	0	0	0	0	0	0	0
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING	0	0	0										0	0	0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
T. TERMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
V. TIME AND ATTENDANCE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.1.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.2.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.3.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.4.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0

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PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 2)

BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINE ISSUED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED FINDINGS	# COMPLAINANTS ISSUED FINAL ORDERS W/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL									
1. Final Agency Decision Findings	0	0	0	0	0	0	0	0	0	0	0	0								
1.1a. Number FADs with Findings	0	0	0	0	0	0	0	0	0	0	0	0								
1.1b. Number Complainants Issued FAD Findings	0	0	0	0	0	0	0	0	0	0	0	0								
2. AJ Decision Findings	0	0	0	0	0	0	0	0	0	0	0	0								
2.2a. Number AJ Decisions With Findings	0	0	0	0	0	0	0	0	0	0	0	0								
3. Final Agency Order Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								
3.3a. # of Final Orders (Fos) With Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								
3.3b. # of Complainants issued FOs with Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								

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PART V - SUMMARY OF CLOSURES BY STATUTE

30	A.1. TITLE VII
0	A.1.a. PREGNANCY DISCRIMINATION ACT (PDA)
7	A.2. AGE DISCRIMINATION IN EMPLOYMENT ACT (ADEA)
8	A.3. REHABILITATION ACT
0	A.4. EQUAL PAY ACT (EPA)
0	A.5. GENETIC INFORMATION NONDISCRIMINATION ACT (GINA)
45	B. TOTAL BY STATUTES - THIS NUMBER MAY BE LARGER THAN THE TOTAL NUMBER OF COMPLAINTS CLOSED. (A1+A1a +A2+A3+A4+A5)

PART VI - SUMMARY OF CLOSURES BY CATEGORY

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
A. TOTAL NUMBER OF CLOSURES	34	17146	504.29
A.1. WITHDRAWALS	2	1746	873.00
A.1.a. NON-ADR WITHDRAWALS	2	1746	873.00
A.1.b. ADR WITHDRAWALS	0	0	0.00
A.2. SETTLEMENTS	10	4372	437.20
A.2.a. NON-ADR SETTLEMENTS	10	4372	437.20
A.2.b. ADR SETTLEMENTS	0	0	0.00
A.3. FINAL AGENCY ACTIONS	22	11028	501.27
B. FINAL AGENCY DECISIONS WITHOUT AN ADMINISTRATIVE JUDGE DECISION	15	4306	287.07
B.1. FINDING DISCRIMINATION	0	0	0.00
B.2. FINDING NO DISCRIMINATION	4	3675	918.75
B.3. DISMISSAL OF COMPLAINTS	11	631	57.36
C. FINAL AGENCY ORDERS WITH AN ADMINISTRATIVE JUDGE (AJ) DECISION	7	6722	960.29
C.1. AJ DECISION FULLY IMPLEMENTED	7	6722	960.29
C.1.a. FINDING DISCRIMINATION	0	0	0.00
C.1.b. FINDING NO DISCRIMINATION	7	6722	960.29
C.1.c. DISMISSAL OF COMPLAINTS	0	0	0.00
C.2. AJ DECISION NOT FULLY IMPLEMENTED	0	0	0.00
C.2.a. FINDING DISCRIMINATION	0	0	0.00
C.2.a.i. AGENCY APPEALED FINDING BUT NOT REMEDY	0	0	0.00
C.2.a.ii. AGENCY APPEALED REMEDY BUT NOT FINDING	0	0	0.00
C.2.a.iii. AGENCY APPEALED BOTH FINDING AND REMEDY	0	0	0.00
C.2.b. FINDING NO DISCRIMINATION	0	0	0.00
C.2.c. DISMISSAL OF COMPLAINTS	0	0	0.00

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PART VI - SUMMARY OF CLOSURES BY CATEGORY (Continued)

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
D. FINAL AGENCY MERIT DECISIONS (FAD) ISSUED	4	395	98.75
D.1. COMPLAINANT REQUESTED IMMEDIATE FAD	2	188	94.00
D.1.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF FAD REQUEST	0	0	0.00
D.1.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND RECEIPT OF FAD REQUEST	2	188	94.00
D.2. COMPLAINANT DID NOT ELECT HEARING OR FAD	0	0	0.00
D.2.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF END OF 30-DAY ELECTION PERIOD	0	0	0.00
D.2.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND END OF 30-DAY ELECTION PERIOD	0	0	0.00
D.3. HEARING REQUESTED; AJ RETURNED CASE TO AGENCY FOR FAD WITHOUT AJ DECISION (3a+3b)	2	207	103.50
D.3.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	0	0	0.00
D.3.b. AGENCY ISSUED FAD MORE THAN 60 DAYS AFTER RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	2	207	103.50
D.4. FINAL AGENCY DECISION ISSUED ON A MIXED CASE (4a+4b)	0	0	0.00
D.4.a. AGENCY ISSUED FAD WITHIN 45 DAYS AFTER INVESTIGATION	0	0	0.00
D.4.b. AGENCY ISSUED FAD MORE THAN 45 DAYS AFTER INVESTIGATION	0	0	0.00

PART VII - SUMMARY OF FORMAL COMPLAINTS CLOSED BY TYPES OF BENEFITS

	NUMBER	AMOUNT
A. TOTAL COMPLAINTS CLOSED WITH BENEFITS	10	
B. TOTAL CLOSURES WITH MONETARY BENEFITS TO COMPLAINANT	4	\$103,923.00
B.1. BACK PAY/FRONT PAY	0	\$0.00
B.2. LUMP SUM PAYMENT	2	\$26,350.00
B.3. COMPENSATORY DAMAGES	1	\$34,573.00
B.4. ATTORNEY FEES AND COSTS	2	\$43,000.00
D. INTENTIONALLY LEFT BLANK		
E. TOTAL CLOSURES WITH NON-MONETARY BENEFITS TO COMPLAINANT	10	
F. TYPES OF BENEFITS IN NON-MONETARY CLOSURES	NUMBER OF CLOSURES THAT RECEIVED MONETARY BENEFITS AS WELL	NUMBER OF CLOSURES THAT RECEIVED ONLY NON-MONETARY BENEFITS
F.1. HIRES	0	0
F.1.a. RETROACTIVE	0	0
F.1.b. NON-RETROACTIVE	0	0
F.2. PROMOTIONS	0	0
F.2.a. RETROACTIVE	0	0
F.2.b. NON-RETROACTIVE	0	0
F.3. EXPUNGEMENTS	0	3
F.4. REASSIGNMENTS	0	1
F.5. REMOVALS RESCINDED	0	4
F.5.a. REINSTATEMENT	0	1
F.5.b. VOLUNTARY RESIGNATION	0	3
F.6. ACCOMMODATIONS	0	0
F.7. TRAINING	0	2
F.8. APOLOGY	0	0
F.9. DISCIPLINARY ACTIONS	0	0
F.9.a. RESCINDED	0	0
F.9.b. MODIFIED	0	0
F.10. PERFORMANCE EVALUATION MODIFIED	2	0
F.11. LEAVE RESTORED	1	0
F.12. NEUTRAL REFERENCE	0	2
F.13.	0	0
F.14.	0	0

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PART VIII - SUMMARY OF PENDING COMPLAINTS BY CATEGORY

	NUMBER PENDING	NUMBER OF DAYS	AVERAGE DAYS	DAYS PENDING OLDEST CASE	OLDEST DOCKET #
A. TOTAL COMPLAINTS PENDING (SAME AS PART II Line I)	59	36776			
A.1. COMPLAINTS PENDING WRITTEN NOTIFICATION	2	9	4.5	8	
A.1a. COMPLAINTS PENDING DECISION TO ACCEPT/DISMISS	3	79	26.33	29	
A.2. COMPLAINTS PENDING IN INVESTIGATION	10	1041	104.1	186	
A. 2a. COMPLAINTS PENDING 180 DAY INVESTIGATION NOTICE	0	0	0	0	
A.3. COMPLAINTS PENDING IN HEARINGS	41	34954	852.54	2719	570-2011-00386X
A.4. COMPLAINTS PENDING A FINAL AGENCY ACTION	3	693	231	267	

PART IX - SUMMARY OF INVESTIGATIONS COMPLETED

	TOTAL	TOTAL DAYS	AVERAGE
A. INVESTIGATIONS COMPLETED DURING REPORTING PERIOD	18	3283	182.39
AGENCY INVESTIGATIONS			
A.1. INVESTIGATIONS COMPLETED BY AGENCY PERSONNEL	18	3283	182.39
A.1.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	8	1197	149.63
A.1.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	10	2086	208.60
A.1.b.1. TIMELY COMPLETED INVESTIGATIONS	7	1407	201.00
A.1.b.2. UNTIMELY COMPLETED INVESTIGATIONS	3	679	226.33
A.1.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
A.2. AGENCY INVESTIGATION COSTS	\$177,693.53		\$9,871.86
CONTRACT INVESTIGATIONS			
A.3. INVESTIGATIONS COMPLETED BY CONTRACTORS	0	0	0.00
A.3.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	0	0	0.00
A.3.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	0	0	0.00
A.3.b.1. TIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.3.b.2. UNTIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.3.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
A.4. CONTRACTOR INVESTIGATION COSTS	\$0.00		\$0.00

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PART X - SUMMARY OF ADR PROGRAM ACTIVITIES
INFORMAL PHASE PRE-COMPLAINT

A. INTENTIONALLY LEFT BLANK				
B. ADR ACTIONS IN COMPLETED/ENDED COUNSELINGS				
	COUNSELING	INDIVIDUALS		
B.1. ADR OFFERED BY AGENCY	17	17		
B.2. REJECTED BY INDIVIDUAL (COUNSELEE)	1	1		
B.3. INTENTIONALLY LEFT BLANK				
B.4. TOTAL ACCEPTED INTO ADR PROGRAM	16	16		
C. ADR RESOURCES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)				
C.1. INHOUSE	13	13		
C.2. ANOTHER FEDERAL AGENCY	0	0		
C.3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)	0	0		
C.4. MULTIPLE RESOURCES USED (Please specify in a comment box)	0	0		
C.5. FEDERAL EXECUTIVE BOARD	0	0		
C.6.	0	0		
C.7.	0	0		
D. ADR TECHNIQUES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)				
D.1. MEDIATION	13	13	744	57.23
D.2. SETTLEMENT CONFERENCES	0	0	0	0.00
D.3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
D.4. FACTFINDING	0	0	0	0.00
D.5. FACILITATION	1	1	67	67.00
D.6. OMBUDSMAN	0	0	0	0.00
D.7. PEER REVIEW	0	0	0	0.00
D.8. MULTIPLE TECHNIQUES USED (Please specify in a comment box)	0	0	0	0.00
D.9.	0	0	0	0.00
D.10.	0	0	0	0.00
E. STATUS OF ADR CASES IN COMPLETED/ENDED COUNSELINGS				
E.1. TOTAL CLOSED	16	16	863	53.94
E.1.a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	3	3	190	63.33
E.1.b. NO FORMAL COMPLAINT FILED	1	1	34	34.00
E.1.c. COMPLAINT FILED				
E.1.c.i. NO RESOLUTION	11	11	572	52.00
E.1.c.ii. NO ADR ATTEMPT (aka Part X.E.1.d)	0	0	0	0.00
E.1.e. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	1	1	67	67.00

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

PART XI SUMMARY OF ADR PROGRAM ACTIVITIES

FORMAL PHASE (COMPLAINT FILED)

B. ADR ACTIONS IN COMPLAINT CLOSURES		COMPLAINTS	COMPLAINANTS		
B.1. ADR OFFERED BY AGENCY		0	0		
B.2. REJECTED BY COMPLAINANT		0	0		
B.3. INTENTIONALLY LEFT BLANK					
B.4. TOTAL ACCEPTED INTO ADR PROGRAM		0	0		
C. ADR RESOURCES USED IN COMPLAINT CLOSURES (TOTALS)		COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
C.1. INHOUSE		0	0		
C.2. ANOTHER FEDERAL AGENCY		0	0		
C.3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY)		0	0		
C.4. MULTIPLE RESOURCES USED (Please specify in a comment box)		0	0		
C.5. FEDERAL EXECUTIVE BOARD		0	0		
C.6.		0	0		
C.7.		0	0		
D. ADR TECHNIQUES USED IN COMPLAINT CLOSURES (TOTALS)		COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
D.1. MEDIATION		0	0	0	0.00
D.2. SETTLEMENT CONFERENCES		0	0	0	0.00
D.3. EARLY NEUTRAL EVALUATIONS		0	0	0	0.00
D.4. FACTFINDING		0	0	0	0.00
D.5. FACILITATION		0	0	0	0.00
D.6. OMBUDSMAN		0	0	0	0.00
D.7. MINI-TRIALS		0	0	0	0.00
D.8. PEER REVIEW		0	0	0	0.00
D.9. MULTIPLE TECHNIQUES USED (Please specify in a comment box)		0	0	0	0.00
D.10.		0	0	0	0.00
D.11.		0	0	0	0.00
E. STATUS OF CASES IN COMPLAINT CLOSURES		COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
E.1. TOTAL CLOSED		0	0	0	0.00
E.1.a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)		0	0	0	0.00
E.1.b. WITHDRAWAL FROM EEO PROCESS		0	0	0	0.00
E.1.c. NO RESOLUTION		0	0	0	0.00
E.1.d. NO ADR ATTEMPT		0	0	0	0.00
2. INTENTIONALLY LEFT BLANK					
F. BENEFITS RECEIVED		COMPLAINTS	COMPLAINANTS	AMOUNT	
F.1. MONETARY (INSERT TOTALS)		0	0	\$0.00	
F.1.a. COMPENSATORY DAMAGES		0	0	\$0.00	
F.1.b. BACKPAY/FROTPAY		0	0	\$0.00	
F.1.c. LUMP SUM		0	0	\$0.00	
F.1.d. ATTORNEY FEES AND COSTS		0	0	\$0.00	
F.1.e.		0	0	\$0.00	
F.2. NON-MONETARY (INSERT TOTALS)		0	0		
F.2.a. HIRES		0	0		
F.2.a.i. RETROACTIVE		0	0		
F.2.a.ii. NON-RETROACTIVE		0	0		
F.2.b. PROMOTIONS		0	0		
F.2.b.i. RETROACTIVE		0	0		
F.2.b.ii. NON-RETROACTIVE		0	0		
F.2.c. EXPUNGEMENTS		0	0		
F.2.d. REASSIGNMENTS		0	0		
F.2.e. REMOVALS RESCINDED		0	0		
F.2.e.i. REINSTATEMENT		0	0		
F.2.e.ii. VOLUNTARY RESIGNATION		0	0		
F.2.f. ACCOMMODATIONS		0	0		
F.2.g. TRAINING		0	0		
F.2.h. APOLOGY		0	0		
F.2.i. DISCIPLINARY ACTIONS		0	0		
F.2.i.i. RESCINDED		0	0		
F.2.i.ii. MODIFIED		0	0		
F.2.j. PERFORMANCE EVALUATION MODIFIED		0	0		
F.2.k. LEAVE RESTORED		0	0		
F.2.l. NEUTRAL REFERENCE		0	0		
F.2.m.		0	0		

PART XII - SUMMARY OF EEO ADR PROGRAM ACTIVITIES

EEO ADR RESOURCES

A. NO LONGER COLLECTED	
B. EMPLOYEES THAT CAN PARTICIPATE IN EEO ADR	6117
C. RESOURCES THAT MANAGE EEO ADR PROGRAM (DOES NOT INCLUDE NEUTRALS AS REPORTED IN PARTS X. & XI.)	2
C.1. IN-HOUSE FULL TIME (40 HOURS EEO ADR ONLY)	1
C.2. IN-HOUSE PART TIME (32 HOURS EEO ADR ONLY)	0
C.3. IN-HOUSE COLLATERAL DUTY (OTHERS/NON-CONTRACT)	1
C.4. CONTRACT (ANOTHER FEDERAL AGENCY/PRIVATE ORGANIZATIONS)	0
	AMOUNT
D. EEO ADR FUNDING SPENT	\$0.00

E. EEO ADR CONTACT INFORMATION

E.1. NAME OF EEO ADR PROGRAM DIRECTOR / MANAGER	Dr. Maria Riegger
E.2. TITLE	ADR Manager
E.3. TELEPHONE NUMBER	(571) 372-0844
E.4. EMAIL	maria.c.riegger.civ@mail.mil

F. EEO ADR PROGRAM INFORMATION

F.1. Does the agency require the alleged responsible management official to participate in EEO ADR?	YES	NO
	X	
F.1a. If yes, is there a written policy requiring the participation?	X	
F.2. Does the alleged responsible management official have a role in deciding if the case is appropriate for EEO ADR?		X

CERTIFICATION AND CONTACT INFORMATION

I certify that the EEO complaint data contained in this report, EEOC Form 462, Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints, for the reporting period October 1, 2016 through September 30, 2017 is accurate and complete.

NAME OF CERTIFYING OFFICIAL:	Pamela Sullivan
TITLE OF CERTIFYING OFFICIAL:	Dep Dir, Complaints&Adjudication
TELEPHONE NUMBER:	(571) 372-0838
E-MAIL:	pamelarenee33@yahoo.com
SIGNATURE OF CERTIFYING OFFICIAL: (Enter PIN to serve as your electronic signature)	
DATE:	25-10-2017

NAME OF PREPARER:	Jeffrey Hayden
TITLE OF PREPARER:	EEO Specialist
TELEPHONE NUMBER:	(571) 372-0839
E-MAIL:	jeffrey.w.hayden.civ@mail.mil
DATE:	25-10-2017

The FY 2017 Form 462 report must be "Accepted/Finalized" by EEOC by October 31, 2017 to be considered timely.

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
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AGENCY OR DEPARTMENT: DOD Office of the Secretary/Washington Headquarters Services

REPORTING PERIOD: FY 2017

Form 462 Comments

Part Name	COMMENT(expression left evaluation symbol expression right value1 value2 comment)
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PART I

Description for H.13 | != | modified without adding explanatory comment | 13 | | re-evaluation of cancellation of telework agreement

Part I

D3c -- Counseling Completed/Ended in Reporting Period that Resulted in Complaint Filing in Reporting Period - Individuals | = | Part II.J | 36 | 38 | There was one counseling that resulted in a Complaint filing in Fiscal Year 17, where the Counseling was completed in Fiscal Year 16. Further, there was one case transferred to our office at the formal stage, where counseling was completed/processed by another Agency.

PART III

B.2.c. ES Receiving no training at all, Counselors, Agency + B.2.c. ES Receiving no training at all, Counselors, Contract + B.2.c. ES Receiving no training at all, Investigators, Agency + B.2.c. ES Receiving no training at all, Investigators, Contract + B.2.c. ES Receiving no training at all, Couns/Investig, Agency + B.2.c. ES Receiving no training at all, Counselors, Contract | = | 0 | 2 | 0 | Two (2) experienced EEO investigators will receive training prior to the

Part III

B.2.c. Staff Receiving No Training At All (investigators Agency) | > | 0 | 2 | 0 | Two (2) experienced EEO investigators will receive training prior to the