

***U.S. Army Space and Missile Defense Command
P.O. Box 1500 Huntsville, AL
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***ANNUAL EEO PROGRAM STATUS
REPORT FISCAL YEAR 2023***

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U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND MODEL EQUAL EMPLOYMENT OPPORTUNITY PROGRAM STATUS REPORT: FISCAL YEAR 2023

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Parts A–D: Agency Identifying Information

U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT				
For period covering October 1, 2022, to September 30, 2023.				
PART A Department or Agency Identifying Information	Agency		U.S. Army Space and Missile Defense Command	
	Address		5200 Martin Road	
	City, State, Zip Code		Redstone Arsenal, AL 35898	
	CPDF Code		ARSC	
	FIPS code(s)		3440, 1720	
PART B Total Employment	Permanent Workforce		698	
	Temporary Workforce		9	
	Employees Paid from Non-Appropriated Funds		0	
	TOTAL EMPLOYMENT		704	
PART C.1 Head of Agency and Head of Agency Designee	Leadership	Name	Title	
	Head of Agency	Sean A. Gainey	Commanding General	
	Head of Agency Designee	Richard P. DeFatta	Deputy to the Commanding General	
PART C.2 Agency Official(s)	Name	EEO Program Staff Title	Occupational Series/Pay Plan and Grade	Email Address
Responsible for Oversight of EEO Programs	Jennifer S. Thompson	Supervisory EEO Specialist	0260-NH04	Jennifer.s.thompson.civ@army.mil
	Priscilla W. Williams	EEO Manager	0260 NH03	Priscilla.w.williams.civ@army.mil
	Priscilla W. Williams	EEO Manager	0260 NH03	Kimley.l.pierce.civ@army.mil
	Vanessa R. Cole	EEO Assistant	0260 NK02	Vanessa.r.cole6.civ@army.mil

PART D.1 List of Subordinate Components Covered in this Report	Subordinate Component and Location (City/State)	Agency and FIPS codes
	100 th MD Brigade GMD, Colorado Springs, CO	USASMDC
	Technical Center (TC), Redstone Arsenal, Huntsville AL	USASMDC
	Center of Excellence (CoE), Redstone Arsenal, Huntsville, AL	USASMDC
	1 st Space Brigade, Colorado Springs, CO	USASMDC

Part D.2 Mandatory and Optional Documents for this Report	Did the agency submit the following documents	Please respond Yes or No	Comments
	Organizational Chart	Yes	
	EEO Policy Statement	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Strategic Plan	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Anti-harassment Policy and Procedures	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Reasonable Accommodations Procedures	Yes	https://www.army.mil/armyequityandinclusion#org-accessibility
	Personal Assistance Services Procedures	No	https://www.army.mil/armyequityandinclusion#org-accessibility
	Alternative Dispute Resolution Procedures	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Federal Equal Opportunity Recruitment Program (FEORP) Report	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Disabled Veterans Affirmative Action Program (DVAAP) Report	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Operational Plan for Increasing Employment of Individual with Disabilities Executive Order 13548	No	https://www.army.mil/armyequityandinclusion#org-accessibility
	Diversity and Inclusion Plan Executive Order 13583	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Diversity Policy Statement	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Human Capital Strategic Plan	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	EEO Strategic Plan	Yes	https://www.USASMDC.army.mil/RESOURCE/S/EEO/
	Results from most recent Federal Employee Viewpoint Survey or Annual Employee Survey	Yes	

Part E: Executive Summary

MD-715 PART E	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
U.S. Army Space and Missile Defense Command	For period covering October 1, 2022, to September 30, 2023

Part E.1: Agency Mission and Leadership

Introduction:

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

Organization and Mission

General mission - The U.S. Army Space and Missile Defense Command (USASMDC) (<https://army.mil/units/USASMDC>) is an Army Service Component Command reporting directly to the Chief of Staff of the Army. The USASMDC conducts space and missile defense operations; provides planning, integration, control, and coordination of Army forces and capabilities, in support of U.S. Strategic Command missions (strategic deterrence and integrated missile defense), U.S. Northern Command (Home and Missile Defense), U.S. Space Command missions (space operations). USASMDC serves as the Army force modernization proponent for space, high altitude, and global missile defense, serves as the Army operational integrator for global missile defense, and conducts mission-related research and development in support of Army Title 10 responsibilities.

Location - The USASMDC's major elements and Civilian employees are in the U.S. and overseas as follows: Huntsville/Redstone Arsenal, AL; Fort Carson, Colorado, Peterson Space Force Base, Colorado Springs, CO, Schriever Air Force Base, CO, Ft. Drum, NY, Kwajalein Atoll, New Mexico, NASA, Houston, TX, and Ft. Leavenworth, KS. The USASMDC Commanding General is dual hatted as Commander, Joint Functional Component Command for Integrated Missile Defense (JFCC IMD) and Senior Commander for U.S. Army Garrison (USAG) Kwajalein Atoll and Ft. Greely Alaska.

The command USASMDC EEO office is a staff element within the Commanding General's Personal Staff, consisting of four full time employees, the EE director, NH-0260-04, two EE managers NH-0260-03, and one EE assistant, NK-0260-02. The USASMDC command EEO office develops policies, conducts EEO training, processes reasonable accommodations and EEO program in addition to completing the annual command wide EEO reports. The Director of EEO reports directly to the Commanding General. EEO complaint processing services are provided by United States Army Garrison (USAG) EEO offices. The services the USAG EEO offices provide are codified within the USAG catalog of services/tenant agreements. The effectiveness of services delivered is measured quarterly thru the IMCOM Installation Status Report (ISR) Program and USAG EEO services are identified as ISR 109.

USASMDC's serviced population includes 698 permanent and nine temporary employees in various pay plans to include Acquisition Demo (ACQ Demo), Lab Demo, Defense Civilian Intelligence Personnel System (DCIPS), and General Services (GS) Federal Appropriated Fund

(AF) employees.

In accordance with Equal Employment Opportunity Commission (EEOC) Management Directive 715 (MD 715), this report consists of USASMDC accomplishments to address affirmative efforts during FY2023 and establishes objectives and action items for the advancement of women, racial and ethnic groups, persons with disabilities and disabled veterans. This report was developed using the MD 715 Form G, Self-assessment checklist, workforce data tables derived from the Defense Civilian Personnel Data System (DCPDS), Business Objects Universe (BOBI), and iComplaints, the Army complaint data base. We also reviewed exit interviews and surveys, conducted continuous reviews of the USASMDC policies, practices and procedures, and Federal Employee Viewpoint Survey (FEVS).

The Equal Employment Opportunity Commission (EEOC) requires Army to work with the Department of Defense (DOD) to obtain and utilize data from the Advana Data System. During the drafting process, the Army discovered that DOD's Advana system lacks necessary data collection/maturity required to support a thorough analysis. Presently the Army's System (MD 715 Reporter) has the capability to separate data into workforce categories and formats required for analysis and reporting purposes to EEOC. Due to the inability to collect the data needed from Advana, Army also utilized the MD 715 Reporter, which is a one-of-a-kind system developed by Army, utilized as the vehicle to extract data from Appropriated Fund (AF) queries to aggregate data into required workforce data tables.

The data contained in this report was extracted from the Defense Civilian Personnel Database System (DCPDS) and the iComplaints Tracking System. The Data reflects all permanent and temporary Appropriated Fund (AF) employees.

This report covers all civilian employees except foreign local national employees. The National Civilian Labor Force (NCLF) statistics and Federal Information Processing Standards (FIPS) code are used to compare the Army workforce to national workforce demographics. This report utilizes the 2014-2018 Census data for additional comparisons since the complete 2020 Census data is not yet available. The AF3 and AF4 queries were not compatible when the first upgrades to the MD 715 Reporter occurred, therefore information concerning applicant pool data was not accessible. The Army is working with contractors to rectify this issue. Significant updates were made to the MD 715 Reporter in 2023, these updates are still pending and will be integrated in future MD 715 Reports.

Limitations:

Race, ethnicity, and disability information contained within DCPDS is obtained through employee self-identification submissions. Employee perceptions for self-identification on race and ethnicity may not coincide with the standard categories prescribed by EEOC, the U.S. Census Bureau, or the Office of Personnel Management (OPM).

U.S. Army Space and Missile Defense Command (USASMDC)



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

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

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

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

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

- Demonstrated commitment from agency leadership.
- Integration of EEO into the agency's strategic mission.
- Management and program accountability.
- Proactive prevention of unlawful discrimination.
- Efficiency; and
- Responsiveness and legal compliance.

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

Form G table

Part G Elements	FY2021	FY2022	FY2023	Change from FY22
A. Demonstrated commitment from agency leadership	93%	100%	100%	0%
B. Integration of EEO into the agency's strategic mission	95%	95%	85%	-10%
C. Management and program accountability	91%	91%	91%	0%
D. Proactive prevention of unlawful discrimination	86%	100%	93%	-7%
E. Efficiency	94%	91%	91%	0%
F. Responsiveness and legal compliance	100%	100%	100%	0%

Table 4 Army Components' MD-715 Self-Assessment

Essential Element A: Demonstrated Commitment of Agency Leadership

USASMDC issues an effective, up-to-date Policy Statement. Yes

USASMDC has communicated EEO policies and procedures to all employees. Yes

USASMDC assesses and ensures EEO principles are part of its culture. Yes.

Strengths

USASMDC'S Commanding General continues to demonstrate his firm commitment to equal opportunities in employment to all employees, former employees, and applicants for employment by ensuring signed policy letters are easily assessable. EEO is integrated into USASMDC's Command Decision Support Cycle and the SMDC Campaign Support Plan. All newly assigned and departing USASMDC Teammates in and out-process with the command EEO office. This allows the discussion and dissemination of the EEO policies, procedures, and timelines, the Federal Civilian EEO complaint process, Alternate Dispute Resolution (ADR), Reasonable Accommodations for medical and religious reasons, Pregnancy Workers Fairness Act, the PUMP Act, EEO points of contact; and emphasize the No Fear Anti-Harassment training requirement. USASMDC leadership continues to recognize excellence by nominating nine USASMDC Teammates for DA and DoD level recognition demonstrating superior accomplishments, resulting in two award recipients. The FY23 FEV's results rated USASMDC as the Number One Organization to work for in the Army, as well as the third highest participation rate in the Army. USASMDC had a participation rate of 46.7 percent—an increase of 7.47 percent from last year.

Deficiencies

There are no deficiencies identified.

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

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

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. Yes

The EEO Director controls all aspects of the EEO program. Yes

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

The agency has sufficient budget and staffing to support the success of the EEO program. Yes

The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills. Yes

The agency involves managers in the implementation of its EEO Program. Yes

Strengths

USASMDC EEO office presented the State of the Agency brief to the Commanding General and senior staff covering the six essential elements of the model EEO program as well as regular participation in senior-level staff meeting concerning personnel, budget, technology, and other workforce issues. EEO program officials participate in agency meetings that might impact EEO issues, to include strategic planning, recruitment strategies, vacancy projection, succession planning, and selections for vacancies. The current USASMDC Command Support Plan references EEO diversity and inclusion principles. EEO in collaboration with G1, MEO, and SHARP contribute to the USASMDC Campaign Support Plan, Campaign Objective 1: Put People First with Supporting Objectives 1.2 (Recruit and Retain Talent) and 1.3 (Reduce Harmful Behaviors). All supporting objectives were met for FY 23 to include continued support for Diversity/Affinity Award nominations of nine USASMDC team members with two receiving awards. USASMDC supported efforts to increase attendance and recruitment efforts at the Army Civilian Career Management Agency (ACCMMA) diversity/affinity career fairs was successful. USASMDC participated in six career fairs virtually and in-person, which was an increase from FY22. For the third consecutive year, USASMDC SESs participated in the Stars and Stripes Mentoring session during the Army hosted Black Engineer of the Year (BEYA) Stars and Stripes Mentoring session. Participating in these career fairs provided an opportunity to socialize USASMDC's mission, attract, connect, and educate over 400 participants/applicants for employment. USASMDC conducted over 150 interviews and on boarded three new Teammates from a recruitment source not typically used. These efforts were in direct support of the USASMDC EEO office tailored an Affirmative Employment Communication Plan, derived from the Army People Strategy, Civilian Implementation Plan 2020, and IAW the six essential elements of a model EEO program to each organization assigned outlining their workforce demographics, training, disability status, and responsibilities under the EEO programs. The Deputy to the Commanding General in collaboration with G1 and EEO conducted in-person, annual "Training for Military Supervisors of Civilian Employees". The objective is to ensure military leaders supervising DAC are aware of Civilian personnel processes, policies and procedures (i.e. leave administration, performance management, training, and professional development) and available resources. USASMDC EEO participates by communicating the Equal Employment Opportunity Commission (EEOC) laws, and guidance, the Civilian Federal EEO complaint processes, anti-harassment policy, programs policies procedures and point of contacts. In FY23, USASMDC exceeded the Persons with Disabilities (PWD) benchmark and goal of 12 percent (19.38% >0.81%) as well as exceeding the 2 percent benchmark for the participation rate of Persons with Targeted Disabilities (PWTD) (2%) (5.66 % >1.32%).

Deficiencies

USASMDC has not established a Special Emphasis Program (SEP) to effectively administer the Federal Women's Program, Hispanic Employment Program, and PWD Program IAW 5 USC §

7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709 An established SEP will enable USASMDC to conduct a thorough barrier analysis of the workforce and effectively administer the SEP. As it relates to the Anti-Harassment program requirement, USASMDC has an established Anti-Harassment procedure and policy in place to ensure timely intake of an allegation of harassment; however, it lacks the elements prescribed by EEOC. Pending HQDA DASA-CP guidance, USASMDC has not been able to designate resources to assign a dedicated Anti-Harassment coordinator/program manager who operates outside of the EEO complaint program.

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.

The agency conducts regular internal audits of its component and field offices. Yes

The agency has established procedures to prevent all forms of EEO discrimination. Yes

The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity. Yes

The agency ensures effective coordination between its EEO programs and Human Resources (HR) program. Yes

EEO Office advises managers/supervisors on EEO matters. Yes

Following a finding of discrimination, the agency explores whether it should take disciplinary action. Yes

Strengths

USASMDC conducts annual assessments to all subordinate commands and activities within the geographically dispersed footprint. The inspections ensures EEOC compliance to employee access to the EEO policies addressing anti-discrimination laws, anti-harassment policy and procedures, training, reasonable accommodations, recognition, and disability identification. The USASMDC EEO director briefed all subordinate elements to establish EEO objectives in support of the USASMDC Affirmative Employment Communication Plan which is nested into the Campaign Support Plan Line of Effort One, Putting People First, and Form G of the MD 715, then followed up to record accomplishments and areas of improvement to include into the final report.

The number of days to complete and adjudicate a request for a reasonable accommodation improved from FY22. In FY23, USASMDC processed five requests for accommodations: 80% of the requests were timely, and the number of average days were fourteen with five median days, the standard is 30 calendar days. USASMDC EEO office continues to review personnel policies, practices and procedures that can impact equal employment to the USASMDC workforce and communicates with the G1 and command counsel to maintain consistency in the application of the policies. EEO and G1 developed and conducted outreach and recruiting initiatives which resulted in attendance to six ACCMA funded and sponsored career fairs. EEO participates in the quarterly "Supervisors All Hands" to address EEO initiatives, updates, or concerns.

Deficiencies

As it relates to the Anti-Harassment program. USASMDC has an established program and policy in place; however, it lacks the elements prescribed by EEOC. Pending HQDA DASA-CP guidance, USASMDC has not identified resources to designate an Anti-Harassment coordinator. The coordinator will have permissions to access and monitor the DA established anti-harassment database. The database is used to input complaint data, track the timelines, issues, and adjudication of harassment complaints, regardless of whether the complaint is filed within or outside of the Federal EEO complaint process.

Reasonable accommodation timeliness improved this FY due to the identification of legacy accommodations being put in compliance. We still need to focus on educating decision makers to ensure timely adjudication of the accommodation request by taking the appropriate action when the requestor fails to provide medical documentation to substantiate the request.

Essential Element D: Proactive Prevention of Unlawful Discrimination

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

The agency conducts a reasonable assessment to monitor progress toward achieving equal employment opportunity. Yes

The agency identifies areas where barriers may exclude EEO groups. Yes

The agency establishes appropriate action plans to remove identified barriers. Working

The agency takes affirmative action to promote the recruitment, hiring, and advancement of qualified people with disabilities and people with targeted disabilities. Working

Strengths

USASMDC EEO socialized to the workforce through SGS Sends virtual lunch and learn training opportunities from the Defense Equal Employment Opportunity Management Institute (DEOMI) led Leader Training Awareness Seminars (LTAS) Harassment Prevention and Response/Retaliation Prevention and Response Strategy and EEOC led Pregnant Workers Fairness Act and PUMP Act training. USASMDC EEO office reviews exit interviews, complaint data, employee climate surveys (DEOCS and FEVS), program evaluations, reasonable accommodations to analyze and identify barriers. On a bi-annual basis, the USASMDC EEO officer conducts site visits to communicate and receive feedback on the EEO action plans. The action plans are IAW with the Form G, six essential elements to address identified barriers in particular policies, procedures, or practices. The primary source of applicants to fill USASMDC vacancies is through USAJOBS. As a practice, USASMDC G1 ensures all vacancy announcements advertised to attract 30 percent or more disabled veterans.

Deficiencies

No Fear training completion rate decreased from 100% completion in FY22 to 86% completion in FY23. The ability to accurately track the completion may be due to the different on-line versions of the Anti-Harassment NoFEAR training and methods of accessing the training.

USASMDC does not effectively use all available hiring authorities to increase the hiring of PWD.

Upon review of 144 SMDC vacancies announcements in USAJOBS, the results reflected 3.75 percent advertised to Schedule A applicants, 3.8 percent advertised to persons with disabilities and 91.6 percent of all vacancy announcements identified 30 percent or more disabled veterans were listed as eligible to apply for USASMDC vacancies.

Currently no written policy exists to ensure qualified people with disabilities are aware of and encouraged to apply for job vacancies. USASMDC EEO office tracked and monitored the USAJOBS vacancy announcements for the utilization of the exempted service appointments (i.e. Veterans Recruitment Act, persons with disabilities and targeted disabilities and disabled veterans to ensure compliance IAW AR 690-300, Employment, Chapter 10, para 10-4 Requirement 2 which addresses area of consideration to ensure the availability of high-quality candidates. As a practice, USASMDC G1 ensures each vacancy announcement is advertised to disabled veterans, the other areas of consideration must be initiated by the requesting organization to be included. USASMDC EEO staff reviewed 144 vacancy announcements and 3.75 percent of the vacancy announcement used the Schedule A (PWTD), exempted service appointment, 3.8 percent advertised to persons with disabilities (PWD) and 91.6 percent of all vacancy announcements used the exempted service appointment to attract 30 percent or more disabled veterans. Further analysis suggests that although USASMDC exceeds the national goal of PWD and PWTD, there are no PWD or PWTD identified in the pay bands/grade GS 1-10 equivalent NK/NH/NJ - 02 and below.

Essential Element E: Efficiency

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

The agency maintains an efficient, fair, and impartial complaint resolution process. Yes

The agency has a neutral EEO process. Yes

The agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program. Yes

The agency has effective and accurate data collection systems in place to evaluate its EEO Program. Yes

The agency identifies and disseminates significant trends and best practices in its EEO program. Yes

Strengths

In accordance with Army policy, a firewall exists between the reviewing attorney and the agency representative for EEO complaints filed by USASMDC employees as well as a clear separation of attorney services for reasonable accommodation requests that include a review if the request is denied.

USASMDC EEO officials utilize iComplaints to accurately collect, monitor, and analyze complaint activity, issues and bases of the complaints, aggrieved individuals/complainants, and the management officials. DCPDS is the system the Army uses to provide the race, national origin, sex, and disability status of agency employees. FY23 was the first time USASMDC accessed internal promotion and external applicant flow data. Applicants for employment who

elected to disclose their ethnic/racial identity (ERI), gender, and disability status were analyzed for discrepancies or anomalies in the selection process. The reasonable accommodation data is maintained within the MD 715 Reporter, the reporter is the Army data base of record used to monitor and track reasonable accommodation requests and actions.

Deficiencies

Pending guidance from HQDA CP, USASMDC is unable to implement the Army anti-harassment program to include the anti-harassment data base to track and monitor for reporting purposes the issues, timeliness, and adjudication of harassment complaints processed outside of the Federal EEO complaint process.

Although FY23 was the first time USASMDC accessed internal promotion and external applicant flow data, the data set was incomplete and did not provide sufficient data to analyze PWD and grade levels of the vacancy and hire.

Essential Element F: Responsiveness and Legal Compliance

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

The agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements. Yes

The agency complies with the law, including EEOC regulations, management directives, orders and other written instructions. Yes

The agency reports to EEOC its program efforts and accomplishments. Yes

Strengths

USASMDC EEO and command counsel coordinated training events to socialize to the USASMDC workforce and leadership team. USASMDC EEO uses the command network to communicate policies and procedures as well as special announcements and updates to policies, regulations, and laws. There is a clear line of separation between the legal review of actions i.e. reasonable accommodations and legal reviews of complaints of discrimination and defense actions related to complaints of discrimination.

Deficiencies

There were no deficiencies identified this FY.

Part E.3: Workforce Analyses

Total Workforce Three-year trend by Ethnicity Race and Identification (ERI) and Gender by Comparison to NCLF (Data Source: A1 Total Workforce)

		Total by Gender		Hispanic or Latino		White		Black or African American (AA)		Asian		Native Hawaiian Pacific Islander (NH/PI)		American Indian Alaskan Native (AI/AN)		Two or more races	
		Total	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
FY21	930	75.59%	24.40%	5.80%	1.08%	58.38%	13.54%	5.80%	7.84%	1.82%	0.32%	0.64%	0.32%	2.20%	0.10%	2.04%	1.18%
FY22	714	72.82%	27.17%	6.02%	1.12%	55.86%	15.26%	6.30%	9.66%	2.10%	0.28%	0.84%	0.14%	0.84%	0.28%	1.40%	0.84%
FY23	707	71.85%	28.14%	6.22%	1.55%	53.60%	14.71%	6.64%	10.18%	1.98%	0.28%	0.70%	0.14%	0.84%	0.28%	1.83%	0.99%
NCLF		51.80%	48.20%	6.80%	6.20%	35.70%	31.80%	5.70%	6.60%	2.20%	2.20%	0.10%	0.10%	0.30%	0.30%	1.00%	1.10%

As of 30 September 2023, the USASMDC's total workforce population consisted of 707 appropriate fund employees. The workforce decreased by seven from FY22 of 714 assigned personnel. There was an increase of Temporary employees of four in FY22 to nine assigned in FY23. The Gender participation rates in the USADMDC workforce reflects: The male participation rate was at 71.85%, down from 72.82% in FY 22, and the Female participation rate was at 28.14% up from 27.17%, in FY 22. Female representation has improved over the last three years yet remains far below the NCLF. White females continue to be lower than expected when compared to the 2014-2018 National Civilian Labor Force (NCLF) participation rate of 48.20% a slight increase of 0.06% from the 2010 NCLF of 48.14%.

Asian males and females, American Indian/Alaskan Native females, and females of Two or more races remain underrepresented. The participation rates for most marginalized groups are similar, or above the NCLF except for Hispanic Males and Females, White Females, Asian Males and Females and Two or more races Males and Females.

The most populous pay plan for Army Civilians is the Business Management and Technical Management Professional DOD Acquisition Workforce (NH) which for this purpose includes the General Government (Positions under the Defense Civilian Intelligence System (GG) and General Schedule (GS) workforces.

Disability Workforce in Comparison to 501 Goals

(Data Source: B1-2 Total Workforce by Disability Status)

	Total Workforce by grade	Detail by Disability Status			
		No Disability	Not Identified	Persons with Disabilities (PWD) 12%	Persons w/Targeted Disability (PWTD) 2%
NH02 and Below	2 (100%)	100%	0.00%	0.00%	0.00%
NH03 and Above	707 (100%)	69.73%	11.45%	19.80%	4.24%

The table provides a snapshot of USASMDC's workforce for equivalent NH02 and below and NH03's and above. The USASMDC disabled workforce exceeds the federal goal of twelve percent of persons with disabilities (PWD) and two percent of the workforce identifies as persons with targeted disabilities (PWTD). USASMDC EEO office tracked and monitored the FY23 USAJOBS vacancy announcements, the primary source of applicants. We analyzed the vacancy announcements to track the use of the unique hiring paths to help hire individuals that represent our diverse society. Out of 144 USASMDC vacancy announcements reviewed, 3.75 percent included Schedule A or PWTD applicants, 3.8 percent advertised to PWD, and 91.6 percent of all vacancy announcement identified 30 percent or more disabled veterans eligible to apply for USASMDC vacancies. Upon review of the current policy or practice, there is no written policy, however; the only unique hiring path used is the 30 percent or more disabled veteran. Although NH03 and above exceeds the disability goal of 2 percent PWD and 12 percent PWTD, there are no employees in the grade of NH02 and below that identify having a disability. This has been listed as a deficiency with Essential Element D. Program and Management Accountability

Senior Grade Salary Distribution

Table A4P: Senior Pay & General Schedule (GS) Grades - Distribution by Race, Ethnicity, and Sex (Participation Rate)

	Total by Gender		Hispanic or Latino		White		Black or African American		Asian		NH/PI		AI/AN		Two or more races	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
NH03	287 71%	117 28.9%	3.13%	1.7%	71.0%	49.5%	11.1%	37.6%	2.43%	0.8%	1.39%	0.8%	1.3%	0.8%	6.6%	8.4%
NH04	156 75.7%	50 24.3%	2.56%	0.02%	78.21%	0.64%	5.11%	0.32%	3.25%	0.00%	0.64%	0.00%	1.92 %	0.00%	5.12 %	0.00%
SES/SL/ST	4 100%	0 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%
GG 15	1 50%	1 50%	0.00%	0.00%	100%	100%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00 %	0.00%	0.00 %	0.00%
CLF	74.50%	25.49%	5.15%	1.87%	55.87%	16.63%	8.22%	5.18%	2.65%	1.07%	0.20%	0.20%	0.20 %	0.05%	2.17 %	0.62%

Out of 404 NH03 or equivalent, Asians (males (2.43%) and females (0.08%)) are the only ethnic group with a lower-than-expected participation rate in the senior grade distribution rate. NH04 or equivalents identified Hispanics (males and females), White females, Blacks (males and females), Asian females (0.00%), NHPI females, AI/AN females, and females of Two or more races are lower than the NCLF. 100% of the SES/SL/ST population are White males. In FY24, we will conduct a barrier analysis, focusing on participation rates of promotions, career fields, professional development opportunities, CES, awards, and training and ongoing efforts to eliminate barriers.

FY233 External Applicant Flow Data by ERI and Gender

(Data Source: A7P New Hires for Mission-Critical Occupations)

New Hires for Mission-Critical Occupations	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		NH/PI		AI/AN		Two or more races	
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Job Series: 0800 Vacancy Announcements (7)																	
Voluntarily Identified Applicants (271)	100.00%	74.91%	25.09%	6.6%	3.69%	46.13%	14.39%	15.13%	3.69%	3.69%	0.74%	1.11%	1.11%	2.21%	1.48%	0.00%	0.00%
Qualified External Applicants (97)	100.00%	81.44%	18.56%	6.19%	3.09%	46.39%	13.40%	16.49%	2.06%	6.19%	0.00%	3.09%	0.00%	3.09%	0.00%	0.00%	0.00%
Referred Applicants (85)	100.00%	80.00%	20.00%	5.88%	3.53%	44.71%	14.12%	16.47%	2.35%	7.06%	0.00%	2.35%	0.00%	3.53%	0.00%	0.00%	0.00%
External Selections (5)	100.00%	80.00%	20.00%	0.00%	0.00%	60.00%	20.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF %	100.00%	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 Series: 0132 Vacancy Announcements (2)																	
Voluntarily Identified Applicants (67)	100.00%	73.13%	26.87%	10.45%	2.99%	55.22%	20.90%	4.48%	1.49%	2.99%	1.49%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified External Applicants (55)	100.00%	76.36%	23.64%	12.73%	1.82%	58.18%	20.00%	1.82%	1.82%	3.64%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Referred Applicants (55)	100.00%	76.36%	23.64%	12.73%	1.82%	58.18%	20.00%	1.82%	1.82%	3.64%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
External Selections (3)	100.00%	0.00%	100.00%	0.00%	33.33%	0.00%	66.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF %	100.00%	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 Series: 2210 Vacancy Announcements (5)																	
Voluntarily Identified Applicants (140)	100.00%	80.00%	20.00%	5.71%	0.71%	42.14%	8.57%	21.43%	7.86%	8.57%	1.43%	0.71%	0.71%	1.43%	0.71%	0.00%	0.00%
Qualified External Applicants (93)	100.00%	83.87%	16.13%	4.30%	0.00%	48.39%	7.53%	21.51%	5.38%	6.45%	2.15%	1.08%	1.08%	2.15%	0.00%	0.00%	0.00%
Referred Applicants (93)	100.00%	83.87%	16.13%	4.30%	0.00%	48.39%	7.53%	21.51%	5.38%	6.45%	2.15%	1.08%	1.08%	2.15%	0.00%	0.00%	0.00%
External Selections (3)	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CLF %	100.00%	66.80%	33.20%	3.10%	1.60%	50.40%	24.70%	4.30%	3.50%	7.40%	2.90%	0.10%	0.00%	0.20%	0.10%	1.20%	0.40%

Eleven external selections were made in the job series 0080, Security Administration, 0132, Intelligence, and 2210 Information Technology.

Selections from 0080 - Security Administration ran seven vacancy announcements which resulted in five selections consisting of 80% male and 20% female selection rate. 60% White males, 20% White female and 20% Black/AA male.

Selections within 0132 - Intelligence had two external vacancy announcements resulting in three selections consisting of females, 33.33% Hispanic females and 66.67% of the selections were White females.

Selections within 2210 - Information Technology advertised five vacancies which resulted in three selections and 100% of the selections consisted of White males. To address the lack of diverse selections within 2210, we are including G6 to participate in the ACMA funded recruiting events to attract a wider candidate pool. USASMDC's participation is a direct execution of tasks and objectives of the Army People Strategy Annex and the Army Diversity, Equity, Inclusion Outreach & Engagement Campaign Plan, and USASMDC Campaign Support Plan.

FY23 Internal Promotion Applicant Flow Data by ERI and Gender

(Data Source: A9P: Internal Competitive Promotion for Mission-Critical Occupations)

Internal Competitive Promotions	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		NH/PI		AI/AN		Two or more races	
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Job Series: 0080																	
Vacancy Announcements (1)																	
Relevant Applicant Pool	100.00%	78.95%	21.05%	10.53%	0.00%	52.63%	21.05%	10.53%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.26%	0.00%
Internal Applications (31)	100.00%	87.10%	12.90%	6.45%	0.00%	45.16%	12.90%	16.13%	0.00%	9.68%	0.00%	0.00%	0.00%	9.68%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	83.33%	16.67%	5.56%	0.00%	27.78%	16.67%	22.22%	0.00%	16.67%	0.00%	0.00%	0.00%	11.11%	0.00%	0.00%	0.00%
Referred Applicants (18)	100.00%	83.33%	16.67%	5.56%	0.00%	27.78%	16.67%	22.22%	0.00%	16.67%	0.00%	0.00%	0.00%	11.11%	0.00%	0.00%	0.00%
Internal Selections (1)	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Job Series: 0501																	
Vacancy Announcements (1)																	
Relevant Applicant Pool	100.00%	40.00%	60.00%	0.00%	0.00%	30.00%	30.00%	0.00%	30.00%	0.00%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%
Internal Applications (20)	100.00%	55.00%	45.00%	10.00%	0.00%	15.00%	10.00%	20.00%	35.00%	5.00%	0.00%	0.00%	0.00%	5.00%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	46.15%	53.85%	7.69%	0.00%	15.38%	15.38%	15.38%	38.46%	0.00%	0.00%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%
Referred Applicants (13)	100.00%	46.15%	53.85%	7.69%	0.00%	15.38%	15.38%	15.38%	38.46%	0.00%	0.00%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%
Internal Selections (1)	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Job Series: 0560																	
Vacancy Announcements (2)																	
Relevant Applicant Pool	100.00%	20.00%	80.00%	6.67%	0.00%	0.00%	13.33%	13.33%	60.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	6.67%
Internal Applications (35)	100.00%	22.86%	77.14%	0.00%	5.71%	11.43%	34.29%	8.57%	25.71%	2.86%	5.71%	0.00%	2.86%	0.00%	2.86%	0.00%	0.00%
Qualified Internal Applicants	100.00%	20.00%	80.00%	0.00%	6.67%	10.00%	33.33%	10.00%	26.67%	0.00%	6.67%	0.00%	3.33%	0.00%	3.33%	0.00%	0.00%
Referred Applicants (24)	100.00%	20.83%	79.17%	0.00%	8.33%	8.33%	29.17%	12.50%	25.00%	0.00%	8.33%	0.00%	4.17%	0.00%	4.17%	0.00%	0.00%
Internal Selections (2)	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	50.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Competitive Promotions	Total Employees			Hispanic or Latino		RACE/ETHNICITY (Non-Hispanic or Latino)											
						White		Black or African American		Asian		NH/PI		AI/AN		Two or more races	
	All	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Job Series: 1701																	
Vacancy Announcements (1)																	
Relevant Applicant Pool	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Applications (13)	100.00%	53.85%	46.15%	0.00%	15.38%	46.15%	23.08%	7.69%	7.69%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Referred Applicants (1)	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Selections (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%
Job Series: 1712																	
Vacancy Announcements 3																	
Relevant Applicant Pool	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Applications (68)	100.00%	85.29%	14.71%	8.82%	1.47%	54.41%	10.29%	13.24%	1.47%	8.82%	1.47%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	91.30%	8.70%	4.35%	0.00%	56.52%	4.35%	17.39%	0.00%	13.04%	4.35%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Referred Applicants (23)	100.00%	91.30%	8.70%	4.35%	0.00%	56.52%	4.35%	17.39%	0.00%	13.04%	4.35%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Selections (2)	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Job Series: 2130																	
Vacancy Announcements 1																	
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%	0.00%	0.00%
Internal Applications (9)	100.00%	100.00%	0.00%	33.33%	0.00%	44.44%	0.00%	11.11%	0.00%	11.11%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	100.00%	0.00%	0.00%	0.00%	33.33%	0.00%	33.33%	0.00%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Referred Applicants (3)	100.00%	100.00%	0.00%	0.00%	0.00%	33.33%	0.00%	33.33%	0.00%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Internal Selections (1)	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Job Series: 2210																	
Vacancy Announcements 12																	
Relevant Applicant Pool	100.00%	80.00%	20.00%	4.00%	0.00%	56.00%	12.00%	16.00%	4.00%	0.00%	0.00%	4.00%	0.00%	0.00%	0.00%	0.00%	4.00%
Internal Applications (212)	100.00%	86.79%	13.21%	6.60%	0.47%	49.06%	8.96%	23.58%	2.36%	6.13%	0.00%	0.47%	1.42%	0.94%	0.00%	0.00%	0.00%
Qualified Internal Applicants	100.00%	89.11%	10.89%	6.93%	0.99%	51.49%	4.95%	26.73%	2.97%	3.96%	0.00%	0.00%	1.98%	0.00%	0.00%	0.00%	0.00%
Referred Applicants (95)	100.00%	89.47%	10.53%	7.37%	1.05%	51.58%	4.21%	27.37%	3.16%	3.16%	0.00%	0.00%	2.11%	0.00%	0.00%	0.00%	0.00%
Internal Selections (8)	100.00%	100.00%	0.00%	12.50%	0.00%	62.50%	0.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

USASMDC analyzed 22 Internal competitive promotion opportunities vacancy announcements which resulted in fifteen selections for seven job series consisting of 14 external vacancy announcements and eleven selections for three job series, 0800, 0132, and 0080.

Selections in the job series of 2210-Information technology (12 vacancies and 8 selections consisting of 12.3% Hispanic male, 61.5% White males, and 25.20% of the selectees were Black males.

2130-Traffic Management, one vacancy and one selection consisting of Black male (100%),

1712- Training Instruction, three vacancies, and 2 selections consisted of 100% White males,

1701, General Training, one vacancy, zero selections, 0560, Budget Administration and Program, two vacancy announcements, and 2 selections, 50% White female and 50% Black female,

0501, Financial Management, one vacancy announcement and selected one Hispanic male (100%), and 0080, Security Administration, one vacancy announcement and one selection of a White male (100%).

FY23 Disability Army Applicant Flow Data

Worksheet B7P: New Hires For Mission-Critical Occupations by Disability [Permanent]

	Total #	Detail by Disability Status			
		No Disability	Not Identified	PWD 501 Goal 12%	PWTD Goal 2%
Applications	584	85.10%	8.04%	6.84%	0.51%
Qualified Applicants	321	84.73	8.72%	6.54%	5.60%
Referred Applicants	321	81.30%	8.41%	5.91%	4.98%
Selections (Permanent)	10	90.00%	0.00%	10.00%	10.00%
Selections (Temporary)	3	66.66%	33.33%	0.00%	0.00%

The number of applications from PWD and PWTD was below the targeted goal, this item will be addressed in the H-Action Plan to examine and improve USASMDC's methods used to socialize to and attract PWD and PWTD as candidates for employment. Worksheet B7P does not provide disability by RNI, which is a trigger; however, the lack of data prevents a thorough analysis and will be addressed in Part H.

FY23 Award Distribution by Total Workforce

(Data Sources: BOBI, A13-3, A13-1_2, A13-1_1)

# Of Permanent WF (707)	Total by Gender		Hispanic or Latino (55)		White (489)		Black or African American (119)		Asian (15)		Native Hawaiian Pacific Islander (NH/PI) (6)		American Indian Alaskan Native (AI/AN) (8)		Two or more races (16)		Unknown (4)	
	Male (511)	Female (201)	Male (44)	Female (11)	Male (383)	Female (106)	Male (48)	Female (71)	Male (13)	Female (2)	Male (5)	Female (1)	Male (7)	Female (1)	Male (9)	Female (7)	Male (2)	Female (2)
% Of Permanent WF	72.28%	28.43%	6.22%	1.56%	54.17%	14.99%	6.79%	10.04%	1.84%	0.28%	0.71%	0.14%	0.99%	0.14%	1.27%	0.99%	0.28%	0.28%
On the Spot Cash Awards (44)	72.73%	27.27%	6.82%	0.00%	61.36%	15.91%	4.55%	11.36%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Time off Awards (94)	71.28%	28.72%	5.32%	4.26%	52.13%	12.77%	7.45%	11.70%	3.19%	0.00%	2.13%	0.00%	0.00%	0.00%	1.06%	0.00%	0.00%	0.00%
Performance Awards (86)	79.07%	20.93%	2.33%	0.00%	63.95%	11.63%	10.47%	8.14%	0.00%	0.00%	1.16%	0.00%	1.16%	1.16%	0.00%	0.00%	0.00%	0.00%
Special Act Service Act Awards (171)	69.01%	30.99%	8.19%	1.75%	50.88%	21.05%	4.68%	7.02%	3.51%	0.00%	0.00%	0.00%	0.58%	0.00%	1.17%	1.17%	0.58%	0.00%
Demo Performance Awards (261)	71.26%	28.74%	6.13%	0.38%	50.96%	12.26%	7.66%	13.41%	1.15%	0.38%	0.77%	0.38%	2.30%	0.38%	2.30%	1.53%	0.00%	0.00%

DCIPS Performance Awards (2)	100.00%	0.00%	50.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
DCIPS Quality Step Increase (2)	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Analysis of data In FY23, data pulled from BOBI, Army personnel data base) reflects 660 incentive awards were given in the categories of On-the-Spot Cash Awards, Time Off Awards, Performance Awards, Special Service Act Awards, Demo Performance DCIPS and DCIPS Quality Step Increase Awards. Analysis by sex, did not raise any triggers as males and females were over or close to the comparative benchmark of the percentage of the workforce. The data does show that Hispanic females, White males, and Asian females received significantly fewer incentive awards than other ERI. This does not necessarily mean there is a barrier when it comes to On the Spot Cash Awards and Time off Awards, as team members may prefer and request a time off award verses a cash award.

FY23 Disability Award Distribution

Table B13-3, B13-1_2, B13-1_1 and BOBI

	Total	Detail by Disability Status			
		No Disability	Not Identified	PWD Goal 12%	PWTD Goal 2%
On the Spot Award	44	75.00%	15.90%	9.09%	2.27%
Time off Award	94	54.25%	19.14%	26.59%	8.51%
Performance Award	86	68.60%	8.13%	23.25%	1.16%
Special Act Service Act Awards	171	74.26%	8.77%	16.95%	2.33%
Demo Performance Award	261	67.81%	9.19%	22.98%	5.36%
DCIPS Performance and QSI Awards	4	75.00%	0.00%	25.00%	0.00%

Analysis of data In FY23, 660 incentive awards were given in the categories of On-the-Spot Cash Awards, Time Off Awards, Performance Awards, Special Service Act Awards, Demo Performance DCIPS and DCIPS Quality Step Increase Awards. Analysis by disability did not raise any triggers. The data does reflect that PWTD received fewer performance awards and PWD received less On-the-Spot Cash awards than persons without disabilities. Although this may appear to be a trigger, we will monitor the data for trends.

FY 23 Total Workforce Separations by ERI and Gender

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

	Total by Gender		Hispanic or Latino		White		Black or African American (A/A)		Asian		Native Hawaiian Pacific Islander (NH/PI)		American Indian Alaskan Native (AI/AN)		Two or more races	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Removals (0)	0	0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignations (5)	2	3	0%	0%	40.00%	40.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%	20.00%
Retirements (0)	0	0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations (8)	7	1	0%	0%	75.00%	12.50%	12.50%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Separations (13)	9	4	0%	0%	61.53%	23.07%	7.69%	0%	0%	0%	0%	0%	0%	0%	0%	7.69%
NCLF	51.80%	48.20%	6.80%	6.20%	35.70%	31.80%	5.70%	6.60%	2.20%	2.20%	0.10%	0.10%	0.30%	0.30%	1.00%	1.10%

- There were thirteen separations where White and Black/AA males and females of Two or more races.
- There was not enough data available to specify Other Separations which could include reassignment, transfer, or promotion, to determine if there are triggers to conduct a barrier analysis. We will coordinate with the G1 and barrier analysis work group to conduct a thorough analysis.

FY 23 Disability Separations

Worksheet B16: Separations by Disability

	Total	Detail by Disability Status			
		No Disability	Not Identified	PWD 501 Goal = 12%	PWTD 501 Goal = 2%
Removals	0	0.00%	0.00%	0.00%	0.00%
Resignations	5	60.00%	0.00%	40.00%	20.00%
Retirements	0	0.00%	0.00%	0.00%	0.00%
Others	8	0.00%	0.00%	0.00%	0.00%
Total	13	61.53%	7.69%	30.76%	7.69%

- The data reflects sixty percent of the resignations were PWD. Exit interviews were reviewed, however, specific reasons for resignation have not been provided by ERI or disability. There is not enough data or resources available to conduct a thorough analysis that may identify a barrier.

FY 23 Senior Grade Promotions

Worksheet A9P: Internal Competitive Promotions for Mission-Critical Occupations by Race/Ethnicity and Gender

This data provided with the Internal Applicant Flow Data did not provide grade level promotions. The worksheets indicate no interviews were conducted, which suggests the internal promotions were in the pay band NH-03. The lack of data is a trigger and will be addressed in Part H.

FY 23 Disability Senior Grade Promotions

Worksheet B9P: Internal Competitive Promotions for Mission-Critical Occupations by Disability [Permanent]

No senior grade promotions were recorded/reported in FY23 for PWD and PWTD. The lack of data is a trigger and will be addressed in Part H

Reasonable Accommodations (RA) and Personal Assistance Services (PAS)

Source of data, MD 715-Reporter (RA)

	# Contacts	# of RAs	# PWFA	# religion	# approved	# denials	# Days	Ave # Days	Cost of RA
Total		5	0	0	5	0	15.2	15.2	\$0.00

The standard time to process a request for an accommodation for medical, religious and the Pregnant Workers Fairness Act (PWFA) is 30 workdays from the date of the request. The requests processed in FY23 comprised of legacy accommodations granted, but not recorded or documented (60%). This reduced the number of days needed to grant the accommodation from FY22, which does not address the new request for an accommodation exceeding the 30 workdays to grant the accommodation. The primary reason for the delay is the supervisor cannot adjudicate a request for an accommodation for medical reasons until the requestor returns requested medical documentation. HQ USASMDC Disability Program Manager processes and track all USASMDC reasonable accommodation and PAS requests, the command counsel and surgeon are also consulted to validate the medical documentation and advise the supervisor.

Disabled Veteran Affirmative Action (DVAAP) Summary FY23

Total # of Civilian Employees	# of Veterans/% of Civilian Workforce	# of Disabled Veterans/% of Civilian Workforce	# of 30% or more Disabled Veterans/% of Civilian Workforce
707	447/63.2%	345/48.8%	222/34.1%

As of 30 September 2023, the USASMDC total workforce consisted of 707 permanent and temporary employees. This number represents a workforce decrease of 1.5% in FY23 as compared to FY22. Veterans represented 63.2% (447) of the command's civilian workforce which was a decrease of 4.9% from FY22. Disabled Veterans comprised 48.8% (345) of the veteran workforce, representing a 2.0% decrease compared to FY22. Within the disabled veteran population, 30% or more Disabled Veterans represented 34.1% of this group, which was a decrease of 1.3% compared to FY22.

An assessment of the status of disabled veteran employment within in FY23:

The veteran population percentage rate within the command decreased by 4.9%, while the disabled veteran percentage rate (to include 30 percent compensable veterans), showed a decrease of 2.0% from FY22.

Most disabled veterans are assigned in the Technical and Business Management Professional occupations, followed by Administrative Support occupations. This trend holds true for the 30 percent or more disabled Veterans in the same occupational categories.

Disabled veterans comprised 19.4% (67) of total grades in GG-12 or equivalent pay bands and below, with a 14.5% (50) representation in senior grades at the GG-13 or equivalent pay bands and above.

Disabled veterans comprised 47.5% (164) of total grades at the NH-03 level, equivalent to GS 12-13, with 18.6% (64) at the NH-04 level, equivalent to GS 14-15.

Of the 30 percent or more disabled veterans, 17.1% (38) are assigned in grades GG-12 or equivalent pay bands and below while 10.8% (24) are represented in the GG-13 or equivalent and above senior grades.

Of the 30 percent or more disabled veterans, 43.2% (96) are at the NH-03 level, equivalent to GS 12-13, while 17.1% (38) are at the NH-04 level, equivalent to GS 14-15. The FY23 DVAAP has been signed/certified by the Commanding General.

Top 10 MCO Positions by ERI and Gender as Compared to the Occupational CLF

Worksheet A6P: Mission-Critical Occupations - Distribution by Race/Ethnicity and Sex [Permanent]

	Total FY22 # %	Total FY23 # %	Total by Gender %		Hispanic or Latino %		White %		Black or African American (AA) %		Asian %		Native Hawaiian/Pacific Islander (NH/PI) %		American Indian/Alaskan Native (AI/AN) %		Two or more races %	
	219/ 30.67	214/ 30.26	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
2210-Info Tech Mgmt.	65	72	86.11%	13.88%	8.33%	0.00%	63.89%	9.72%	9.72%	1.38%	0.00%	1.38%	1.38%	0.00%	0.00%	0.00%	2.77%	1.38%
OCLF			66.80%	33.20%	3.10%	1.60%	50.40%	24.70%	4.30%	3.50%	7.40%	2.90%	0.10%	0.00%	0.20%	0.10%	1.20%	0.40%
0080 - Security Admin	40	34	79.41%	20.58%	5.88%	0.00%	55.88%	20.58%	8.82%	0.00%	5.88%	0.00%	0.00%	0.00%	0.00%	0.00%	2.94%	0.00%
OCLF			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%
0132 - Intel	24	22	77.27%	22.72%	9.09%	0.00%	59.09%	22.72%	0.00%	0.00%	4.54%	0.00%	0.00%	0.00%	0.00%	0.00%	4.54%	0.00%
OCLF			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%
0560-Budget Analysis	20	20	25%	75%	5.00%	0.00%	0.00%	10.00%	15.00%	60.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.00%
OCLF			37.30%	62.70%	1.70%	3.60%	29.30%	45.10%	3.60%	9.50%	2.10%	3.20%	0.10%	0.10%	0.20%	0.50%	0.50%	0.70%
1712-Training Instruction	22	20	90%	10%	0.00%	5.00%	90.00%	0.00%	0.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OCLF			33.20%	66.80%	2.70%	4.50%	24.60%	51.70%	3.00%	6.00%	1.70%	2.70%	0.00%	0.10%	0.30%	0.50%	0.80%	1.30%

			0%	%	%	%	0%	%	%	%	%	%	%	%	%	%	%	%	%
0501 - Financial Admin and Programs	11	13	95%	5%	0.00%	0.00%	38.46%	23.07%	0.00%	30.76%	0.00%	0.00%	0.00%	0.00%	7.69%	0.00%	0.00%	0.00%	0.00%
OCLF			43.00%	57.00%	3.60%	5.60%	33.00%	41.00%	3.90%	6.80%	1.60%	2.60%	0.10%	0.10%	0.20%	0.20%	0.70%	0.70%	
0201- Human Resources Mgt	12	12	41.66%	58.33%	16.66%	0.00%	25.00%	33.33%	0.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OCLF			33.33%	66.70%	2.70%	5.00%	25.50%	49.90%	3.60%	8.50%	0.80%	1.70%	0.00%	0.10%	0.20%	0.40%	0.40%	0.90%	
0346- Logistics Mgt	11	10	80%	20%	20.00%	0.00%	30.00%	10.00%	30.00%	10.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OCLF			65.10%	34.90%	4.20%	2.10%	50.60%	27.40%	6.50%	3.60%	2.20%	1.10%	0.10%	0.00%	0.30%	0.10%	1.10%	0.50%	
0391- Tele-com	10	6	50%	50%	0.00%	0.00%	33.33%	33.33%	16.66%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	16.66%	
OCLF			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
0510- Accountin g	4	5	60%	40%	0.00%	0.00%	20.00%	0.00%	40.00%	40.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OCLF			43.00%	57.00%	2.00%	3.10%	35.00%	42.80%	2.60%	5.30%	2.70%	4.70%	0.00%	0.10%	0.10%	0.30%	0.50%	0.70%	

In FY23, as of 30 September 2023, the USASMDC total workforce consisted of 707 permanent and temporary employees, of which 30.26% are assigned to the top ten MCO. Males exceed the Occupation (O) CLF in every MCO. The female participation rate falls below the expected OCLF in all MCO's except 0391-Telecommunications, 0346-Logistics Mgt, 0501-Financial Administration and Programs and Budget Analysis.

- All races and genders fall below the expected OCLF in 0132- Intelligence except for Hispanic and White Males. Although the current data suggests there was increased female participation in 0132- Intelligence resulting from three selections 100% females, 33.33% Hispanic female and 66.66% White females. The data presented is insufficient to determine if the selectees on-boarded with USASMDC and identified by ERI as Worksheet A6P: Mission-Critical Occupations does not reflect Hispanic female representation in 0132. Incomplete data and resources limit our ability to conduct a thorough barrier analysis to assess potential impediments that may result in the under representation throughout the employment lifecycle.
- 0800 - Security Administration 100% of the 20.23% of females assigned to are White and are underrepresented. White and minority females, NH/PI, AN/AI males are below the OCLF. The hiring activities reflected in Worksheet A7P: New Hires for Mission-Critical Occupations by Race/Ethnicity and Sex (Permanent), reflects seven vacancy announcements resulting in five selections consisting of 80% male and 20% female selections. 60% White males, 20% White females and 20% Black/AA male. The data is inconsistent as Table A1: Total Workforce Distribution by Race, Ethnicity, and Sex (Participation Rate) reflects zero hires for Black/AA Males. Because the data is

inconsistent, incomplete it is not possible to conduct a thorough barrier analysis to identify if barriers exist that may contribute to the underrepresentation of females and some minority groups.

- 1712 - Training, Instruction, is 90% represented by White males and five percent Latino/Hispanic female and five percent Asian male. 100% of the internal promotions were White males.
- 0201-Human Resources Mgt and 0501- Financial Administration and Programs, 0510 Accounting, and 0560- Budget Analysis have the highest Black/AA female representation.
- 0391 - Telecommunication, All minority males and females except for females of Two or more races are not represented in this MCO. There is no data available that reflects vacancies within the MCO in FY23.
- 0346 - Logistics Management, White and minority females except for Black/AA females are below the expected OCLF and White and minority males except for Black/AA males are below the OCLF. There is no applicant flow data to suggest there were recruitment actions for this MCO.
- 2210 - Information Technology Worksheet A7P: New Hires for Mission Critical Occupations by ERI indicates that 100% of all hires were White males and Internal Promotions were 12.50% Hispanic/Latino males, 62.00% White males and 25.00% Black males. The FY23 workforce comprises of 60.00% White males, 20.00% White females, 10.00% Black/AA males and 10.00% Females of two of more races.

Top 10 MCO Positions by Disability Compared to the 501 Goal

	Total	Detail by Disability Status			
		No Disability	Not Identified	PWD 501 Goal 12%	PWTD 501 Goal 2%
2210-Info Tech Mgt	72	73.63%	12.50%	13.88%	2.77%
0800-Security Admin	34	67.64%	8.82%	23.52%	5.88%
0132-Intel	22	59.09%	18.18%	22.72%	0.00%
0560-Budget Analys	20	75.00%	15.00%	10.00%	5.00%
1712-Tng/Instruction	20	50.00%	15.00%	35.00%	15.00%
0501-Financial Admin & Program	13	69.23%	15.38%	15.38%	7.69%
0201-Human Res Management	12	83.33%	8.33%	8.33%	8.33%
0346-Log Mgt	10	30.00%	20.00%	50.00%	10.00%
0391-Tele-com	6	83.33%	0.00%	16.66%	0.00%
0341-Admin Officer	5	40.00%	0.00%	60.00%	0.00%

Science, Technology, Engineering, and Mathematics (STEM) Positions by ERI and Gender as Compared to the Occupational CLF (OCLF)

Table A6-1-2: Distribution By Major STEM Categories Distribution by Race/Ethnicity and Sex

Total	Total		Hispanic or Latino		White		Black or African American (AA)		Asian		Native Hawaiian/Pacific Islander (NHPI)		American Indian, Alaskan Native (AI/AN)		Two or more races	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Science (4)	75.00%	25.00%	0.00%	0.00%	75.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
OCLF	57.85%	42.15%	2.05%	1.95%	43.70%	31.65%	2.00%	2.60%	8.65%	4.95%	0.05%	0.00%	0.35%	0.60%	0.95%	2.00%
Tech (94)	84.04%	15.95%	8.51%	0.00%	62.76%	12.76%	7.44%	1.06%	1.06%	1.06%	1.06%	0.00%	0.00%	0.00%	3.19%	7.44%
OCLF	58.45%	41.55%	2.50%	1.90%	46.20%	32.55%	3.35%	3.65%	4.70%	2.50%	0.10%	0.00%	0.40%	0.60%	1.15%	3.35%
Engineer (17)	64.70%	35.29%	0.00%	0.00%	58.82%	17.64%	5.88%	11.76%	0.00%	0.00%	0.00%	0.00%	0.00%	5.88%	0.00%	5.88%
OCLF	86.16%	13.83%	3.48%	0.73%	69.38%	10.15%	3.23%	0.95%	8.41%	1.70%	0.05%	0.00%	0.21%	0.10%	1.30%	3.23%
Math (17)	69.23%	30.76%	7.69%	0.00%	53.84%	19.23%	3.84%	11.53%	3.84%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	3.84%
OCLF	59.00%	40.96%	2.40%	2.00%	46.56%	30.36%	3.40%	4.40%	5.43%	3.46%	0.06%	0.00%	0.16%	0.26%	0.93%	3.40%
Accounting/Fin	43.71%	56.28%	5.00%	0.00%	19.48%	11.02%	18.33%	43.58%	5.00%	0.00%	0.00%	0.00%	7.69%	0.00%	0.00%	18.33%
OCLF	43.00%	57.00%	2.00%	3.10%	35.00%	42.80%	2.60%	5.30%	2.70%	4.70%	0.00%	0.10%	0.10%	0.30%	0.50%	2.60%

- Science consists of History (0170) 50% white male and 50% White female, Physics (1310) and General Physical Science (1301) of which 100% assigned are White males.
- Technology includes Intelligence (0132) and Information Technology Management (2210). All females except for females of Two or more races are below the OCLF. Asian NH/PI, and AI/AN males have a lower-than-expected participation rate. Although Black/ AA males exceed the OCFL in Technology, the data reflects a 0.00% participation rate in Intelligence. Intelligence filled three vacancies in FY23 with females (2 WF and 1 HF). White males filled the two advertised Information Technology (2210) vacancies.
- Engineering consists of all engineering disciplines. The total male participation rate is below expected OCLF, except for Black/AA males. All females except for Black or AA and AI/AN are females below the OCLF.
- Mathematics includes Operations Research Analysis (ORSA) and computer science occupations and Mathematician. Hispanic or Latino males and Black/AA males exceed the OCLF in mathematics; further analysis revealed a 0.00% Hispanic/Latino male participation rate in computer sciences and 0.00% black/AA male participation rate in ORSA.

Accounting/Financial Specialists reflects an overall underrepresentation of females of all races except for Black/AA and females of Two or more races. Hispanic/Latino, white, AI/AN and AN/PI males are below the OCLF.

Top 10 Science, Technology, Engineering, and Mathematics (STEM) Positions Disability as Compared to the 501 Goal

The ERI for PWD and PWTD was not available in the MD 715 Reporter

FY23 EEO Complaint Processing

Data source iComplaints

Total Inventory (462)	Findings	Median Formal Standard Calendar days	Formal complaint beyond 180 calendar days	Formal complaints accepted or dismissed	Number of formals remanded	Number of ADRs offered	Number of ADRs accepted
6	0	180	1	3	0	3	1
			224	2/1			

Complaints processing summary:

A total of six EEO pre-complaints were initiated in FY23. Two formal complaints were on hand at the beginning of FY23. Three pre-complaints closed without filing a formal complaint. Three formal complaints were filed, two complaints were accepted for investigation, one complaint was dismissed. At the end of FY23, two formal complaints are pending investigation, one formal complaint is pending an EEOC hearing, one formal complaint is pending final agency decision (FAD). The investigation that concluded exceeded the 180-day timeline by being completed in 224 calendar days. The average processing days are 224 calendar days. Two formal complaints were closed in FY23. One complaint was dismissed, and the second complaint closed with a monetary settlement. Alternate Dispute Resolution (ADR) or mediation was offered to all three Complainants who filed formal complaints. Two offers to mediate were rejected, and one offer to mediate was accepted. Mediation was conducted and settled the complaint.

FY23 Cost of Investigations

Cost	\$	Delta from FY22
Investigations (\$4,928 ea.)	\$9,856	2
Settlements	\$10,000	0

FY23 Top 5 Issues and Basis of Formal Complaints Filed

Issues	# of Complaints	Delta from FY22
Harassment (non-sexual)	3	2
Basis	# of Complaints	Delta from FY22
Race (Asian)	1	1
Religion (unspecified)	1	0
Reprisal	1	0

Disability (Physical)	1	0
Gender (Female)	1	0
Genetic Information Notification Act (GINA)	1	0

- All complaints contained multiple basis. Three complaints consist of harassment (non-sexual) allegations. Several leaders were not fully understanding the procedures on how to address harassment allegations and what to do when made aware of harassment or hostile work environment. By end of fiscal year only 86% of the workforce had completed the annual EEO, Anti-Harassment NO FEAR EEO mandatory training, which is a decrease from 100% in FY22 and will be an objective for improvement.
- In FY23, USASMDC EEO office invited senior leaders to participate in the Defense Equal Employment Opportunity Institute (DEOMI) Leadership Team Awareness Seminar (LTAS) virtual training: Harassment Prevention and Response/Retaliation Prevention and Response Strategy. Several leaders attended the virtual training and provided positive feedback.
- To continue addressing this deficiency EEO will continue to provide/share additional briefings and training on the anti- harassment laws, policy, procedures, and Army Regulations.

Part E.4: FY23 Accomplishments/Initiatives

- USASMDC EEO Office developed An Outreach and Recruitment working group to support the USASMDC Campaign Support Plan - Put People First Supporting Objectives 1.2 (Recruit and Retain Talent) and 1.3 (Reduce Harmful Behaviors) The Diversity Outreach, Recruitment and Awards (DORA) work group partnered with ACCMA Recruitment organization to participate in five diversity/affinity group career fairs. USASMDC's participation resulted in four hires (three females and one male), networking with over 400 career fair participants, and interviewing over 100 prospective candidates. USASMDC Technical Center (TC) supported the Campaign Support Plan by participating in outreach and other career fairs that focused on student opportunities and programs:
- Three student trainees hired under the TC STEM Student Employment Program (SSEP); two Black females, and one White male.
- Two SMART students hired from Duke and University of Alabama Huntsville: one White female, and one White male.
- One CyberCorps graduate hired, who is also a Gold Star Spouse (Asian female).
- The Tech Center also served as a host laboratory for the DOD Historically Black Colleges and Universities/Minority-Serving Institutions (HBCU/MI) Summer Research Program. This program provided internships for two students (Hispanic/Latino female and male). They presented their summer research efforts during the DOD HBCU/MI Intern Seminar in Arlington, VA
- 27 October 2022, four team members of the USASMDC Technical Center (TC) participated (virtually) in the DCPAS DOD Hispanics in STEM hosting 600 Candidates. TC collected 30 resumes and talk with 23 job applicants, resulting in one hire.

- USASMDC Technical Center continues to build on the Education Partnership Agreement for the SMDC Underserved Community Cybersecurity and Engineering Education Development (SUCCEED) and STEM programs. SUCCEED is a joint initiative with HBCUs, other universities, high schools and non-profit partners throughout AL and CO seeking to build a diverse STEM talent pipeline for USASMDC, Army and the STEMM Community. SUCCEED offers challenging developmental opportunities through cutting-edge research topics, real-world-inspired capstone projects, and competitive internships. This program also provides the opportunity to mentor students by guiding academic progress to help meet requirements of DOD and Army civilian positions.
- USASMDC Technical Center implemented the Professional, Administrative, Assistant, Clerical and Technical Student Employment Program (PAACTSEP); published February 22, 2023, in Federal Register (Volume 88, Number 35, 10874). PAACTSEP will allow the Tech Center to hire non-STEM high school and college students.
- EEO, MEO and G1 continued efforts to address the USASMDC People First campaign objectives (1) Put People First (2) Cultivate Positive Command Climate (3) Recruit and Retain Talent (4) Reduce Harmful Behaviors. These objectives support the Army People First Strategy LOE 1 and the DEI Annex to the Army People Strategy Goal 5 (Create and maintain an equitable and inclusive environment where the value of diverse attributes, experiences, cultures, characteristic and backgrounds ensure mission readiness). The work group met with each USASMDC directorate and organization leader to address and discuss each of the four objectives. These meetings resulted positive and open discussions leading to mid-high ratings.
- USASMDC includes and engages teammates by providing social engagement opportunities during and after working hours. These opportunities allow for employees to engage with peers, managers, and senior leaders in a social environment. SMDC leaders also host annual employee appreciation month for all USASMDC team members at all installations.
- A USASMDC Civilian employee received the 43rd Annual Secretary of Defense Award for Outstanding DoD Employee or Service Member with a Disability for FY23, and two were recognized by Federal Employed Women (FEW) for their leadership and accomplishments.
- During FY23, the command initiated 146 recruitment actions, 92.5% (135) of which were open to 30% or more disabled Veterans, 38.4% (56) Schedule A and 41.8% (61) individuals with disabilities with special hiring authorities available.
- USASMDC conducted a 12-month Emerging Enterprise Leader Program (EELP). In FY23 which was open to all employees at the GS 11-13 level. The program successfully developed five aspiring leaders at Redstone Arsenal/Huntsville, AL and Peterson SFB/Colorado two of which are PWD. The program served to improve competencies and provided additional professional development opportunities while building strong leaders for future leadership and management roles.
- A limited amount of data was provided from the MD-715 Reporter on the B7 data tables for PWD and PWTD new hires, MCO's. Overall, 13 selections were made, with 1 (7.7%) being an PWTD.
- During FY23 National Disability Employment Awareness Month (NDEAM), a command

wide CG Sends message was distributed to the workforce on Self-Identification of a Disability. The CG encouraged employees to add, update/verify their information in DCPDS to accurately track the number of PWD and PWTD to support programs for PWD and PWTD.

- The USASMDC EEO Office distributed information to the workforce via USASMDC Command Network and SGS Sends to bring awareness to NDEAM through facts and presentations, provided recruiting tips and information regarding the hiring, training and retention of PWD, tips on mental health awareness and transportation information for medical and work purposes.
- Compared to the benchmark of 12% and 2% for hiring and retaining persons with disabilities (PWD) and persons with targeted disabilities (PWTD), USASMDCs workforce population at the end of FY23, was 20.22% for PWD and 6.38% for PWTD.
- Continuing to work with managers and supervisors with reasonable accommodation (RA) requests, the average processing time for RAs in FY23 was 15.2 days which was an improvement from 23.9 days in FY22.
- An analysis of applicant flow data provided in FY23 shows that SMDC internally promoted one PWD to a management position in FY23 and hired one external PWD for a management position.

Hispanic Initiatives

- During FY23 USASMDC attended for the first time, Society of Hispanic Professional Engineers (SHP), League of United Latin American Citizens (LULAC) National Convention & Exposition to socialize, attract and recruit potential applicants for employment with USASMDC.
- FY23 SMDC participated in Women of Color (WOC) conference and career fair, League of United Latin American Citizens (LULAC) and DOD Hispanics in Cyber and STEM Virtual Career Fair resulting in two hires. These provided an opportunity to network and recruit Hispanics/Latinos and women on a national level.
- 27 October 2022, four team members of the USASMDC Technical Center (TC) participated (virtually) in the DCPAS DOD Hispanics in STEM hosting 600 Candidates. TC collected 30 resumes and talk with 23 participants, resulting in one hire.
- USASMDC plans to participate in recruitment opportunities to continue increasing employment of Hispanic individuals. During the month of October, USASMDC will participate in Great Minds in STEMS (Hispanic Affinity Group), and Society of Hispanic Professional Engineers (SHPE) career fairs.
- These strategic activities allowed USASMDC to hire four Hispanic employees (one male and three females – workforce data pull as of 27 Sept.).
- The Tech Center served as a host laboratory for the DOD Historically Black Colleges and Universities/Minority-Serving Institutions (HBCU/MI) Summer Research Program providing internships for two students (Hispanic female and male). The presented their summer research efforts during the DOD HBCU/MI Intern Seminar in Arlington, VA.

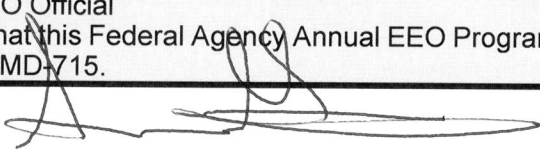
- USASMDC's participation is a direct execution of tasks and objectives of the Army People Strategy 2020, Annex and the Army Diversity, Equity, and Inclusion Outreach & Engagement Campaign Plan, and USASMDC Campaign Support Plan.

Part E.5: FY24 Planned Activities

- USASMDC team will continue to expand our participation with affinity organizations in outreach and recruiting opportunities designed to reach underrepresented minority, females and PWD's as identified in the FY21,22 and 23 MD 715 Report.
- USASMDC Technical Center will host college interns and student researchers from the DOD SMART Program, DOD HBCU/MI Summer Research Program, Test Resource Management Center (TRMC) STEM Internship Program, SUCCEED, SSEP and PAACTSEP programs, to include the USMA cadets. USASMDC Technical Center will also host two Defense College Acquisition Internship Program (DCAIP) interns during summer 2024.
- USASMDC will expand on its partnership with ACCMA as our Command Diversity Recruitment and Outreach working group continue building recruitment opportunities as well as build on the outreach component.
- Train supervisors on timely reasonable accommodation adjudication.
- Implement the Special Emphasis Program

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Part F: Certification of Establishment of Continuing EEO Programs

MD-715 PART F	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
CERTIFICATION of ESTABLISHMENT of CONTINUING EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS		
	Jennifer S. Thompson	
Principal EEO Director/Official	Director, Equal Employment Opportunity, and Diversity NH-0260-04	
for:	The Department of the Army	
<p>USASMDC has conducted an annual self-assessment of Section 717 and Section 501 programs against the essential elements as prescribed by EEO MD-715. If an essential element was not fully compliant with the standards of EEO MD-715, a further evaluation was conducted and as appropriate, EEO Plans for Attaining the Essential Elements of a Model EEO Program are included with this Federal Agency Annual EEO Program Status Report.</p> <p>The Agency has also analyzed its workforce profiles and conducted barrier analyses aimed at detecting whether any management or personnel policy, procedure, or practice is operating to disadvantage any group based on race, national origin, gender, or disability. EEO Plans to Eliminate Identified Barriers, as appropriate, are included with this Federal Agency Annual EEO Program Status Report.</p> <p>I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.</p>		
Senior EEO Official Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.		Date
		12 June 2024
LTG Sean Gainey, Commander, USASMDC		Date

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Part G: Agency Self-Assessment Checklist — FY23

MD-715 PART G	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT		
ESSENTIAL ELEMENT A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP			
This element requires the agency head to communicate a commitment to equal employment opportunity and a discrimination-free workplace.			
A.1 — The agency issues an effective, up to date EEO policy statement.		Measure Met?	Comments
A.1.a	Does the agency annually issue a signed and dated EEO policy statement on agency letterhead that clearly communicates the agency's commitment to EEO for all employees and applicants? <i>If yes, provide the annual issuance date in the comment's column.</i> [MD-715, II(A)]	Yes	
A.1.b	Does the EEO policy statement address all protected bases (age, color, disability, sex (including pregnancy, sexual orientation, and gender identity), genetic information, national origin, race, religion, and reprisal) contained in the laws EEOC enforces? [29 CFR § 1614.101(a)]	Yes	
A.2 — The agency has communicated EEO policies and procedures to all employees.		Measure Met?	Comments
A.2.a <i>Does the agency disseminate the following policies and procedures to all employees:</i>			
A.2. a.1	– Anti-harassment policy? [MD-715, II(A)]	Yes	USASMDC Anti-Harassment Policy Letter is issued to new employees when they in-process
A.2. a.2	– Reasonable accommodation procedures? [29 CFR § 1614.203(d)(3)]	Yes	https://www.army.mil/armyequityandinclusion#org-accessibility
A.2.b <i>Does the agency prominently post the following information in the workplace and on its public website:</i>			
A.2. b.1	– Business contact information for its EEO Director EEO Counselors, EEO Officers, Special Emphasis Program Managers? [29 CFR § 1614.102(b)(7)]	Yes	USASMDC Business contact information is provided to new employees when they in-process and when they attend New Employee Orientation
A.2. b.2	– Written materials concerning the EEO program, laws, policy statements, and the operation of the EEO complaint process? [29 CFR § 1614.102(b)(5)]	Yes	During in-processing and during New Employee Orientation
A.2. b.3	– Reasonable accommodation procedures? [29 CFR § 1614.203(d)(3)(i)] If yes, provide the internet address in the comment column.	Yes	https://www.USASMDC.army.mil/RESOURCES/EEO/
A.2.c <i>Does the agency inform its employees about the following topics:</i>			
A.2. c.1	– EEO complaint process? [29 CFR §§ 1614.102(a)(12) and 1614.102(b)(5)] If yes, provide how often.	Yes	During in-processing and during New Employee Orientation
A.2. c.2	– ADR process? [MD-110, Ch. 3(II)(C)] If yes, provide how often.	Yes	During in-processing and during New Employee Orientation
A.2. c.3	– Reasonable accommodation program? [29 CFR § 1614.203(d)(7)(ii)(C)] If yes, provide how often.	Yes	During in-processing and during New Employee Orientation
A.2. c.4	– Anti-harassment program? [EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1] If yes, provide how often.	Yes	Annually
A.2. c.5	– Behaviors that are inappropriate in the workplace and could result in disciplinary action? [5 CFR § 2635.101(b)] If yes, provide how often.	Yes	Annually

A.3 — The agency assesses and ensures EEO principles are part of its culture.		Measure Met?	Comments
A.3.a	Does the agency provide recognition to employees, supervisors, managers, and units demonstrating superior accomplishment in equal employment opportunity? [29 CFR § 1614.102(a) (9)] <i>If yes, provide one or two examples in the comments section.</i>	Yes	USASMDC leaders nominated nine teammates for SA Diversity awards with two selections for awards.
A.3.b	Does the agency utilize the Federal Employee Viewpoint Survey or other climate assessments to monitor the perception of EEO principles within the workforce? [5 CFR Part 250]	Yes	The participation increased from 41% in FY22 to 48% in FY23
ESSENTIAL ELEMENT B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION			
This element requires that the agency's EEO programs are structured to maintain a workplace that is free from discrimination and support the agency's strategic mission.			
B.1 — The reporting structure for the EEO program provides the principal EEO official with appropriate authority and resources to effectively carry out a successful EEO program.		Measure Met?	Comments
B.1.a	Is the agency head the immediate supervisor of the person ("EEO Director") who has day-to-day control over the EEO office? [29 CFR §1614.102(b)(4)]	Yes	
B.1. a.1	If the EEO Director does not report to the agency head, does the EEO Director report to the same agency head designee as the mission-related programmatic offices? <i>If yes, provide the title of the agency head designee in the comments.</i>	Yes	
B.1. a.2	Does the agency's organizational chart clearly define the reporting structure for the EEO office? [29 CFR §1614.102(b)(4)]	Yes	
B.1.b	Does the EEO Director have a regular and effective means of advising the agency head and other senior management officials of the effectiveness, efficiency, and legal compliance of agency's EEO program? [29 CFR §1614.102(c)(1); MD-715 Instructions, Sec. I]	Yes	
B.1.c	During this reporting period, did the EEO Director present to the head of the agency, and other senior management officials, the "State of the agency" briefing covering the six essential elements of the model EEO program and the status of the barrier analysis process? [MD-715 Instructions, Sec. I] <i>If yes, provide the date of the briefing in comments column.</i>	Yes	September 2023
B.1.d	Does the EEO Director regularly participate in senior-level staff meetings concerning personnel, budget, technology, and other related issues? [MD- 715, II(B)]	Yes	

B.2 — The EEO Director controls all aspects of the EEO program.		Measure Met?	Comments A "No" response to any measure in Part G is a program deficiency requiring a Part H.
B.2.	<i>Is the EEO Director responsible for the following:</i>		
B.2.a	– The implementation of a continuing affirmative employment program to promote EEO and to identify and eliminate discriminatory policies, procedures, and practices? [MD-110, Ch. 1(III)(A); 29 CFR §1614.102(c)]	Yes	
B.2.b	– Overseeing the completion of EEO counseling? [29 CFR §1614.102(c)(4)]	Yes	
B.2.c	– Overseeing the fair and thorough investigation of EEO complaints? [29 CFR §1614.102(c)(5)]	Yes	
B.2.d	– Overseeing the timely issuance of final agency decisions? [29 CFR §1614.102(c)(5)]	Yes	EEOCCR function
B.2.e	– Ensuring compliance with EEOC orders? [29 CFR §§ 1614.102(e); 1614.502]	Yes	
B.2.f	– Periodically evaluating the entire EEO program and providing recommendations for improvement to the agency head? [29 CFR §1614.102(c)(2)]	Yes	
B.2.g	If the agency has subordinate level components, does the EEO Director provide effective guidance and coordination for the components? [29 CFR §§ 1614.102(c)(2) and (c)(3)]	Yes	
B.3 — The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.		Measure Met?	Comments
B.3.a	Do EEO program officials participate in agency meetings regarding workforce changes that might impact EEO issues, including strategic planning, recruitment strategies, vacancy projections, succession planning, and selections for training/career development opportunities? [MD-715, II(B)]	Yes	
B.3.b	Does the agency's current strategic plan reference EEO/diversity and inclusion principles? [MD-715, II(B)]	Yes	Army Civilian Implementation Plan: Lines of effort: 1. Acquire Talent, 2. Develop Talent, 3. Employ Talent, 4. Retain Talent iso USASMDC Campaign Support Plan (CSP) LOE 1. Putting People First

B.4 — The agency has sufficient budget and staffing to support the success of its EEO program		Measure Met?	Comments
B.4.a	<i>Per 29 CFR §1614.102(a)(1), has the agency allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas:</i>		
B.4. a.1	– to conduct a self-assessment of the agency for possible program deficiencies? [MD-715, II(D)]	Yes	
B.4. a.2	– to enable the agency to conduct a thorough barrier analysis of its workforce? [MD-715, II(B)]	No	
B.4. a.3	– to timely, thoroughly, and fairly process EEO complaints, including EEO counseling, investigations, final agency decisions, and legal sufficiency reviews? [29 CFR § 1614.102(c)(5) & 1614.105(b) — (f); MD-110, Ch. 1(IV)(D) & 5(IV); MD-715, II(E)]	Yes	EEO complaints are processed through the USAG EEO offices which may or not be appropriately staffed to provide timely or through investigations; however, USASMDC EEO complaints manager monitors and communicates with the USAG processing office to ensure timely processing as applicable
B.4. a.4	– to provide all supervisors and employees with training on the EEO program, including but not limited to retaliation, harassment, religious accommodations, disability accommodations, the EEO complaint process, and ADR? [MD- 715, II(B) and III(C)] If not, identify the type(s) of training with insufficient funding in the comments section.	Yes	
B.4. a.5	– to conduct thorough, accurate, and effective field audits of the EEO programs in components and the field offices, if applicable? [29 CFR §1614.102(c)(2)]	Yes	
B.4. a.6	– to publish and distribute EEO materials (e.g., harassment policies, EEO posters, reasonable accommodations procedures)? [MD-715, II(B)]	Yes	
B.4. a.7	– to maintain accurate data collection and tracking systems for the following types of data: complaint tracking, workforce demographics, and applicant flow data? [MD-715, II(E)]. If not, identify the systems with insufficient funding in the comments section.	No	USASMDC received Applicant Flow data for the first time; however, the data was not complete enough to conduct a thorough barrier analysis. i.e., the data did not reflect all applicant/hires (those who chose not to self-identify), nor did the data reflect the grades of the vacancies filled.
B.4. a.8	– to effectively administer its special emphasis programs (such as, Federal Women's Program, Hispanic Employment Program, and People with Disabilities Program)? [5 USC § 7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709]	No	USASMDC does not have a dedicated funded SEP manager position. H-3-22
B.4. a.9	– to effectively manage its anti-harassment program? [MD- 715 Instructions, Sec. I; EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	No	This function is now under the purview of the DASA-CP office. The EEOC-approved policy is being staffed for SA signature and Army-wide distribution and implementation. H-3-21
B.4. a.10	– to effectively manage its reasonable accommodation program? [29 CFR § 1614.203(d)(4)(ii)]	Yes	
B.4. a.11	– to ensure timely and complete compliance with EEOC orders? [MD-715, II(E)]	Yes	
B.4.b	Does the EEO office have a budget that is separate from other offices within the agency? [29 CFR § 1614.102(a)(1)]	Yes	
B.4.c	Are the duties and responsibilities of EEO officials clearly defined? [MD-110, Ch. 1(III)(A), 2(III), 6(III)]	Yes	
B.4.d	Does the agency ensure that all new counselors and investigators, including contractors and collateral duty employees, receive the required 32 hours of training, pursuant to Ch. 2(II)(A) of MD-110?	Yes	
B.4.e	Does the agency ensure that all experienced counselors and investigators, including contractors and collateral duty employees, receive the required 8 hours of annual refresher training, pursuant to Ch. 2(II)(C) of MD-110?	Yes	
B.5 — The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills.		Measure Met?	Comments

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.

C.1 — The agency conducts regular internal audits of its component and field offices.		Measure Met?	Comments
C.1.a	Does the agency regularly assess its component and field offices for possible EEO program deficiencies? [29 CFR §1614.102(c)(2)] <i>If yes, provide the schedule for conducting audits in the comments section.</i>	Yes	Each MSC is inspected bi-annually, two assessments were conducted in FY23.
C.1.b	Does the agency regularly assess its component and field offices on their efforts to remove barriers from the workplace? [29 CFR §1614.102(c)(2)] <i>If yes, provide the schedule for conducting audits in the comments section.</i>	Yes	Each MSC is inspected bi-annually, two assessments were conducted in FY23.
C.1.c	Do component and field offices make reasonable efforts to comply with the recommendations of the field audit? [MD- 715, II(C)]	Yes	
C.2 — The agency has established procedures to prevent all forms of EEO discrimination.		Measure Met?	Comments
C.2.a	Has the agency established comprehensive anti-harassment policy and procedures that comply with EEOC's enforcement guidance? [MD-715, II(C); Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (Enforcement Guidance), EEOC No. 915.002, §V.C.1 (6/18/99)]	Yes	
C.2. a.1	Does the anti-harassment policy require corrective action to prevent or eliminate conduct before it rises to the level of unlawful harassment? [EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	Yes	
C.2. a.2	Has the agency established a firewall between the Anti- Harassment Coordinator and the EEO Director? [EEOC Report, Model EEO Program Must Have an Effective Anti- Harassment Program (2006)]	Yes	Pending HQDA-CP guidance, USASMD's current policy does not meet EEOC's requirements for a dedicated Anti-Harassment Coordinator
C.2. a.3	Does the agency have a separate procedure (outside the EEO complaint process) to address harassment allegations? [Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, EEOC No. 915.002, § V.C.1 (6/18/99)]	Yes	
C.2. a.4	Does the agency ensure that the EEO office informs the anti-harassment program of all EEO counseling activity alleging harassment? [Enforcement Guidance, V.C.]	No	No antiharassment program is established
C.2. a.5	Does the agency conduct a prompt inquiry (beginning within ten days of notification) of all harassment allegations, including those initially raised in the EEO complaint process? [<i>Complainant v. Dept. of Veterans Affairs</i> , EEOC Appeal No. 0120123232 (May 21, 2015); <i>Complainant v. Dept. of Defense (Defense Commissary Agency)</i> , EEOC Appeal No. 0120130331 (5/29/15)] <i>If no, provide the percentage of timely-processed inquiries in the comments section.</i>	No	Pending DASA-CP guidance, Anti-Harassment timeline data is not recorded, tracked or available to report
C.2. a.6	Do the agency's training materials on its anti-harassment policy include examples of disability-based harassment? [29 CFR 1614.203(d)(2)]	Yes	
C.2.b	Has the agency established disability reasonable accommodation procedures that comply with EEOC's regulations and guidance? [29 CFR 1614.203(d)(3)]	Yes	https://www.army.mil/armyequityandinclusion#org-accessibility
C.2. b.1	Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations throughout the agency? [29 CFR 1614.203(d)(3)(D)]	Yes	
C.2. b.2	Has the agency established a firewall between the RA Program Manager and the EEO Director? [MD-110, Ch. 1(IV)(A)]	Yes	
C.2. b.3	Does the agency ensure that job applicants can request and receive RAs during the application and placement processes? [29 CFR 1614.203(d)(1)(ii)(B)]	Yes	
C.2. b.4	Do the RA procedures clearly state that the agency should process the request within a maximum amount of time (e.g., 20 business days), as established by the agency in its affirmative action plan? [29 CFR 1614.203(d)(3)(i)(M)]	Yes	30 business days

C.2. b.5	Does the agency process all RA requests within the time frame set forth in its RA procedures? [MD-715, II(C)] <i>If no, provide percentage of timely-processed requests in the comment column.</i>	No	64% are timely H-2-22
C.2.c	Has the agency established procedures for processing requests for personal assistance services that comply with EEOC's regulations, enforcement guidance, and other applicable executive orders, guidance, and standards? [29 CFR 1614.203(d)(6)]	Yes	
C.2. c.1	Does the agency post its procedures for processing requests for personal assistance services on its public Web site? [29 CFR § 1614.203(d)(5)(v)] <i>If yes, provide the internet address in the comment column.</i>	Yes	https://www.army.mil/armyequalityandinclusion#org-accessibility

C.3 — The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.		Measure Met?	Comments
C.3.a	Pursuant to 29 CFR §1614.102(a)(5), do all managers and supervisors have an element in their performance appraisal that evaluates their commitment to agency EEO policies and principles and their participation in the EEO program?	Yes	
C.3.b	<i>Does the agency require rating officials to evaluate the performance of managers and supervisors based on the following:</i>		
C.3. b.1	Resolve EEO problems/disagreements/conflicts, including the participation in ADR proceedings? [MD-110, Ch. 3.I]	Yes	
C.3. b.2	Ensure full cooperation of employees under his/her supervision with EEO officials, such as counselors and investigators? [29 CFR §1614.102(b)(6)]	Yes	
C.3. b.3	Ensure a workplace that is free from all forms of discrimination, including harassment and retaliation? [MD-715, II(C)]	Yes	
C.3. b.4	Ensure that subordinate supervisors have effective managerial, communication, and interpersonal skills to supervise in a workplace with diverse employees? [MD- 715 Instructions, Sec. I]	Yes	
C.3. b.5	Provide religious accommodations when it does not cause an undue hardship? [29 CFR §1614.102(a)(7)]	Yes	
C.3. b.6	Provide disability accommodations when it does not cause an undue hardship? [29 CFR §1614.102(a)(8)]	Yes	
C.3. b.7	Support the EEO program in identifying and removing barriers to equal opportunity? [MD-715, II(C)]	Yes	
C.3. b.8	Support the anti-harassment program in investigating and correcting harassing conduct? [Enforcement Guidance, V.C.2]	Yes	
C.3. b.9	Comply with settlement agreements and orders issued by the agency, EEOC, and EEO-related cases from the Merit Systems Protection Board, labor arbitrators, and the Federal Labor Relations Authority? [MD-715, II(C)]	Yes	
C.3.c	Does the EEO Director recommend to the agency head improvements or corrections, including remedial or disciplinary actions, for managers and supervisors who have failed in their EEO responsibilities? [29 CFR §1614.102(c)(2)]	Yes	No findings in FY23
C.3.d	When the EEO Director recommends remedial or disciplinary actions, are the recommendations regularly implemented by the agency? [29 CFR §1614.102(c)(2)]	Yes	

C.4 — The agency ensures effective coordination between its EEO programs and Human Resources (HR) program.		Measure Met?	Comments
C.4.a	Do the HR Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures conform to EEOC laws, instructions, and management directives? [29 CFR §1614.102(a)(2)]	Yes	
C.4.b	Has agency established timetables/schedules to review at regular intervals its merit promotion program, employee recognition awards program, employee development/ training programs, and management/ personnel policies, procedures, and practices for systemic barriers that may be impeding full participation in the program by all EEO groups? [MD-715 Instructions, Sec. I]		No set interval has been established. AR 690-900 states that an annual review should be conducted. We meet when concerns are identified
C.4.c	Does the EEO office have timely access to accurate and complete data (e.g., demographic data for workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [29 CFR §1614.601(a)]	Yes	
C.4.d	Does the HR office timely provide the EEO office with access to other data (e.g., exit interview data, climate assessment surveys, and grievance data), upon request? [MD-715, II(C)]	Yes	
C.4.e	<i>Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to:</i>		
C.4. e.1	Implement the Affirmative Action Plan for Individuals with Disabilities? [29 CFR §1614.203(d); MD-715, II(C)]	Yes	
C.4. e.2	Develop and/or conduct outreach and recruiting initiatives? [MD-715, II(C)]	Yes	Implemented in FY23
C.4. e.3	Develop and/or provide training for managers and employees? [MD-715, II(C)]	Yes	
C.4. e.4	Identify and remove barriers to equal opportunity in the workplace? [MD-715, II(C)]	Yes	
C.4. e.5	Assist in preparing the MD-715 report? [MD-715, II(C)]	Yes	
C.5 — Following a finding of discrimination, the agency explores whether it should take a disciplinary action.		Measure Met?	Comments
C.5.a	Does the agency have a disciplinary policy and/or table of penalties that covers discriminatory conduct? [29 CFR §1614.102(a)(6); see also <i>Douglas v. Veterans Administration</i> , 5 MSPR 280 (1981)]	Yes	
C.5.b	When appropriate, does the agency discipline or sanction managers and employees for discriminatory conduct? [29 CFR §1614.102(a)(6)] <i>If yes, state the number of disciplined/sanctioned individuals during this reporting period in the comments.</i>	Yes	
C.5.c	If the agency has a finding of discrimination (or settles cases in which a finding was likely), does the agency inform managers and supervisors about the discriminatory conduct? [MD-715, II(C)]	Yes	In the event of a finding, the finding is posted per the implementation order
C.6 — The EEO office advises managers/ supervisors on EEO matters.		Measure Met?	Comments
C.6.a	Does the EEO office provide management/supervisory officials with regular EEO updates on at least an annual basis, including EEO complaints, workforce demographics and data summaries, legal updates, barrier analysis plans, and special emphasis updates? [MD-715 Instructions, Sec. I] <i>If yes, identify the frequency of updates in comments.</i>	Yes	USASMDC provides management officials with EEO updates that include workforce demographics and data summaries, and special emphasis updates bi-annually
C.6.b	Are EEO officials readily available to answer managers' and supervisors' questions/concerns? [MD-715 Instructions, Sec. I]	Yes	

ESSENTIAL ELEMENT D: PROACTIVE PREVENTION

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

D.1 — The agency conducts a reasonable assessment to monitor progress towards achieving equal employment opportunity throughout the year.		Measure Met?	Comments
D.1.a	Does the agency have a process for identifying triggers in the workplace? [MD-715 Instructions, Sec. I]	Yes	
D.1.b	Does the agency regularly use the following sources of information for trigger identification: workforce data; complaint/grievance data; exit surveys; climate surveys; focus groups; affinity groups; union; program evaluations; special emphasis programs; reasonable accommodation program; anti-harassment program; and/or external special interest groups? [MD-715 Instruct. Sec. I]	Yes	
D.1.c	Does the agency conduct exit interviews or surveys that include questions on how the agency could improve the recruitment, hiring, inclusion, retention, and advancement of individuals with disabilities? [29 CFR 1614.203(d)(1)(iii)(C)]	Yes	
D.2 — The agency identifies areas where barriers may exclude EEO groups (reasonable basis to act.)		Measure Met?	Comments
D.2.a	Does the agency have a process for analyzing the identified triggers to find possible barriers? [MD-715, II(B)]	Yes	To be implemented in FY24
D.2.b	Does the agency regularly examine the impact of management/personnel policies, procedures, and practices by race, national origin, sex, and disability? [29 CFR §1614.102(a)(3)]	Yes	Policy updates pending staffing in FY24
D.2.c	Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions, such as re-organizations and realignments? [29 CFR §1614.102(a)(3)]	Yes	
D.2.d	Does the agency regularly review the following sources of information to find barriers: complaint/ grievance data, exit surveys, employee climate surveys, focus groups, affinity groups, union, program evaluations, anti-harassment program, special emphasis programs, RA program; anti- harassment program; and/or external special interest groups? [MD-715 Instructions, Sec. I] <i>If yes, identify data sources in the comments section.</i>	Yes	EEO complaint data, exit surveys, FEVS, RA and anti-harassment complaints (when EEO make the referral)
D.3 — The agency establishes appropriate action plans to remove identified barriers.		Measure Met?	Comments
D.3. a.	Does the agency effectively tailor action plans to address the identified barriers, in particular policies, procedures, or practices? [29 CFR §1614.102(a)(3)]	Yes	
D.3.b	If the agency identified one or more barriers during the reporting period, did the agency implement a plan in Part I, including meeting the target dates for the planned activities? [MD-715, II(D)]	Yes	
D.3.c	Does the agency periodically review the effectiveness of the plans? [MD-715, II(D)]	Yes	

D.4 — The agency has an affirmative action plan for people with disabilities, including those with targeted disabilities.		Measure Met?	Comments
D.4.a	Does the agency post its affirmative action plan on its public Web site? [29 CFR 1614.203(d)(4)] <i>If yes, provide the internet address in the comments section.</i>	Yes	https://www.USASMDC.army.mil/RESOURCES/EEO/
D.4.b	Does the agency take specific steps to ensure qualified people with disabilities are aware of and encouraged to apply for job vacancies? [29 CFR 1614.203(d)(1)(i)]	No	This is limited to 30% or more disabled veterans.
D.4.c	Does the agency ensure that disability-related questions from members of the public are answered promptly and correctly? [29 CFR 1614.203(d)(1)(ii)(A)]	Yes	
D.4.d	Has the agency taken specific steps that are reasonably designed to increase the number of Persons with Disabilities or targeted disabilities employed at the agency until it meets the goals? [29 CFR 1614.203(d)(7)(ii)]	No	USASMDC has exceeded the goals of PWD and PWTD; however, outreach to attract this population is limited
ESSENTIAL ELEMENT E: EFFICIENCY			
This element requires the agency head to ensure there are effective systems for evaluating the impact and effectiveness of the agency's EEO programs and an efficient and fair dispute resolution process.			
E.1 — The agency maintains an efficient, fair, and impartial complaint resolution process.		Measure Met?	Comments
E.1.a	Does the agency timely provide EEO counseling? [29 CFR §1614.105]	Yes	
E.1.b	Does the agency provide written notification of rights and responsibilities in the EEO process during the initial counseling session? [29 CFR §1614.105(b)(1)]	Yes	
E.1.c	Does the agency issue acknowledgment letters immediately upon receipt of a formal complaint? [MD-110, Ch. 5(I)]	Yes	
E.1.d	Does the agency issue acceptance letters/dismissal decisions within a reasonable time (e.g., 60 days) after receipt of the written EEO Counselor report? [MD-110, Ch. 5(I)] <i>If yes, provide the average processing time in the comments section.</i>	No	The standard is 15 calendar days, the average time is 20 calendar days (USAG)
E.1.e	Does the agency ensure all employees fully cooperate with EEO counselors and EEO personnel in the EEO process, including granting routine access to personnel records related to an investigation? [29 CFR §1614.102(b)(6)]	Yes	
E.1.f	Does the agency timely complete investigations? [29 CFR §1614.108]	No	One investigation completed at 242 calendar days; the standard is 180 calendar days (USAG)
E.1.g	If the agency does not timely complete investigations, does the agency notify complainants of the date by which the investigation will be completed and of their right to request a hearing or file a lawsuit? [29 CFR §1614.108(g)]	Yes	
E.1.h	When the complainant does not request a hearing, does the agency timely issue the final agency decision? [29 CFR §1614.110(b)]	No	EEOCCR function, USASMDC cannot control this process
E.1.i	Does the agency timely issue final actions follow receipt of the hearing file and the administrative judge's (AJ) decision? [29 CFR §1614.110(a)]	Yes	
E.1.j	If the agency uses contractors to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays? [MD-110, Ch. 5(V)(A)] <i>If yes, describe how in the comments.</i>	Yes	USASMDC does not use contractors
E.1.k	If the agency uses employees to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays during performance review? [MD-110, Ch. 5(V)(A)]	Yes	
E.1.l	Does the agency submit complaint files and other documents in the proper format to EEOC through the Federal Sector EEO Portal? [29 CFR §1614.403(g)]	Yes	
E.2 — The agency has a neutral EEO process.		Measure Met?	Comments
E.2.a	Has the agency established a clear separation between its EEO complaint program and its defensive function? [MD-110, Ch. 1(IV)(D)] <i>If yes, please explain in the comment's column.</i>	Yes	
E.2.b	When seeking legal sufficiency reviews, does the EEO office have access to sufficient legal resources separate from the agency representative? [MD-110, Ch. 1(IV)(D)] <i>If yes, identify the source/location of the attorney who conducts the legal sufficiency review in the comments.</i>	Yes	
E.2.c	If the EEO office relies on the agency's defensive function to conduct the legal sufficiency review, is there a firewall between the reviewing attorney and the agency representative? [MD-110, Ch. 1(IV)(D)]	Yes	

E.2.d	Does the agency ensure that its agency representative does not intrude upon EEO counseling, investigations, and final agency decisions? [MD- 110, Ch. 1(IV)(D)]	Yes	
E.2.e	If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints? [EEOC Report, <i>Attaining a Model Agency Program: Efficiency</i> (Dec. 1, 2004)]	Yes	
E.3 — The agency has established and encouraged the widespread use of a fair ADR program.		Measure Met?	Comments
E.3.a	Has the agency established an ADR program for use during both the pre-complaint and formal complaint stages of the EEO process? [29 CFR §1614.102(b)(2)]	Yes	
E.3.b	Does the agency require managers and supervisors to participate in ADR once it has been offered? [MD-715, II(A)(1)]	Yes	
E.3.c	Does the agency encourage all employees to use ADR, where ADR is appropriate? [MD-110, Ch. 3(IV)(C)]	Yes	
E.3.d	Does the agency ensure a management official with settlement authority is accessible during the dispute resolution process? [MD-110, Ch. 3(III)(A)(9)]	Yes	
E.3.e	Does the agency prohibit the responsible management official named in the dispute from having settlement authority? [MD-110, Ch. 3(I)]	Yes	
E.3.f	Does the agency annually evaluate the effectiveness of its ADR program? [MD-110, Ch. 3(II)(D)]	Yes	
E.4 — The agency has effective and accurate data collection systems in place to evaluate its EEO program.		Measure Met?	Comments
E.4.a	<i>Does the agency have systems in place to accurately collect, monitor, and analyze the following:</i>		
E.4. a.1	– Complaint activity, including the issues and bases of the complaints, the aggrieved individuals/ complainants, and the involved management official? [MD-715, II(E)]	Yes	
E.4. a.2	– The race, national origin, sex, and disability status of agency employees? [29 CFR §1614.601(a)]	Yes	
E.4. a.3	– Recruitment activities? [MD-715, II(E)]	Yes	
E.4. a.4	– External and internal applicant flow data concerning the applicants' race, national origin, sex, and disability status? [MD- 715, II(E)]	Yes	FY23 is the first time USASMDC has accessed this data. It is not complete
E.4. a.5	– The processing of requests for reasonable accommodation? [29 CFR § 1614.203(d)(4)]	Yes	
E.4. a.6	– The processing of complaints for the anti-harassment program? [EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.2]	No	
E.4.b	Does the agency have a system in place to re-survey the workforce on a regular basis? [MD-715 Instructions, Sec. I]	Yes	
E.5 — The agency identifies and disseminates significant trends and best practices in its EEO program.		Measure Met?	Comments
E.5.a	Does the agency monitor trends in its EEO program to determine whether agency is meeting its obligations under the statutes EEOC enforces? [MD-715, II(E)] <i>If yes, provide example in the comments section.</i>	Yes	
E.5.b	Does the agency review other agencies' best practices and adopt them, where appropriate, to improve the effectiveness of its EEO program? [MD-715, II(E)] <i>If yes, provide example in the comments section.</i>	Yes	
E.5.c	Does the agency compare its performance in the EEO process to other federal agencies of similar size? [MD-715, II(E)]	Yes	

ESSENTIAL ELEMENT F: RESPONSIVENESS AND LEGAL COMPLIANCE

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

F.1 — The agency has processes in place to ensure timely and full compliance with EEOC Orders and settlement agreements.		Measure Met?	Comments
F.1.a	Does the agency have a system of management controls to ensure that its officials timely comply with EEOC orders/directives and final agency actions? [29 CFR §1614.102(e); MD-715, II(F)]	Yes	
F.1.b	Does the agency have a system of management controls to ensure the timely, accurate, and complete compliance with resolutions/settlement agreements? [MD-715, II(F)]	Yes	
F.1.c	Are there procedures in place to ensure the timely and predictable processing of ordered monetary relief? [MD- 715, II(F)]	Yes	
F.1.d	Are procedures in place to process other forms of ordered relief promptly? [MD-715, II(F)]	Yes	
F.1.e	When EEOC issues an order requiring compliance by the agency, does the agency hold its compliance officer(s) accountable for poor work product and/or delays during performance review? [MD-110, Ch. 9(IX)(H)]	Yes	
F.2 — The agency complies with the law, including EEOC regulations, management directives, orders, and other written instructions.		Measure Met?	Comments
F.2.a	Does the agency timely respond and fully comply with EEOC orders? [29 CFR §1614.502; MD-715, II(E)]	Yes	
F.2. a.1	When a complainant requests a hearing, does the agency timely forward the investigative file to the appropriate EEOC hearing office? [29 CFR §1614.108(g)]	Yes	
F.2. a.2	When there is a finding of discrimination that is not the subject of an appeal by the agency, does the agency ensure timely compliance with the orders of relief? [29 CFR §1614.501]	Yes	
F.2. a.3	When a complainant files an appeal, does the agency timely forward the investigative file to EEOC's Office of Federal Operations? [29 CFR §1614.403(e)]	Yes	
F.2. a.4	Pursuant to 29 CFR §1614.502, does the agency promptly provide EEOC with the required documentation for completing compliance?	Yes	
F.3 — The agency reports to EEOC its program efforts and accomplishments.		Measure Met?	Comments
F.3.a	Does the agency timely submit to EEOC an accurate and complete No FEAR Act report? [Public Law 107-174 (May 15, 2002), §203(a)]	Yes	HQDA-DASA E&I performs this function
F.3.b	Does the agency timely post on its public webpage its quarterly No FEAR Act data? [29 CFR §1614.703(d)]	Yes	HQDA-DASA E&I performs this function

Part H: Essential Element Deficiencies and
Planned Activities

MD-715 PART H-1-23	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT				
DESCRIPTION AND TYPE OF PROGRAM DEFICIENCY:	B.4.a USASMDC did not conducted a barrier analysis				
RESPONSIBLE OFFICIAL:	Chief of Staff, EEO Officer/G1, and the Barrier Analysis Workgroup				
DO THE RESPONSIBLE OFFICIAL'S PERFORMANCE STANDARDS ADDRESS THIS PLAN?					(Yes or No) Yes
Date Initiated	Target Completion Date	Date Modified	Date Completed	Objective Description	
June 2023	September 2024			To establish a SEPM to conduct USASMDC barrier analysis	
PLANNED ACTIONS TOWARD COMPLETION OF OBJECTIVE:					
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date	
30 January 2024	Establish the SEPM Charter	No			
30 March 2024	Senior managers are involved in the implementation of Special Emphasis Program				
30 June 2024	Senior managers participate in conducting the barrier analysis				
REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE					

MD-715 PART H-2-23	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
DESCRIPTION AND TYPE OF PROGRAM DEFICIENCY:	B.4.c.9 Does USASMDC have an effective Anti-Harassment Program? Is there a program outside of the Army EEO complaint process that addresses, tracks, and records			
RESPONSIBLE OFFICIAL:	HQDA, G1 and CHRA			
DO THE RESPONSIBLE OFFICIAL'S PERFORMANCE STANDARDS ADDRESS THIS PLAN?				(Yes or No) Yes
Date Initiated	Target Completion Date	Date Modified	Date Completed	Objective Description
PLANNED ACTIONS TOWARD COMPLETION OF OBJECTIVE:				
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date
REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE				
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MD-715 PART H-3-23	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
DESCRIPTION AND TYPE OF PROGRAM DEFICIENCY:	D.4d Has the agency taken specific steps that are reasonably designed to increase the number of Persons with Disabilities or targeted disabilities employed at the agency until it meets the goals? [29 CFR 1614.203(d)(7)(ii)]			
RESPONSIBLE OFFICIAL:	EEO Office, G-1, hiring officials and supervisors.			
DO THE RESPONSIBLE OFFICIAL'S PERFORMANCE STANDARDS ADDRESS THIS PLAN?				(Yes or No) Yes
Date Initiated	Target Completion Date	Date Modified	Date Completed	Objective Description
9 January 2024				
PLANNED ACTIONS TOWARD COMPLETION OF OBJECTIVE:				
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date
30 September 2024	Expand targeted outreach and recruitment of qualified individuals with disabilities and increase representation in the Army civilian workforce	No		
REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE				

Part I: Barrier Analysis and Planned Activities

MD-715 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT																																		
TRIGGER ANALYSIS																																			
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	- Lack of PWD and PWTD applications and selections for employment with USASMDC. - Lack of minorities and females in the STEM and MCO.																																		
SOURCE OF TRIGGER:	USA Jobs, USAJOBS applicant flow data																																		
MD-715 WORKFORCE DATA TABLE:	A6P, A9P, A7P, B6P, B7P, B9P,																																		
NARRATIVE DESCRIPTION OF TRIGGER	Lack of new hires and promotions of PWD and PWTD, minorities and females.																																		
EEO GROUP(S) AFFECTED BY TRIGGER:	Check all that apply: <table border="1"> <tr> <td>All Men</td><td></td><td>Asian Males</td><td>X</td></tr> <tr> <td>All Women</td><td>X</td><td>Asian Females</td><td>X</td></tr> <tr> <td>Hispanic or Latino Males</td><td>X</td><td>Native Hawaiian or Other Pacific Islander Males</td><td>X</td></tr> <tr> <td>Hispanic or Latino Females</td><td>X</td><td>Native Hawaiian or Other Pacific Islander Females</td><td>X</td></tr> <tr> <td>White Males</td><td></td><td>American Indian or Alaska Native Males</td><td>X</td></tr> <tr> <td>White Females</td><td>X</td><td>American Indian or Alaska Native Females</td><td>X</td></tr> <tr> <td>Black or African American Males</td><td>X</td><td>Two or more races Males</td><td>X</td></tr> <tr> <td>Black or African American Females</td><td>X</td><td>Two or more races Females</td><td>X</td></tr> </table>			All Men		Asian Males	X	All Women	X	Asian Females	X	Hispanic or Latino Males	X	Native Hawaiian or Other Pacific Islander Males	X	Hispanic or Latino Females	X	Native Hawaiian or Other Pacific Islander Females	X	White Males		American Indian or Alaska Native Males	X	White Females	X	American Indian or Alaska Native Females	X	Black or African American Males	X	Two or more races Males	X	Black or African American Females	X	Two or more races Females	X
All Men		Asian Males	X																																
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BARRIER ANALYSIS PROCESS

SOURCES OF DATA:	Sources	Source Reviewed (Y/N)?	Identify Information Collected
	<i>Workforce Data Tables</i>	Y	Total Workforce
	<i>Complaint Data (Trends)</i>	Y	N/A
	<i>Grievance Data (Trends)</i>	Not available	
	<i>Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)</i>	Not available	
	<i>Climate Survey (e.g., FEVS)</i>	Y	
	<i>Exit Interview Data</i>	Y	
	<i>Focus Groups</i>	N	
	<i>Interviews</i>	Y	
	Reports (e.g., Congress, EEOC, GAO, OPM)	Y	
	Applicant Data	Y	<ul style="list-style-type: none"> Total Announcements Applications Qualified Applicants Referred Applicants Applicant Selections
STATUS OF BARRIER ANALYSIS	Barrier analysis process completed?	No	
PROCESS:	Barrier(s) identified?	No	
STATEMENT OF IDENTIFIED BARRIER(S): (Description of Policy, Procedure, or Practice)	AR 690-300 Employment 2019		

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

MD-715 PART J	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
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To capture agencies' affirmative action plans for PWD and PWTB, EEOC regulations (29 CFR. § 1614.203(e)) and MD-715 require agencies to describe how their plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

Section I: Efforts to Reach Regulatory Goals

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

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

a. Cluster GS-1 to GS-10 (PWD)	Yes	x	No	
b. Cluster GS-11 to SES (PWD)	Yes		No	X

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

a. Cluster GS-1 to GS-10 (PTWD)	Yes	X	No	
b. Cluster GS-11 to SES (PTWD)	Yes		No	X

- USASMD C EEO communicates the numerical goals to the hiring managers and/or recruiters bi-annually when presenting and receiving feedback from the EEO Affirmative Employment Communication Plan.

Section II: Model Disability Program

Pursuant to 29 CFR. §1614.203(d)(1), agencies must ensure sufficient staff, training, and resources to recruit and hire Individuals with Disabilities and Individuals with Targeted Disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

A. Plan to Provide Sufficient & Competent Staffing for the Disability Program

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

Yes	X	No	
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1. 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			1	Kimley L. Pierce, EE Manager USASMDC EEO kimley.l.pierce.civ@army.mil
Answering questions from the public about hiring authorities that take disability into account			4	Kimley L. Pierce, EE Manager USASMDC EEO kimley.l.pierce.civ@army.mil Kelly Dimitri, Supervisory HR Spec USASMDC G1 Kelly.r.dimitri.civ@army.mil
Processing RA requests from applicants and employees			1	Kimley L. Pierce, EE Manager USASMDC EEO kimley.l.pierce.civ@army.mil
Section 508 Compliance			1	Scott Sutton, USASMDC G6 CIO Walter.s.sutton.civ@army.mil
Architectural Barriers Act (ABA) Compliance			1	Jeff Harrison, USASMDC DSENG

Special Emphasis Program (SEP) for PWD/PWTD			0	Vacant
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1. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If yes, describe the training that disability program staff have received. If no, describe the training planned for the upcoming year.

Yes	X	No	
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The USASMDC Disability Program Manager (DPM) attended the Defense Equal Opportunity Management Institute (DEOMI) Advanced EEO Professional training, EEOC lead training and workshops that introduced the Pregnant Workers Fairness Act, and she completed the Diversity Equity and Inclusion Certification Program offered by Cornell University. She still requires barrier analysis and Special Emphasis Program Management training, as well as training on the Workforce Recruitment Program (WRP) to increase the efforts to attract and hire PWD and ensuring the DPM receives legal and EEOC updates to be able to effectively execute the disability recruitment and outreach program.

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

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

A. Plan to Identify Job Applicants with Disabilities

- USASMDC's policy is to ensure all vacancy announcement advertised through USAJOBS includes Veterans with 30% or more Disabled Veteran authority.
- Currently there is no requirement to extend the "Who can apply" eligibility criteria to include Schedule A and Persons with Disabilities. During discussion regarding the workforce demographics, USASMDC EEO and G1 brief hiring officials on the various hiring authorities to identify job applicants with disabilities.

Pursuant to 29 CFR. § 1614.203(a)(3), currently the only hiring authority that takes disability into account is 30% or more Disabled Veteran authority for positions in the permanent workforce.

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	X	N/a	
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Training was not conducted in FY23; however, as needed, one on one coaching was provided to educate hiring authorities on available hiring paths. During the FY23 Affirmative Employment Communication Plan brief, the EEO Director discussed with commanders the special non-competitive hiring authorities that take disability into account.

B. Plan to Establish Contacts with Disability Employment Organizations

In FY24, USASMDC EEO DPM will start outreach to local colleges and universities to establish and maintain contacts and relationships with the WRP coordinators. Initiate a partnership with the Veterans Administration, local and state disability employment organizations include: American Job Centers; State Vocational Rehabilitation Agencies; Veteran's Vocational Rehabilitation and Employment Program; Centers for Independent Living; and Employment Networks that assist PWD, including PWTD, in securing and maintaining employment .

C. Progression Towards Goals (Recruitment and Hiring) Nothing in FY23

- Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD or PWTD among the new hires in the permanent workforce?

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

- Using the qualified applicant pool as the benchmark, do triggers exist for PWD/PWTD among the new hires for any of the MCOs?

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

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

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

Lack of relevant applicant flow data available

Using the qualified applicant pool as the benchmark, do triggers exist for PWD/PWTD among employees promoted to any of the MCOs?

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

Lack of relevant applicant flow data available

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

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

A. Advancement Program Plan

Describe the Agency's plan to ensure PWD and PWTD have sufficient opportunities for advancement.

In FY24, EEO and G1 will re-energize the Workforce Recruitment and Wounded Warrior Program by building relationships with the local college and university veteran center, local rehabilitation employment center to socialize USASMDC vacancy announcements.

B. Career Development Opportunities

USASMDC conducted a 12-month Emerging Enterprise Leader Program (EELP) in FY23 which was open to all employees at the GS 11-13 level. The program successfully developed five aspiring leaders at Redstone Arsenal/Huntsville, AL and Peterson SFB/Colorado two of which are persons with disabilities. The program improved competencies and provided additional professional development opportunities while building strong leaders for future leadership and management roles.

The data table below provides the data for career development opportunities that require competition and/or supervisory recommendation/approval to participate.

Career Development Opportunities	Total Participants (#)		PWD (%) 12%		PWTD (%) 2%	
	Applicants	Selectees	Applicants	Selectees	Applicants	Selected
Internship Programs	0	0	0	0	0	0
Detail Programs	0	0	0	0	0	0
Fellowship Programs	0	0	0	0	0	0
Mentoring Programs	5	5	40%	40%	0	0
Coaching Programs	0	0	0	0	0	0
Training Programs	0	0	0	0	0	0

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

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

2. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The benchmarks are the relevant applicant pool for applicants and the applicant pool for selectees.)

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

C. Awards

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD/PWTD for any level of the time-off awards, bonuses, or other incentives? .

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

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD/PWTD for quality step increases or performance-based pay increases?

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

3. If the agency has other types of employee recognition programs, are PWD/PWTD recognized disproportionately less than employees without

disabilities? (The benchmark is the inclusion rate.)

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

D. Promotions

- Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels?

a. SES	i. Qualified Internal Applicants (PWD)	Yes	X	No	
	ii. Internal Selections (PWD)	Yes	X	No	
b. Grade GS-15	i. Qualified Internal Applicants (PWD)	Yes	X	No	
	ii. Internal Selections (PWD)	Yes	X	No	
c. Grade NH04 GS14/15	i. Qualified Internal Applicants (PWD)	Yes	X	No	
	ii. Internal Selections (PWD)	Yes	X	No	
d. Grade NH03 GS-12/13	i. Qualified Internal Applicants (PWD)	Yes	X	No	
	ii. Internal Selections (PWD)	Yes	X	No	

USASMDC cannot access SES applicant flow data. There were two recent SES appointments, the EEO office does not have access to SES applicant flow data to objectively answer the question.

- 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.)

a. SES	i. Qualified Internal Applicants (PWTD)	Yes		No	X
	ii. Internal Selections (PWTD)	Yes		No	X
b. Grade GS-15	i. Qualified Internal Applicants (PWTD)	Yes		No	X
	ii. Internal Selections (PWTD)	Yes		No	X
c. Grade NH04 GS-14/15	i. Qualified Internal Applicants (PWTD)	Yes		No	X
	ii. Internal Selections (PWTD)	Yes		No	X
d. Grade NH03 GS12/13	i. Qualified Internal Applicants (PWTD)	Yes		No	X
	ii. Internal Selections (PWTD)	Yes		No	X

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels?

a. New Hires to SES (PWD)	Yes	X	No	
b. New Hires to NH04 (PWD)	Yes	X	No	
c. New Hires to NH03 (PWD)	Yes	X	No	
d. New Hires to GS-13 (PWD)	Yes	X	No	

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?

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

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions?

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

Applicant data not sufficient to analyze.

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	

Using the qualified applicant pool as the benchmark, does your agency have a trigger

involving PWD among Selectees for new hires to supervisory positions?

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

There was no relevant applicant flow data available to identify triggers.

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?

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

There was no relevant applicant flow data available to identify triggers.

Section V: Plan to Improve Retention of Individuals with Disabilities

Voluntary and Involuntary Separations

In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 CFR. § 213.3102(u)(6)(i))?

Yes		N/A	X
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There were no eligible Schedule A employees with disabilities in FY 23 to convert to competitive service.

Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities?

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

Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities?

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

USASMDC lacks the resources to conduct a thorough barrier analysis. We were unable to identify triggers with the limited information and resources available.

Accessibility of Technology and Facilities

USASMDC's internet address and web site for notice explaining employees' and applicants' rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint of discrimination:

<https://cmdnet.USASMDC.army.mil/staff/SS/EEO/SitePages/Home.aspx>

General Services Administration's (GSA) Government-wide Section 508 Accessibility Program website at <https://section508.gov/>

During FY23, the USASMDC EEO staff conducted Staff Assistance Visits (SAV) with the USASMDC Command and subordinate units in Colorado Springs, met with senior officials to review the status of the FY23 EEO Affirmative Employment Communication Plan, workforce demographics, reasonable accommodations, and outreach recruiting opportunities. We also conducted a survey of building accessibility and compliance to the elements of the Pregnant Workers Fairness Act.

Reasonable Accommodation Program

The USASMDC EEO Office processed 5 reasonable accommodation requests, 80% were approved and 20% is paused pending medical documentation. All requests were made for medical reasons, 40% requested telework, 40% were requests for service animals and 20% requested reassignment. The standard number of days to adjudicate the request for an accommodation is 30 business days. In FY23 SMDC's had 80% requests close timely and 20% close untimely. USASMDC's average time to process the requests is 14 days and the median days is five. The focus is to work closely with managers to ensure timely adjudication and better accountability. If there is a need for medical documentation, the request is placed on pause pending the return of the medical documentation. To ensure timely response and adjudication, we need our supervisors impose and enforce suspense not to exceed 30 days for the requestor to provide the medical documentation needed to decide.

During National Disability Awareness Month (NDEAM), the EEO DPM provided the USASMDC Reasonable Accommodation Policy and Procedure Guide to provide a step-by-step guide on the policy, and procedure as to relates to requesting a reasonable accommodation. A memorandum signed by the CG was distributed to the workforce asking them to update their disability status to accurately reflect the number of PWD.

Personal Assistance Services Allowing Employees to Participate in the Workplace Pursuant to 29 CFR. § 1614.203(d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency. No PAS requests were made during FY23.

Section VI: EEO Complaint and Findings Data**EEO Complaint Data Involving Harassment**

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

Yes		No	X	N/A	
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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	
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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. There were no findings of discrimination in FY23.

EEO Complaint Data Involving Reasonable Accommodation

During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide an RA, as compared to the government-wide average of 14.03 percent?

Yes		No	X	N/A	
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During the last fiscal year, did any complaints alleging failure to provide RA in a finding of discrimination or a settlement agreement?

Yes		No		N/A	X
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There were no filings or findings of complaints with allegations of failure to provide a RA.

Section VII: Identification and Removal of Barriers

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

Yes	X	No	
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Insufficient resources to conduct a thorough barrier analysis.

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

Yes	X	No		N/A	
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MD-715 PART J	<i>Affirmative Action Plan for Individuals with Disabilities</i>
Triggers	Advertising for vacancy announcements.
Source of Trigger	Small percentage of vacancy announcements resulting in inadequate applicant pool of PWD, PWTD or Schedule A
EEO Group(s) Affected	PWD & PWTD
EEO Sources Reviewed	Vacancy announcements, B7P and B9P data tables of internal promotions and external hires.
Status of Barrier Analysis Process	Lack of training to hiring officials and AR 690-300, Employment Ch 3 is not nested into the USASMDC Hiring and Recruitment Policy. There is no consistency with the hiring process or practice.
Objective(s) for the EEO Plan	Increase advertising percentage rates through training and awareness. Identify barriers and potential barriers to awareness, attendance, and participation in programs are identified and removed and Civilians have ready access to, and awareness of, training needed to be fully functional in their roles

Plan to Address Barriers/Triggers Identified				
Responsible Official(s)		Performance Standards Address the Plan? (Yes or No)		
G1, Hiring Managers, EEO		Yes		
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date
09/30/2024		Yes		
	Provide training to hiring officials and those involved in recruitment on understand and use Schedule A hiring authority and available sources to consider individuals with disabilities for hire			

Trigger 1	Accurate representation of the PWD and PWTD			
Barrier(s)	Accurate reporting of disability status of identified disabled veterans			
Objective(s)				
Responsible Official(s)		Performance Standards Address the Plan?		
G1; Hiring Managers,		Yes		
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
Fiscal Year	Accomplishments			
FY23	In September 2023, a CG Sends with emphasis on updating personnel records to update and identify of a disability, was distributed to the workforce. He encourage employees to add, update/verify their information in DCPDS to identify accurately report their disability status.			
FY23	During National Disability Employment Awareness Month (NDEAM), the USASMDC EEO Disability Program Manager (DPM) socialized facts and information increasing disability awareness via the USASMDC Command Network and SGS Sends. This reached the entire workforce and increased awareness to NDEAM through facts and presentations, recruiting tips and hiring paths to reach Persons with Disabilities, tips on mental health awareness and transportation information for medical and work purposes for PWD.			
FY23	For the second consecutive year, the SecDef recognized the accomplishments of one USASMDC teammate when he received the 43rd Annual Secretary of Defense Award for Outstanding DoD Employee or Service Member with a Disability.			

During National Disability Employment Awareness Month (NDEAM), information on the WRP program was distributed to the workforce to bring awareness to the program and hire PWDs. The Self-Identification of Disability memo that went out as a SGS Sends encouraged employees to update and/or verify their disability status to ensure accurate reporting. Army's ability to allocate the appropriate resources for central funding for reasonable accommodations and personal assistance services is established for services not provided by the DoD Computer and Electronics Accommodation Program (CAP). Plans are explored to establish and fund an Army-wide Section 508 and Assistive Technology Office

FY23 planned activities to improve the plan for the next fiscal year.

The USASMDC EEO Office will coordinate with G-1o review and establish policies and programs that ensure early consideration and increased use of Schedule A hiring authority, Schedule A Repository, Wounded Warrior Program, and Workforce Recruitment Program (WRP).

Provide Disability-related training and education campaigns for all employees in the agency. Ensure hiring officials and those involved in recruitment understand and use Schedule A hiring authority and available sources to consider individuals with disabilities for hire.

Additional outreach or recruitment efforts include expand targeted outreach and recruitment of qualified individuals with disabilities and increase representation in the STEM fields and MCO's within the USASMDC Civilian workforce.

APPENDIX A: DEFINITIONS

The following definitions apply to Management Directive 715:

Applicant: A person who applies for employment.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

APPENDIX B: THE NINE JOB CATEGORY TITLES

Officials and Manager — Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual offices, programs, divisions or other units or special phases of an agency's operations. In the federal sector, this category is further broken out into four sub-categories: (1)

Executive/Senior-Level (2) **Mid-Level** (3) **First Level** and (4) **Other**. When an employee is classified as a supervisor or manager, that employee should be placed in the *Officials and Managers* category rather than in the category in the crosswalk that they would otherwise be placed in based on their OPM occupational code. Those employees classified as supervisors or managers who are at the GS-12 level or below should be placed in the First-Level sub-category of Officials and Managers, those at the GS-13 or 14 should be in the **Mid-Level** sub-category, and those at GS-15 or in the SES should be in the **Executive/Senior-Level** sub-category. An agency may also choose to place employees who have significant policy-making responsibilities, but do not supervise other employees, in these three sub-categories. The fourth sub-category, called "**Other**" contains employees in a number of different occupations which are primarily business, financial and administrative in nature, and do not have supervisory or significant policy responsibilities. For example, Administrative Officers (OPM Code 0341) are appropriately placed in the "**Other**" sub-category.

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

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

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

Administrative Support Workers — Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers,

collectors (bills and accounts), messengers and office helpers, office machine operators (including computer), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

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

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

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

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

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

APPENDIX C: FY23-24 MISSION CRITICAL OCCUPATIONS

Occ. Series #	Occupational Series Name	Occ. Series #	Occupational Series Name
0017	Explosive Safety	0630	Dietetics and Nutrition
0018	Safety & Occupational Health Management	0631	Occupational Therapy
0080	Security Administration	0671	Health System Specialist
0083	Police	0801	General Engineering
0085	Security Guard	0855	Electronics Engineering
0101	Social Science	0856	Electronics Technical
0132	Intelligence	0896	Industrial Engineering
0180	Psychology	1102	Contracting
0185	Social Work	1515	Operations Research
0201	Human Resources Management	1550	Computer Science
0260	Equal Employment Opportunity	1750	Instructional Systems
0501	Financial Administration and Program	1910	Quality Assurance
0505	Financial Management	2101	Transportation Specialist
0510	Accounting	2139	Traffic Management
0511	Auditing	2152	Air Traffic Control
0560	Budget Analysis	2181	Aircraft Operation
0602	Physician	2210	Information Technology Management
0610	Nursing	5413	Fuel Distribution System Operating

Sources: DCPAS Message 020069, dated June 30, 2020, Mission Critical Occupation Determination and Revalidation Guide

APPENDIX D: DATABASE NOTES

The data for this report reflects the organization as of September 30, 2023. The HR database of record, the Defense Civilian Personnel Data System (DCPDS), was used to obtain the data via BOBI. It is recognized that the HR database contains anomalies that affect data reporting. The variance didn't appear severe enough to affect the calculations.

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

Applicant pool dataset was retrieved from two resources for FY22 for the first time for the Army. These resources are OPM and DoD enterprise-wide domains for analytics and allows the Army to leverage self-service applications for civilian data.

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

Direct reporting of applicant data to the Office of Federal Operations (OFORResearch@eeoc.gov) was required for FY22. This collection differs from the MD-715 reporting but was designed to reduce the administrative burden on organizations. The Office of Personnel Management (OPM/USA Staffing) and Monster Government solutions (MGS) have partnered to streamline the "Annual Report on Agency Applicant Flow (ARAAF) to the EEOC.

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

Additionally, Advana collects USA Staffing Applicant Flow Data detail report aligning the Army portfolio using the People Analytics product as part of the enterprise analytics portfolio. FY22 was the first time USA Staffing and Advana were used to report hiring data and to begin the process of understanding some of the insights of how the Army promotes diversity across the enterprise.

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

Because the HR data system has not been retooled to meet MD-715 requirements and OPM has not issued an authorization for the retooling, many data points in the accompanying data tables will not consistently sum to the total Army workforce. This is especially true in the calculations for PWDs. The reportable codes used by EEOC vary

from those in the HR data system in that some codes were excluded. Because of this exclusion, many of the data tables will not sum to the total Army workforce. In addition, many of the tables that capture data on RNO groups, because of the variety of pay plans used in Army do not fit into the aspects of “GS” or “Wage Grade” equivalents. Therefore, many of those data points were excluded.