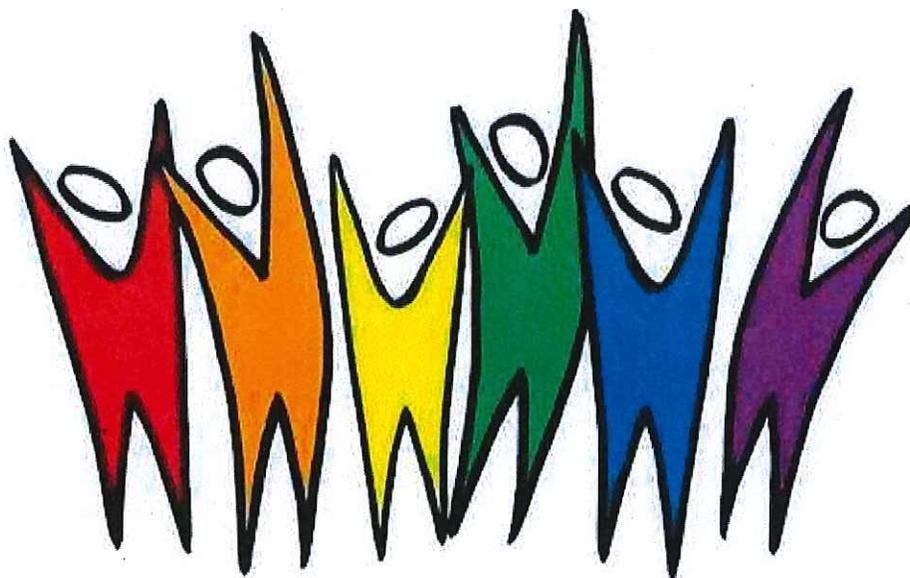


**FY 2015**

**FEDERAL AGENCY**

**ANNUAL EEO PROGRAM STATUS REPORT**

**MANAGEMENT DIRECTIVE 715**



**U.S. Department of Commerce  
National Oceanic and Atmospheric Administration  
Civil Rights Office**

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**OCTOBER 1, 2014 TO SEPTEMBER 30, 2015**

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**EEOC FORM**  
**715-01 PART A - D**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**

**For period covering October 1, 2014 to September 30, 2015**

<b>PART A</b>  Department or Agency Identifying Information	1. Agency		U.S. Department of Commerce	
	1.a. 2 <sup>nd</sup> level reporting component		National Oceanic and Atmospheric Administration	
	1.b. 3 <sup>rd</sup> level reporting component			
	1.c. 4 <sup>th</sup> level reporting component			
	2. Address		Herbert C. Hoover Building, Room 5128 14 <sup>th</sup> and Constitution Avenue, N.W., OR 1305 East West Highway SSMC4, Room 7500	
	3. City, State, Zip Code		Washington, DC 20230 OR Silver Spring, MD 20910	
	4. CPDF Code	5. FIPS code(s) 1330	4. CM54	5. 11 – DC 24031 – MD
<b>PART B</b>  Total Employment	1. Enter total number of permanent full-time and part-time employees			<b>11,413</b>
	2. Enter total number of temporary employees			<b>117</b>
	3. Enter total number employees paid from non-appropriated funds			Not Available
	<b>4. TOTAL EMPLOYMENT [add lines B 1 through 3]</b>			<b>11,530</b>

<b>PART C</b> Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title	<b>Dr. Kathryn D. Sullivan, Under Secretary of Commerce for Oceans and Atmosphere and NOAA Administrator</b>
	2. Agency Head Designee	Edward C. Horton, Chief Administrative Officer
	3. Principal EEO Director/Official Title/series/grade	Jeremy Andrucyk, Acting Director, Civil Rights Office ZA-0343-V
	4. Title VII Affirmative EEO Program Official	4. Coneshea Simpson, EEO Specialist
	5. Section 501 Affirmative Action Program Official	5. N/A
	6. Complaint Processing Program Manager	6. Carol Summers, EEO Specialist
	7. Other Responsible EEO Staff	7. Michelle Moore, EEO Specialist Tillman Peck, Data Analyst

**EEOC FORM  
715-01 PART A - D**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**

<b>PART D</b> List of Subordinate Components Covered in This Report	<b>Subordinate Component and Location (City/State)</b>	<b>CPDF and FIPS codes</b>	
		National Weather Service (NWS) Silver Spring, MD	CM54
National Ocean Service (NOS) Silver Spring, MD	CM54	24031	
National Marine Fisheries Service (NMFS) Silver Spring, MD	CM54	24031	
Office of Oceanic and Atmospheric Research Silver Spring, MD/Boulder, CO	CM54	24031	
National Environmental Satellite, Data and Information Service (NESDIS) Silver Spring, MD	CM54	24031	
Office of Marine and Aviation Operations (OMAO) Silver Spring, MD	CM54	24031	
NOAA Staff Offices Washington, DC and Silver Spring, MD	CM54	24031	

**EEOC FORMS and Documents Included With This Report**

*Executive Summary [FORM 715-01 PART E], that includes:	<b>X</b>	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	<b>X</b>
Brief paragraph describing the agency's mission and mission-related functions	<b>X</b>	*EEO Plan to Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement	<b>X</b>

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

**EEOC FORM  
715-01 PART E**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**

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**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION**  
**For Period Covering October 1, 2014 to September 30, 2015**

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**EXECUTIVE SUMMARY**

**INTRODUCTION**

On October 1, 2003, Management Directive 715 (MD-715) became effective. Title VII of the Civil Rights Act of 1964, as amended, and Section 501 of the Rehabilitation Act of 1973, as amended, require federal agencies to take proactive steps to ensure equal employment opportunity for all employees and applicants for employment. This means that agencies must work to proactively prevent potential discrimination before it occurs and establish systems to monitor compliance with Title VII.

**MISSION AND VISION-RELATED FUNCTIONS**

NOAA's mission is to understand and predict changes in climate, weather, oceans, and coasts; to share that knowledge and information with others; and to conserve and manage coastal and marine ecosystems and resources. Our vision of the future incorporates healthy ecosystems, communities, and economies that are resilient in the face of change.

NOAA, one of several operating units within the U.S. Department of Commerce (DOC), provides a variety of services to the Nation. NOAA's goals are: 1) climate adaptation and mitigation, 2) a weather-ready nation, 3) healthy oceans, and 4) resilient coastal communities and economies. These services are provided by NOAA's National Weather Service (NWS); National Marine Fisheries Service (NMFS); National Ocean Service (NOS); National Environmental Satellite, Data and Information Service (NESDIS); Office of Oceanic and Atmospheric Research (OAR); and the Office of Marine and Aviation Operations (OMAO).

NOAA's major occupations include the following job series: Meteorologist, Information Technology Management, Fishery Biologist, General Physical Science, Management Analyst, General Biological Science, and Electronics Technician.

**WORKFORCE ANALYSIS SUMMARY**

During FY 2015, NOAA's total workforce (permanent, temporary, and term) included 11,530<sup>1</sup> total employees. This represents a decrease from the FY 2014 workforce (11,656) of 126 individuals (-1.08%). An analysis of the workforce data shows several trends:

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<sup>1</sup>The demographic data for this report is based on the MD-715 Data Tables retrieved from the National Finance Center database. MD-715 requires that the data include all employees who appeared on the rolls at any time during the year. This is different than typical data reports or references, which are snapshot, and "as of" a certain time of the year, i.e., September 30.

- Hispanic males and females, White females, African American males and females, and American Indian/Alaska Native males and females continue to have lower than expected participation rates when compared to their availability in the Civilian Labor Force (CLF).
- Although the number of African American males and Multiple Race males and females increased slightly, their participation rates remained below the CLF.

The following EEO groups are above or equal to the CLF:

- White males
- Asian males and females
- Native Hawaiian/Pacific Islander males and females

During FY 2015, NOAA experienced slight increases in the participation rates among African American males (0.26%), Asian females (1.80%), Native Hawaiian/Pacific Islander males (23.81%), Native Hawaiian/Pacific Islander females (5.00%), Multiple Race males (14.29%), and Multiple Race females (37.50%). However, rates for other EEO groups decreased including Hispanic males (-4.19%), Hispanic females (-7.21%), White males (-1.19%), White females (-0.96%), African American females (-1.58%), Asian males (-1.30%), American Indian/Alaska Native males (-1.69%), and American Indian/Alaska Native females (-11.76%).

During this same time period, the total number of employees with disabilities increased by 63 from 761 to 824, resulting in 7.15% participation. The number of employees with targeted disabilities decreased by 2, from 79 to 77, at 0.67% participation. This remains substantially below the 2% Federal Goal<sup>2</sup>.

NOAA's largest groups of permanent employees with targeted disabilities are psychiatric (26), hearing (14), vision (12), and epilepsy (9).

## **AGENCY SELF ASSESSMENT SUMMARY OF THE "ESSENTIAL ELEMENTS"**

### ***A. Demonstrated Commitment from Agency Leadership***

#### **Strengths:**

- NOAA held a Senior Executive Service Summit with an explicit focus on creating a diverse and inclusive environment; senior executives agreed to collectively and individually find ways to improve on this issue.
- The updated EEO Policy Statement was provided to all employees; posted in common areas and on the web.

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<sup>2</sup> In FY 2009 NOAA adopted the Federal Goal of 2% participation of employees with targeted disabilities and is using that figure as the benchmark for comparison. The EEOC has recommended a goal of 2% as a part of the Leadership for the Employment of Americans with Disabilities (LEAD) initiative to address the declining number of employees with targeted disabilities in the federal workforce. In a training of Disability Program Managers, EEOC formally announced that the Federal High would no longer be used--instead the benchmark will be the Federal Goal of 2%.

- Reasonable accommodations procedures were posted on the agency's website and made available to new employees during orientation.
- A Diversity and Inclusion Policy Statement was developed and issued to all employees and posted on the web.
- The NOAA Office of Oceanic & Atmospheric Research (OAR) EEO/Diversity Program Manager served as President of NOAA's Federally Employed Women Seas & Skies Chapter.
- NOAA's National Weather Service's (NWS) senior leadership ensured completion of mandatory NoFEAR training for 100% of required employees/supervisors.

**Deficiencies:**

- Non SES-level managers and supervisors are not evaluated on their commitment to EEO policies.

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

**Strengths:**

- The CRO Director has established regular access to senior management.
- Posted quarterly NoFEAR data on the CRO website.
- Supervisors received EEO training, including reasonable accommodation responsibilities/procedures.
- CRO and Line Offices provided EEO training on various topics, including the Complaint Process, EEO Laws and Regulation, Inclusion & Unconscious Bias, Women in Leadership, Gender Equality, and Disability Law and Reasonable Accommodation to Headquarters and field employees onsite and via webinar.
- NOAA Line Office EEO/Diversity Program Managers attended weekly senior staff meetings.
- NOAA's OAR hosted a presentation titled SOARS, focused on impacts of diversity in science, research and careers of young female and minority scientists.
- NOAA's Chapter of Blacks in Government (BIG) implemented a Pilot Mentoring & Leadership Program offering six (6) months of mentoring to 15 employees at grades GS-12 & below.
- OAR supported students in a leadership/diversity training session at the American Indian & Latino Youth Leadership Institute.

- NOAA's National Ocean Service partnered with the University of Maryland's Career Center, presenting NOAA careers to over 40 students; resulting in two (2) new female interns.
- NOS filled 10 of 13 visiting researcher/intern slots at the Cooperative Oxford Lab (COL) with scientists from Minority-Serving Institutions.
- NOS placed 33 undergraduate and graduate students (two-third females) with NOAA mentors to gain experience on marine and atmospheric science, policy, and science communication.
- NOS worked with 36 students from secondary high schools in Chatham County, Georgia as part of the Savannah Science Seminar, focused on developing stewardship for ocean and marine habitats by engaging and inspiring students and educators with ocean observing technologies.
- The NWS EEO/Diversity Office staff was recertified as EEO Counselors.
- The NWS Deaf/Hard of Hearing Outreach Team presented several webinars to educate employees on communicating weather safety information to deaf/hard of hearing citizens.
- NWS authorized \$100,000 to the University of Puerto Rico, Mayaguez, a Hispanic Serving Institution with a Meteorology Program, to educate students enrolled in Atmospheric Science and Meteorology.
- NWS leadership sent representatives to the World Meteorological Organization's (WMO) Conference on the Gender Dimensions of Weather and Climate Services, an international forum to empower women and men to build safer, stronger, and more resilient societies through the provision and use of gender-sensitive weather and climate services.
- NWS continued to support the Federal Pathway Internship Program as an entry point for new employees. There are currently 38 Pathway students, approximately 35% female.

**Deficiencies:**

- The "State of the Agency" briefing on MD-715 was not presented to senior management.
- The Civil Rights Director does not report directly to the agency head.

***C. Management and Program Accountability***

**Strengths:**

- The Civil Rights Office provided regular updates to Agency leaders on the demographics of the workforce and updates on complaints activity/trends. EEO counseling performance measures were included in the Annual Operating Plan and reported quarterly to leadership.
- CRO continued to collaborate with Workforce Management Office (WFMO) Officials to discuss Management Directive 715 EEOC Federal Complement Plan reporting requirements.

**Deficiency:**

- There are no deficiencies in this element.

***D. Proactive Prevention of Unlawful Discrimination***

**Strengths:**

- CRO and Line Office EEO Officials conducted analysis of workforce profiles and applicant flow data to identify trends and begin removing potential barriers.
- CRO trained three (3) collateral-duty Special Emphasis Program Managers and began the barrier analysis process on issues concerning Hispanics in the NOAA workforce.

**Deficiency:**

- The participation of supervisors and managers in the ADR process is not required.

***E. Efficiency***

**Strengths:**

- Ensured the completion of mandatory EEO training for all full-time and collateral-duty EEO Counselors.
- CRO used iComplaints to track & monitor all informal complaints.
- Resolved challenges with the collection/tracking of applicant flow data in order to identify potential barriers to employment.

**Deficiency:**

- There are no deficiencies in this element.

***F. Responsiveness and Legal Compliance***

**Strengths:**

- NOAA complied with federal EEO statutes and regulations, policy guidance, and other applicable written instructions with respect to responsiveness and legal compliance.

- Monetary agreements were timely processed, and documentation for compliance was promptly provided and reviewed by the CRO.

**Deficiencies:**

- There are no deficiencies in this element.

## **SUMMARY OF EEO PLAN OBJECTIVES TO ELIMINATE IDENTIFIED BARRIERS- PART I PLAN SUMMARIES**

An analysis of NOAA's workforce data tables A and B shows several "triggers" at various stages of the employment cycle. As a result, NOAA added one (1) and continued four (4) Part I Plans to complete in FY 2016. The Part I Plans addresses the following conditions: 1) the low participation rates of Hispanics; 2) the low participation rates of women at the GS-13 (or equivalent) and above; 3) the low participation rates of individuals with targeted disabilities; 4) the low participation rates of women in the overall workforce; and 5) the low rate of participation of women in major occupations.

Part I Plan #1 addresses the low participation rate of Hispanic males and females as compared to the Civilian Labor Force.

Part I Plan #2 addresses the low participation of women that continues to affect higher graded positions. During FY 2016, the CRO will continue to utilize collateral-duty Special Emphasis Program Managers (SEPMs) to complete the barrier analysis process and identify the root cause of this condition.

Part I Plan #3 will continue to address the low participation rate of employees with targeted disabilities. This challenge will be addressed through implementation of DOC's Diversity Plan and other appropriate hiring tools.

Part I Plan #4 addresses the low participation rate for women in the overall workforce. During FY 16, CRO will continue work with SEPMs to complete additional analysis on this issue.

Part I Plan #5 addresses the low participation rate of women in NOAA's most populous major occupations.

## **EEO COMPLAINT TRENDS**

According to the FY 15 EEOC-462 Report, the NOAA CRO completed 60 EEO counselings, which represents a decrease of 4 when compared to FY 14. The use of EEO/Alternative Dispute Resolution (ADR) also decreased by 7, from 17 to 10 in FY 15. Of the 10 employees who elected ADR, 1 (10%) resulted in no complaint filed and 9 without resolution. We will continue to train and encourage employees and managers to utilize the ADR process to resolve workplace conflict.

During FY 15, NOAA experienced a slight decrease of 2 (5.0%) in the number of formal complaints from 40 in FY 14 to 38 in FY 15. Reprisal, age, race (African American) and disability (physical) were the top bases; with reprisal remaining at the top for many years. Harassment (non-sexual) continued to be the highest raised issue in FY 15, along with Terms/Conditions of Employment, Assignment of Duties, and Evaluation/Appraisal.

The NOAA CRO will continue to collaborate with leadership and Line Office EEO Officials to address these trends through training and other measures to increase resolution rates of EEO issues.

## **CONCLUSION**

During FY 15, NOAA made noteworthy progress in achieving its goal of becoming a model EEO agency. The self-assessment showed that NOAA met all but four (4) of 123 basic compliance measures required of a model EEO agency.

The agency remains committed to examining the reasons for the low participation rates of women, Hispanics, and Persons with Targeted Disabilities by conducting a barrier analysis on identified triggers, implementing actions identified in DOC's Diversity Plan, and adopting recommendations from EEOCs Technical Assistance Review.

The CRO will continue to strengthen relationships with key stakeholders across the agency and other partners on issues relating to MD-715 and will work to address the identified compliance measures that were not met in FY 15.

**EEOC FORM  
715-01 PART F**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT  
CERTIFICATION OF ESTABLISHMENT OF CONTINUING  
EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS**

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I, **Jeremy Andrucyk, Acting Director, Civil Rights Office, ZA-343-V**, am the Principal EEO Director/Official for the **National Oceanic and Atmospheric Administration (NOAA)**.

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

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

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

 Jeremy Andrucyk 2/22/2016  
Signature of Principal EEO Director and Reporting Date

Component Designee Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715

 EEO Designee 2/22/2016  
Signature of Agency Head or Agency Head Designee Date

**EEOC FORM  
715-01 PART G**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**  
**AGENCY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS**

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION – FY 2015**

<b>Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP</b> <b>Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.</b>				
<b>Compliance Indicator</b>		<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>Measures</b>		Yes	No	
	<b>EEO policy statements are up-to-date.</b>			
	The Agency Head was installed on March 6, 2014. The EEO policy statement was issued in June 2014. Was the EEO policy Statement issued within 6 – 9 months of the installation of the Agency Head? If no, provide an explanation.	<b>X</b>		
	During the current Agency Head's tenure, has the EEO policy Statement been re-issued annually? If no, provide an explanation.	<b>X</b>		
	Are new employees provided a copy of the EEO policy statement during orientation?	<b>X</b>		
	When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?	<b>X</b>		

 <b>Compliance Indicator</b>		<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>	<b>EEO policy statements have been communicated to all employees.</b>	Yes	No	
		Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?	X	
	Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?	X		
	Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]	X		
 <b>Compliance Indicator</b>		<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>	<b>Agency EEO policy is vigorously enforced by agency management.</b>	Yes	No	
		Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:		
	- resolve problems/disagreements and other conflicts in their respective work environments as they arise?		X	See Part H Plan #1
	- address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?		X	

- support the agency's EEO program through allocation of mission personnel to participate in community out-reach and recruitment programs with private employers, public schools and universities?		X	
- ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?		X	
- ensure a workplace that is free from all forms of discrimination, harassment and retaliation?		X	
- ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications?		X	
- ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?		X	
- ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?		X	
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?	X		
Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.			
Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?	X		
Have managers and supervisor been trained on their responsibilities under the procedures for reasonable accommodation?	X		

**Essential Element B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION**  
**Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices and supports the agency's strategic mission.**

 <b>Compliance Indicator</b>	<b>The reporting structure for the EEO Program provides the Principal EEO Official with appropriate authority and resources to effectively carry out a successful EEO Program.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
		<b>Yes</b>	<b>No</b>	
 <b>Measures</b>				
Is the EEO Director under the direct supervision of the agency head? [see 29 CFR §1614.102(b)(4)] For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)			X	See Part H Plan #2
Are the duties and responsibilities of EEO officials clearly defined?		X		
Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?		X		
If the agency has 2 <sup>nd</sup> level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?		X		
If the agency has 2 <sup>nd</sup> level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting components?		X		
If not, please describe how EEO program authority is delegated to subordinate reporting components. <i>The NOAA Civil Rights Office (CRO) sets policy and provides oversight and guidance to EEO Program Managers in five major Line Offices.</i>				

 Compliance Indicator	<p style="text-align: center;"><b>The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of EEO programs and are involved in, and consulted on, management/personnel actions.</b></p>	Measure has been met		<p style="text-align: center;"><b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b></p>
 Measures		Yes	No	
	Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?	X		
	Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		X	<b>See Part H Plan #4</b>
	Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes?	X		
	Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions such as re-organizations and re-alignments?	X		
	Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]	X		

Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the agency's strategic mission?		X		
<b>→ Compliance Indicator</b>	<b>The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X		
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X		
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		X		
Federal Women's Program – 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X		
Hispanic Employment Program – Title 5 CFR, Subpart B, 720.204		X		
People with Disabilities Program Manager; Selective Placement Program for Individuals with Disabilities – Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X		

Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP – 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X		
<b>→ Compliance Indicator</b>	<b>The agency has committed sufficient budget to support the success of its EEO Programs.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		<b>Yes</b>	<b>No</b>	
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems		X		
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)		X		
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?		X		
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?		X		

Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?	X			
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?	X			
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? [see 29 C.F.R. § 1614.102(b)(5)]	X			
Is there sufficient funding to ensure that all employees have access to this training and information?	X			
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:	X			
- for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?	X			
- to provide religious accommodations?	X			
- to provide disability accommodations in accordance with the agency's written procedures?	X			
- in the EEO discrimination complaint process?	X			
- to participate in ADR?	X			
<b>Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY</b>				
<b>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.</b>				
 <b>Compliance Indicator</b>	<b>EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each managers or supervisor's area or responsibility.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		<b>Yes</b>	<b>No</b>	

Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		X		
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include Agency Counsel, Human Resource Officials, Finance, and the Chief Information Officer?		X		
<b>→ Compliance Indicator</b>	<b>The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		X		
Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full participation in the program by all groups?		X		
Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		X		

 <b>Compliance Indicator</b>	<b>When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		<b>Yes</b>	<b>No</b>	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?		<input checked="" type="checkbox"/>		
Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?		<input checked="" type="checkbox"/>		
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?		<input checked="" type="checkbox"/>		
<p>If so, cite number found to have discriminated and list penalty/disciplinary action for each type of violation.</p> <p>1) Proposed Suspension reduced to Letters of Counseling.</p>				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?		<input checked="" type="checkbox"/>		
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.?		<input checked="" type="checkbox"/>		

**Essential Element D: PROACTIVE PREVENTION**

**Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.**

 <b>Compliance Indicator</b>	<b>Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		<b>Yes</b>	<b>No</b>	
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?		<b>X</b>		
When barriers are identified, do senior managers develop and implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?		<b>X</b>		
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?		<b>X</b>		
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		<b>X</b>		
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		<b>X</b>		
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		<b>X</b>		

Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X		
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X		
<b>→ Compliance Indicator</b>	<b>The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.</b>	<b>Measure has been met</b>	<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>	
<b>↓ Measures</b>			Yes	No
Are all employees encouraged to use ADR?		X		
Is the participation of supervisors and managers in the ADR process required?				See Part H Plan #3
<b>Essential Element E: EFFICIENCY</b>				
<b>Requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.</b>				
<b>→ Compliance Indicator</b>	<b>The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		X		
Has the agency implemented an adequate data collection		X		

and analysis systems that permit tracking of the information required by MD-715 and these instructions?				
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		X		
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		X		
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		X		
<b>→ Compliance Indicator</b>	<b>The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		<b>Yes</b>	<b>No</b>	
Does the agency use a complaint tracking and monitoring system that allows identification of the location and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		X		
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		X		
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		X		Contractors are not used for Counseling.
If yes, briefly describe how: <i>Contract investigations are managed by the Agency Level (Department of Commerce, Office of Civil Rights). Investigation timelines are monitored by the Department and Contract Investigators are not paid until cases are completed.</i>				

Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		X		
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		X		
<b>→ Compliance Indicator</b>	<b>The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Are benchmarks in place that compares the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		X		
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?		X		
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		X		

Does the agency complete the investigations within the applicable prescribed time frame?		X		Under DOC purview. See DOC MD 715 Report.
When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?		X		Under DOC purview. See DOC MD 715 Report.
When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X		Under DOC purview. See DOC MD 715 Report.
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		X		
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		X		
 <b>Compliance Indicator</b>	<b>There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>		Yes	No	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		X		

Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?		X		
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?			X	See Part H Plan #3
Does the responsible management official directly involved in the dispute have settlement authority?		X		
<b>→ Compliance Indicator</b>	<b>The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the EEOC?		X		
Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a) (1)?		X		
Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?		X		
Do the agency's EEO programs address all of the laws enforced by the EEOC?		X		

Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?		X		
Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 standards?		X		
Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?		X		
<b>→ Compliance Indicator</b>	<b>The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		<b>Yes</b>	<b>No</b>	
Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO complaints?		X		This is managed by the DOC Office of Civil Rights.
Does the agency discrimination complaint process ensure a neutral adjudication function?		X		This is managed by the DOC Office of Civil Rights.
If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?		X		This is managed by the DOC Office of Civil Rights.

**Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE**

This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.

<p><b>→ Compliance Indicator</b></p>	<p>Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.</p>	<p><i>Measure has been met</i></p>		<p>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status</p>
<p><b>↓ Measures</b></p>		<p>Yes</p>	<p>No</p>	
<p>Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative Judges?</p>		<p>X</p>		
<p><b>→ Compliance Indicator</b></p>	<p>The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.</p>	<p><b>Measure has been met</b></p>		<p>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</p>
<p><b>↓ Measures</b></p>		<p>Yes</p>	<p>No</p>	
<p>Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.</p>		<p>X</p>		

Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		X		
Are procedures in place to promptly process other forms of ordered relief?		X		
<b>→ Compliance Indicator</b>	<b>Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.</b>	<b>Measure has been met</b>		<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
<b>↓ Measures</b>		Yes	No	
Is compliance with EEOC orders encompassed in the performance standards of any agency employees?		X		
If so, please identify the employees by title in the comments section, and state how performance is measured.		Civil Rights Director; Annual Performance Plan		
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		X		
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.				
Have the involved employees received any formal training in EEO compliance?		X		
Does the agency promptly provide to the EEOC the following documentation for completing compliance:		X		
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?		X		

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

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**EEO Plan to Attain the Essential Elements of a Model EEO Program**

<b>FY 2015 – PART H PLAN – Completed</b>	
<b>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</b>	The CRO Director is not present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.
<b>OBJECTIVE:</b>	Establish regular update and communication channel between CRO and WFMO to review programs, policies, and procedures.
<b>RESPONSIBLE OFFICIAL:</b>	CRO Director Director, WFMO
<b>DATE OBJECTIVE INITIATED:</b>	February 2015
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	June 2015
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) Schedule monthly meetings with CRO & WFMO officials to discuss EEO objectives, the human capital plan, recruitment strategies, succession planning, and vacancy projections.	February 16, 2015
2) Include CRO to the routing of new/revised agency policies or procedures to allow time for recommendations.	August 2015
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	
#1 & #2 – In FY 2015, CRO and WFMO established biweekly meetings to discuss pertinent topics, and agreed to a review of draft policies.	

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<b>FY 2015 – PART H PLAN – #1- Continued</b>	
<b>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</b>	Non-SES level managers and supervisors are not evaluated on their commitment to EEO policies.
<b>OBJECTIVE:</b>	Implement mandatory EEO language in the performance element of all supervisors.
<b>RESPONSIBLE OFFICIAL:</b>	Director, Civil Rights Office Director, Office of Workforce Management Deputy Under Secretary for Operations
<b>DATE OBJECTIVE INITIATED:</b>	June 2014
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	August 2016
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) The Civil Rights Director will collaborate with WFMO to develop supplemental EEO performance language.	June 2014
2) Route developed language to appropriate leaders for review and approval.	August 2014
3) Confirm approval of new language and announce performance requirement along with performance guidance.	August 2016
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	
Items 1 & 2 – Completed--CRO and WFMO developed and routed EEO performance language to the Deputy Under Secretary for Operations for review and approval.	

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<b>FY 2015 – PART H PLAN – #2- Continued</b>	
<b>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</b>	The Civil Rights (CR) Director does not report directly to the agency head.
<b>OBJECTIVE:</b>	Establish regular update and communication channel between CRO and the Deputy Under Secretary for Operations on the status of EEO Programs.
<b>RESPONSIBLE OFFICIAL:</b>	Chief Administrative Officer Deputy Under Secretary for Operations
<b>DATE OBJECTIVE INITIATED:</b>	October 2014
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	July 2016
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) The CRO Director will identify EEO program areas requiring regular status updates and provide data to the CAO.	October 10, 2014
2) The CAO will identify senior staff meetings suitable for CRO participation.	June 2015
3) OCAO to consider CRO Director participation in Assistant Administrator “Tag-up” meetings.	July 2016
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	
Item #1 – CRO developed a data chart outlining EEO Program areas for quarterly updates to the Deputy Under Secretary for Operations.	
Item #2 – CRO Director participates in bi-weekly HR Director Advisory Committee meetings.	

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<b>FY 2015 – PART H PLAN – #3- Continued</b>	
<b>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</b>	The participation of supervisors and managers in the ADR process is not required.
<b>OBJECTIVE:</b>	Ensure that whenever ADR is offered, all appropriate managers participate in the ADR process.
<b>RESPONSIBLE OFFICIAL:</b>	Director, WFMO
<b>DATE OBJECTIVE INITIATED:</b>	January 2015
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	September 2016
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) Encourage managers & supervisors to participate in the ADR process by providing training to ensure understanding and benefits of early resolution of disputes.	July 2016
2) Work with DOC & NOAA leadership to determine positive & negative impacts of mandatory ADR participation by managers and supervisors.	September 2016
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	
In FY 2015, the CRO updated all EEO/ADR iComplaint events to ensure accurate analysis of ADR use & resolution trends.	

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<b>FY 2015 – PART H PLAN – #4 – New</b>	
<b>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</b>	The Civil Rights Director did not present the “State of the Agency” to senior officials.
<b>OBJECTIVE:</b>	Conduct a briefing with senior officials covering all components of MD-715, including the assessment and any identified barriers.
<b>RESPONSIBLE OFFICIAL:</b>	Director, Civil Rights Office
<b>DATE OBJECTIVE INITIATED:</b>	January 11, 2016
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	June 30, 2016
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) The Acting Civil Rights Director will collaborate with the Chief Administrative Officer to identify participating senior officials and schedule meeting.	March 31, 2016
2) Conduct “State of the Agency” briefing with senior officials.	June 30, 2016
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	

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EEO Plan to Eliminate Identified Barrier**

**FY 2015: PART I PLAN–New**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p><b>Lower Than Expected Participation Rate for Hispanics.</b></p> <p>The overall participation rate of Hispanics males is 1.79% compared to the CLF of 5.17%. Hispanic females 0.89% compared to 4.79%.</p>
<p><b>BARRIER ANALYSIS:</b> Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Civil Rights Office developed a barrier analysis tool to investigate the ‘why’ behind EEO target group low participation. The methodology enabled NOAA to conduct this type of investigation for any target group.</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>1. NOAA has begun analyzing recruitment efforts and other related workforce data. However, a thorough barrier analysis has not been completed.</p>
<p><b>OBJECTIVE:</b> State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The CRO will utilize the Root Cause Analysis Tool to identify the cause of this condition.</p>
<p><b>RESPONSIBLE OFFICIALS:</b></p>	<p>NOAA WFMO Director, CRO</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>November 2015</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>September 2016</p>
<p><b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b></p> <p>1) Identify appropriate data sets and provide to SEPMs for analysis.</p>	<p><b>TARGET DATE (Must be specific)</b></p> <p>December 2015</p>

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:**

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**FY 2015: PART I PLAN #2 – Continued**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b> Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p><b>Lower Than Expected Participation Rate for Women at the GS-13 and Above Grade Levels.</b>  The participation rate of women at the GS-13 and above is 17.40%, which is lower than the expected rate of 32.46%.</p>
<p><b>BARRIER ANALYSIS:</b> Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Workforce statistics for grades GS-13 and above were reviewed and analyzed on a basic level. However, the triggers identified above require additional, refined analysis in order to initiate the investigation of the root cause.</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b> Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>As a thorough barrier analysis has not been completed at this time, no barrier has been identified.</p>
<p><b>OBJECTIVE:</b> State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Civil Rights Office will utilize the Root Cause Analysis Tool to identify the cause of this condition.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, CRO</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>March 2012</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>August 2016</p>

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) The Civil Rights Office will collaborate with WFMO and supervisors to identify a workgroup to conduct the barrier analysis.  2) Develop plans and actions to address identified barriers.  3) Review and use appropriate actions from DOC's Diversity Plan to address any identified barriers.	May 2014-Completed  April 2016  August 2016
<p><b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b></p> <p>#1 – In FY 2014, the CRO selected three (3) Special Emphasis Program Managers to assist with conducting a barrier analysis on this issue.</p> <p>#2 – In FY 2015, CRO collaborated with the DOC's Barrier Analysis Team and began the barrier analysis process.</p>	

**EEOC FORM  
715-01 PART I**  
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**EEO Plan to Eliminate Identified Barrier**

**FY 2015: PART I PLAN #3 – NOAA – Continued**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b> Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p><b>Lower Than Expected Participation Rate for Employees with Targeted Disabilities.</b>  The participation rate of NOAA employees with targeted disabilities was 0.67% in FY 2015, substantially below the 2% Federal Goal.</p>
<p><b>BARRIER ANALYSIS:</b> Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>At the end of Fiscal Year 2015, NOAA's permanent workforce decreased from 11,497 to 11,413 employees, and the number with targeted disabilities decreased slightly by -2 (2.56%).  Employees with targeted disabilities have lower than expected participation rates at higher grades (or equivalents).</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b> Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>As a thorough barrier analysis has not been completed at this time, no barrier has been identified.</p>
<p><b>OBJECTIVE:</b> State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>1) Implement activities outlined in DOC's Diversity Plan.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, WFMO</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>January 2012</p>

<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	August 2016
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>  1) Work with DOC/Barrier Analysis Team to identify barriers and implement corrective actions.	<b>TARGET DATE (Must be specific)</b>  August 2016
<b>REPORT OF ACCOMPLISHMENTS AND MODIFICATIONS TO OBJECTIVE</b>	
#1 – In FY 2015, CRO collaborated with the DOC’s Barrier Analysis Team and began the barrier analysis process.	

**EEOC FORM  
715-01 PART I**  
*U.S. Equal Employment Opportunity Commission*  
**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**  
**EEO Plan to Eliminate Identified Barrier**

**FY 2015: PART I PLAN #4 – Continued**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b> Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p><b>Lower Than Expected Participation Rate for Women in the overall workforce.</b>  The representation of women in the total workforce is 32.52% as compared to their availability in the CLF at 48.14%</p>
<p><b>BARRIER ANALYSIS:</b> Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Statistics on the Total Workforce, New Hires, and Separations were reviewed and analyzed on a basic level. However, the trigger identified above requires additional refined analysis in order to initiate the investigation of the root cause.</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b> Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>As a thorough barrier analysis has not been completed at this time, no barrier has been identified.</p>
<p><b>OBJECTIVE:</b> State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Civil Rights Office will utilize the Root Cause Analysis Tool to identify the cause of this condition.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, CRO</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>January 2015</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>September 2016</p>

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
1) CRO will provide training on conducting barrier analysis to newly selected Special Emphasis Program Managers.	March 2015
2) Provide workforce data to SEPMS to begin analysis.	December 2015
3) Identify barrier and develop corrective action plan.	August 2016
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:</b>	
#1 – Completed	

**EEOC FORM  
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**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT**  
**EEO Plan to Eliminate Identified Barrier**

**FY 2015: PART I PLAN #5 – Continued**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b> Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p><b>Lower Than Expected Participation Rate for Women in the most populous of NOAA’s Major Occupations; Meteorologist, Information Technology(IT), Fishery Biologist, and General Physical Science.</b></p> <p>Female Meteorologist represented 14.95% as compared to the CLF of 19.30%; IT 21.56% vs. 47.20%; Fishery Biologist 36.91% vs. 48.0%, and General Physical Science 25.0% vs. 39.1%.</p>
<p><b>BARRIER ANALYSIS:</b> Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Statistics on the Major Occupations and Applicant Flow were reviewed and analyzed on a basic level. However, the trigger identified above requires additional refined analysis in order to initiate the investigation of the root cause.</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b> Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>As a thorough barrier analysis has not been completed at this time, no barrier has been identified.</p>
<p><b>OBJECTIVE:</b> State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Civil Rights Office will utilize the Root Cause Analysis Tool to identify the cause of this condition.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, CRO</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>January 2015</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>September 2016</p>

<p><b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b></p>	<p><b>TARGET DATE (Must be specific)</b></p>
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- 1) CRO will provide training on conducting barrier analysis to newly selected Special Emphasis Program Managers.
- 2) Provide workforce data to SEPMS to begin analysis.
- 3) Identify barrier and develop corrective action plan.

March 2015

December 2015

September 2016

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:**

#1 & #2 – Completed

**EEOC FORM  
715-01 PART J**

*U.S. Equal Employment Opportunity Commission*

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT  
Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals with  
Targeted Disabilities**

<b>PART I. Department or Agency Information</b>	1. Agency	1. Department of Commerce
	1.a. 2 <sup>nd</sup> Level Component	1.a. National Oceanic and Atmospheric Administration
	1.b. 3 <sup>rd</sup> Level or lower	1.b. n/a

<b>PART II. Employment Trend and Special Recruitment for Individuals with Targeted Disabilities</b>	Enter Actual Number at the ...	... beginning of FY		... end of FY		Net Change	
		Number	%	Number	%	Number	Rate of Change
Total Work Force	11,656	100.0%	11,530	100%	-126	-1.08%	
Reportable Disability	761	6.53%	824	7.15%	63	8.28%	
Targeted Disability*	79	0.68%	77	0.67%	-2	-2.53	
* If the rate of change for persons with targeted disabilities is not equal to or greater than the rate of change for the total workforce, a barrier analysis should be conducted (see below).							
1. Total Number of Applications Received from Persons with Targeted Disabilities during the reporting period.						157	
2. Total Number of Selections of Persons with Targeted Disabilities during the reporting period.						0	

**PART III. Participation Rates in Agency Employment Programs**

Other Employment/Personnel Programs	TOTAL	Reportable Disability		Targeted Disability		Not Identified		No Disability	
		#	%	#	%	#	%	#	%
3. Competitive Promotions*									
4. Non-Competitive Promotions	260	20	7.69%	0	0%	7	2.69%	233	89.62%
5. Employee Career Development Programs									
5.a. Grades 5 - 12	0	0	0%	0	0%	0	0%	0	0%
5.b. Grades 13 - 14	0	0	0%	0	0%	0	0%	0	0%
5.c. Grade 15/SES	0	0	0%	0	0%	0	0%	0	0%
6. Employee Recognition and Awards									
6.a. Time-Off Awards (Total hrs awarded)	32,670	2,688	8.22%	136	0.42%	959	2.93%	29,023	88.8%
6.b. Cash Awards (total \$\$\$ awarded)	12,277,258	707,334	5.76%	54,531	0.44%	262,923	2.14%	11,307,001	92.09%
6.c. Quality-Step Increase	144	10	6.94%	1	0.69%	2	1.39%	132	91.67%

<p>EEOC FORM <b>715-01</b> Part J</p>	<p>Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals with Targeted Disabilities</p>
<p><b>Part IV</b> Identification and Elimination of Barriers</p>	<p>Agencies with 1,000 or more permanent employees MUST conduct a barrier analysis to address any barriers to increasing employment opportunities for employees and applicants with targeted disabilities <b>using FORM 715-01 PART I</b>. Agencies should review their recruitment, hiring, career development, promotion, and retention of individuals with targeted disabilities in order to determine whether there are any barriers.</p> <p>Note: Information on competitive promotions is not available at this time.</p> <p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p><b>Provide a brief narrative describing the condition at issue.</b></p> <p>The overall representation of NOAA employees with targeted disabilities is 0.67%. The NOAA offices with the largest participation rates for employees with targeted disabilities are the Staff Offices of the Office of the Under Secretary at 1.57%; with the National Environmental Satellite, Data and Information Service at 1.31%. The National Ocean Service 0.46%, National Weather Service 0.61%, and National Marine Fisheries Service 0.58%, which are all below the NOAA and Federal benchmark of 2%.</p> <p>NOAA selected 2 (0.31%) new hires targeted disabilities and 7 (0.98%) voluntarily separated.</p> <p>There were 0.52% Professionals with targeted disabilities as compared to 56.13% for the overall workforce.</p> <p>In the most populous major occupations, 1) Meteorologist 0.2% as compared to 22%, 2) Information Technology Management with targeted disabilities participated 1.02% as compared to 9.42% of the overall workforce, 3) Fishery Biologist 0.34% compared to 7.8%, 4) General Physical Science 0.3% as compared to 5.92%, 5) Management Analyst 0.72% as compared to 4.88%, 6) General Biological Science 0% as compared to 3.62%, and 7) Electronic Technician 0.74% as compared to 3.55%.</p>
<p><b>Part V</b> Goals for Targeted Disabilities</p>	<p>Agencies with 1,000 or more permanent employees are to use the space provided below to describe the strategies and activities that will be undertaken during the coming fiscal year to maintain a special recruitment program for individuals with targeted disabilities and to establish specific goals for the employment and advancement of such individuals. For these purposes, targeted disabilities may be considered as a group. Agency goals should be set and</p>

accomplished in such a manner as will effect measurable progress from the preceding fiscal year. Agencies are encouraged to set a goal for the hiring of individuals with targeted disabilities that is at least as high as the anticipated losses from this group during the next reporting period, with the objective of avoiding a decrease in the total participation rate of employees with disabilities.

Goals, objectives and strategies described below should focus on internal as well as external sources of candidates and include discussions of activities undertaken to identify individuals with targeted disabilities who can be (1) hired; (2) placed in such a way as to improve possibilities for career development; and (3) advanced to a position at a higher level or with greater potential than the position currently occupied.

Goal I. Increase (and retain) the employment of people with targeted disabilities within NOAA to achieve a NOAA-wide participation rate of 2% within the next five years.

Strategies:

- Host brown bag sessions with managers & supervisors to explore their knowledge of Schedule A hiring authority as well as their role in the recruitment and hiring process.
- Conduct focus groups with employees with disabilities to discuss their recruitment, hiring, and career growth experiences with the agency.
- Meet with disability organizations and Disabled Student Services offices in universities to explore the perception of the agency within the disability community.

Goal II. Increase the number of qualified applicants with disabilities who are offered employment with NOAA.

Strategies:

- Implement 2% Goals. Expand the Number of People with Disabilities in NOAA's Recruitment Pool. NOAA's Resume Bank provides hiring managers with resumes of 30% or more service-connected disabled veterans and Schedule A individuals with disabilities who meet the qualification requirements. The NOAA Resume Bank is a recruitment tool for managers who are interested in considering high quality candidates with disabilities, particularly those trained and/or experienced in the scientific, engineering, financial management, IT, and other professional fields. All Resume Bank candidates have been pre-certified by the Workforce Management Office (WFMO) to meet the minimum qualifications for one or more job series. Hiring managers are encouraged to check available Resume Bank candidates early the workforce planning stage, well before a vacancy is posted on USAjobs.

Managers may conduct interviews with candidates from the Resume Bank at any time (before an announcement opens, while an announcement is posted, or after considering applicants from the certificate of the posted announcement.) WFMO is establishing internal Standard Operating Procedures and outreach materials for managers and applicants regarding use of the NOAA Resume Bank. In addition, instructions for applicants for applying via the Schedule A hiring authority for people with disabilities will be provided via the NOAA Careers website and in other marketing materials.

- Increase Retention of Employees with Disabilities by Providing Technical Assistance on Disability Issues. Publicize the role of NOAA's Reasonable Accommodations Coordinator (RAC), regarding the reasonable accommodations process; including instructions on how to request an accommodation, documents for employees to give their health care provider and information on premium class travel accommodations, workers compensation, FAQs, and outside resources on reasonable accommodation (JAN, CAP and OPM).
- Improve Management's Awareness on Issues Related to Hiring and Retaining Employees with Disabilities. WFMO provides guidance as it relates to the hiring tools currently available to management to increase hiring of People with Targeted Disabilities and Veterans with Disabilities, including Veterans' preference and noncompetitive appointments for Schedule A and preference eligible Veterans, as well as reasonable accommodations through the Computer/Electronic Accommodations Program (CAP) and the Job Accommodation Network (JAN). Hiring officials are provided briefings on success stories of employed people with disabilities and engage in other activities to make them more receptive to hiring people with disabilities. The Recruitment and Workforce Planning modules on the Commerce Learning Center have recently been updated to include information on how to hire employees with disabilities.

# A TABLES ANALYSES

## OVERALL NOTES:

Groups in which the number of people is less than 10 if the benchmark was applied to that group are considered to be too low for a valid evaluation.

## TABLE A1: TOTAL WORKFORCE – DISTRIBUTION BY RACE/ETHNICITY AND SEX

The total number of employees (permanent and temporary) decreased from 11,656 in FY 2014 to 11,530 in FY 2015. This is a decrease of 126 employees. Decreases occurred in its representation of males (-1.13%), and females (-0.98%). Specific decreases included Hispanic males (-4.19%), Hispanic females (-7.21%), White males (-1.19%), White females (-0.96%), African American females (-1.58%), Asian males (-1.30%), American Indian/Alaska Native males (-1.69%), and American Indian/Alaska Native females (-11.76%). NOAA saw an increase in its representation of African American males (0.26%), Asian females (1.80%), Native Hawaiian/Pacific Islander males (23.81%), Native Hawaiian/Pacific Islander females (5.0%), Multiple Race males (14.29%), and Multiple Race females (37.50%).

The total number of permanent employees decreased from 11,497 in FY 2014 to 11,413 in FY 2015. This represents a decrease of 84 permanent employees. Decreases occurred in males (-0.85%) and females (-0.48%). Specific decreases included Hispanic males (-4.21%), Hispanic females (-7.21%), White males (-0.95%); White females (-0.47%), African American females (-1.41%); Asian males (-0.26%), and American Indian/Alaska Native females (-11.76%). NOAA saw increases in its representation of African American males (0.53%), Asian females (3.70%), Native Hawaiian/Pacific Islander males (25.0%), Native Hawaiian/Pacific Islander females (5.0%), Multiple Race males (14.29%), and Multiple Race females (37.50%).

The total number of temporary employees decreased from 159 in FY 2014 to 117 in FY 2015. This is a decrease of 42 employees. Decreases occurred in males (-24.21%); females (-29.69%); White males (-20.0%), White females (-25.45%), African American males (-33.33%), African American females (-33.33%), Asian males (-100.0%), Asian females (-66.67%), and American Indian/Alaska Native males (-100.0%). There were no increases.

### *The following groups are above their participation rate in the CLF:*

Total males  
White males  
Asian males and females  
Native Hawaiian/Pacific Islander males and females

### *The following groups are below their participation rate in the CLF:*

Total females  
Hispanic males and females  
White females

African American males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**TABLE A2: TOTAL WORKFORCE (PERMANENT EMPLOYEES ONLY) BY COMPONENT - DISTRIBUTION BY RACE/ETHNICITY AND SEX**

In FY 2015, the National Weather Service (NWS) remained the largest Line Office with 4,448 (38.97%) employees and the National Marine Fisheries Service (NMFS) followed with 2,914 (25.53%) employees and the highest number of women at 1,229.

The workforce breakdown shows that females continue to be below the CLF in all offices except the Office of the Under Secretary, Staff Offices, and the Office of Program Planning and Integration. Hispanic males and females remained substantially below the CLF in all of NOAA's Offices.

*The following groups had lower than expected participation rates when compared to the CLF:*

Under Secretary

Total males  
Hispanic males and females  
White males  
African American males  
Asian males and females  
Native Hawaiian/Pacific Islander males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

Staff Offices

Total males  
Hispanic males and females  
White males and females  
Native Hawaiian/Pacific Islander males and females  
American Indian/Alaska Native males and females

OMAO

Total females  
Hispanic males and females  
White females  
African American females  
Asian females  
American Indian/Alaska Native females  
Multiple Race females

NOS

Total females  
Hispanic males and females  
White females  
African American males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

NWS

Total females  
Hispanic males and females  
White females  
African American males and females  
Asian females  
American Indian/Alaska Native females  
Multiple Race males and females

NMFS

Total females  
Hispanic males and females  
African American males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

NESDIS

Total females  
Hispanic males and females  
White females  
Native Hawaiian/Pacific Islander males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

OAR

Total females  
Hispanic males and females  
White females  
African American males and females  
Asian females  
Native Hawaiian/Pacific Islander males and females  
Multiple Race males and females

## PPI

Total males  
Hispanic males and females  
White males  
African American males  
Asian males and females  
Native Hawaiian/Pacific Islander males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

### **TABLE A3-1: OCCUPATIONAL CATEGORIES (PERMANENT) - DISTRIBUTION BY RACE/ETHNICITY AND SEX**

Overall, males represent 54.86% of all **Officials and Managers** and females 45.44%. Hispanic females, White females, African American males and females, Asian females, Native Hawaiian/Pacific Islander females, American Indian/Alaska Native females, and Multiple Race females have rates of participation equal to or higher than their overall representation in the permanent workforce.

All Hispanic males, White males, Asian males, Native Hawaiian/Pacific Islander males, American Indian/Alaska Native males, and Multiple Race males have less participation in this category than their participation in the permanent workforce.

At the **Executive/Senior** level (Grades 15 and above) males represent 79.30% with females at 20.70%. Hispanic males, White males, Asian males, American Indian/Alaska Native males and females have a higher participation rate than their overall representation in the workforce.

At the **Mid-level** (Grades 13-14) males represent 87.12% and females 12.88%. Hispanic males and females, White males, Asian males, and Native Hawaiian/Pacific Islander females have a participation rate equal to or higher than their overall workforce representation.

**First-Level** (GS 12 and below) males represent 68.16% and females 31.84%. White males and females, Native Hawaiian/Pacific Islander females, American Indian/Alaska Native males, and Multiple Race females have a participation rate equal to or higher than their overall workforce representation.

### **Professionals**

This occupation employs the highest number of employees; with males representing 73.59% of all Professionals and females 26.41%. Hispanic males, White males, and Asian males have rates equal to or higher than their overall representation in the permanent workforce.

Hispanic females, White females, African American males and females, Asian females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females, and Multiple Race males and females have less participation in this category than their participation in the permanent workforce.

### **Technicians**

Males represent 86.48% of all Technicians and females represent 13.52%.

Hispanic males, White males, African American males, Native Hawaiian/Pacific Islander males, American Indian/Alaska Native males, and Multiple Race males have rates of participation equal to or higher than their overall representation in the permanent workforce.

Asian males and all female EEO groups have less participation in this category than their participation in the permanent workforce.

### **Sales Workers**

All EEO groups were absent from this category during FY 2015.

### **Administrative Support Workers**

Overall, males represent 15.37% of all Administrative Support Workers and females represent 84.63%.

Females of all ethnic/racial groups, except Multiple Race females, have a higher participation in this category than their participation in the workforce.

Males of all ethnic/racial groups, except African American have less participation in this category than their participation in the overall workforce.

### **Craft Workers**

Males represented 100.0% of all Craft workers.

All males, except Asian males, have higher participation in this category than their participation in the workforce. Native Hawaiian/Pacific Islander and Multiple Race males were not represented in this category.

### **Operatives**

Males represent 93.33% of all Operatives and females 6.67%.

Hispanic, White, African American, and Asian males have rates of participation higher than their overall representation in the permanent workforce.

White females have less participation in this category than their participation in the permanent workforce. No other EEO groups were represented in FY 2015.

### **Laborers and Helpers**

All groups remained absent from this category during FY 2015.

## Service Workers

Overall males represent 75.0% of all Service Workers and females represent 25.0%.

Hispanic males and females, White males, Asian males and females, American Indian/Alaska Native males and females, and Multiple Race males have rates of participation higher than their overall representation in the permanent workforce.

White females, and African American males and females have less participation in this category than their participation in the permanent workforce. Native Hawaiian/Pacific Islander males and females, and Multiple Race females were not represented in this category in FY 2015.

### **TABLE A4-1: (PERMANENT) PARTICIPATION RATES FOR GS GRADES AND CAPS BY RACE/ETHNICITY AND SEX**

The majority of NOAA employees (1,689) comprise the GS-13/CAPS IV pay level. Males represented 85.49% and females 14.51%.

When compared to their overall representation in the permanent workforce Hispanic males, White males, and Asian males are sufficiently represented at this level.

In contrast, Hispanic females, White females, African American males and females, Asian females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females, and Multiple Race males and females have a slightly lower than expected participation rate.

The GS-12/CAPS II is the second highest comprised pay level (1,290); with males representing 74.34% and females 25.66%. Hispanic males, White males, and American Indian/Alaska Native males and females were represented at a rate higher and/or equal to their overall representation in the workforce.

Hispanic females, White females, African American males and females, Asian males and females, Native Hawaiian/Pacific Islander males and females, and Multiple Race males and females were represented at rates lower than their overall workforce representational rate.

### **TABLE A5-1: (PERMANENT) WAGE GRADE PARTICIPATION RATES BY RACE/ETHNICITY AND SEX**

The majority of NOAA employees (16) comprised the WG-6 pay level. Males represented 93.75% and females 6.25%.

Hispanic males, White males, African American males, and Asian males have higher participation in this category than they do in the total permanent workforce.

White females have lower participation in this category than in the total workforce.

Hispanic females, African American females, Asian females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females, and Multiple Race males and females were not represented in this category in FY 2015.

**TABLE A6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS (PERMANENT)  
BY RACE/ETHNICITY AND SEX**

**Overall Note:** The following Major Occupations are the most populous occupations employed at NOAA: 1) Meteorology; 2) Information Technology Management; 3) Fishery Biology; 4) General Physical Science; and 5) Management Analyst. The Occupational CLF is determined by the percentage of the population that is available for a specific position. Therefore, each position is compared to the respective Occupational CLF.

**1) Meteorology (1340):**

This is NOAA's highest employed major occupation (2,522). In FY 2015, males comprised 85.05% of this occupation and females represented 14.95%.

Those that participated at rates above and/or equal to the occupational CLF include Hispanic males, White males, Asian males and females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native females, and Multiple Race females.

*In comparison to the occupational CLF, the following groups had participation rates that fell below the occupational CLF:*

Hispanic females  
White females  
African American males and females  
American Indian/Alaska Native males  
Multiple Race males

**2) Information Technology Management (2210):**

In FY 2015, this occupation included a total of 1,076 employees. Males comprised 78.44% and females 21.56%.

Those that participated at rates above and/or equal to the occupational CLF include Hispanic males, White males, African American males, Asian males, Native Hawaiian/Pacific Islander males, and American Indian/Alaska Native males.

*In comparison to the occupational CLF, the following groups had participation rates that fell below the occupational CLF:*

Hispanic females  
White females  
African American females

Asian females  
Native Hawaiian/Pacific Islander females  
American Indian/Alaska Native females  
Multiple Race males and females

### **3) Fishery Biology (0482):**

There were a total of 894 employees in this occupation. Males comprised 63.09% and females represented 36.91%.

Those that participated at rates above and/or equal to the occupational CLF include White males, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females.

*In comparison to the occupational CLF, the following groups had participation rates that fell below the occupational CLF:*

Hispanic males and females  
White females  
African American males and females  
Asian males and females  
Multiple Race males and females

### **4) General Physical Science (1301):**

In FY 2015, this occupation held 676 employees. Males comprised 75.0% and females 25.0%.

Those that participated at rates above and/or equal to the occupational CLF include White males, African American males, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native females.

*In comparison to the occupational CLF, the following groups had participation rates that fell below the occupational CLF:*

Hispanic males and females  
White females  
African American females  
Asian males and females  
American Indian/Alaska Native males  
Multiple Race males and females

### **5) Management Analyst (0343):**

This occupation held 557 employees. Males comprised 32.68% and females 67.32%.

Those that participated at rates above and/or equal to the occupational CLF include White females, African American males and females, Asian females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females, and Multiple Race females.

*In comparison to the occupational CLF, the following groups had participation rates that fell below the occupational CLF:*

Hispanic males and females  
White males  
Asian males  
Multiple Race males

**TABLE A7: APPLICANT FLOW DATA FOR MAJOR OCCUPATIONS –  
DISTRIBUTION BY RACE/ETHNICITY AND SEX**

**1) Meteorologist (1340):**

In FY 2015, 1,045 applicants voluntarily identified for positions within this occupation. There were 871 (males 80.80%; females 19.20%) qualified applicants, and 33 selections. Of selections, Hispanic females, White females, and Asian males were selected at rates higher and/or equal to their qualified rate. Native Hawaiian/Pacific Islander females were not identified as qualified applicants.

*In comparison to the qualified rate, the following groups had selection rates that fell below their participation as qualified applicants:*

Hispanic males  
White males  
African American males and females  
Asian females  
Native Hawaiian/Pacific Islander males  
American Indian/Alaska Native males and females  
Multiple Race males and females

**2) Information Technology Management (2210):**

Of the 787 applicants for this occupation, 544 (males 83.60%; females 16.40%) were qualified and 9 selected. Of selections, White males were selected at rates higher and/or equal to their qualified rate. Native Hawaiian/Pacific Islander females were not identified as qualified applicants.

*In comparison to the qualified rate, the following groups had selection rates that fell below their participation as applicants:*

Hispanic males and females  
White females  
African American males and females  
Asian males and females  
Native Hawaiian/Pacific Islander males  
American Indian/Alaska Native males and females  
Multiple Race males and females

### **3) Fishery Biologist (0482):**

Of the 257 identified applicants, 203 (males 52.70%; females 47.30%) were qualified and 6 selected. Hispanic females, Asian males, and Native Hawaiian/Pacific Islander males were selected at rates higher and/or equal to their qualified rate. Native Hawaiian/Pacific Islander females, American Indian/Alaska Native females, and Multiple Race males and females were not identified as qualified applicants.

*In comparison to the qualified rate, the following groups had selection rates that fell below their participation as applicants:*

Hispanic males  
White males and females  
African American males and females  
Asian females  
Native Hawaiian/Pacific Islander males  
American Indian/Alaska Native males

### **4) General Physical Science (1301):**

Of the 453 identified applicants, 291 (males 68.0%; females 32.09%) were qualified and 14 selected. Hispanic males, White males and females, and Asian males were selected at a rate higher and/or equal to their qualified rate. Native Hawaiian/Pacific Islander males and females and Multiple Race males were not identified as qualified applicants.

*In comparison to the qualified rate, the following groups had selection rates that fell below their participation as applicants:*

Hispanic females  
African American males and females  
Asian females  
American Indian/Alaska Native males and females  
Multiple Race females

### **5) Management Analyst (0343):**

Of the 982 identified applicants, 760 (males 42.40%; females 57.60%) were qualified and 6 selected. White females and Asian females were the only groups selected at a rate higher and/or equal to their qualified rate. Native Hawaiian/Pacific Islander males were not identified as qualified applicants.

*In comparison to the qualified rate, the following groups had selection rates that fell below their participation as applicants:*

Hispanic males and females  
White males  
African American males and females

Asian males  
Native Hawaiian/Pacific Islander females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**TABLE A8: NEW HIRES BY TYPE OF APPOINTMENT – DISTRIBUTION BY RACE/ETHNICITY AND SEX**

In FY 2015, there were 635 total new hires (including temporary). Males comprised 62.8% of all new hires and females 37.16%. White males represented the highest number of new hires at 332 (52.28%), while White females represented the second highest group at 176 (27.71%).

Those EEO groups above and/or equal to the CLF include White males, African American males, Asian males and females, Native Hawaiian/Pacific Islander males and females, and American Indian/Alaska Native males. American Indian/Alaska Native females and Multiple Race males were not represented in the number of new hires.

*The following new hire rates fell below the CLF:*

Hispanic males and females  
White females  
African American females  
Multiple Race females

**Table A9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS**

**1) Meteorologist (1340):**

There were 510 (males 78.43%; females 21.57%) employees selected for promotion. Hispanic males, White females, African American males and females, Asian females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native females, and Multiple Race females were selected at rates higher and/or equal to their CLF.

*In comparison to the occupational CLF, the following groups had selection rates that fell below their CLF:*

Hispanic females  
White males  
Asian males  
American Indian/Alaska Native males  
Multiple Race males

**2) Information Technology Management (2210):**

There were 61 (males 81.97%; females 18.03%) employees selected for promotion. Hispanic males and females, White females, African American males and females, and Native Hawaiian/Pacific Islander males were selected at a rate higher and/or equal to their CLF.

***In comparison to the OCLF, the following groups had selection rates that fell below their CLF:***

White males  
Asian males and females  
Native Hawaiian/Pacific Islander females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**3) Fishery Biologist (0482):**

There were 36 (males 55.56%; females 44.44%) employees selected for promotion. Hispanic males and females, White females, African American males, and Native Hawaiian/Pacific Islander males and females were selected at rates higher and/or equal to their CLF.

***In comparison to the OCLF, the following groups had selection rates that fell below their CLF:***

White males  
African American females  
Asian males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**4) General Physical Science (1301):**

There were 52 (males 76.92%; females 23.08%) employees selected for promotion. Hispanic males, White females, African American males, and Native Hawaiian/Pacific Islander males and females were selected at rates higher and/or equal to their CLF.

***The following groups had selection rates that fell below their OCLF:***

Hispanic females  
White males  
African American females  
Asian males and females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**5) Management Analyst (0343):**

There were 45 (males 40.0%; females 60.0%) selected for promotion. Hispanic males, White females, African American males, Asian males, and Native Hawaiian/Pacific Islander males and females were selected at rates higher and/or equal to their OCLF.

***The following groups had selection rates that fell below their OCLF:***

Hispanic females  
White males

African American females  
Asian females  
American Indian/Alaska Native males and females  
Multiple Race males and females

**TABLE A10: NON-COMPETITIVE PROMOTIONS - DISTRIBUTION BY RACE/ETHNICITY AND SEX**

In FY 2015, there were 260 promotions, of which males represented 162 (62.31%) and females 98 (37.69%). African American males and females, Asian females, Native Hawaiian/Pacific Islander males and females, and Multiple Race males and females were the only EEO groups promoted at a rate higher than and/or equal to their overall representation. American Indian/Alaska Native males and females were not represented in the distribution of promotions.

**TABLE A11: INTERNAL SELECTIONS FOR SENIOR LEVEL POSITIONS- DISTRIBUTION BY RACE/ETHNICITY AND SEX**

Comprehensive data was not available for this category in FY 2015.

**TABLE A12: PARTICIPATION IN CAREER DEVELOPMENT BY RACE/ETHNICITY AND SEX**

There were no career development programs meeting the definition outlined in EEOC guidelines as those that upon completion, qualifies the participant for a promotion.

**Table A13: EMPLOYEE RECOGNITION AND AWARDS – Distribution by Race/Ethnicity and Sex**

**Cash Awards \$100-\$500:**

During FY 2015, 3,442 cash awards were distributed to employees totaling \$1,235,872, of which males received \$861,717 (70.63%) and females \$374,155 (29.37%).

All EEO-groups received awards at rates equal to and/or higher than their overall workforce representation, except Hispanic males, White females, African American females, Asian males and females, Native Hawaiian/Pacific Islander males and females, and Multiple Race males and females.

**Cash Awards \$501+**

In FY 2015, 8,418 awards were distributed totaling \$11,041,386. Males received \$7,449,808 (67.89%) and females \$3,591,578 (32.11%).

All EEO-groups received awards at rates equal to and/or higher than their overall workforce representation, except Hispanic males, White males, African American males and females, Asian males and females, Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males, and Multiple Race males and females.

## **Quality Step Increases (QSI)**

In FY 2015, 144 employees earned QSIs. Males received 66.67% and females 33.33%.

All EEO-groups received increases at rates equal to and/or higher than their overall workforce representation, except, White males, African American females, and Asian males and females. Native Hawaiian/Pacific Islander males and females, American Indian/Alaska Native males and females, and Multiple Race males and females were not represented in the distribution of this award.

### **Time-Off Awards 1-9 hours:**

In FY 2015, 1,101 (7,744 hours) Time-off awards were distributed, of which males represented 805 (73.12%) and females 296 (26.88%).

Hispanic females, White males, Native Hawaiian/Pacific Islander males, American Indian/Alaska Native males and females, and Multiple Race males were the only EEO-groups which received awards at rates equal to and/or higher than their overall workforce representation. All other groups received awards at rates below their overall workforce representation rates.

### **Time-Off Awards 9+ hours:**

There were 1,093 (24,926 hours) Time-off awards distributed, of which males represented 739 (67.61%) and females 354 (32.39%).

All EEO-groups received awards at rates equal to and/or higher than their overall workforce representation, except White males and females, Asian females, American Indian/Alaska Native females, and Multiple Race males.

## **TABLE A14: PERMANENT SEPARATIONS BY TYPE OF SEPARATION – DISTRIBUTION BY RACE/ETHNICITY AND SEX**

### **Total Separations:**

In FY 2015, there were 711 total separations. Males represented 65.82% and females 34.18%. Hispanic females, White females, African American males and females, American Indian/Alaska Native males, and Multiple Race males and females separated at a rate slightly higher than their overall representation.

### **Voluntary Separations:**

There were 693 voluntary separations; males 454 (65.51%) and females 239 (34.49%). Hispanic females, White females, African American males and females, American Indian/Alaska Native males and females, and Multiple Race males and females separated at rates higher than their participation rate in the workforce.

**Involuntary Separations:**

There were 18 involuntary separations; males 14 (77.78%) and females 4 (22.22%). African American males and Asian males separated at a rate higher than their overall workforce representation.

## **B TABLES ANALYSES**

### **OVERALL NOTES:**

NOAA has adopted the Federal Goal of 2% for hiring persons with targeted disabilities, and therefore is using that figure as the benchmark for comparison.

### **TABLE B1 TOTAL WORKFORCE – DISTRIBUTION BY DISABILITY**

In comparing the FY 2015 workforce (11,530) to the FY 2014 workforce (11,656), there was an overall decrease of 126 individuals (1.08%). During this same time period, the total number of employees with disabilities increased from 6.53% to 7.15%; while the participation rate of NOAA employees with targeted disabilities remained below the 2% Federal Goal at 0.67%.

The number of permanent employees with reportable disabilities did increase, from 755 to 818. However, the number of permanent employees with targeted disabilities decreased by -2 individuals (a net change of -2.56%).

The number of temporary employees with reportable disabilities remained 6, along with the number of temporary employees with targeted disabilities, which was 1 (0.85%).

### **TABLE B2: TOTAL WORKFORCE (PERMANENT EMPLOYEES ONLY) BY COMPONENT – DISTRIBUTION BY DISABILITY**

For FY 2015, the National Weather Service (NWS) remained the largest line office with 4,448 (38.97%) permanent employees, and the National Marine Fisheries Services (NMFS) followed with 2,914 (25.53%) employees. NWS participation rate for employees with targeted disabilities was 0.61%, and NMFS had 0.58%.

Staff Offices had the highest participation rate of employees with targeted disabilities at 1.57%, with the National Environmental Satellite, Data, and Information Service (NESDIS) at 1.31%, and the National Ocean Service at 0.46%

The number of employees with targeted disabilities in the other Line Offices are too small to evaluate, and therefore are not included.

### **TABLE B3-1: OCCUPATIONAL CATEGORIES (PERMANENT) – DISTRIBUTION BY DISABILITY**

Compared to the overall workforce participation rate of 25.56% for **Officials and Managers**, persons with targeted disabilities have a participation rate of 0.58%.

The overall workforce participation rate for **Professionals** is 56.13%, as compared to 0.52% participation rate for people with targeted disabilities in this category. The overall workforce participation rate for **Technicians** is 8.62% as compared to 0.91% for people with targeted

disabilities. The overall workforce participation rate for **Administrative Support** is 4.95% as compared to 2.83% for people with targeted disabilities.

There were no employees with targeted disabilities in the other categories (**Sales, Laborers, Craft, Operatives, and Service**).

**TABLE B4: (PERMANENT) PARTICIPATION RATES FOR GS BY DISABILITY**

Employees with targeted disabilities have a higher participation rate at the (GS 13) pay levels than any other pay level.

The participation rate for GS-13 equivalent employees with targeted disabilities was 0.10% as compared to the 14.79% participation rate for the overall workforce. Employees with disabilities make up 0.67% of the permanent workforce.

**TABLE B5: (PERMANENT) WAGE GRADE PARTICIPATION RATES BY DISABILITY**

There were no employees with targeted disabilities in wage grade categories.

**TABLE B6: PARTICIPATION RATES FOR MAJOR OCCUPATIONS (PERMANENT) BY DISABILITY**

**Overall Note:** The following Major Occupations are the most populous occupations employed at NOAA.

Although the number of Meteorologists and Information Technology Specialists occupations remain high, the participation rate for persons with targeted disabilities is 0.44% respectively, substantially lower than the Federal and NOAA goal of 2%.

The overall participation rate of Fishery Biologist is 7.8%, as compared to 0.34% for people with targeted disabilities, General Physical Science is 5.92% as compared to 0.30%, and Management Analyst is 4.88% as compared to 0.72%

**TABLE B7: APPLICATION AND HIRES – DISTRIBUTION BY DISABILITY**

There were a total of 19,453 applications received for NOAA positions. Of those, 0.81% identified a targeted disability; there were no hires.

**TABLE B8: NEW HIRES BY TYPE OF APPOINTMENT – DISTRIBUTION BY DISABILITY**

Of the 635 total new hires for FY 2015, 86 (13.54%) had a reportable disability. There were 2 (0.31%) with a targeted disability.

**TABLE B9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS BY DISABILITY CODE**

**1) Meteorologist (1340):**

Of the 510 selections, 25 (14.90%) were persons with disabilities; and 1 (0.20%) was an individual with a targeted disability.

**2) Information Technology Management (2210):**

Of the 61 selections, 8 (13.11%) were persons with disabilities; and none with a targeted disability.

**3) Fishery Biologist (0482):**

There were 36 selections; no persons with disabilities or targeted disabilities.

**4) General Physical Science (1301):**

Of the 52 selections, 3 (5.77%) were persons with disabilities; and none with a targeted disability.

**5) Management Analyst (0343):**

Of the 45 selections, 2 (4.44%) were persons with disabilities; and none with a targeted disability.

**TABLE B10: PARTICIPATION IN AGENCY EMPLOYMENT PROGRAMS BY DISABILITY CODE**

There were 260 internal promotions, of which 20 (7.69%) were persons with disabilities, and none with targeted disabilities.

**TABLE B11: INTERNAL SELECTIONS FOR SENIOR LEVEL POSITIONS- DISTRIBUTION BY DISABILITY**

Comprehensive data was not available for this category in FY 2015.

**TABLE B12: PARTICIPATION IN CAREER DEVELOPMENT BY DISABILITY**

There were no career development programs meeting the definition outlined in EEOC guidelines as those that upon completion, qualifies the participant for a promotion.

**TABLE B13: EMPLOYEE RECOGNITION AND AWARDS – DISTRIBUTION BY DISABILITY**

**Cash awards \$100 - \$500:** Of 3,442 cash awards, 279 (8.11%) were distributed to employees with disabilities and 24 (0.70%) to those with targeted disabilities; totaling \$108,036.

**Cash awards \$501+:** Of 8,418 cash awards, 501 (5.95%) were distributed to employees with disabilities, and 40 (0.48%) to employees with targeted disabilities; totaling \$653,829.

**Quality Step Increase (QSI):** In FY 2015, there were a total of 144 QSIs; of which 10 (6.94%) were awarded to employees with disabilities, and 1 (0.67%) with a targeted disability.

**Time off awards 1-9 hours:** Of 1,101 time-off awards, 92 (8.36%) were earned by employees with disabilities and 6 (0.54%) with a targeted disability.

**Time off awards 9+ hours:** Of 1,093 time-off awards, 87 (7.96%) were earned by employees with disabilities and 5 (0.46%) with targeted disabilities.

**TABLE B14: SEPARATIONS BY TYPE OF SEPARATION (PERMANENT) –  
DISTRIBUTION BY DISABILITY**

**Total Separations:** In FY 2015, there were 711 total separations. Persons with disabilities represented 78 (10.97%) and targeted disabilities 7 (0.98%).

**Voluntary Separations:** Of the 693 voluntary separations, 74 (10.68%) were by persons with disabilities and 7 (1.01%) targeted disabilities.

**Involuntary Separations:** Of the 18 involuntary separations, 4 (22.22%) were persons with disabilities. There were no involuntary separations for those with targeted disabilities.

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AGENCY OR DEPARTMENT: DOC National Oceanic and Atmospheric Administration

REPORTING PERIOD: FY 2015

**PART I - PRE-COMPLAINT ACTIVITIES**

INTENTIONALLY LEFT BLANK	COUNSELING	INDIVIDUALS
	<b>TOTAL COMPLETED/ENDED COUNSELING</b>	
C. TOTAL COMPLETED/ENDED COUNSELINGS	COUNSELING	INDIVIDUALS
C.1. COUNSELED WITHIN 30 DAYS	60	58
C.2. COUNSELED WITHIN 31 TO 90 DAYS	41	41
C.2.a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS	31	31
C.2.b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR	8	8
C.2.c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY	2	2
C.3. COUNSELED BEYOND 90 DAYS	3	3
C.4. COUNSELED DUE TO REMANDS	0	0
D. PRE-COMPLAINT ACTIVITIES	COUNSELING	INDIVIDUALS
D.1. ON HAND AT THE BEGINNING OF THE REPORTING PERIOD	0	0
D.2. INITIATED DURING THE REPORTING PERIOD	71	69
D.3. COMPLETED/ENDED COUNSELINGS	60	58
D.3.a. SETTLEMENTS (MONETARY AND NON-MONETARY)	2	2
D.3.b. WITHDRAWALS/NO COMPLAINT FILED	19	18
D.3.c. COUNSELINGS COMPLETED/ENDED IN REPORTING PERIOD THAT RESULTED IN COMPLAINT FILINGS IN REPORTING PERIOD	38	37
D.3.d. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	1	1
D.4. COUNSELINGS PENDING AT THE END OF THE REPORTING PERIOD	11	11

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

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

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

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

I. NON-ADR SETTLEMENTS	COUNSELING	INDIVIDUALS
TOTAL	2	2

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AGENCY OR DEPARTMENT: DOC National Oceanic and Atmospheric Administration

REPORTING PERIOD: FY 2015

**PART II - FORMAL COMPLAINT ACTIVITIES**

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

**PART III - AGENCY RESOURCES, TRAINING, REPORTING LINE**

**A. AGENCY & CONTRACT RESOURCES**

	AGENCY		CONTRACT	
	NUMBER	PERCENT	NUMBER	PERCENT
<b>A.1. WORKFORCE</b>				
A.1.a. TOTAL WORK FORCE	11,530			
A.1.b. PERMANENT EMPLOYEES	11,413			
<b>A.2. COUNSELOR</b>	7		0	
A.2.a. FULL-TIME	3	42.86	0	0
A.2.b. PART-TIME	0	0	0	0
A.2.c. COLLATERAL DUTY	4	57.14	0	0
<b>A.3. INVESTIGATOR</b>	1		1	
A.3.a. FULL-TIME	0	0	1	100
A.3.b. PART-TIME	0	0	0	0
A.3.c. COLLATERAL DUTY	1	100	0	0
<b>A.4. COUNSELOR/INVESTIGATOR</b>	0		0	
A.4.a. FULL-TIME	0	0	0	0
A.4.b. PART-TIME	0	0	0	0
A.4.c. COLLATERAL DUTY	0	0	0	0

**B. AGENCY & CONTRACT STAFF TRAINING**

	COUNSELORS		INVESTIGATORS		COUNS/INVESTIG	
	AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT
<b>B.1. NEW STAFF (NS) - TOTAL</b>	0	0	0	0	0	0
B.1.a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS	0	0	0	0	0	0
B.1.b. STAFF RECEIVING 8 OR MORE HOURS, USUALLY GIVEN TO EXPERIENCED STAFF	0	0	0	0	0	0
B.1.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0
<b>B.2. EXPERIENCED STAFF (ES) - TOTAL</b>	7	0	1	1	0	0
B.2.a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS	3	0	1	1	0	0
B.2.b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF	4	0	0	0	0	0
B.2.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0

**C. REPORTING LINE**

1. EEO DIRECTOR'S NAME: Tinisha L. Agramonte

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

2. IF NO, WHO DOES THE EEO DIRECTOR REPORT TO?  
 PERSON Lisa Casias  
 TITLE Acting Deputy Assistant Secretary for Administration

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

4. WHO DOES THAT PERSON REPORT TO?  
 PERSON Lisa Casias  
 TITLE Acting Deputy Assistant Secretary for Administration

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY  
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(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: DOC National Oceanic and Atmospheric Administration

REPORTING PERIOD: FY 2015

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

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION										REPRISAL	TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE
	RACE				TWO OR MORE RACES	COLOR	RELIGION	RELIGION	REPRISAL	TOTAL ALL COMPLAINTS BY ISSUE				
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN										
A. APPOINTMENT/HIRE	0	0	0	1	0	0	0	0	0	0	0	6	2	2
B. ASSIGNMENT OF DUTIES	1	0	0	0	0	0	0	0	0	0	9	25	11	0
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	1	0	0	0	1	0	0	3	9	4	4
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	1	2	1	1
E.3. SUSPENSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.5. Letter of Counseling	0	0	0	1	0	0	0	0	0	0	2	7	2	2
E.6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	1	0	0	0	0	0	0	2	5	1	1
G. PERE EVAL/APPRaisal	0	0	0	4	0	0	2	2	0	6	6	30	10	10
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	1	0	8	1	0	1	2	1	15	15	60	24	24
I.1. NON-SEXUAL	0	1	0	8	1	0	1	2	1	15	15	58	22	22
I.2. SEXUAL	0	0	0	0	0	0	0	0	0	0	0	2	2	2
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	1	1	1
L. PROMOTION/NO-N-SELECTION	0	0	0	2	1	0	1	1	2	2	13	13	8	8
M. REASSIGNMENT	0	0	0	1	0	0	0	0	1	1	7	7	3	3
M.1. DENIED	0	0	0	1	0	0	0	0	1	1	5	5	2	2
M.2. DIRECTED	0	0	0	0	0	0	0	0	0	0	2	2	1	1
N. REASONABLE ACCOMMODATION	0	0	0	0	0	0	0	0	0	0	4	13	8	8
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROYPING	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. TERMINATION	0	0	0	0	0	0	0	0	0	0	0	1	1	1
L. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	5	1	0	1	1	8	8	30	30	12	12
V. TIME AND ATTENDANCE	0	0	0	5	0	0	1	1	7	7	28	28	8	8
W. TRAINING	1	0	0	2	0	0	0	0	0	0	7	7	5	5
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.1. 1.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.2. 2.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.3. 3.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.4. 4.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ALL ISSUES BY BASES	2	1	0	50	3	0	7	8	57	57	208	208	88	88
TOTAL ALL COMPLAINTS FILED BY BASES	1	1	0	12	1	0	4	4	20	20	88	88	33	33

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

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION							TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN	WHITE	TWO OR MORE RACES	COLOR			RELIGION
TOTAL ALL COMPLAINTS BY BASES	1	1	0	12	1	0	4	4	20	



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

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION												TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE
	SEX		PREGNANCY DISCRIMINATION ACT	NATIONAL ORIGIN		EQUAL PAY ACT		DISABILITY		TOTAL ALL BASES BY ISSUE	GINA			
	MALE	FEMALE		HISPANIC/LATINO	OTHER	MALE	FEMALE	MENTAL	PHYSICAL					
TOTAL ALL COMPLAINTS BY BASES	2	11	0	1	3	0	0	9	14	1				

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

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF DISCRIMINATION IN SETTLEMENTS	RACE										RELIGION	REPRISAL	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELING SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SETTLED BY ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINANTS SETTLED WITH BY ISSUE	
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/AFRICAN AMERICAN	WHITE	TWO OR MORE RACES	COLOR												
A. APPOINTMENT/HIRE	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	6	2	2
B. ASSIGNMENT OF DUTIES	1	0	0	1	0	0	0	0	0	0	2	4	1	1	1	13	5	5	
C. AWARDS	0	0	0	2	0	0	0	0	0	0	1	3	0	0	0	6	3	3	
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E. DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	2	2	2	2	2	2	2	
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E.2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	
E.3. SUSPENSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E.4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	
E.5. 5. Employees must repay transit benefits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
E.6. 6.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
G. PERF. EVAL./APPRAISAL	1	1	0	6	0	0	3	10	3	3	3	10	0	0	0	32	12	12	
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
I. HARASSMENT	1	2	1	8	1	0	3	11	4	4	4	11	1	1	1	38	16	14	
I.1. NON-SEXUAL	1	2	0	8	0	0	3	11	4	4	4	11	1	1	1	38	16	14	
I.2. SEXUAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
L. PROMOTION/NON-SELECTION	1	0	0	2	0	0	1	2	1	1	2	2	0	0	0	9	3	3	
M. REASSIGNMENT	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	1	1	1	
M.1. DENIED	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	0	0	0	
M.2. DIRECTED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
N. REASONABLE ACCOMMODATION	0	0	0	0	0	0	0	2	1	1	2	2	1	1	1	11	3	3	
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
P. RELIGIOUS ACCOMMODATION	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
R. SEX-STEREOTYPING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
S. TELEWORK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
T. TERMINATION	0	0	0	0	1	0	0	1	0	0	1	1	0	0	0	3	1	1	
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	1	0	0	0	4	2	4	2	4	1	1	1	4	3	3	
V. TIME AND ATTENDANCE	1	0	0	4	0	0	2	5	0	2	5	5	0	0	0	17	5	4	
W. TRAINING	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	9	3	3	
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
X.1. 1.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
X.2. 2.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
X.3. 3.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
X.4. 4.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
I. COUNSELING SETTLEMENT ALLEGATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
I.1.A. NUMBER OF COUNSELINGS SETTLED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

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

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF ALLEGED DISCRIMINATION IN SETTLEMENTS	RACE								REPRISAL	RELIGION	COLOR	NUMBER COUNSELING ALLEGATIONS BY ISSUE	NUMBER INDIVIDUALS SETTLED BY ISSUE	NUMBER COMPLAINT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN / OTHER PACIFIC ISLANDER	BLACK/AFRICAN AMERICAN	WHITE	TWO OR MORE RACES										
1.B. NUMBER OF COUNSELEES SETTLED WITH	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2. COMPLAINT SETTLEMENT ALLEGATIONS	5	3	1	28	1	0	13	19	45							
2.A. NUMBER OF COMPLAINTS SETTLED	1	2	1	8	1	0	5	5	16							
2.B. NUMBER OF COMPLAINTS SETTLED WITH	1	2	1	6	1	0	5	3	15							



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

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF ALLEGED DISCRIMINATION IN SETTLEMENTS	SEX		PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED WITH BY ISSUE
	MALE	FEMALE		LGBT	HISPANIC LATINO	OTHER	MALE		FEMALE	MENTAL					
1.1B. NUMBER OF COUNSELEES SETTLED WITH	0	0	0	0	0	0	0	1	0	1	0				
2. COMPLAINT SETTLEMENT ALLEGATIONS	0	2	0	0	12	0	0	13	1	10	1				
2.1A. NUMBER OF COMPLAINTS SETTLED	0	2	0	0	5	0	0	4	1	5	1				
2.1B. NUMBER OF COMPLAINTS SETTLED WITH	0	2	0	0	5	0	0	4	1	5	1				

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

BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS

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

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

BASES OF DISCRIMINATION FOUND IN FAD'S AND FINAL ORDERS

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

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

BASES OF DISCRIMINATION FOUND IN FAD'S AND FINAL ORDERS

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

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

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

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**PART V - SUMMARY OF CLOSURES BY STATUTE**

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

**PART VI - SUMMARY OF CLOSURES BY CATEGORY**

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
<b>A. TOTAL NUMBER OF CLOSURES</b>	48	11327	235.98
<b>A.1. WITHDRAWALS</b>	1	188	188.00
A.1.a. NON-ADR WITHDRAWALS	1	188	188.00
A.1.b. ADR WITHDRAWALS	0	0	0.00
<b>A.2. SETTLEMENTS</b>	20	4296	214.80
A.2.a. NON-ADR SETTLEMENTS	20	4296	214.80
A.2.b. ADR SETTLEMENTS	0	0	0.00
<b>A.3. FINAL AGENCY ACTIONS</b>	27	6843	253.44
<b>B. FINAL AGENCY DECISIONS WITHOUT AN ADMINISTRATIVE JUDGE DECISION</b>	23	4295	186.74
B.1. FINDING DISCRIMINATION	2	562	281.00
B.2. FINDING NO DISCRIMINATION	14	3516	251.14
B.3. DISMISSAL OF COMPLAINTS	7	217	31.00
<b>C. FINAL AGENCY ORDERS WITH AN ADMINISTRATIVE JUDGE (AJ) DECISION</b>	4	2548	637.00
C.1. AJ DECISION FULLY IMPLEMENTED	4	2548	637.00
C.1.a. FINDING DISCRIMINATION	0	0	0.00
C.1.b. FINDING NO DISCRIMINATION	4	2548	637.00
C.1.c. DISMISSAL OF COMPLAINTS	0	0	0.00
C.2. AJ DECISION NOT FULLY IMPLEMENTED	0	0	0.00
C.2.a. FINDING DISCRIMINATION	0	0	0.00
C.2.a.i. AGENCY APPEALED FINDING BUT NOT REMEDY	0	0	0.00
C.2.a.ii. AGENCY APPEALED REMEDY BUT NOT FINDING	0	0	0.00
C.2.a.iii. AGENCY APPEALED BOTH FINDING AND REMEDY	0	0	0.00
C.2.b. FINDING NO DISCRIMINATION	0	0	0.00
C.2.c. DISMISSAL OF COMPLAINTS	0	0	0.00

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**PART VI - SUMMARY OF CLOSURES BY CATEGORY (Continued)**

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
D. FINAL AGENCY MERIT DECISIONS (FAD) ISSUED	16	521	32.56
D.1. COMPLAINANT REQUESTED IMMEDIATE FAD	6	197	32.83
D.1.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF FAD REQUEST	5	131	26.20
D.1.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND RECEIPT OF FAD REQUEST	1	66	66.00
D.2. COMPLAINANT DID NOT ELECT HEARING OR FAD	7	208	29.71
D.2.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF END OF 30-DAY ELECTION PERIOD	7	208	29.71
D.2.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND END OF 30-DAY ELECTION PERIOD	0	0	0.00
D.3. HEARING REQUESTED; AJ RETURNED CASE TO AGENCY FOR FAD WITHOUT AJ DECISION (3a+3b)	3	116	38.67
D.3.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	3	116	38.67
D.3.b. AGENCY ISSUED FAD MORE THAN 60 DAYS AFTER RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	0	0	0.00
D.4. FINAL AGENCY DECISION ISSUED ON A MIXED CASE (4a+4b)	0	0	0.00
D.4.a. AGENCY ISSUED FAD WITHIN 45 DAYS AFTER INVESTIGATION	0	0	0.00
D.4.b. AGENCY ISSUED FAD MORE THAN 45 DAYS AFTER INVESTIGATION	0	0	0.00

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

	NUMBER	AMOUNT
A. TOTAL COMPLAINTS CLOSED WITH BENEFITS	22	
B. TOTAL CLOSURES WITH MONETARY BENEFITS TO COMPLAINANT	18	\$391,850.00
B.1. BACK PAY/FRONT PAY	1	\$5,000.00
B.2. LUMP SUM PAYMENT	15	\$383,600.00
B.3. COMPENSATORY DAMAGES	2	\$3,250.00
B.4. ATTORNEY FEES AND COSTS	0	\$0.00
D. INTENTIONALLY LEFT BLANK		
B.6. 6.	0	\$0.00
E. TOTAL CLOSURES WITH NON-MONETARY BENEFITS TO COMPLAINANT	22	
F. TYPES OF BENEFITS IN NON-MONETARY CLOSURES		
F.1. HIRES	0	0
F.1.a. RETROACTIVE	0	0
F.1.b. NON-RETROACTIVE	0	0
F.2. PROMOTIONS	0	0
F.2.a. RETROACTIVE	0	0
F.2.b. NON-RETROACTIVE	0	0
F.3. EXPUNGEMENTS	1	0
F.4. REASSIGNMENTS	5	0
F.5. REMOVALS RESCINDED	3	0
F.5.a. REINSTATEMENT	0	0
F.5.b. VOLUNTARY RESIGNATION	3	0
F.6. ACCOMMODATIONS	0	0
F.7. TRAINING	3	1
F.8. APOLOGY	0	0
F.9. DISCIPLINARY ACTIONS	2	1
F.9.a. RESCINDED	1	1
F.9.b. MODIFIED	1	0
F.10. PERFORMANCE EVALUATION MODIFIED	6	2
F.11. LEAVE RESTORED	0	2
F.12. NEUTRAL REFERENCE	1	2
F.13.	0	0
F.14. 14.	0	0

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**PART VIII - SUMMARY OF PENDING COMPLAINTS BY CATEGORY**

	NUMBER PENDING	NUMBER OF DAYS	AVERAGE DAYS	DAYS PENDING OLDEST CASE	OLDEST DOCKET #
A. TOTAL COMPLAINTS PENDING (SAME AS PART II Line I)	56	32326			
A.1. COMPLAINTS PENDING WRITTEN NOTIFICATION	0	0	0	0	
A.1a. COMPLAINTS PENDING DECISION TO ACCEPT/DISMISS	0	0	0	0	
A.2. COMPLAINTS PENDING IN INVESTIGATION	17	2052	120.71	217	
A. 2a. COMPLAINTS PENDING 180 DAY INVESTIGATION NOTICE	0	0	0	0	
A.3. COMPLAINTS PENDING IN HEARINGS	34	29070	855	2465	531-2010-00235X
A.4. COMPLAINTS PENDING A FINAL AGENCY ACTION	5	1204	240.8	312	

**PART IX - SUMMARY OF INVESTIGATIONS COMPLETED**

	TOTAL	TOTAL DAYS	AVERAGE
A. INVESTIGATIONS COMPLETED DURING REPORTING PERIOD	34	6941	204.15
AGENCY INVESTIGATIONS			
A.1. INVESTIGATIONS COMPLETED BY AGENCY PERSONNEL	2	292	146.00
A.1.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	2	292	146.00
A.1.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	0	0	0.00
A.1.b.1. TIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.1.b.2. UNTIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.1.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
A.2. AGENCY INVESTIGATION COSTS	\$6,600.00		\$3,300.00
CONTRACT INVESTIGATIONS			
A.3. INVESTIGATIONS COMPLETED BY CONTRACTORS	32	6649	207.78
A.3.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	19	3046	160.32
A.3.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	13	3603	277.15
A.3.b.1. TIMELY COMPLETED INVESTIGATIONS	13	3603	277.15
A.3.b.2. UNTIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.3.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
A.4. CONTRACTOR INVESTIGATION COSTS	\$170,434.50		\$5,326.08

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

A. INTENTIONALLY LEFT BLANK					
B. ADR ACTIONS IN COMPLETED/ENDED COUNSELINGS		COUNSELING	INDIVIDUALS		
B.1.	ADR OFFERED BY AGENCY	42	39		
B.2.	REJECTED BY INDIVIDUAL (COUNSELEE)	32	30		
B.3. INTENTIONALLY LEFT BLANK					
B.4.	TOTAL ACCEPTED INTO ADR PROGRAM	10	10		
C. ADR RESOURCES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)		10	10		
C.1.	INHOUSE	0	0		
C.2.	ANOTHER FEDERAL AGENCY	10	10		
C.3.	PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)	0	0		
C.4.	MULTIPLE RESOURCES USED (Please specify in a comment box)	0	0		
C.5.	FEDERAL EXECUTIVE BOARD	0	0		
C.6.		0	0		
C.7.		0	0		
		COUNSELING	INDIVIDUALS	DAYS	AVERAGE DAYS
D. ADR TECHNIQUES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)		10	10	384	38.40
D.1.	MEDIATION	10	10	384	38.40
D.2.	SETTLEMENT CONFERENCES	0	0	0	0.00
D.3.	EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
D.4.	FACTFINDING	0	0	0	0.00
D.5.	FACILITATION	0	0	0	0.00
D.6.	OMBUDSMAN	0	0	0	0.00
D.7.	PEER REVIEW	0	0	0	0.00
D.8.	MULTIPLE TECHNIQUES USED (Please specify in a comment box)	0	0	0	0.00
D.9.		0	0	0	0.00
D.10.		0	0	0	0.00
E.1.	TOTAL CLOSED	10	10	384	38.40
E.1.a.	SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	0	0	0	0.00
E.1.b.	NO FORMAL COMPLAINT FILED	1	1	14	14.00
E.1.c.	COMPLAINT FILED				
E.1.c.i.	NO RESOLUTION	9	9	370	41.11
E.1.c.ii.	NO ADR ATTEMPT (aka Part X.E.1.d)	0	0	0	0.00
E.1.c.	DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	0	0	0	0.00

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**PART XI SUMMARY OF ADR PROGRAM ACTIVITIES**

**FORMAL PHASE (COMPLAINT FILED)**

	COMPLAINTS	COMPLAINANTS		
<b>B. ADR ACTIONS IN COMPLAINT CLOSURES</b>				
B.1. ADR OFFERED BY AGENCY	2	2		
B.2. REJECTED BY COMPLAINANT	1	1		
B.3. INTENTIONALLY LEFT BLANK				
B.4. TOTAL ACCEPTED INTO ADR PROGRAM	1	1		
<b>C. ADR RESOURCES USED IN COMPLAINT CLOSURES (TOTALS)</b>				
C.1. INHOUSE	0	0		
C.2. ANOTHER FEDERAL AGENCY	1	1		
C.3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY)	0	0		
C.4. MULTIPLE RESOURCES USED (Please specify in a comment box)	0	0		
C.5. FEDERAL EXECUTIVE BOARD	0	0		
C.6.	0	0		
C.7.	0	0		
	<b>COMPLAINTS</b>	<b>COMPLAINANTS</b>	<b>DAYS</b>	<b>AVERAGE DAYS</b>
<b>D. ADR TECHNIQUES USED IN COMPLAINT CLOSURES (TOTALS)</b>	1	1	76	76.00
D.1. MEDIATION	1	1	76	76.00
D.2. SETTLEMENT CONFERENCES	0	0	0	0.00
D.3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
D.4. FACTFINDING	0	0	0	0.00
D.5. FACILITATION	0	0	0	0.00
D.6. OMBUDSMAN	0	0	0	0.00
D.7. MINI-TRIALS	0	0	0	0.00
D.8. PEER REVIEW	0	0	0	0.00
D.9. MULTIPLE TECHNIQUES USED (Please specify in a comment box)	0	0	0	0.00
D.10.	0	0	0	0.00
D.11.	0	0	0	0.00
	<b>COMPLAINTS</b>	<b>COMPLAINANTS</b>	<b>DAYS</b>	<b>AVERAGE DAYS</b>
<b>E. STATUS OF CASES IN COMPLAINT CLOSURES</b>				
E.1. TOTAL CLOSED	1	1	76	76.00
E.1.a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	0	0	0	0.00
E.1.b. WITHDRAWAL FROM EEO PROCESS	0	0	0	0.00
E.1.c. NO RESOLUTION	1	1	76	76.00
E.1.d. NO ADR ATTEMPT	0	0	0	0.00
2. INTENTIONALLY LEFT BLANK				
<b>F. BENEFITS RECEIVED</b>				
	<b>COMPLAINTS</b>	<b>COMPLAINANTS</b>	<b>AMOUNT</b>	
<b>F.1. MONETARY (INSERT TOTALS)</b>	0	0	\$0.00	
F.1.a. COMPENSATORY DAMAGES	0	0	\$0.00	
F.1.b. BACKPAY/FRONTPAY	0	0	\$0.00	
F.1.c. LUMP SUM	0	0	\$0.00	
F.1.d. ATTORNEY FEES AND COSTS	0	0	\$0.00	
F.1.e.	0	0	\$0.00	
<b>F.2. NON-MONETARY (INSERT TOTALS)</b>	0	0		
F.2.a. HIRES	0	0		
F.2.a.i. RETROACTIVE	0	0		
F.2.a.ii. NON-RETROACTIVE	0	0		
F.2.b. PROMOTIONS	0	0		
F.2.b.i. RETROACTIVE	0	0		
F.2.b.ii. NON-RETROACTIVE	0	0		
F.2.c. EXPUNGEMENTS	0	0		
F.2.d. REASSIGNMENTS	0	0		
F.2.e. REMOVALS RESCINDED	0	0		
F.2.e.i. REINSTATEMENT	0	0		
F.2.e.ii. VOLUNTARY RESIGNATION	0	0		
F.2.f. ACCOMMODATIONS	0	0		
F.2.g. TRAINING	0	0		
F.2.h. APOLOGY	0	0		
F.2.i. DISCIPLINARY ACTIONS	0	0		
F.2.i.i. RESCINDED	0	0		
F.2.i.ii. MODIFIED	0	0		
F.2.j. PERFORMANCE EVALUATION MODIFIED	0	0		
F.2.k. LEAVE RESTORED	0	0		
F.2.l. NEUTRAL REFERENCE	0	0		
F.2.m.	0	0		

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**PART XII - SUMMARY OF EEO ADR PROGRAM ACTIVITIES**

**EEO ADR RESOURCES**

<b>A. NO LONGER COLLECTED</b>	
<b>B. EMPLOYEES THAT CAN PARTICIPATE IN EEO ADR</b>	11413
<b>C. RESOURCES THAT MANAGE EEO ADR PROGRAM (DOES NOT INCLUDE NEUTRALS AS REPORTED IN PARTS X. &amp; XI.)</b>	1
C.1. IN-HOUSE FULL TIME (40 HOURS EEO ADR ONLY)	1
C.2. IN-HOUSE PART TIME (32 HOURS EEO ADR ONLY)	0
C.3. IN-HOUSE COLLATERAL DUTY (OTHERS/NON-CONTRACT)	0
C.4. CONTRACT (ANOTHER FEDERAL AGENCY/PRIVATE ORGANIZATIONS)	0
	AMOUNT
<b>D. EEO ADR FUNDING SPENT</b>	\$11,068.00

**E. EEO ADR CONTACT INFORMATION**

E.1. NAME OF EEO ADR PROGRAM DIRECTOR / MANAGER: Conesha Simpson

E.2. TITLE: EEO Specialist

E.3. TELEPHONE NUMBER: 301-713-0500

E.4. EMAIL: conesha.simpson@noaa.gov

**F. EEO ADR PROGRAM INFORMATION**

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

**CERTIFICATION AND CONTACT INFORMATION**

I certify that the EEO complaint data contained in this report, EEOC Form 462, Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints, for the reporting period October 1, 2014 through September 30, 2015 is accurate and complete.

NAME OF CERTIFYING OFFICIAL: Tinisha Agramonte

TITLE OF CERTIFYING OFFICIAL: Director, Office of Civil Rights

TELEPHONE NUMBER: (202) 482-4534

E-MAIL: tagramonte@doc.gov

SIGNATURE OF CERTIFYING OFFICIAL: \_\_\_\_\_

(Enter PIN to serve as your electronic signature)

DATE: 27-10-2015

NAME OF PREPARER: Kathryn Anderson

TITLE OF PREPARER: Director, Administration & Special Projects Div.

TELEPHONE NUMBER: (202) 482-3680

E-MAIL: kanderson@doc.gov

DATE: 26-10-2015

The FY 2015 Form 462 report must be "Accepted/Finalized" by EEOC by November 2, 2015 to be considered timely.

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Form 462 Comments

Part Name	COMMENT	expression	left	evaluation	symbol	expression	right	value1	value2	comment
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Part II

A. -- Complaints On Hand At The Beginning of The Reporting Period. Complaints (Current Year) | = | 1. -- Complaints On Hand At The End of The Reporting Period (Previous Year) | 65 | 0 | Verified against FY 14 report

Part VIII

A3 -- Complaints in Hearing - Average Days | ~ | 180 | 855 | 180 | Other case is NOAA. Under wrong tab in FedSEP

Part XII

B. EMPLOYEES THAT CAN PARTICIPATE IN EEO ADR, N/A | > | 0 | 11413 | 0 | ADR typically not offered to temporary employees

**NOAA'S EQUAL EMPLOYMENT OPPORTUNITY  
AND  
CIVIL RIGHTS PROGRAM STRATEGIC PLAN**



**Fiscal Years 2011 – 2016**

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Joseph E. Hairston  
Director, NOAA Civil Rights Office

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## INTRODUCTION

The NOAA Civil Rights Strategic Plan for fiscal years 2011 – 2016 is designed to guide NOAA's commitment to Equal Employment Opportunity and provide a framework for NOAA Line Offices/Staff to work in collaboration with the NOAA Civil Rights Office to drive continuous improvement across the agency and move NOAA to a model EEO employer of choice.

NOAA's Civil Rights Office and Line Office EEO Program Managers work together to meet the requirements of civil rights laws, rules, regulations, and guidelines codified, published, and outlined by the U.S. Equal Employment Opportunity Commission, the U.S. Office of Personnel Management, and the U.S. Department of Commerce.

The overall goal of this plan is to provide leadership to transform NOAA's EEO and Civil Rights program effectiveness. To this end, building on collaborative efforts and being transparent in our business strategies and processes are central to:

- Align with the NOAA Strategic Plan and Core Values: *People, Integrity, Excellence, Teamwork, and Ingenuity*;
- Allocate adequate resources to provide leadership, oversight and consistency in EEO Program products and services agency-wide;
- Build organizational credibility;
- Build partnerships;
- Enhance communications; and
- Support the Human Resources Council objectives.

This plan has 3 strategic goals which are aligned with the overall arching goal to provide leadership to transform NOAA's EEO and Civil Rights program effectiveness. Key to reaching our goals includes exploring external factors that may impact progress and achievement of our goals. Resources including funding and staffing levels could potentially affect the progress and priority associated with any business plan. Therefore, it is essential to also look at more cost effective ways of conducting business and providing services.

## Equal Employment Opportunity and Civil Rights Strategic Goals and Measures

### **Goal 1: To implement a collaborative Equal Employment Opportunity Program that is fully compliant with all EEO Laws, rules and regulations that supports NOAA's mission and vision**

- **Objective 1:** Meet the EEO Standards for a Model Federal Agency Equal Opportunity Program
- **Objective 2:** Ensure that employees and managers have access to current and accurate information about key civil rights issues
- **Objective 3:** Strengthen Program Delivery and Outreach
- **Objective 4:** Implement a collaborative EEO program that maximizes the support of the Civil Rights Office and the LO/EEO Program Managers

### **Performance Measures**

*FY 2011-2016:*

- **Develop and submit Annual EEO Program Status Reports (MD-715) to the EEOC and the DOC**
  - o Devise strategies to meet EEOC indicators of a Model EEO Program and present the NOAA Leadership with the EEO Program Status Report (MD-715) Briefing – Annually
  - o Develop and issue written guidelines to the LO/EEO Program Managers for completing the EEO Status Report (MD-715) – Annually
  - o Provide updates (statistical only) to the LO/EEO Program Managers on complaint activity in order to analyze trends – Monthly
  - o Develop and post the EEO Program Status Report (MD-715) on the CRO webpage – Annually
  - o Review the Complaints Activity Report (462 Report) and post it on the CRO webpage in accordance with EEOC requirements – Annually
  - o Conduct agency-wide workforce analysis in areas relevant to the Affirmative Employment Program and provide to the LO/EEO Program Managers – Quarterly
  - o Develop and issue the Complaints Activity Report (462 Report) in accordance with EEOC requirements – Annually
- **Issue an Annual Civil Rights and Anti-Harassment Policy Statement**
- **Develop an EEO Plan to eliminate barriers that impede the hiring and progression of women, minorities, and disabled individuals.**
  - o Develop training and communication mechanisms to consistently promote inclusion at all levels of the workforce

- **Provide ongoing technical assistance to managers, supervisors, employees and collateral duty counselors**
  - o Conduct Bi-monthly meetings between CRO and LO/EEO Program Managers to share information and identify activities that highlight diversity best practices.
  - o CRO and LO/EEO Program Managers collaborate to design training and workshops that address agency civil rights issues and concerns for all managers, supervisors, and employees – Annually
  - o Develop and provide training on handling EEO Complaints, the Rights and Responsibilities and the EEO process
  - o Establish the selection procedures for EEO-Collateral Duty Counselors and provide the Certification Training
  - o Coordinate and schedule the annual 8-hour Refresher Training for EEO Counselor's to keep them apprised of current laws and regulations
  - o Respond to requests for workforce analyses information related to EEO complaints
  
- **Provide Civil Rights information to the workforce through a variety of sources**
  - o Provide customized agency specific Civil Rights briefings to managers and employees in meetings through various computer based systems – Quarterly
  - o Provide Civil Rights information to the NOAA workforce through a Civil Rights Update and Special Bulletins (*electronically distributed*) – Monthly
  - o Provide consultation and presentations for units that deliver Civil Rights training
  - o Provide training schedules and packets via the CRO webpage

**Goal 2: CRO and LO/EEO Program Managers collaborate to strengthen and expand outreach, educational and Special Emphasis Programs that would continue to recruit and retain a multicultural workforce that reflects the Nation's diversity.**

- **Objective 1:** Follow the standard operating procedures for Special Emphasis Program commemorative events in an effort to develop and maintain a level of consistency in the management of NOAA-wide sponsored programs
  
- **Objective 2:** CRO and LO/EEO Program Managers will collaborate for the participation in job fairs, college fairs, and other outreach venues such as the Career and Training Fair for Native American students at the Northwest Indian College in Bellingham, Washington, Society for the Advancement of Chicanos and Native Americans (SACNAS) National Conference, American Indian Science & Engineering Society (AISES) National Conference and Hispanic Association of Colleges & Universities (HACU) to provide training, internships, scholarships and full employment
  
- **Objective 3:** Develop and promote a calendar of outreach events aimed at promoting diversity in the workforce
  
- **Objective 4:** Collaborate across NOAA Line and Staff Offices to establish career development, training and/or mentoring programs in support of the NOAA Workforce and Workplace Diversity Implementation Team Plans.

## Performance Measures

FY 2011-2016:

- **Plan and execute Special Emphasis Program commemorative events, including Bring your Sons' and Daughters' to Work Program**
  - Special Emphasis Program Manager will collaborate with LO/EEO Program Managers and committee members to educate and increase public awareness regarding NOAA's mission and employment opportunities
  - Special Emphasis Program Manager will collaborate with LO/EEO Program Managers to develop and implement a Special Emphasis Marketing plan for NOAA
  - CRO will monitor Special Emphasis initiatives included in MD-715
  - Special Emphasis Program Manager will collaborate with LO/EEO Program Managers to develop and publicize a calendar of Special Emphasis Events and publish on the CRO webpage – Annually
- **CRO and LO/EEO Program Managers collaborate to deliver the resources to support NOAA's partnerships at Minority Serving Institutions (MSI)**
- **CRO and LO/EEO Program Managers collaborate to conduct site visits to review progress on the implementation of NOAA's partnerships at MSIs.**
- **Provide ongoing technical assistance to managers, supervisors, and employees**
- **Develop and monitor workforce barrier analysis (hiring and separations) and changes in workforce representation data – Quarterly**
- **Develop and distribute mid-year statistical analyses**

**Goal 3: Develop and implement programs, strategies, and initiatives designed to promote the early resolution of EEO complaints.**

- **Objective 1:** CRO and LO/EEO Program Managers collaborate to provide training and information resources to managers and employees that will reduce EEO complaints

## Performance Measures

FY 2011-2016:

- Develop and maintain a CRO EEO training database
- Develop and provide customized EEO and Diversity training for employees and managers which includes Workplace Harassment Prevention that is available to all locations via webcast or CRO webpage
- Implement and ensure a fully trained cadre of EEO collateral-duty counselors

## **Performance Measures**

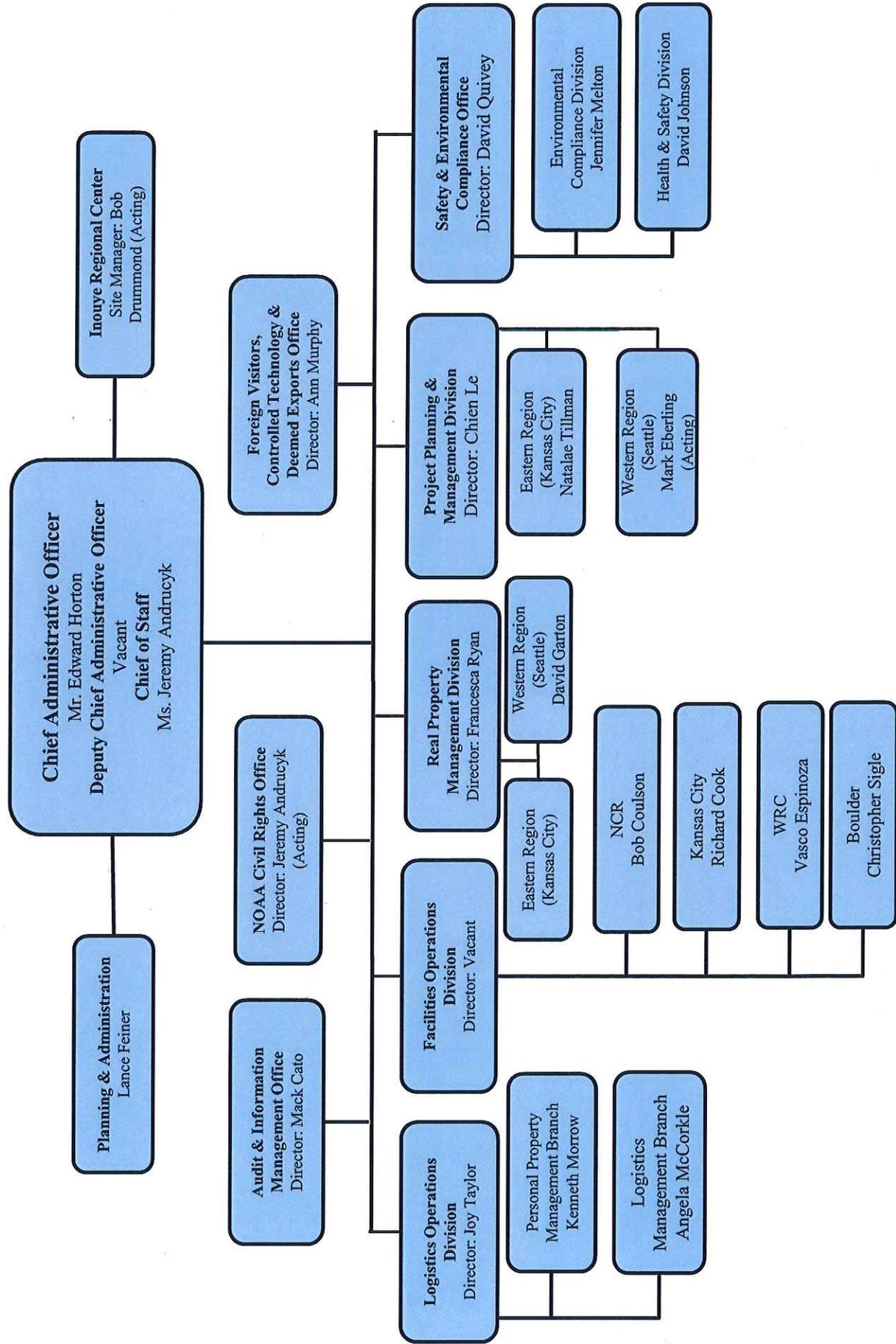
*FY 2011-2016:*

- Ensure new employee orientation materials contain updated and accurate EEO materials**
- CRO and LO/EEO Program Managers collaborate to design training and workshops that address agency civil rights issues and concerns for all managers and supervisors. – Annually**
- Increase the percentage of employees trained in EEO and Diversity**
- Maintain training evaluation ratings reports on the CRO and LO/EEO Program Managers training and educational events**

## Goals, Objectives, and Measures at a Glance

<b>Strategic Goal 1:</b> <i>Implement a collaborative Equal Employment Opportunity Program that is fully compliant with all EEO Laws, rules and regulations that supports NOAA's mission and vision.</i>	
<b>Objectives:</b>	<b>Measures:</b>
1. Meet the EEOC Standards for a Model Federal Agency EEO program	Devise strategies to meet EEOC indicators of a Model EEO Program and present the NOAA Leadership with the EEO Program Status Report (MD-715) Briefing - Annually
2. Ensure that employees and managers have access to current and accurate information about key civil rights issues	Provide consultation and presentations for units that deliver civil rights. Provide training schedules and packets via the CRO webpage
3. Strengthen Program Delivery and Outreach	Provide Civil Rights information to the NOAA workforce through a Civil Rights Update and Special Bulletins ( <i>electronically distributed</i> ) – Monthly
4. Implement a collaborative EEO program that maximizes the support of the Civil Rights Office and the LO/EEO Program Managers	Conduct Bi-monthly meetings between CRO and LO/EEO Program Managers to share information and identify activities that highlight diversity best practices
<b>Strategic Goal 2:</b> <i>Strengthen and Expand outreach, educational and special emphasis programs that would continue to recruit and retain a multicultural workforce that reflects the Nation's diversity.</i>	
<b>Objectives:</b>	<b>Measures:</b>
1. Follow the standard operating procedures for Special Emphasis Program commemorative events in an effort to develop and maintain a level of consistency in the management of NOAA-wide sponsored programs	Plan and execute Special Emphasis Program commemorative events, including Bring your Sons' and Daughters' to Work Program
2. Attendance at job fairs, college fairs, and other outreach venues targeted at underrepresented groups	An increase in the number of employees in underrepresented groups which supports NOAA Diversity Hiring Plan
3. Develop and promote a calendar of outreach events aimed at promoting diversity in the workforce	Special Emphasis Program Manager will collaborate with LO/EEO Program Managers to develop and publicize a calendar of Special Emphasis Events and publish on the CRO webpage – Annually
<b>Strategic Goal 3:</b> <i>Develop and implement programs, strategies, and initiatives designed to promote the early resolution of EEO complaints.</i>	
<b>Objectives:</b>	<b>Measures:</b>
1. Provide training and information resources to managers and employees that will reduce EEO complaints	Develop and maintain a CRO EEO training database. Develop and provide customized EEO and Diversity training for employees and managers which includes Workplace Harassment Prevention that is available to all locations via webcast or CRO webpage

# Office of the Chief Administrative Officer





UNITED STATES DEPARTMENT OF COMMERCE  
The Under Secretary of Commerce  
for Oceans and Atmosphere  
Washington, D.C. 20230

November 6, 2015

## NOAA DIVERSITY AND INCLUSION POLICY STATEMENT

I am issuing this policy statement so that all employees of our National Oceanic and Atmospheric Administration (NOAA) team clearly understand my expectations for what every individual of the team must do to contribute to a safe, welcoming, nurturing, and professionally challenging work environment for each and every member of our collective team.

Workforce diversity is defined as a collection of individual attributes that together help agencies pursue organizational objectives efficiently and effectively. Inclusion is defined as a culture that connects each employee to the organization.

Together, we can make NOAA the best place to work in the federal government. Given the motivating nature of our work and the positive spirit of our people, we should consistently top the charts with employee satisfaction in the Federal Employee Viewpoint Survey. To make this vision a reality, each of us must contribute to a sustained and vibrant climate and culture in which every employee at every level of the agency genuinely feels they are professionally valued and that their contributions make a positive difference.

Leaders and supervisors have a special responsibility to help build and preserve this climate and culture. As public servants, we fully embrace the mantra of "*Mission First, People Always.*" Mission requirements all too often consume the precious moments of a leader's day, leaving responsibilities such as evaluations, awards, and teambuilding events deferred or unfulfilled. Leaders must proactively LEAD through this challenge by taking more of a "People First, Mission Always" attitude and making people a routine part of your daily to annual work plans. Our organizational performance, our reputation, and even our future from a recruiting perspective, all rely on enhancing our people-based skills in concert with the skills we need as a science-based services agency.

We must relentlessly uphold a workplace that is brimming with respect and free of discrimination for all employees. Because we have valued members on our team in numbers that are significantly underrepresented (e.g. women, racial/ethnic minorities, and people with disabilities), leaders and supervisors must be attuned to those team and interpersonal dynamics that could negatively impact members of underrepresented groups. We must systematically pursue outreach and recruiting strategies to address significant demographic imbalances in our workforce. We must promote appreciation, teambuilding, and diversity awareness through cultural celebrations. And we must proactively fulfill our organizational commitments under the Department of Commerce Diversity and Inclusion Strategic Plan.

Kathryn D. Sullivan, Ph.D.  
Under Secretary of Commerce for  
Oceans and Atmosphere

THE ADMINISTRATOR



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## Message From the Under Secretary

June 17, 2015

### **National Oceanic and Atmospheric Administration Policy Statement on Equal Employment Opportunity (EEO)**

National Oceanic and Atmospheric Administration (NOAA) employees are its greatest resource, as we depend on their unique talents, skills, and expertise, and they in turn depend on leadership to create an environment where they are treated with respect and dignity. Thus, each year, we reiterate our commitment to provide a workplace that is free of discrimination and fosters an environment that supports and encourages the contributions of all employees, while providing an exceptional level of service to our customers both internally and externally.

A standard must be set to ensure an environment free from discrimination and harassment. We all share the responsibility for cultivating an inclusive workplace that requires the support and commitment of every employee. We accomplish our mission and goals by utilizing the talent, dedication, and skills of all employees. As such, NOAA will not tolerate discrimination based on race, color, religion, sex (including pregnancy and gender identity), sexual orientation, national origin, age (40 years of age and over), genetic information or disability (physical or mental), including the provision of reasonable accommodations for qualified applicants and employees with disabilities. Retaliation against those who initiate discrimination complaints, serve as witnesses, or otherwise oppose discrimination and harassment is strictly prohibited. NOAA's policy is to ensure that equal employment opportunity (EEO) covers all personnel/employment programs, management practices, and decisions.

The NOAA Civil Rights Office (CRO) is responsible for the vital mission of ensuring adherence to Federal civil rights laws and regulations in all aspects of employment. Employees and applicants for employment who believe they have been discriminated against and wish to initiate an EEO complaint must contact CRO within 45 calendar days of the alleged discriminatory event. For information on the EEO complaint process call [1 \(800\) 452-6728](tel:18004526728), [\(301\) 713-0500](tel:3017130500) or visit [www.eeo.noaa.gov](http://www.eeo.noaa.gov). NOAA employees can also take advantage of the Alternative Dispute Resolution (ADR) Program by visiting <http://www.wfm.noaa.gov/adr>, which provides a forum for the resolution of internal workplace disputes.

Also, I remind you of your responsibilities as outlined in the Department's Administrative Order, (DAO) 202-955 on *Allegations of Harassment Prohibited by Federal Law*.

I strongly support Civil Rights, EEO, and Alternative Dispute Resolution initiatives. The diversity of our workforce enriches the workplace and our community. Managers, supervisors, and EEO Officials must work together to reflect our commitment to EEO and Diversity, and to take steps to prevent and/or correct discriminatory practices and behaviors. All of us share in the responsibility for creating and maintaining a workplace free of discrimination, harassment, and reprisal.

Diversity is invaluable in accomplishing our mission. We must continue to cultivate an inclusive work environment in which every employee is respected and valued.

Sincerely,

A handwritten signature in blue ink that reads "Kathryn".

Kathryn D. Sullivan, Ph.D.  
Under Secretary of Commerce  
for Oceans and Atmosphere