



National Nuclear Security Administration  
Federal Equal Opportunity Recruitment Program Plan Certification  
Fiscal Year 2011

**CERTIFICATION**

I certify that within the above named agency: (1) there is a current Federal Equal Opportunity Recruitment Plan (FEORP) and that this program is being implemented as required by Public Law 95-454 and subsequent regulations and guidance issued by the Office of Personnel Management; (2) all field offices or installations with fewer than 500 employees are covered by a FEORP plan; (3) all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) all such plans are available upon request from field offices or installations.

SIGNATURE  DATE 11/21/11  
Neile L. Miller  
Principal Deputy Administrator

SIGNATURE  DATE October 19, 2011  
Yolanda Girón  
EEO Manager

**Federal Equal Opportunity Recruitment Program  
Accomplishment Report  
Fiscal Year 2011**

The Department of Energy (DOE) National Nuclear Security Administration (NNSA) is committed to recruiting and retaining the most highly qualified and diverse workforce to complete its mission to address the 21<sup>st</sup> nuclear and national security challenges. This report summarizes the DOE NNSA Fiscal Year 2011 initiatives that support the recruitment and retention of women and minorities.

The total number of employees at the NNSA was 2,823 at the end of FY 2010 and 2,741\* at the end of FY 2011. NNSA hired a total of 148 new employees in FY 2011 and experienced 248 employee separations. Of those hired, 19 were newly appointed under the Future Leaders Program (FLP). In addition, 57 interns from the FLP 2009 and 2010 classes were converted to career or career-conditional appointments. The percentage of women and minorities increased by 1 percent, from 50 percent (1,424) in FY 2010 to 51 percent (1,389) in FY 2011. The representation of women increased from 34 percent (970) in FY 2010 to 34.9 percent (958) in FY 2011.

FY 2011 achievements are listed below:

**1. Workforce Planning**

- In regard to recruitment and succession planning, NNSA organizations identify critical hiring needs and assess current and projected skills gaps to provide an annualized budgetary framework for job creation and recruitment activities. These workforce assessments help define and shape NNSA's overall recruitment strategy for the coming years.
- NNSA's Workforce Planning and Management Division in the Office of Human Capital has supported equal opportunity in FY 2011 in several ways. A few are identified below:
  - a. **Baseline Staffing Analysis:** The four phase project currently underway is an enterprise-wide analysis of the Federal workforce. It will identify future skills and competencies needed across NNSA to meet its mission.
  - b. NNSA provides Federal and NNSA specific demographic information regarding workforce and demographic trends, attrition, and the trends in the distribution of occupational groups across the nuclear security enterprise.
  - c. **Succession Planning:** An analysis was completed of the key NNSA positions that, if left unfilled, would jeopardize NNSA's ability to execute its mission. Concurrent with this analysis, NNSA collected gender, race, and national origin data of the "key" positions that were identified by senior managers. This information will be used to assist NNSA in its succession planning

efforts. In a memo to Tier 1 level managers requesting the profiles for “key” positions, Principal Deputy Administrator Neile Miller stated, “It is imperative that we, as senior managers, plan ahead and take steps necessary to ensure that when we leave the organization, new leaders are prepared to take our places.”

For the first time, NNSA has data that identifies its key positions, the risks associated with those positions, and the competencies needed now and five years into the future. The data from this analysis will assist in enhancing existing leadership programs at NNSA which help support succession management, and determine and assess talent pipeline strength. It provides data about risks related to succession that can be used by senior managers with their staff, as well as information that will be used to improve corporate programs. The analysis established a baseline to help gauge future progress. The data will also be utilized as government furnished information for the Baseline Staffing Analysis Project that identifies requirements of the optimum future workforce. NNSA's Stockpile Stewardship Management Plan, submitted to Congress in April 2011, cited the succession profiles as one of the tools that will help build the workforce of the future.

- d. The workforce planning staff collaborated with the Recruiting, Entry and Minority Serving Institution Program division within the Office of Human Capital to assess FLP hiring patterns, demographics, and attrition. These efforts assisted in the recruitment of the current and future cohort groups in this entry-level, or “pipeline” program.
- NNSA established a goal that 7 percent of all new hires in FY 2011 would be people with disabilities and 1.25 percent would be those in targeted disabilities. In FY 2011, 6.87 percent of all new hires were people with disabilities and 0.0 percent were people with targeted disabilities. We anticipate recruitment plans for FY 2012 will continue to support hiring of people with disabilities. The employment of persons with disabilities is an important part in maintaining a diverse workforce. All vacancy announcements indicate that applications are accepted from individuals with disabilities for Schedule A appointments. In addition, NNSA has a proven track record of hiring 30 percent disabled veterans through Delegated Examining announcements. The total number of 30 percent disabled veterans increased from 122 in FY 2010 to 123 in FY 2011. The Presidential mandate to use category rating for external recruitment has increased NNSA’s hiring of disabled veterans for non-professional positions because veterans in the highest category must be selected prior to hiring any non-veterans. The category rating process allows selection from among a greater number of applicants, which can also result in a greater number of veterans being referred.
  - In an effort to fully advise hiring managers and supervisors on the advantages and options for hiring people with disabilities, human resources staff attend meetings, training, and conference calls to ensure managers are fully educated and informed

on the issues. NNSA also participates in monthly conference calls with the Employment of People with Disabilities Workgroup. In FY 2011, each workgroup participant was tasked to complete a Disability Employment Questionnaire regarding achievements in efforts to hire people with disabilities. The information was used by DOE to develop effective programs and offer efficient services in hiring people with disabilities, as well as serve as a benchmark. The information will be incorporated into an agency-specific plan for implementing the Executive Order and promoting employment opportunities for individuals with disabilities. Topics discussed include the 2011 National Disability Employment Awareness Month (October) activities, update on the Schedule A job announcements that are being created, the OPM Bender Shared List of People with Disabilities, contact with local vocational rehabilitation contacts, disability awareness training for hiring managers, and discussion of our challenges and assistance needed to increase hiring of people with disabilities. NNSA also participated in the following training: 1) Department of Defense-Computer/Electronic Accommodation Program (DOD/CAP), 2) action-oriented recruitment strategies for hiring job seekers with disabilities; and Office of Disability Employment Policy Schedule A training. Information from these training sessions is shared with all Human Resource Consultants, and is often discussed with supervisors/managers as options for recruitment/hiring.

## **2. Recruitment and Community Outreach**

- NNSA remains committed to interaction with community service and outreach programs which provide opportunities for Federal employment recruitment of a diverse population. In addition, NNSA collaborates with numerous educational institutions, school systems throughout the Nation, and including those in under-represented communities.
- On March 28, 2011, the NNSA Principal Deputy Administrator (PDA) imposed a hiring slow down due to 2011 congressional (proposed) budget cuts and the present period of fiscal uncertainty. From that time to present, all new hiring requests must be justified and prioritized for PDA approval prior to initiating recruitment. New hiring continues to require Headquarters Program Office approval. With the external hiring slowdown due to budget constraints, it is possible that internal hiring may increase during FY 2012, which may slow NNSA diversity outreach activities.
- All NNSA positions are publicized via USAJobs in conjunction with the Hiring Management Enterprise Solutions, an on-line application tool that was procured by the DOE and is utilized by several Federal agencies. This tool complies with the Rehabilitation Act of 1973. Applicants who do not have access to computers or the skills to use the system may call the Operations and Services Department point of contact designated on the vacancy announcement to make other arrangements for applying. In addition, information on how to apply for Federal positions is provided. Through Office of Personnel Management's job website,

NNSA's vacancy announcements are disseminated to a variety of minority, disabled, and veterans organizations. NNSA has an appointed Program Manager for Reasonable Accommodations. The Program Manager participates in regularly established meetings with the Committee for People with Disabilities and other special program activities to address concerns and issues. The Program Manager visits two- and four-year colleges and universities to increase awareness of Federal job opportunities within NNSA.

- NNSA has streamlined its vacancy announcements as part of the President's Hiring Reform initiative. This includes using briefer announcements with common language. The streamlined vacancy announcements have simplified the application process for applicants and, as a result, we are seeing much larger applicant pools that include a diverse segment of the potential workforce. In accordance with Hiring Reform, applicants for positions that recruit from outside the Federal workforce were referred to selecting officials through category ranking instead of the "Rule of Three." This change has increased the number of applicants being referred. Current NNSA vacancy announcements include a statement to the fact that DOE/NNSA is an Equal Employment Opportunity Employer and accepts applications from a broad spectrum of the potential workforce. In addition, there is a feature in NNSA's automated application tool that allows the human resources consultant to target a list of diversity groups to receive the vacancy announcements. The Office of Secure Transportation has a formal recruitment program for nuclear materials courier positions that includes strategies for recruiting female applicants who are underrepresented in this job series. Recruitment announcements used in soliciting interest for the Student Career Experience Program (SCEP) are designed to reach a diverse group of applicants. Special posters, informational brochures and pamphlets are utilized to aggressively market the NNSA Future Leaders Program. These tools were designed to reflect all racial, national origin groups and both sexes. In addition to covering the NNSA mission and position requirements, these recruitment tools also included information on qualification requirements, pay, incentives, developmental promotion opportunities, and the full spectrum of federal employee benefits, etc. These tools will continue to be disseminated during future participation in conferences and job fairs in FY 2012 recruitment efforts.
- NNSA continues to work on marketing improvements aimed at reaching all segments of the potential workforce. Recruitment materials designed to reach veterans are also being revised to provide clearer, more concise information on NNSA. During FY 2011, the Office of Human Capital Management Programs established a Recruitment and Branding Team, consisting of individuals representing recruitment, placement and learning and development, in order to create standardized recruiting tools for use by human resource consultants during recruitment/job fair activities.

- On March 16, 2008, NNSA converted to a Demonstration Project Pay Banding Pay for Performance personnel system. The NNSA is now in its third year under the Pay Banding and Performance Based Pay Demonstration Project. Under this alternative personnel system, managers continue to use the tools and flexibilities needed to gain and maintain a competitive edge in the current and future market place through use of higher entry salaries and faster pay progression of high performing employees.

An evaluation of the DEMO Project is projected for 2011 and will measure progress toward Project goals. It is the goal of this alternative personnel system to attract highly qualified, diverse applicants for future job opportunities within the NNSA.

- NNSA established a voluntary EEO Observer Process for selection interview panels. The role of the EEO Observer is to ensure that panel proceedings are conducted fairly and consistently, without regard to race, color, sex, age, religion, national origin, disability (physical or mental), or sexual orientation. The EEO Manager is responsible for providing the EEO Observer and participating members of the panel with the necessary guidelines. Any EEO concerns, inquiries, or issues should be directed to the Office of Civil Rights. In 2009, NNSA began tracking the number of EEO Observers appointed to interview panels for vacancies and career development programs. Following are results for FY 2011, as compared to FY 2010 and 2009:

<b>EEO Observers Scorecard</b>	<b>FY 2009 # of EEO Observers</b>	<b>FY 2010 # of EEO Observers</b>	<b>FY 2011 # of EEO Observers</b>
Quarter 1	2	16	9
Quarter 2	7	16	13
Quarter 3	11	13	2
Quarter 4	14	11	9
<b>FY TOTAL</b>	<b>34</b>	<b>56</b>	<b>33</b>

A brief overview of program accomplishments for FY 2011 follows.

- Future Leaders Program (FLP)** - The FLP, established in 2005, is a premier two-year comprehensive, entry-level development internship program that is administered under the excepted service appointment. The program continues to attract candidates from diverse backgrounds. FLP recruitment typically includes a mix of developmental opportunities in professional engineering, physical science, and business-related fields (e.g., General Engineer, Physical Scientist, Contract Specialist, Foreign Affairs Specialist, Program Analyst, Security Specialist, and Finance Specialist). For FY 2011, NNSA anticipated that external hiring opportunities under the FLP would result in approximately 30 new hires.

Executive Order (E.O.) 13562 abolished the Federal Career Intern Program (FCIP) appointing authority as of March 1, 2011. The E.O. also mandated the conversion of all FCIP incumbents to a career-conditional or career status by March 1, 2011. The abolishment of the FCIP appointing authority impacted NNSA's FLP hiring as it required all new appointments to be made prior to March 1, 2011, as well as requiring they be converted to career/career-conditional appointments by that date. Although NNSA had recruited for the interns in fall 2010, the appointments were to be made in June 2011, when many of the applicants were due to graduate. With the abolishment of the FCIP effective March 2011, only those intern applicants who had already received the required degree would be appointed.

If the Office of Personnel Management issues final regulations for the new Pathways Recent Graduate Program and NNSA can establish implementing guidance, it is anticipated that NNSA will hire approximately 18 new interns in FY 2012 for technical positions, e.g., General Engineers/Physical Scientists/Computer Scientists. The new proposed Pathways Program, which will encompass current students (interns), recent graduates, and the Presidential Management Fellows Program, will be used in FY 2012 as key recruitment tools to attract and improve the agency's diversity population. Approximately 18 new intern positions are anticipated in FY 2012 for technical positions, e.g., General Engineers/Physical Scientists/Computer Scientists.

162 FLP employees have been hired since 2005. Of the FY 2011 FLP hires, minorities and women represent 53 percent. Following is the FLP participation rate for minorities and women from FY 2005 to FY 2011:

FY 2005 - 64 percent  
FY 2006 - 70 percent  
FY 2007 - 79 percent  
FY 2008 - 75 percent  
FY 2009 - 70 percent  
FY 2010 - 60 percent  
FY 2011 - 53 percent

- **Student Career Experience Program (SCEP)** - The SCEP is a valuable pathway to begin an NNSA career while pursuing studies in college or graduate school. This program is designed to give the candidate an opportunity to combine their academic studies with on-the-job training and experience directly related to their academic program. Each candidate has the opportunity to work on exciting NNSA projects and earn competitive salaries while completing their education. SCEP allows managers to evaluate performance in a real-life work situation and discover first-hand abilities of a potential employee. Successful completion of both education and work requirements qualifies the candidate for eligibility conversion to a full-time position at NNSA.

In FY 2011, NNSA expanded its use of the SCEP complex wide. In FY 2012, it is projected that approximately 13 new SCEP students will be hired into the program. If the Office of Personnel Management issues final regulations for the new pathways program student intern appointing authority and the agency can develop implementing guidance in FY 2012, NNSA will evaluate opportunities to provide internships to students under the new program. Until that time, NNSA will continue to assess the need for and provide student employment opportunities through the current SCEP and the Student Temporary Employment Program (STEP).

NNSA has hired 36 SCEP employees since FY 2007. Following is the participation rate for minorities and women from FY 2007 to FY 2010:

FY 2007 - 93 percent  
FY 2008 - 100 percent  
FY 2009 - 100 percent  
FY 2010 – There was no SCEP class in 2010.  
FY 2011 – 64 percent

- **Student Temporary Employment Program (STEP)** - The STEP is the perfect work-study combination for high-school through graduate-school students. The STEP program provides flexible, temporary employment opportunities for students which may not be directly related to their academic goals. The opportunities range from full-time summer employment to positions that can last for as long as the individual remains a student. Options in the program include part-time work schedules, when school is in session and full-time work schedules during semester and summer breaks. The candidate might also work only during the summer months. Opportunities are varied and cover a wide range of clerical, administrative, professional and technical positions that support NNSA's missions. The individual is paid at regular government salary rates, in line with their assigned duties, and students may be promoted or rewarded based on performance. The student gains valuable experience, mentoring, and professional support from NNSA employees, while deciding what career path to choose.

In 2011, NNSA hired 39 STEP employees. Following is the participation rate for minorities and women in 2011:

FY 2011 - 82 percent

- **Nuclear Materials Couriers/Federal Agents** - NNSA has a formal recruitment program for Nuclear Materials Courier/Federal Agent positions that includes strategies for recruiting women and minority applicants who are underrepresented in this job series. Due to transport mission slowdowns for the Office of Secure Transportation, no nuclear material couriers were hired for FY 2011. The nuclear material courier positions have historically been one of the greatest NNSA employment opportunities for veterans. It is anticipated that 24 new couriers will be hired by February 2012.

- **Minority Serving Institutions (MSI)** - The MSI Program is a partnership NNSA developed with 32 Historically Black Colleges and Universities (HBCU) and four non-profit organizations to prepare students in crucial, specialized areas of study. Through MSI, NNSA provides an internship program to increase educational opportunities for under-served populations merging academic study with practical work. This is part of NNSA's succession planning effort, by giving students opportunities to explore future careers in the Science, Technology, Engineering, and Mathematics (STEM) disciplines. The program is structured to provide an opportunity to recruit and hire a highly skilled workforce representing America's rich diversity population.
- **MSI Summer Internship Program (SIP)** - The MSI's SIP is a great way to explore one's future career. Combining studies with on-the-job training directly related to an academic program enables the student to make better informed career choices. Participation in the MSI program further strengthens the improvement of diverse candidates for entry-level positions within NNSA. For 10 weeks during the students' summer breaks, they have the opportunity to work on exciting projects at NNSA's headquarters, laboratories, field offices, or with our small business partners. Many of our MSI interns with STEM discipline backgrounds work in research environments with the Nation's top scientists and engineers. In 2011, 115 MSI students participated in the SIP. Additionally, 28 MSI schools and four non-profit organizations participated in the SIP.
- **MSI Virtual Classrooms** - NNSA in partnership with Lawrence Livermore National Laboratory and Florida A&M University hosted two virtual classrooms with 6<sup>th</sup> grade students at Washington Middle School in Cairo, Georgia. The school was selected for the expansion of NNSA's Laboratories K-12 Outreach Program. The outreach program focused on educational infrastructure of the school and instruction methodology of the teachers. The program also looks at the curriculum used and the educational instruction and learning experiences of the students. The first virtual classroom to the students was presented by Dr. Jiang Li, Massie Chair of Morgan State University, in Baltimore, Maryland on "Sinking Cities: Effects of Human Activity on the Earth's Surface. The second virtual classroom to the student was presented by Tommy Smith from Lawrence Livermore National Laboratory on various sources of energy, its use and conservation. The lectures are part of the program's goal to stimulate students' interest in science and engineering early on and to provide opportunities to interact with experts from DOE/NNSA national laboratories and national and internationally renowned scientists and engineers such as Dr. Samuel P. Massie Chairs of Excellence from the Historically Black Colleges and Universities and Hispanic Serving Institutions. The program is also assisted by the Florida Agricultural and Mechanical University/Florida State University College of Engineering.
- **NNSA Management Visits MSIs** - NNSA's Los Alamos National Laboratory Recruiter Carol Hogsett and Advanced Simulation Computing University Liaison

Scott Runnels met with faculty and students in the departments of Industrial Engineering, Computer Science, Computational Science and Engineering at North Carolina Agricultural and Technical State University, a historically black university. As a result of this visit, a very promising and substantial technical collaboration has been identified and is currently being pursued.

- NNSA Partnership with Educational Advancement Alliance (EAA) - NNSA** partnered with EAA to prepare students for graduate degrees in Science, Technology, Engineering and Math disciplines during a recent Graduate Opportunities Conference. The conference was established to provide education retention and graduate scholarships to students who are accepted into accredited Master degree programs. Approximately 1,100 undergraduate students attended the conference from 89 colleges and universities including 48 Historically Black Colleges and Universities (HBCUs). To provide students with resources and motivation to become interested in advanced degrees, workshops were held with professors to include personal finance, internships and overall guidance on preparing for specialized and scientific careers.
- NNSA sponsors the 2<sup>ND</sup> Annual Junior Achievement “Job Shadow Ground Hog Day** - Twenty employees served as mentors to 23 students from the local high school. The objective of this initiative is to provide local high school students an opportunity to view the work environment first hand, assist educators in motivating students, and promote DOE/NNSA as a potential future employer.
- During FY 2011, NNSA participated in the following Career Fairs:

<u>Date</u>	<u>School/Organization</u>	<u>Career Fair</u>	<u>Target Audience/Major</u>
October 5-6, 2010	Howard University	Fall 2010 Career Exploration Week	All Majors
October 6-7, 2010	Universidad del Turabo	2010 Career Fair	All Majors
October 7, 2010	University of the District of Columbia	National Society of Black Engineers (UDC Chapter) Career Fair	Technical (STEM) Majors
October 12, 2010	Norfolk State University	Norfolk State University Information Session	All Majors
October 13, 2010	Morgan State University	36th Annual Career Day	All Majors
September 14, 2011	University of New Mexico	UNM Engineering School Career Fair	Technical (STEM) Majors
September 15, 2011	University of New Mexico	UNM Business School Career Fair	Business & Other Non-Technical Majors
September 20, 2011	Wounded Warriors	Fort Meade Wounded Warriors Job Fair	All Majors; Veterans

September 20, 2011	New Mexico State University	NMSU Career Expo-Non Technical Majors	Business & Other Non-Technical Majors
September 20, 2011	National Institutes of Health (NIH)	4th Annual Hispanic Federal Career Advancement Summit	All Majors
September 21, 2011	New Mexico State University	NMSU Career Expo-Technical Majors	Technical (STEM) Majors
September 21, 2011	University of South Carolina	USC Darla Moore School of Business-Fall 2011 Career Expo	Business & Other Non-Technical Majors
September 22, 2011	Pennsylvania State University	Penn State Fall Career Day-Technical Majors	Technical (STEM) Majors
September 22, 2011	New Mexico Tech	NMT Fall 2011 Career Fair	All Majors
September 27, 2011	Howard University	HU Fall 2011 Career Exploration Fair	All Majors
September 27, 2011	University of Tennessee	UTN Fall 2011 Job Fair	All Majors
September 28, 2011	Johns Hopkins University	JHU Fall 2011 Career Fair	All Majors
September 28, 2011	University of Maryland	UMD Fall Career and Internship Fair	All Majors
September 28, 2011	University of South Carolina	USC Science, Engineering, & Technology Fall 2011 Career Fair	Technical (STEM) Majors

- Other Career Fairs** - NNSA also participated in other recruiting events and career fairs such as the Kirtland Air Force Base (KAFB) Sponsored Job Fair, the S.M.A.R.T moves career fair, the Albuquerque Hispano Chamber of Commerce conference held in Albuquerque by the League of United Latin American Citizens (LULAC), the American GI Forum 63<sup>rd</sup> Annual Conference in Albuquerque on July 13 and 14, 2011, the Heroes Hiring Heroes event, the University of New Mexico's Science and Engineering Career Fair & Business and Accounting Career Fair in Albuquerque, NM; the New Mexico State University Career Expo Non-Technical Fair and the Career Expo Technical Fair in Las Cruces, NM; and the New Mexico Institute of Mining and Technology Fall Career Fair in Socorro, NM. During FY 2011, NNSA employees will also participate in the Southwest Conference on Disability and will share information learned with staff human resource consultants.
- Veterans Hiring** - In support of the recent Presidential mandate to improve veterans hiring, NNSA is participating in conference calls/training with the community including: the quarterly veterans disability conference call; the monthly veteran employment and advisory group conference call; the monthly corporate recruiter conference call; serving as the point-of-contact for the Kirtland Air Force Base Airman and Family Readiness Center for Transitional Assistance Program; and serving as the point-of-contact for the Veteran's Outreach Initiative. NNSA hired one employee through the Wounded Warrior Program and will continue these efforts throughout FY 2012.

- **Small Business Outreach** - Navarro Research and Engineering, provides environmental, quality and safety, nuclear, national defense and energy services. Navarro was recently ranked as the 26th fastest growing Hispanic-owned (small business) in the country. Navarro has more than 350 employees working in 14 offices and 23 project locations nationwide. Navarro has been recognized as one of the fastest growing Hispanic companies in the nation.
- **African American Youth Symposium** - The NNSA, in partnership with the Foundation for Educational Development, sponsored two technology awareness youth symposiums for high school students at Jackson State University in Jackson, Mississippi and at Southern A&M University in Baton Rouge, Louisiana. The three-day camp was designed to emphasize academic achievement, personal health and career development in Science, Technology, Engineering, and Mathematics (STEM) fields of studies. These camps provided a forum for high-school students to learn from industry-leading STEM professionals and college professors about topics such as cyber security, energy, and the armed forces. Because the NNSA believes that emphasizing academic achievement to underrepresented students throughout the country is critical for the future of our Nation and work environment, it is necessary to stand with the academic world. The NNSA targeted Mississippi because 58 percent of African-American students in Mississippi graduate from high school as compared to 66 percent of Caucasian students.
- **Technology Awareness Program (TAP) Student Leadership Symposium** - NNSA partnered with Jackson State University, Jackson, MS, Southern A&M University, Baton Rouge, LA and the Foundation of Educational Development to present two TAP Student Leadership Symposiums for high school students. The symposiums that occurred on July 12-14, 2011 and July 27-29, 2011 respectively were designed to bring students and STEM professionals from around the nation to expose them to positive role models from a varied array of technology fields and provide them with educational opportunities. The areas were selected due to the fact that they have an overwhelming large proportion of at risk minority students.
- **Second Annual Scientific and Technological Youth Symposium** - In collaboration with the Patriot Technology Training Center, the NNSA participated in the second Annual Scientific and Technological Youth Symposium for African American students. The one-day event hosted approximately 750 students, ages 8 through 18. NNSA senior level managers moderated a panel titled, "Countdown to College," and conducted a workshop titled, "Barriers to College." This outreach activity is a part of NNSA's commitment to introducing minorities to the STEM disciplines at an early age.
- **Wilberforce University Partnership** - Wilberforce University had the privilege of presenting its new NNSA-funded Wilberforce's Information Library Boosting Emergency Recovery (WILBER) project at a conference held in Beijing, China. WILBER represents an interdisciplinary effort to help individuals and groups prepare themselves for natural and man-made disasters by combining skills in the computing, environmental sciences, and business areas. NNSA previously awarded a grant to

Wilberforce University to establish a Center of Excellence in Nuclear Security (CENS). One of Wilberforce's proposed efforts was to develop a Dedicated Modeling and Simulation Laboratory for hurricane and disaster mapping which is of interest to NNSA's Office of Disaster Recovery. This research initiative provides Wilberforce students a tremendous opportunity to interact with students throughout the world who are working in the Nuclear Engineering, Nuclear Security, and Nuclear Awareness field. Wilberforce has a tradition of excellence as can be seen by the Ray Charles Distinguished Chair position in Music which has brought Wilberforce worldwide recognition in Music.

- **Historically Black Colleges and Universities (HBCU) Partnership** - NNSA, Allen University (an HBCU) and Space and Naval Warfare Systems Center (SPAWAR) created partnership opportunities for minority students majoring in the STEM disciplines. This partnership is part of NNSA's HBCU Pipeline Project to train the next generation of nuclear security professionals. SPAWAR, one of three Department of Navy major acquisition commands, delivers high-end Navy information technology products and services to the fleet and other Defense Department stakeholders. NNSA's Pipeline Project includes scholarships, mentoring programs, research opportunities, teacher training and outreach to middle- and high-school students and educators. Current participants include Allen University, South Carolina State University, Voorhees College and Claflin University.
- **Native American Youth Symposium** - NNSA in partnership with Northern Arizona University sponsored a Native American Youth Symposium for Native American middle- and high-school students and their families. The goal is to provide Native American students with hands-on college experience and encourage students to consider STEM disciplines. The event hosted a total of 125 Nizohni Academy students, 12 students from community colleges, and 50 parents for the Youth Science Expo. Local employers from the STEM community were also invited. The four-day workshop included sessions on DOE/NNSA careers, financial aid, scholarships, and admission to college and career pathways to STEM disciplines.
- **Native American Intern Program** - NNSA partnered with the Northern Arizona University and Lawrence Livermore National Laboratory (LLNL) to recruit Native American engineering students in their summer internships. A total of nine students were placed in the summer internship program at LLNL. Northern Arizona University educates the largest number of Native American engineers in the nation.
- **Native American Math Camp** - NNSA partnered with the Los Alamos National Laboratory's (LANL) Government Affairs and Community Program Office and several HBCUs to sponsor a summer Math camp for Native American Students in the 6<sup>th</sup> grade. Students from the communities of Santa Clara Pueblo, San Ildefonso, Ohkay Owingeh, Tesuque, and Espanola, New Mexico participated. The camp, titled "Just Do Math," was developed to reinforce math skills and concepts to tribal students and was held for an eight-week period (2 sessions) during the summer. The program is based on the **Math Out of the Box® Curriculum**, developed by the Center of Excellence in

Mathematics and Science Education, Clemson University. The instructors for the program were six undergraduate college students majoring in elementary education and math from Historically Black Colleges and Universities. The college students who taught the New Mexico math camp attended Alabama A&M University (Alabama), Central State University (Ohio), Hampton University (Virginia) and South Carolina State University (South Carolina).

- **Native American Scholarship Program** – NNSA partnered with Los Alamos National Laboratory (LANL), the University of New Mexico (UNM), 11 Native American high schools, and 14 tribal education departments to award five scholarships to obtain an Associate of Applied Science in Applied Technologies (AASAT) degree program from UNM and participate in summer internships at LANL. The summer internship provides students with the basic academic and hands-on skills for entry-level technician positions in rapidly evolving fields including nanotechnology, electro-mechanical technology, solar technology and manufacturing technology; prepare students to become competitive in the labor market for technicians; and provide quality training needed for individuals seeking employment with regional technician employers such as LANL, Intel, Bechtel, Qwest and Public Service Co. of New Mexico. The following program guidelines were established: a. Current Native American high-school seniors in northern New Mexico, and b. recent high-school graduates (within two years).
- **Disabled Veterans Initiatives** - NNSA launched a pilot program that focuses on veterans initiatives titled, Operation Warfighter (OWF). OWF is a Department of Defense (DOD) Internship program that places wounded, ill and injured Service members in supportive work settings. The objective of the program is to give the service member a positive impact during their recuperation process through their return to work. This concept is intended to augment readiness of the service member as they prepare to return to duty or separate from the military. Each service member is matched with an assignment that considers their interest and utilizes their skills, thereby creating a productive internship that is beneficial to both the participant and the employer. There are over 110 Federal agencies participating in this program. The program provides each agency with a better understanding of the skill set and challenges each service member's encounters. The DOD provides funding for the service member's salary, transportation, and clearances for each participant in the program. NNSA placed the first veteran intern selected under the OWF pilot program in the final quarter of FY 2011.

### 3. Mentoring Program

- **NNSA Mentoring Program** - In February 2010, NNSA launched a new mentoring program that will apply 21<sup>st</sup> century tools to invigorate learning and promote the transfer of institutional knowledge across the nuclear security enterprise. Roughly 28 percent of NNSA employees will be eligible for retirement by 2012. For the last two years, NNSA has expanded the program to include our summer interns, making it mandatory for students to find a mentor as part of their performance plan. The program utilizes online and interactive tools to establish relationships and opportunities to network with someone they may not ordinarily be able to meet. Through a number of programs, the

agency is aggressively recruiting the next generation of nuclear security professionals to ensure NNSA can safely, securely, and effectively maintain the nation's nuclear stockpile. The mentoring program uses an interactive website and database, modeled after the private sector. This will allow employees at different physical locations to match skills to needs without geographic boundaries. Mentoring is available in person as well as by phone, video or internet, to connect mentors to mentees in NNSA facilities across the country, helping employees identify the skills they need to learn and the colleagues who can teach them. Subjects range from science and engineering to business and management skills. The website also offers training to help mentors learn how best to convey their knowledge and experience to others. While NNSA is encouraging senior leaders to participate, mentoring will be incorporated into development programs designed for employees at all levels, so that it becomes a part of the employee life cycle at NNSA.

#### 4. Career Development Opportunities

- **NNSA Career Development Programs** - All career developmental programs are advertised NNSA-wide to all employees. Each program targets a particular payband level and applications are scored on the rating scale specific to that developmental program. Interested employees submit a formal application, endorsed by their chain of command, linking the benefits of program attendance to their individual and organizational mission critical goals and objectives. Applications are subsequently reviewed, rated and ranked by a panel consisting of NNSA senior managers and subject matter experts, a non-voting EEO observer, and a non-voting NNSA Talent & Leadership Development Council (TLDC) member who serves as panel chair. Based on the panel review, selection recommendations are made to the NNSA TLDC chair and co-chair, who in turn make final selections on behalf of the NNSA. For professional and technical programs, such as the Technical Qualification Program and Acquisition Career Development Program, it is the position itself that drives the requirement for participation in these programs, and annual training needs are identified by program requirements and supervisors. All other in-house "corporate" and/or "individual" training needs are based on position skill needs, performance and discussions between the employee and his/her supervisor.

The NNSA currently offers career developmental programs that provide developmental opportunities at all grade levels/paybands. In FY11, the NNSA offered seventeen programs that provided developmental opportunities at all grade levels across NNSA. These programs are expected to be offered again in FY 2012.

- **Executive Career Enrichment Initiative (ECEI)** - NNSA launched this initiative to make NNSA a Government-wide leader in executive development. The purpose is to ensure that NNSA's executive corps learn cutting-edge skills necessary to execute their mission in a challenging new era, and to recruit and develop the next generation of NNSA leaders. The ECEI is built on three pillars: 1) Leadership enrichment, 2) rotations and details to introduce executives to challenges in other parts of the NNSA,

other agencies, and the private sector, and 3) participation in programs such as NNSA mentoring and in-Teach to foster the next generation of leaders.

- **Formal Government-Wide Programs**

Entry-Level Programs include the New Leader Program and the Aspiring Leader Program. Mid-Level Programs include Executive Leadership Program, and the Mid-Leadership Development Program. Executive Level Programs include the Executive Potential Program, the Senior Executive Fellows Program (offered by the Harvard John F. Kennedy School of Government Executive), the Excellence in Government Fellows Program, the National Security Studies Program, the Naval War College, the Air War College, the Leadership for a Democratic Society ~ Federal Executive Institute, the Leadership Competencies, the Sandia National Laboratories Weapon Intern Program, and the College of International Security Affairs.

- **Formal Agency (DOE/NNSA) Programs**

Formal NNSA Program includes the Future Leaders Program, the Mid-Level Career Development Program, and the Student Career Experience Program. NNSA also supported the Acquisition Career Development Program by providing over 30 training instances which were identified through a formal Annual Training Needs Assessment.

**Participants in Formal Government-Wide  
Career Development Programs  
FY 2011**

Race/National Origin and Gender	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
	#	percent	#	percent	#	percent	#	percent	#	percent
*Overall Total	0	0	1	100	4	100	13	100	4	100
**Total Men	0	0	0	0	2	50	4	40	1	25
***Total Women	0	0	1	100	2	50	9	60	3	75
Total Blacks	0	0	0	0	1	100	2	100	0	0
Black Men	0	0	0	0	0	0	0	0	0	0
Black Women	0	0	0	0	1	100	2	100	0	0
Total Hispanics	0	0	1	100	1	100	1	100	0	0
Hispanic Men	0	0	0	0	0	0	0	0	0	0
Hispanic Women	0	0	1	100	1	100	1	100	0	0
Total Asian/Pacific Islanders	0	0	0	0	0	0	1	100	0	0
Asian/Pacific Islander Men	0	0	0	0	0	0	1	100	0	0
Asian/Pacific Islander Women	0	0	0	0	0	0	0	0	0	0
Total Native Americans	0	0		0	0	0	0	0	0	0
Native American Men	0	0	0	0	0	0	0	0	0	0
Native American Women	0	0	0	0	0	0	0	0	0	0

*\*Includes white males and females. Totals may not add up to 100 percent due to rounding.*

*\*\*Includes white males and females*

*\*\*\*Includes white males and females*

**Participants in Formal Agency  
Career Development Programs  
FY 2011**

Race/National Origin and Gender	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
	#	percent	#	percent	#	percent	#	percent	#	percent
*Overall Total	0	0	20	100	10	100	11	100	0	0
**Total Men	0	0	10	52	4	40	6	60	0	0
***Total Women	0	0	10	48	6	60	5	40	0	0
Total Blacks	0	0	5	100	5	100	3	100	0	0
Black Men	0	0	0	0	0	0	1	33	0	0
Black Women	0	0	5	100	5	100	2	66	0	0
Total Hispanics	0	0	5	100	0	0	1	100	0	0
Hispanic Men	0	0	0	0	0	0	0	0	0	0
Hispanic Women	0	0	5	100	0	0	1	100	0	0
Total Asian/Pacific Islanders	0	0		0	0	0	0	0	0	0
Asian/Pacific Islander Men	0	0	0	0	0	0	0	0	0	0
Asian/Pacific Islander Women	0	0	0	0	0	0	0	0	0	0
Total Native Americans	0	0	1	100	0	0	0	0	0	0
Native American Men	0	0	1	100	0	0	0	0	0	0
Native American Women	0	0	0	0	0	0	0	0	0	0

*\*Includes white males and females. Also includes 19 Future Leaders Program participants, 11 Mid-Level Leadership Development Program participants; and 11 Student Career Experience Program participants.*

*\*\*Includes white males and females*

*\*\*\*Includes white males and females*

## Relevant Hispanic Employment Report Data FY 2011

Following is a report on NNSA activities and progress in addressing Hispanic representation in the workforce.

Hispanic representation comprises 15.8 percent (447) of the total workforce, which is above the 2000 civilian labor force population (10.7), DOE (7.0 percent), and the Federal government (7.9 percent). The six-year trend for Hispanics follow:

FY 2006 – 16.5 percent  
FY 2007 – 16.8 percent  
FY 2008 – 16.5 percent  
FY 2009 – 16.3 percent  
FY 2010 – 15.8 percent  
FY 2011 - 15.7 percent

NNSA is a strong advocate of the White House Initiative on Educational Excellence for Hispanic Americans. Activities that directly support this initiative are listed below:

- **Hispanic Youth Symposium (HYS)** - The HYS, sponsored by the Hispanic College Fund, is a part of a larger NNSA campaign to support workforce development in identifying the next generation of nuclear security professionals to pursue careers at NNSA. The Agency has contributed more than \$400,000 to help underwrite symposiums since 2007. This year, as many as 2,000 students participated in the multi-day motivational symposium held in eight cities. NNSA staff served as speakers, role models and mentors for symposium participation. Studies show that more than 90 percent of the students who attend a Hispanic Youth Symposium go on to college, and more than 40 percent end up choosing careers in Science, Technology, Engineering, and Math (STEM) professions, which are critical occupations to the NNSA workforce. The Hispanic College Fund sponsors symposiums at select colleges across the country to help talented Hispanic high school students develop the confidence and skills necessary to achieve a college education and move on to a professional career. The program, founded in 2004, was developed to encourage college attendance for historically underrepresented students in American colleges and universities.
- **The Hispanic Youth Institute (HYI)** is a national pre-college program that prepares and motivates young men and women to graduate college, become professionals, and give back to the community. Run by the Hispanic College Fund, HYI is held annually in 6 regions across the country and is made possible through the support of sponsors, including the National Nuclear Security Administration. HYI participants are encouraged to consider Science, Technology, Engineering and Mathematics (STEM) fields as possible college majors and career fields. Workshops are run by Sandia National Laboratories, NASA, and the University of New Mexico Health Science

Center to give a hands-on experience to students on the different opportunities available in STEM areas. Each year over 50 percent of HYI applicants and participants are young Latina high school students. The student participants are grouped into *familias* led by resident advisors. Resident advisors are young women who are current college students or young professional who have demonstrated leadership skills, commitment to community, and the potential to excel at their chosen career fields.

- **Maricopa Achieving a College Education (ACE) Program** - NNSA awarded a grant to Maricopa Community College, a Hispanic serving institution, to target middle- and high-school students that are considered at risk. The ACE Program is being held in partnership with Estrella Mountain Community College (EMCC), Phoenix College (PC) and South Mountain Community College (SMCC). The ACE Program, in collaboration with the three community colleges, have successfully accomplished the following:
  - a. Increased the total number of targeted students completing high school.
  - b. Increased the number of targeted students enrolling in post-secondary education immediately after high school via ACE alumni scholarships.
  - c. Increased the number of targeted students entering STEM fields of study by offering more STEM courses to participating students and conducting ACE Jr. summer camps to build skills and interest in math and science.
  - d. Increased the number of targeted students transferring credits to a four-year college or university program to earn a baccalaureate degree by providing resources to increase knowledge and awareness of Arizona's universities.
  - e. Increased knowledge and awareness of Federal job and education opportunities, especially those associated with DOE and NNSA among participating students.
- **Achieving a College Education (ACE) High School Summer 2011 Student Enrollment**

The following statistics are evidence of the successes for FY11:

- a. Estrella Mountain Community College (EMCC) - 88 juniors enrolled from the new 2011 cohort; 40 seniors were enrolled from the 2010 cohort.
- b. Phoenix College (PC) - 169 juniors enrolled from the new 2011 cohort; 119 seniors were enrolled from the 2010 cohort.
- c. South Mountain Community College (SMCC) - 164 juniors enrolled from the new 2011 cohort; 105 seniors were enrolled from the 2010 cohort.
- d. Jr. ACE Summer 2011 Student Enrollment at EMCC - A total of 91 Jr. ACE students participated and included the following: 6<sup>th</sup> Grade - 17 participated in the Mars Academy, 7<sup>th</sup> Grade - 24 participated in Biotechnology & CSI Academy, 8<sup>th</sup> Grade - 17 participated in two credit physics class, 9<sup>th</sup> Grade - 15 participated in Lego Robotics Academy, 10<sup>th</sup> Grade - 18 participated in Lego Robotics Academy.
- e. PC – A total 95 Jr. ACE students participated and included the following: 7<sup>th</sup> Grade - 13 participated in biology and reading classes, 8<sup>th</sup> Grade - 25 participated in computer

science, special projects and leadership classes, 9<sup>th</sup> Grade - 27 participated in English and introduction to information.

- f. Skills Classes - 10<sup>th</sup> Grade - 30 participated in math, career and personal skills classes.
- g. Development Classes - SMCC – A total 116 Jr ACE students participated and included the following: 8<sup>th</sup> Grade - 40 participated in reading, math and computer classes, 9<sup>th</sup> Grade - 33 participated in reading, math and computer classes, 10<sup>th</sup> Grade - 43 participated in reading, math and computer classes.

- **Hispanic Consortium** - NNSA has been a leading force in recognizing and addressing the challenges our Nation faces as it seeks to recruit and retain qualified STEM personnel to meet current and future workforce needs. The Society for the Advancement of Chicanos and Native Americans in Science, the Society of Hispanic Professional Engineers, and the Society of Mexican American Engineers and Scientists, hereto referred to as “the Consortium,” lends their strengths to support NNSA endeavors. The Consortium has come together to administer a competitive collegiate internship program for the NNSA in an effort to increase the diversity of competitively qualified candidates to NNSA internship programs. Consequently, the NNSA Consortium Internship Program provides undergraduate and master-degree students with challenging, hands-on, educational internship opportunities in a national laboratory. The overall results from the Consortium’s efforts will be an increase in highly skilled Hispanic, Mexican and Native American scientist and engineers. With minority students participating in year round internships at the NNSA complex, the learning curve associated with new employees will be drastically reduced or nonexistent. More than 100 Hispanic college students majoring in STEM disciplines have participated in internships at NNSA’s Site Offices and Laboratories.
- **Other Community Outreach Activities** -NNSA participates in numerous community activities or recruitment conferences focusing on minorities. In FY 2011, NNSA’s participated in the following career information programs and community outreach activities:
  - ✓ The American GI Forum 63<sup>rd</sup> Annual Conference in Albuquerque, New Mexico (NM).
  - ✓ Albuquerque Hispano Chamber of Commerce/Kirtland Air Force Base-sponsored Job Fair.
  - ✓ Business Professionals of America Annual Competition.
  - ✓ Central NM Community College Career Information Program.
  - ✓ National Heritage Month Observance Celebrations held in honor of Hispanic Americans.
  - ✓ NM Federal Executive Board Career Fair.
  - ✓ NM Science and Engineering Career Fair & Business and Accounting Career Fair in Albuquerque, NM.
  - ✓ NM State University Career Expo Non-Technical Fair.\*
  - ✓ Career Expo Technical Fair in Las Cruces, NM.\*
  - ✓ NM Institute of Mining and Technology Career Fair in Socorro, NM.\*
  - ✓ Tutoring Programs at local Lowell Elementary School (38 percent Hispanic) and Jackson Middle School (34 percent Hispanic).

- ✓ University of New Mexico (UNM) Career Information Program.\*
- ✓ UNM Scientific and Professional Job Fairs.\*
- ✓ UNM Hispanic Engineering and Science Organization Career Fair.\*
  
- **Future Leaders Program (FLP)** - The NNSA FLP was established in 2005 and continues to attract qualified candidates from diverse backgrounds. 162 FLP employees have been hired since 2005. In FY 2011, the NNSA hired 19 participants under the FLP. Of the FY 2011 FLP hires, Hispanics represent 10.5 percent. Following is the FLP Hispanic participation rate from FY 2005 to FY 2010:

FY 2005 – 24 percent  
FY 2006 – 13 percent  
FY 2007 – 17 percent  
FY 2008 – 16 percent  
FY 2009 – 20 percent  
FY 2010 – 10 percent  
FY 2011 – 10.5 percent

- **Student Career Experience Program (SCEP)** – As part of NNSA’s succession planning and knowledge management efforts, and to expand our pipelines, NNSA implemented the SCEP, complex- wide, in September 2010. NNSA has hired 47 SCEP employees since FY 2007. Following is the Hispanic participation rate since its inception in FY 2007:

FY 2007 – 40 percent  
FY 2008 – 46 percent  
FY 2009 – 63 percent  
FY 2010 – There was no SCEP class in 2010.  
FY 2011 – 64 percent

\*Hispanic Serving Institutions

## **5. Mentoring**

The NNSA has a mentoring program that motivates young people to pursue higher education and federal careers. Since FY09, the NNSA Program has been used to cultivate, preserve, and transfer knowledge among the NNSA employees. For the last two years, NNSA has expanded the program to include our summer interns, making it mandatory for students to find a mentor as part of their performance plan. The program utilizes online and interactive tools to establish relationships and opportunities to network with someone they may not ordinarily be able to meet.

**FY 2010 Management Directive-715  
Barrier Analysis – Part I\***

\*FY 2010 MD-715 Report, Part I only, is attached. FY 2011 MD-715 Report will be completed/available January 2012.

**FY 2010 Management Directive-715  
Barrier Analysis – Part I\***

<p>EEOC FORM 715-01 PART I - <u>*FY 2011 MD-715 not available and/or final as of October 2011.</u></p>	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> <b>FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b></p>	
<p><b>U.S. Department of Energy</b></p>		<p align="right"><b>FY 2010</b></p>
<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.</p> <p>How was the condition recognized as a potential barrier?</p>	<p><b><u>Total Workforce (A1):</u></b></p> <p>Over the five-year period, the participation rate for females has varied slightly in personnel by percentage. Females have a low participation rate within the NNSA, compared to the available CLF. The participation rate, for FY10, in the workforce for females is 34.00 percent in the workforce vs. 46.80 percent in the CLF. For FY09: 33.8 percent, FY08 34.2 percent, FY07 33.3 percent and FY06 32.3 percent.</p> <p><b><u>New Hires (A08):</u></b></p> <p><b>Females:</b></p> <p>The percentage of new hires of permanent female employees (35.35 percent) was lower than the percentage of females in the CLF, 46.8 percent.</p> <p><b><u>Separations (A14):</u></b></p> <p><b>Females:</b></p> <p>The percentage of total separations, 36.31 percent (61), of permanent female employees is higher than the percentage of females in the permanent workplace, 34.00 percent (937).</p> <p><b><u>Major Occupations (A6):</u></b></p>	

Females have low participation rates in the following major occupations:

**Female:**

Security Administration – 41.38 percent in workforce vs. 56.6 percent in RLF.

Nuclear Materials Courier – 0.26 percent in workforce vs. 9.2 percent in RLF.

General Administrative – 53.63 percent in workforce vs. 56.60 percent in RLF.

Nuclear Engineering - 4.92 percent in workforce vs. 8.40 percent in RLF.

General Physical Science – 26.47 percent in workforce vs. 34.00 percent in RLF.

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce, in the Officials and Manager’s category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/ Senior level (Grade 15 and SES), the participation rate for females were lower than the participation rate of those individuals in the workforce.

**Females:**

First Level (GS 12 & below) Officials & Managers – 22.13 percent in category vs. 34.00 percent in workforce.

Mid-Level (GS13-14) Officials & Managers – 31.42 percent in category vs. 34.00 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 24.29 percent in category vs. 34.00 percent in workforce.

**Components (A02):**

Females have a lower participation rate in the following NNSA components:

Deputy Administrator Defense Programs: 12.75 percent in component vs. 34.00 percent in Total.

Associate Administrator Naval Reactors: 23.15 percent in component vs. 34.00 percent in Total.

Associate Administrator Emergency Operations: 29.90 percent in component vs. 34.00 percent in Total.

Associate Administrator Infrastructure and Environmental: 28.21 percent in component vs. 34.00 percent in Total.

Kansas City Site Office: 26.32 percent in component vs. 34.00 percent in Total.

Pantex Site Office: 25.97 percent in component vs. 34.00 percent in Total.

Los Alamos Site Office: 28.04 percent in component vs. 34.00 percent in Total.

Livermore Site Office: 32.98 percent in component vs. 34.00 percent in Total.

**Career Development (A12):**

**Females - Pay Band I (GS 5-12):**

41.03 percent (16) participants vs. 100.00 percent (39) of total participants.

**Females – Pay Band II (GS 13-15)**

29.41 percent (5) participants vs. 100.0 percent (17) of total participants.

**Females – Pay Band IV (ES, EK, EN)**

25.00 percent (1) participants vs. 100.00 percent

	<p>(4) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p><b>Females – Cash Awards - \$501+</b></p> <p>\$3181.90 vs. average award amount of \$3318.00.</p> <p><b>Females – SES Cash Awards</b></p> <p>\$14,443.40 vs. average amount of \$16,384.70.</p> <p>The above conditions were recognized as a result of reviewing NNSA statistical data and comparing participation rates of females with the appropriate benchmarks, and also reviewing prior year reports.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department’s workforce data dealing with participation rates in the overall workforce, and regarding hires and separations, was gathered and analyzed to determine the existence of low participation rates and disparities for female employees. Trend data from prior year MD-715 was also reviewed and analyzed.</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>The Department’s hiring practices have not resulted in substantial improvements in the participation rates of females.</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will periodically review demographic reporting focusing specifically on female employees. This review will provide a means of assisting the agency in bringing attention to areas requiring more aggressive recruitment of females.</p> <p>The Department will expand its partnership efforts with organizations involved with the recruitment, hiring and placement of females in the workforce.</p>

<b>RESPONSIBLE OFFICIAL:</b>	Office of Human Capital Management Services EEO and Diversity Office Managers and Supervisors Special Emphasis Program Managers
<b>DATE OBJECTIVE INITIATED:</b>	October 1, 2010
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	October 1, 2015

<b>EEOC FORM 715-01 PART I</b>	<b>EEO Plan To Eliminate Identified Barrier</b>	
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>	
Continue to measure the progress regarding the recruitment and selection of females in the workforce, and distribute workforce diversity statistics to managers and supervisors for the purpose of positively impacting the overall NNSA workforce.	Ongoing	
Continue to use targeted outreach procedures to improve recruitment efforts and the resultant placement of females.	Ongoing	
Acquired software reporting mechanism, in September 2010, to provide diversity data in EEOC Table format. Next step is to validate data in FY 2010, follow-up with vendor on enhancing reporting capabilities for purposes of providing diversity in EEOC Table report format, and continue skill proficiency in use of software.	September 30, 2011	
Continue to measure, and report, the progress in recruitment, retention and advancement strategies for females in major occupations, occupational categories, and components where female participation rates are low.	Ongoing	
<p><b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b></p> <p>Over the six-year period, the participation rate for females has varied slightly in personnel by percentage. Females have a low participation rate within the NNSA, compared to the available CLF. The FY 2010 participation rate in the workforce for females is 34.00 percent in the workforce vs. 46.80 percent in the CLF. For FY09: 33.8 percent, FY08 34.2 percent, FY07 33.3 percent and FY06 32.3 percent.</p> <p>The percentage of new hires of permanent female employees (35.35 percent) was lower than the percentage of females in the CLF, 46.8 percent. The percentage of total separations, 36.31 percent (61), of permanent female employees is higher than the percentage of females in the permanent workplace, 34.00 percent (937). The participation rate will be measured to determine progress and trends.</p> <p>Hispanic females and American Indian females had participation rates above the CLF.</p> <p>The participation rate for White females in the workforce (19.16 percent) increased slightly from</p>		

FY 2009 (18.63 percent), vs. CLF 33.7 percent. The net change (6.45 percent) was greater than the workforce net change (3.53 percent). In the Officials and Managers category (for SES and below), the participation rates for White females were lower than the participation rate of those individuals in the workforce: White females, First level (GS 12 and below) – 10.00 percent vs. 19.16 percent in workforce; Mid-level (GS13-14) – 15.71 percent vs. 19.16 percent in workforce, and Executive/Senior level (GS-15 & SES) – 17.05 percent vs. 19.16 percent in workforce.

The participation rate for Black/African American females in the workforce (5.08 percent) decreased slightly from FY 2009 (5.22 percent), vs. CLF 5.7 percent. The net change (.72 percent) was lower than the workforce net change (3.53 percent).

The participation rate for Asian females in the workforce (1.02 percent) decreased slightly from FY 2009 (1.13 percent), vs. CLF 1.7 percent. The net change (-6.67 percent) was lower than the workforce net change (3.53 percent).

The participation rate for Native Hawaiian or Other Pacific Islander in the workforce (0.04 percent) increased slightly from FY 2009 (0.00 percent), vs. CLF .1 percent. The net change (0.00 percent) was lower than the workforce net change (3.53 percent).

The percentage of new hires of permanent White female employees increased from 18.8 percent in FY 2009 to 22.73 percent in FY 2010. The percentage of new hires of permanent Black/African American females decreased from 5.5 percent in FY 2009 to 3.54 percent in FY 2010.

The percentage of total separations of permanent White female employees was lower (17.86 percent) than the percentage of White females in the permanent workforce (19.16 percent). The percentage of separations of Black/African American female employees was lower (4.76 percent) than the percentage of Black/African American females in the permanent workforce (5.08 percent).

The percentage of Asian female employees (1.79 percent) was higher than the percentage of Asian females in the permanent workforce (1.02 percent). The percentage of Native Hawaiian or Other Pacific Islander female was lower (0.00 percent) than the percentage of Native Hawaiian or Other Pacific Islander female in the permanent workforce (0.04 percent).

Career Development Opportunities – The total number of females increased from 26 percent (17) in FY 2009 to 37 percent (22) in FY 2010.

**MD-715**

**PART I**

**HISPANIC OR LATINO**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Total Workforce (A1):**

The participation rate in the workforce for Hispanic females is 7.44 percent in workforce vs. 4.50 percent in the CLF; and, males 8.67 percent in workforce vs. 6.20 percent in the CLF.

**New Hires (A08):**

**Hispanic Males:**

The percentage of new hires of permanent Hispanic male employees, 4.55 percent (9) was lower than the percentage of Hispanic males in the CLF, 6.20 percent.

**Hispanic Females:**

The percentage of new hires of permanent Hispanic female employees, 8.08 percent ((16) was higher than the percentage of females in the CLF, 4.5 percent.

**Separations (A14):**

**Hispanic Males**

The percentage of total separations, 8.33 percent (14), of permanent Hispanic male employees is lower than the percentage of Hispanic males in the permanent workplace, 8.67 percent (239).

**Hispanic Females:**

The percentage of total separations, 10.71 percent (18), of permanent Hispanic female employees is higher than the percentage of females in the permanent workplace, 7.44

percent (205).

**Major Occupations (A6):**

Hispanic males and females have low participation rates in the following major occupations:

**Hispanic Male:**

Nuclear Materials Courier – 12.76 percent in workforce vs. 26.5 percent in RLF

Foreign Affairs – .80 percent in workforce vs. 1.9 percent in RLF.

**Hispanic Females:**

Nuclear Materials Courier – 0.00 percent in workforce vs. 2.00 percent in RLF.

Foreign Affairs – 0.80 percent in workforce vs. 2.20 percent in RLF.

Nuclear Engineering – 0.00 percent in workforce vs. 0.50 percent in RLF.

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce in the Officials and Manager's category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/ Senior level (Grade 15 and SES). The participation rate for Hispanic males and females were lower than the participation rate of those individuals in the workforce.

Executive/Senior Level (GS-15 & SES)  
Officials & Managers:

**Hispanic Males:**

Executive/Senior Level (GS-15 & SES)  
Officials & Managers: 8.36 percent in category  
vs. 8.67 percent in workforce.

**Hispanic Females:**

Executive/Senior Level (GS-15 & SES)  
Officials & Managers: 4.32 percent in category  
vs. 7.44 percent in workforce.

**Components (A02):**

Hispanics have a lower participation rate in all  
NNSA components with the exception of the  
following three site locations: Los Alamos Site  
Office, Pantex Site Office, Sandia Site Office,  
and NNSA Service Center.

**Hispanic Males:**

National Nuclear Security Administrator: 5.26  
percent in component vs. 8.67 percent in Total.

Deputy Administrator Defense Nuclear Non-  
Proliferation: 1.58 percent in component vs.  
8.67 percent in Total.

Associate Administrator Naval Reactors: 1.85  
percent in component vs. 8.67 percent in Total.

Associate Administrator Emergency Operations:  
3.09 percent in component vs. 8.67 percent in  
Total.

Associate Administrator Infrastructure and  
Environmental: 5.13 percent in component vs.  
8.67 percent in Total.

Associate Administrator Management and  
Administration: 5.00 percent in component vs.  
8.67 percent in Total.

Associate Administrator Defense Nuclear  
Security: 0.00 percent in component vs. 8.67

percent in Total.

Naval Reactors Laboratory Field Office: 1.68 percent in component vs. 8.67 percent in Total.

NNSA Y-12 Site Office: 0.00 percent in component vs. 8.67 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 8.67 percent in Total.

Nevada Site Office: 7.07 percent in component vs. 8.67 percent in Total.

Livermore Site Office: 4.26 percent in component vs. 8.67 percent in Total.

Savannah River Site Office: 0.00 percent in component vs. 8.67 percent in Total.

**Hispanic Females:**

National Nuclear Security Administrator: 0.00 percent in component vs. 7.44 percent in Total.

Deputy Administrator Defense Programs: 4.08 percent in component vs. 7.44 percent in Total.

Deputy Administrator Defense Nuclear Non-Proliferation: 1.19 percent in component vs. 7.44 percent in Total.

Associate Administrator Naval Reactors: 0.00 percent in component vs. 7.44 percent in Total.

Associate Administrator Emergency operations: 4.12 percent in component vs. 7.44 percent in Total.

Associate Administrator Infrastructure and Environmental: 0.00 percent in component vs. 7.44 percent in Total.

Associate Administrator Management and Administration: 5.56 percent in component vs.

7.44 percent in Total.

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 7.44 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 7.44 percent in Total.

Y-12 Site Office: 1.30 percent in component vs. 7.44 percent in Total.

Pantex Site Office: 3.90 percent in component vs. 7.44 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 7.44 percent in Total.

Nevada Site Office: 6.06 percent in component vs. 7.44 percent in Total.

Livermore Site Office: 3.19 percent in component vs. 7.44 percent in Total.

Savannah River Site Office: 0.00 percent in component vs. 7.44 percent in Total.

**Career Development:**

**Hispanic Males – Pay Band I (GS 5-12)**

5.0 percent (3) participants vs. 100.0 percent (60) of total participants.

**Hispanic Females – Pay Band I (GS 5-12)**

5.0 percent (3) participants vs. 100.0 percent (60) of total participants.

**Hispanic Males – Pay Band II (GS 13-15)**

0.0 percent (0) participants vs. 100.0 percent (60) of total participants.

**Hispanic Females – Pay Band II (GS 13-15)**

	<p>1.67 percent (1) participants vs. 100.0 percent (60) of total participants</p> <p><b>Hispanic Males – Senior Pay (Pay Band ES, EK, and EN)</b></p> <p>0.0 percent (0) participants vs. 100.0 percent (60) of total participants.</p> <p><b>Hispanic Females – Senior Pay (Pay Band ES, EK, EN)</b></p> <p>1.67 percent (1) participant vs. 100.0 percent (60) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p><b>Hispanic Males – Cash Awards - \$100-\$500</b></p> <p>\$322.00 vs. \$348.00 average award amount.</p> <p><b>Hispanic Males – Cash Awards - \$500+</b></p> <p>\$3120.00 vs. \$3318.00 average award amount.</p> <p><b>Hispanic Males – SES Cash Awards</b></p> <p>\$13,174.00 vs. average benefit amount of \$16,385.</p> <p><b>Hispanic Females – Cash Awards - \$500+</b></p> <p>\$2875.00 vs. \$3318.00 average award amount.</p> <p><b>Hispanic Females – SES Cash Awards</b></p> <p>\$0 vs. average amount of \$16,385.00.</p> <p>The above conditions were recognized as a result of reviewing NNSA statistical data and comparing participation rates of females with the appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p>	<p>The Department’s workforce data dealing with participation rates in the overall workforce, and</p>

<p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>regarding hires and separations, was gathered and analyzed to determine the existence of low participation rates and disparities for Hispanic male and female employees. Trend data from prior year MD-715 was also reviewed and analyzed.</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>Although the participation rate in the workforce for Hispanic females (7.44 percent) exceed the CLF of 4.50 percent; and Hispanic males (8.67 percent), vs. CLF of 6.20 percent; Hispanics had low participation rates in some of the NNSA subcomponents and Executive/Senior Level (GS-15 and SES). The percentage of new hires of permanent Hispanics employees, 12.63 percent percent (25) was lower than the percentage of separations, 19.04 percent (32), of Hispanics. Participation in formal career development program was 1 or less in Pay Band II (GS-13-15), and at the Senior Pay (Pay Band ES, EK, EN).</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will periodically review demographic reporting focusing specifically on Hispanic male and female employees. This review will provide a means of assisting the agency in bringing attention to areas requiring more aggressive recruitment of Hispanics. The Department will continue its partnership efforts with minority-serving organizations involved with the recruitment, hiring and placement of Hispanics in the workforce.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Office of Human Capital Management Services EEO and Diversity Office Managers and Supervisors Special Emphasis Program Managers</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>October 1, 2010</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>October 1, 2015</p>

<b>EEOC FORM 715-01 PART I</b>	<b>EEO Plan To Eliminate Identified Barrier</b>	
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>		<b>TARGET DATE (Must be specific)</b>
Continue to measure the progress regarding the recruitment and selection of Hispanic male and female employees in the workforce, and distribute workforce diversity statistics to managers and supervisors for the purpose of positively impacting the overall NNSA workforce.		Ongoing
Continue to use targeted outreach procedures, with the Hispanic Association of Colleges and Universities, to improve recruitment efforts and the resultant placement of Hispanic male and female employees.		Ongoing
Acquired software reporting mechanism, in September 2010, to provide diversity data in EEOC Table format. Next step is to validate data in FY 2010, follow-up with vendor on enhancing reporting capabilities for purposes of providing diversity in EEOC Table report format, and continue skill proficiency in use of software.		September 30, 2011
Continue to measure, and report, the progress in recruitment, retention and advancement strategies for Hispanic males and females in NNSA's major occupations, NNSA subcomponents and the Executive/Senior Level (GS-15 and SES).		Ongoing
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b>  The participation rate for Hispanic males (8.67 percent) and females (7.44 percent) has consistently exceeded the CLF (6.2 percent - males; and 4.5 percent - females).  Hispanic s have high participation rates in seven of the nine major occupations identified, including Security Administration, Management Analysis, General Engineering and Contracts and Procurement.		

**MD-715**

**PART I**

**WHITE**



U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS  
A TRIGGER FOR A POTENTIAL  
BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Workforce (A1):**

White females have a low participation rate within the Department, compared to the available CLF. The participation rate for females is 19.16 percent in workforce vs. 33.7 percent, in the CLF; and, males 50.00 percent in workforce vs. 39.0 percent in the CLF.

**New Hires (A8):**

**White Females:**

The percentage of new hires of permanent White female employees, 22.73 percent (45), was lower than the percentage of White females in the CLF, 33.7 percent.

**White Males:**

The percentage of new hires of permanent White male employees, 52.53 percent (104) was higher than the percentage of White males in the CLF, 39.0 percent.

**Separations (A14):**

**White Males:**

The percentage of total separations, 46.43 percent (78), of permanent White male employees is lower than the percentage of White males in the permanent workplace, 50.00 percent (1378).

**White Females:**

The percentage of total separations, 17.86 percent (30), of permanent White female

employees is lower than the percentage of White females in the permanent workplace, 19.16 percent (528).

**Major Occupations (A6):**

White males and females have low participation rates in the following major occupations:

**White Male:**

Contract and Procurement – 24.79 percent in workforce vs. 39.8 percent in RLF.

Management Analyst - 25.82 percent in workforce vs. 52.5 percent in RLF.

General Engineering - 56.06 percent in workforce vs. 71.8 percent in RLF.

**White Female:**

Contract and Procurement – 35.04 percent in workforce vs. 42.7 percent in RLF.

Nuclear Engineering - 4.92 percent in workforce vs. 6.3 percent in RLF.

General Administrative - 25.0 percent in workforce vs. 39.7 percent in RLF.

Security Administration – 19.31 percent in workforce vs. 39.7 percent in RLF.

Nuclear Materials Courier – 0.26 percent in workforce vs. 5.6 percent in RLF

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce, in the Officials and Manager's category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/ Senior level (Grade 15 and SES), the

participation rate for White males and females were lower than the participation rate of those individuals in the workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers:

**White Females:**

First Level (GS 12 & below) Officials & Managers – 10 percent in category vs. 19.16 percent in workforce

Mid Level (GS13-14) Officials & Managers – 15.71 percent in category vs. 19.16 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers - 17.05 percent in category vs. 19.16 percent in workforce.

**Components (A2):**

White males and females have a lower participation rate in many NNSA components.

**White Males:**

National Nuclear Security Administrator: 43.42 percent in component vs. 50.00 percent in Total.

Associate Administrator Management and Administration: 21.25 percent in component vs. 50.00 percent in Total.

Livermore Site Office: 32.98 percent in component vs. 50.00 percent in Total.

Los Alamos Site Office: 48.6 percent in component vs. 50.00 percent in Total.

Sandia Site Office: 41.98 percent in

	<p>component vs. 50.00 percent in Total.</p> <p>NNSA Service Center: 25.75 percent in component vs. 50.00 percent in Total.</p> <p><b>White Females:</b></p> <p>Deputy Administrator Defense Programs: 5.66 percent in component vs. 19.16 percent in Total.</p> <p><b><u>Career Development (A12):</u></b></p> <p><b>White females - Pay Band I (GS 5-12):</b></p> <p>28.00 percent (11) participants vs. 100.00 percent (39) of total participants.</p> <p><b>White females – Pay Band II (GS 13-15)</b></p> <p>11.76 percent (2) participants vs. 100.0 percent (17) of total participants.</p> <p><b>White females – Pay Band IV (ES, EK, EN)</b></p> <p>0.00. percent (0) participants vs. 100.00 percent (4) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p><b>White Females</b> received less Time-Off Awards and Cash Awards (\$100-\$500) than their participation rate in the workforce.</p> <p>The above conditions were recognized as a result of reviewing NNSA statistical data and comparing participation rates of females with the appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and</p>	<p>The Department’s workforce data dealing with participation rates in the overall workforce, and regarding hires and</p>

<p>data analyzed to determine cause of the condition.</p>	<p>separations, was gathered and analyzed to determine the existence of low participation rates and disparities for white male and female employees. Trend data from prior year MD-715 was also reviewed and analyzed.</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>The Department's hiring practices have not resulted in substantial improvements in the participation rates of females. White females have low participation rates in five of the 9 major occupations. White females have lower participation rates in all 3 of the First Level Officials &amp; Managers category (SES and below). Two or less White females participated in formal Career Development Programs at Pay Band II (GS 13-15 and Senior Levels (ES, EJ, EK, EN).</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will periodically review demographic reporting focusing specifically on female employees. This review will provide a means of assisting the agency in bringing attention to areas requiring more aggressive recruitment of females.</p> <p>The Department will expand its partnership efforts with organizations involved with the recruitment, hiring and placement of females in the workforce.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Office of Human Capital Management Services EEO and Diversity Office Managers and Supervisors Special Emphasis Program Managers</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>October 1, 2010</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>October 1, 2015</p>

<b>EEOC FORM 715-01 PART I</b>	<b>EEO Plan To Eliminate Identified Barrier</b>	
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>	
Continue to measure the progress regarding the recruitment and selection of females in the workforce, and distribute workforce diversity statistics to managers and supervisors for the purpose of positively impacting the overall NNSA workforce.	Ongoing	
Continue to use targeted outreach procedures to improve recruitment efforts and the resultant placement of females.	Ongoing	
Acquired software reporting mechanism, in September 2010, to provide diversity data in EEOC Table format. Next step is to validate data in FY 2010, follow-up with vendor on enhancing reporting capabilities for purposes of providing diversity in EEOC Table report format, and continue skill proficiency in use of software.	September 30, 2011	
Continue to measure, and report, the progress in recruitment, retention and advancement strategies for females in major occupations, occupational categories, and components where female participation rates are low.	Ongoing	

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

Over the six-year period, the participation rate for females has varied slightly in personnel by percentage. Females have a low participation rate within the NNSA, compared to the available CLF. The FY 2010 participation rate in the workforce for females is 34.00 percent in the workforce vs. 46.80 percent in the CLF. For FY09: 33.8 percent, FY08 34.2 percent, FY07 33.3 percent and FY06 32.3 percent. However, the percentage of new hires of permanent White female employees, 22.73 percent (45) was higher than the percentage of total separations, 17.86 percent (30), of permanent White female employees in FY 2010.

The participation rate for White females in the workforce (19.16 percent) increased slightly from FY 2009 (18.63 percent), vs. CLF 33.7 percent. The net change (6.45 percent) was greater than the workforce net change (3.53 percent). In the Officials and Managers category (for SES and below), the participation rates for White females were lower than the participation rate of those individuals in the workforce: White females , First level (GS 12 and below) – 10.00 percent vs. 19.16 percent in workforce; Mid-level (GS13-14) – 15.71 percent vs. 19.16 percent in workforce, and Executive/Senior level (GS-15 & SES) – 17.05 percent vs. 19.16 percent in workforce.

The percentage of new hires of permanent White female employees increased from 18.8 percent in FY 2009 to 22.73 percent in FY 2010.

The percentage of total separations of permanent White female employees was lower (17.86 percent) than the percentage of White females in the permanent workforce (19.16 percent).

Career Development Opportunities – The total number of female participants increased from 26 percent (17) in FY 2009 to 37 percent (22).

**MD-715**

**PART I**

**BLACK OR AFRICAN AMERICAN**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Workforce (A1):**

Black/African American males have a low participation rate (3.30 percent) in the workforce vs. 4.8 percent in the CLF, and Black/African American females 5.08 percent in the workforce vs. 5.7 percent in the CLF.

**New Hires (A8):**

**Black/African American males:**

The percentage of new hires of permanent Black/African American male employees, 5.16 percent (13), was higher than the percentage of Black/African American males in the CLF, 4.8 percent.

**Black/African American females:**

The percentage of new hires of permanent Black/African American female employees, 7.14 percent (18), was higher than the percentage of Black/African American female employees in the CLF, 5.7 percent.

**Separations (A14):**

**Black/African American Males:**

The percentage of total separations, 4.76 percent (8), of permanent Black/African American male employees is higher than the percentage of Black/African American males in the permanent workplace, 3.30 percent (91).

**Black/African American Females:**

The percentage of total separations, 17.86 percent (30), of permanent Black/African American female employees is higher than the percentage of Black/African American females in the permanent workplace, 5.08 percent (140).

**Major Occupations (A6):**

Black/ African American males and females have low participation rates in the following major occupations:

**Black/ African American Male:**

Security Administration – 0.69 percent in workforce vs. 4.9 percent in RLF.

Nuclear Materials Courier – 4.69 percent in workforce vs. 11.0 percent in RLF

Management Analyst – 2.20 percent in workforce vs. 2.60 percent in RLF.

Foreign Affairs – 0.00 percent in workforce vs. 2.40 percent in RLF.

Contract and Procurement – 1.71 percent in workforce vs. 2.60 percent in RLF.

**Black/African American Female:**

Security Administration – 5.52 percent in workforce vs. 7.90 percent in RLF.

Nuclear Materials Courier – 0.00 percent in workforce vs. 0.9 percent in RLF

Foreign Affairs – 3.20 percent in workforce vs. 3.90 percent in RLF.

Nuclear Engineering – 0.00 percent in workforce vs. 0.9 percent in RLF.

General Physical Science – 0.74 percent in workforce vs., 1.40 percent in RLF.

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce in the Officials and Manager's category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/Senior level (Grade 15 and SES). The participation rate for Black males and females were lower than the participation rate of those individuals in the workforce.

**Black/African American Male:**

First Level (GS 12 & below) Officials & Managers – .75 percent in category vs. 3.30 percent in workforce.

Mid Level (GS13-14) Officials & Managers – 2.62 percent in category vs. 3.30 percent in workforce.

**Black/African American Female:**

First Level (GS 12 & below) Officials & Managers – 2.24 percent in category vs. 5.08 percent in workforce.

Mid Level (GS13-14) Officials & Managers – 2.13 percent in category vs. 5.08 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 1.44 percent in category vs. 5.08 percent in workforce.

**Components (A2):**

Black/African American males and females have a lower participation rate in the following NNSA components:

**Black/African American Male:**

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 3.30 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 3.30 percent in Total.

NNSA Y-12 Site Office: 1.30 percent in component vs. 3.30 percent in Total.

Sandia Site Office: 0.00 percent in component vs. 3.30 percent in Total.

Los Alamos Site Office: 0.00 percent in component vs. 3.30 percent in Total.

Nevada Site Office: 1.01 percent in component vs. 3.30 percent in Total.

NNSA Service Center: 1.41 percent in component vs. 3.30 percent in Total.

**Black/African American Female:**

Deputy Administrator Defense Programs: 1.84 percent in component vs. 5.08 percent in Total.

Naval Reactors Laboratory Field Office: 1.69 percent in component vs. 5.08 percent in Total.

Livermore Site Office: 3.19 percent in component vs. 5.08 percent in Total.

Sandia Site Office: 1.23 percent in component vs. 5.08 percent in Total.

**Career Development (A12):**

**Black/African American males - Pay**

	<p><b>Band I (GS 5-12):</b></p> <p>5.13 percent (2) participants vs. 100.00 percent (39) of total participants.</p> <p><b>Black/African American females - Pay Band I (GS 5-12):</b></p> <p>7.69 percent (3) participants vs. 100.00 percent (39) of total participants.</p> <p><b>Black/African American females – Pay Band II (GS 13-15)</b></p> <p>5.13 percent (2) participants vs. 100.0 percent (17) of total participants.</p> <p><b>Black/African American males and females – Pay Band IV (ES, EK, EN)</b></p> <p>0.00. percent (0) male and female black participants vs. 100.00 percent (4) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p><b>Black/African American females</b> received less Time-Off Awards and Cash Awards (\$100-\$500) than their participation rate in the workforce.</p> <p>The above conditions were recognized as the result of reviewing NNSA statistical data and comparing participation rates of African American males with appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department’s workforce, including data regarding hires and separations, was analyzed to determine the reason for low participation rates of African American males and females.</p>
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency</p>	<p>The Department’s hiring practices have not resulted in substantial improvements in the participation rates of African American</p>

<p>policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>males and females. Trend data from prior year MD-715 reports was also reviewed and analyzed. Blacks/African Americans have low participation rates in six of the 9 major occupations. Blacks/African Americans females have lower participation rates in all 3 of the First Level Officials &amp; Managers category (SES and below). Blacks/African American males have lower participation rates in 2 of the First Level Officials &amp; Managers category (GS-14 and below).</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will periodically review demographic reporting focusing specifically on Black/African American male and female employees. This review will provide a means of assisting the agency in bringing attention to areas requiring more aggressive recruitment of Black/African Americans. The Department will continue its partnership efforts with minority-serving organizations involved with the recruitment, hiring and placement of Black/African Americans in the workforce.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Office of Human Capital Management Services EEO and Diversity Office Managers and Supervisors Special Emphasis Program Managers</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>October 1, 2010</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>October 1, 2015</p>

<b>EEOC FORM 715-01 PART I</b>	<b>EEO Plan To Eliminate Identified Barrier</b>	
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>		<b>TARGET DATE (Must be specific)</b>
Continue to measure the progress regarding the recruitment and selection of Black/African American male and female employees in the workforce, and distribute workforce diversity statistics to managers and supervisors for the purpose of positively impacting the overall NNSA workforce.		Ongoing
Continue to use targeted outreach procedures, with the Black/African American Minority Serving Colleges and Universities to improve recruitment efforts and the resultant placement of Black/African American male and female employees.		Ongoing
Acquired software reporting mechanism, in September 2010, to provide diversity data in EEOC Table format. Next step is to validate data in FY 2010, follow-up with vendor on enhancing reporting capabilities for purposes of providing diversity in EEOC Table report format, and continue skill proficiency in use of software.		September 30, 2011
Continue to measure, and report, the progress in recruitment, retention and advancement strategies for Black/African American males and females in NNSA's major occupations, NNSA subcomponents and the Executive/Senior Level (GS-15 and SES).		Ongoing
<p><b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b></p> <p>The participation rate for Black/African American males is 3.30 percent in the workforce vs. 4.8 percent in the CLF. The female participation rate is 5.08 percent in the workforce vs. 5.7 percent in the CLF.</p> <p>The percentage of new hires of permanent Black/African American females (3.6 percent) was lower than their CLF (5.7 percent).</p>		

**MD-715**

**PART I**

**ASIAN**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Total Workforce (A1):**

Asian females have a low participation rate (1.02 percent) in the workforce vs. 1.7 percent in the CLF.

**New Hires (A8):**

**Asian Males:**

1.01 percent of new hires vs. 1.9 percent in CLF.

**Asian Females:**

0.00 percent of new hires vs. 1.7 percent in CLF.

**Separations (A14):**

**Asian Males**

3.57 percent vs. 2.65 total workforce.

**Asian Females**

1.79 percent vs. 1.02 total workforce.

**Major Occupations (A6):**

Asian males and females have low participation rates in many of the major occupations.

**Asian Male:**

Security Administration – 1.38 percent in workforce vs. 2.70 percent in RLF.

Nuclear Materials Courier – 0.78 percent in workforce vs. 1.40 percent in RLF

Management Analyst – 1.55 percent in workforce vs. 3.50 percent in RLF.

General Engineering – 7.05 percent in workforce vs. 10.20 percent in RLF.

General Administrative – 0.40 percent in workforce vs. 2.70 percent in RLF.

Nuclear Engineering - 4.10 percent in workforce vs. 6.00 percent in RLF.

General Physical Science –2.94 percent in workforce vs. 15.50 percent in RLF.

**Asian Female:**

Security Administration – 0.00 percent in workforce vs. 2.50 percent in RLF.

Nuclear Materials Courier – 0.00 percent in workforce vs. 0.40 percent in RLF

Management Analyst – 1.65 percent in workforce vs. 2.00 percent in RLF.

Foreign Affairs – 0.80 percent in workforce vs. 2.30 percent in RLF.

General Administrative – 1.21 percent in workforce vs. 2.50 percent in RLF.

Nuclear Engineering – 0.00 percent in workforce vs. 0.60 percent in RLF.

Contract and Procurement – 0.00 percent in workforce vs. 1.4 percent in RLF.

General Physical Science – 1.47 percent in workforce vs. 8.00 percent in RLF.

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce, in the

Officials and Manager's category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/Senior level (Grade 15 and SES), the participation rate for Asian males and females were lower than the participation rate of those individuals in the workforce.

**Asian Male:**

First Level (GS 12 & below) Officials & Managers – 1.49 percent in category vs. 2.69 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 2.31 percent in category vs. 2.69 percent in workforce.

**Asian Female:**

First Level (GS 12 & below) Officials & Managers – 0.00 percent in category vs. 1.06 percent in workforce.

Mid Level (GS13-14) Officials & Managers – 0.65 percent in category vs. 1.06 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 0.29 percent in category vs. 1.06 percent in workforce.

**Components (A2):**

Asian males and females have a lower participation rate in many NNSA components.

**Asian Male:**

Associate Administrator Naval Reactors: 1.85 percent in component vs. 2.65 percent in Total.

Associate Administrator Emergency

Operations: 1.03 percent in component vs. 2.65 percent in Total.

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 2.65 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 2.65 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 2.65 percent in Total.

Nevada Site Office: 2.02 percent in component vs. 2.65 percent in Total.

NNSA Service Center: 1.41 percent in component vs. 2.65 percent in Total.

**Asian Female:**

Deputy Administration Defense Programs: 0.79 percent in component vs. 1.02 percent in Total.

Associate Administrator Naval Reactors: 0.00 percent in component vs. 1.02 percent in Total.

Associate Administrator Emergency Operations: 0.00 percent in component vs. 1.02 percent in Total.

Associate Administrator Infrastructure and Environmental: 0.00 percent in component vs. 1.02 percent in Total.

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 1.02 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 1.02 percent

in Total.

Pantex Site Office: 0.00 percent in component vs. 1.02 percent in Total.

Sandia Site Office: 0.00 percent in component vs. 1.02 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 1.02 percent in Total.

Los Alamos Site Office: 0.00 percent in component vs. 1.02 percent in Total

Savannah River Site Office: 0.00 percent in component vs. 1.02 percent in Total.

NNSA Service Center: 0.60 percent in component vs. 1.02 percent in Total.

**Career Development (A12):**

**Asian male - Pay Band I (GS 5-12):**

2.56 percent (1) participants vs. 100.00 percent (39) of total participants.

**Asian male and females –  
Pay Band II (GS 13-15)**

0.00 percent (0) participants vs. 100.0 percent (39) of total participants.

**Asian male and females –  
Pay Band IV (ES, EK, EN)**

0.00. percent (0) vs. 100.00 percent (39) of total participants.

**Awards (A13):**

**Time-Off Award 9+ hours**

**Asian Females** received less Time-Off Awards (9+ hours) than their participation

	<p>rate in the workforce.</p> <p><b>SES Cash Awards Asian females</b></p> <p>\$8,850.00 vs. \$16,384.7 average amount of cash awarded.</p> <p>The above conditions were recognized as the result of reviewing NNSA statistical data and comparing participation rates of Asian males and females with appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department's workforce, including data regarding hires and separations, was analyzed to determine the reason for low participation rates of Asians.</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>The Department's hiring practices have not resulted in substantial improvements in the participation rates of Asian males. Trend data from prior year MD-715 and FEORP reports was also reviewed and analyzed.</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will continue to expand its recruitment efforts with minority-serving institutions and other organizations involved with the hiring and placing of Asian males, and will encourage management to work towards having a workforce that mirrors the diversity in the CLF.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, Office of Human Capital Management; Director, Office of Civil Rights and Diversity.</p>
<p><b>DATE OBJECTIVE INITIATED:</b></p>	<p>October 1, 2010</p>
<p><b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b></p>	<p>October 15, 2010</p>



**MD-715**

**PART I**

**NATIVE HAWAIIAN OR  
OTHER PACIFIC ISLANDER**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Total Workforce (A1):**

Native Hawaiian or Other Pacific Islander females have a low participation rate (0.04 percent) in the workforce vs. 0.1 percent in the CLF.

**New Hires (A8):**

**Native Hawaiian or Other Pacific Islander females:**

0.00 percent of new hires vs. 0.1 percent in CLF.

**Major Occupations (A6):**

Native Hawaiian or Other Pacific Islander males and females have low participation rates in many of the major occupations.

**Native Hawaiian or Other Pacific Islander Male:**

Security Administration – 0.00 percent in workforce vs. .1 percent in RLF.

Foreign Affairs – 0.00 percent in workforce vs. .1 percent in RLF

General Administrative – 0.00 percent in workforce vs. .1 percent in RLF.

Management Analyst – 0.00 percent in workforce vs. 0.0 percent in RLF.

General Physical Science – 0.00 percent in workforce vs. 0.0 percent in RLF.

**Native Hawaiian or Other Pacific Islander**

**Female:**

Security Administration – 0.00 percent in workforce vs. .1 percent in RLF.

Nuclear Materials Courier – 0.00 percent in workforce vs. .1 percent in RLF

General Administrative – 0.00 percent in workforce vs. 0.1 percent in RLF.

Contract and Procurement – 0.00 percent in workforce vs. .1 percent in RLF.

**Occupational Categories/Grades (A3-1):**

Compared to the NNSA workforce, in the Officials and Manager's category in the following grades: 1) Grades 12 and below, 2) Grades 13 and 14, and 3) Executive/Senior level (Grade 15 and SES), the participation rate for Native Hawaiian or Other Pacific Islander females were lower than the participation rate of those individuals in the workforce.

**Native Hawaiian or Other Pacific Islander Male:**

First Level (GS 12 & below) Officials & Managers – 0.00 percent in category vs. 0.11 percent in workforce.

Mid-Level (13 & 14) – 0.00 percent in category vs. 0.11 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 0.00 percent in category vs. 0.11 percent in workforce.

**Native Hawaiian or Other Pacific Islander Female:**

First Level (GS 12 & below) Officials & Managers – 0.00 percent in category vs.

0.04 percent in workforce.

Mid Level (GS13-14) Officials & Managers – 0.00 percent in category vs. 0.04 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 0.00 percent in category vs. 0.04 percent in workforce.

**Components (A2):**

Native Hawaiian or Other Pacific Islander males and females have a lower participation rate in some NNSA components.

**Native Hawaiian or Other Pacific Islander Male:**

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 0.11 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 0.11 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 0.11 percent in Total.

**Native Hawaiian or Other Pacific Islander Female:**

Deputy Administration Defense Programs: 0.00 percent in component vs. 0.04 percent in Total.

Associate Administrator Naval Reactors: 0.00 percent in component vs. 0.04 percent in Total.

Associate Administrator Emergency Operations: 0.00 percent in component vs.

0.04 percent in Total.

Associate Administrator Infrastructure and Environmental: 0.00 percent in component vs. 0.04 percent in Total.

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 0.04 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 0.04 percent in Total.

Y-12 Site Office: 0.00 percent in component vs. 0.04 percent in Total.

Pantex Site Office: 0.00 percent in component vs. 0.04 percent in Total.

Sandia Site Office: 0.00 percent in component vs. 0.04 percent in Total.

Kansas City Site Office: 0.00 percent in component vs. 0.04 percent in Total.

Los Alamos Site Office: 0.00 percent in component vs. 0.04 percent in Total.

**Career Development (A12):**

**Native Hawaiian or Other Pacific Islander male and female - Pay Band I (GS 5-12):**

0.00 percent (1) participants vs. 100.00 percent (39) of total participants.

**Native Hawaiian or Other Pacific Islander Males male and females – Pay Band II (GS 13-15)**

0.00 percent (0) participants vs. 100.0 percent (17) of total participants.

	<p><b>Native Hawaiian or Other Pacific Islander Males male and females – Pay Band IV (ES, EK, EN)</b></p> <p>0.00. percent (0) vs. 100.00 percent (4) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p>There was a total of 4 Native Hawaiian or Other Pacific Islanders in total workforce; however, 0.00 percent received no cash or time-off awards.</p> <p>The above conditions were recognized as the result of reviewing NNSA statistical data and comparing participation rates of Native Hawaiian or Other Pacific Islander males and females with appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department’s workforce, including data regarding hires and separations, was analyzed to determine the reason for low participation rates of African American males.</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>The Department’s hiring practices have not resulted in substantial improvements in the participation rates of African American males. Trend data from prior year MD-715 and FEORP reports was also reviewed and analyzed.</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will continue to expand its recruitment efforts with minority-serving institutions and other organizations involved with the hiring and placing of African American males, and will encourage management to work towards having a workforce that mirrors the diversity in the CLF.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Director, Office of Human Capital Management; Director, Office of Civil Rights and Diversity.</p>

<b>DATE OBJECTIVE INITIATED:</b>	October 1, 2010
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	October 1, 2015

**MD-715**

**PART I**

**AMERICAN INDIAN OR  
ALASKA NATIVE**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:**

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

**Workforce (A1):**

The participation rate in the workforce for American Indian or Alaska Native males is 0.74 percent in workforce vs. 0.3 percent in the CLF; and, females 1.02 percent in workforce vs. 0.3 percent in the CLF. The participation rate in the workforce for American Indian or Alaska Native males is .14 percent in workforce vs. 0.1 percent in the CLF; and, females 0.04 percent in workforce vs. 0.1 percent in the CLF.

**New Hires (A8):**

**American Indian or Alaska Native Female:**

0.00 percent of new hires vs. 0.3 percent in CLF.

**American Indian or Alaska Native Females:**

The percentage of total separations 1.19 percent (2) is higher than the percentage of American Indian or Alaska Native females in the permanent workplace, 1.16 percent (32).

**Major Occupations (A6):**

American Indian or Alaska Native males and females have low participation rates in many of the major occupations.

**American Indian or Alaska Native Male:**

Contract and Procurement – 0.00 percent in workforce vs. 0.3 percent in RLF.

General Physical Science – 0.00 percent in workforce vs. 0.20 percent in RLF.

**American Indian or Alaska Native female:**

Security Administration – 0.00 percent in workforce vs. 0.1 percent in RLF.

Contract and Procurement – 0.00 percent in workforce vs. 0.1 percent in RLF.

General Administrative – 0.00 percent in workforce vs. 0.1 percent in RLF.

Foreign Affairs – 0.00 percent in workforce vs. 0.1 percent in RLF.

General Physical Science – 0.00 percent in workforce vs. 0.1 percent in RLF.

**American Indian or Alaska Native Female:**

Nuclear Materials Courier – 0.00 percent in workforce vs. 0.20 percent in RLF

Management Analyst – 0.00 percent in workforce vs. 0.30 percent in RLF.

Foreign Affairs – 0.00 percent in workforce vs. 0.70 percent in RLF.

**Native Hawaiian or Other Pacific Islander Female:**

Security Administration – 0.00 percent in workforce vs. 0.1 percent in RLF.

Nuclear Materials Courier – 0.00 percent in workforce vs. 0.1 percent in RLF.

General Administrative – 0.00 percent in

workforce vs. 0.1 percent in RLF.

Contracts and Procurement – 0.00 percent in workforce vs. 0.1 percent in RLF.

**Occupational Categories/Grades (A3):**

Compared to the NNSA workforce, there were low participation rates for American Indian or Alaska Native males and females.

The above conditions were recognized as the result of reviewing NNSA statistical data and comparing participation rates of American Indian or Alaska Native males and females with the appropriate benchmarks.

**American Indian or Alaska Native Male:**

Executive/Senior Level (GS-15 & SES) Officials & Managers – 0.00 percent in category vs. 0.76 percent in workforce.

**American Indian or Alaska Native Female:**

First Level (GS 12 & below) Officials & Managers – 0.63 percent in category vs. 1.16 percent in workforce.

Executive/Senior Level (GS-15 & SES) Officials & Managers – 0.58 percent in category vs. 1.16 percent in workforce.

**Components (A2):**

American Indian or Alaska Native males and females have a lower participation rate in many NNSA components.

**American Indian or Alaska Native Male:**

National Nuclear Security Administration: 0.00 percent in component vs. 0.71 percent

in Total.

Associate Administrator Naval Reactors:  
0.00 percent in component vs. 0.76 percent  
in Total.

Associate Administrator Emergency  
Operations: 0.00 percent in component vs.  
0.76 percent in Total.

Associate Administrator Infrastructure and  
Environmental: 0.00 percent in component  
vs. 0.76 percent in Total.

Associate Administrator Management and  
Administration: 0.00 percent in component  
vs. 0.76 percent in Total.

Associate Administrator Defense Nuclear  
Security: 0.00 percent in component vs.  
0.76 percent in Total.

Naval Reactors Laboratory Field Office:  
0.00 percent in component vs. 0.76 percent  
in Total.

NNSA Y-12 Site Office: 0.00 percent in  
component vs. 0.76 percent in Total.

Sandia Site Office: 0.00 percent in  
component vs. 0.76 percent in Total.

Kansas City Site Office: 0.00 percent in  
component vs. 0.76 percent in Total.

Savannah River Site Office: 0.00 percent in  
component vs. 0.76 percent in Total.

**American Indian or Alaska Native  
Female:**

National Nuclear Security Administration:  
0.00 percent in component vs. 1.24 percent  
in Total.

Associate Administrator Emergency Operations: 0.00 percent in component vs. 1.24 percent in Total.

Associate Administrator Infrastructure and Environmental: 0.00 percent in component vs. 1.24 percent in Total.

Associate Administrator Defense Nuclear Security: 0.00 percent in component vs. 1.24 percent in Total.

Naval Reactors Laboratory Field Office: 0.00 percent in component vs. 1.24 percent in Total.

NNSA Y-12 Site Office: 0.00 percent in component vs. 1.24 percent in Total.

Pantex Site Office: 0.00 percent in component vs. 1.24 percent in Total.

**Career Development (A12):**

**American Indian or Alaska Native male and female - Pay Band I (GS 5-12):**

5.13 percent (2) participants vs. 100.00 percent (39) of total participants.

**American Indian or Alaska Native male and female - Pay Band I (GS 5-12):**

0.00 percent (0) participants vs. 100.00 percent (39) of total participants.

**American Indian or Alaska Native Males male and females – Pay Band II (GS 13-15)**

0.00 percent (0) participants vs. 100.0 percent (39) of total participants.

0.00 percent (0) participants vs. 100.0 percent (39) of total participants.

	<p><b>American Indian or Alaska Native male and female – Pay Band IV (ES, EK, EN)</b></p> <p>0.00. percent (0) vs. 100.00 percent (39) of total participants.</p> <p><b><u>Awards (A13):</u></b></p> <p><b>American Indian or Alaska Native Females</b> – for Time-Off Awards 9+, the participation rate of American Indian or Alaska Native females (1.16) was greater than the percentage of awards given in this category (0.54 percent).</p> <p>The above conditions were recognized as a result of reviewing NNSA statistical data and comparing participation rates of American Indian or Alaska Native males and females with the appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department’s workforce, including data regarding hires and separations, was analyzed to determine the reason for low participation rates of African American males.</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>The Department’s hiring practices have not resulted in substantial improvements in the participation rates of African American males. Trend data from prior year MD-715 and FEORP reports was also reviewed and analyzed.</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will continue to expand its recruitment efforts with minority-serving institutions and other organizations involved with the hiring and placing of African American males, and will encourage management to work towards having a workforce that mirrors the diversity in the CLF.</p>

<b>RESPONSIBLE OFFICIAL:</b>	Director, Office of Human Capital Management; Director, Office of Civil Rights and Diversity.
<b>DATE OBJECTIVE INITIATED:</b>	October 1, 2010
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	October 1, 2015

**MD-715**

# **PART I**

## **TARGETED DISABILITIES**

U.S. Department of Energy

FY 2010

**STATEMENT OF CONDITION THAT WAS  
A TRIGGER FOR A POTENTIAL  
BARRIER:**

Provide a brief narrative describing the  
condition at issue.

How was the condition recognized as a  
potential barrier?

**Workforce (B1):**

People with targeted disabilities have a low participation rate within the NNSA. The participation rate for people with targeted disabilities increased by 2 (11 in FY09 to 13 in FY10) in the workforce, 0.47 percent vs. the Federal high of 2.65 percent.

**Occupational Categories/Grades (B3):**

**Targeted Disabilities:**

First-, Second- and Senior-Level (SES & below) Officials & Managers – 0.00 percent in category vs. Federal high of 2.65 percent.

**Component (B02):**

People with targeted disabilities have participation rates in the following NNSA components: Deputy Administrator of Defense Programs (3), Pantex Site Office (2), Los Alamos Site Office (1), Livermore Site Office (1), and NNSA Service Center (6).

**New Hires (B08):**

**Targeted Disabilities:**

The percentage of new hires of permanent employees with Targeted Disabilities (.47 percent) was lower than the percentage of the Federal High of 2.65 for people with targeted disabilities.

**Awards (B13):**

	<p>For cash awards \$500+, there was \$1602.00 vs. \$3318.10 average cash award.</p> <p>The above conditions were recognized as a result of reviewing NNSA statistical data and comparing participation rates of people with targeted disabilities with the appropriate benchmarks.</p>
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Department's workforce data dealing with participation rates in the overall workforce, and regarding hires and separations, was gathered and analyzed to determine the existence of low participation rates and disparities for people with targeted disabilities. Trend data from prior year MD-715 was also reviewed and analyzed.</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>The Department's hiring and retention programs have not achieved the desired participation levels for people with targeted disabilities. The percentage of new hires of permanent employees with targeted disabilities (.07 percent) was lower than the Federal high of 2.65 percent.</p>
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The Department will develop and deploy an aggressive marketing strategy to promote the benefits of hiring the disabled and to dispel stereotypes, for the purpose of bringing attention to areas requiring more aggressive recruitment of people with targeted disabilities. The Department will continue its partnership efforts with national and/or local non-profits (advocacy group) and State Vocational Rehabilitation agencies and State Disability Service agencies.</p>
<p><b>RESPONSIBLE OFFICIAL:</b></p>	<p>Office of Human Capital Management Services EEO and Diversity Office Managers and Supervisors Special Emphasis Program Managers</p>

<b>DATE OBJECTIVE INITIATED:</b>	October 1, 2010
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	October 1, 2015

<b>EEOC FORM 715-01 PART I</b>	<b>EEO Plan To Eliminate Identified Barrier</b>	
<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>	
Develop and distribute educational materials to managers, supervisors and other hiring officials to promote the benefits of hiring the disabled and to dispel stereotypes, for the purpose of highlighting areas where more aggressive recruitment of people with targeted disabilities to demonstrate how different recruitment practices can positively impact the overall workforce.		
The Department will continue its partnership efforts with national and/or local non-profits (advocacy group) and State Vocational Rehabilitation organizations, colleges, universities, and professional organizations to improve recruitment efforts and increase placement of persons with targeted disabilities.		
Continue to measure, and report, the progress in recruitment and selection of people with targeted disabilities.	Ongoing	
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b>		
The participation rate for people with targeted disabilities increased from 11 in FY 2009 to 13 in FY 2010.		
Continue to measure the progress regarding the recruitment and selection of people with targeted disabilities in the workforce, and distribute workforce diversity statistics to managers and supervisors for the purpose of positively impacting the overall NNSA workforce.	Ongoing	

<p>Continue management officials' awareness of special hiring authorities to actively recruit qualified individuals of persons with targeted disabilities where participation rates are low.</p>	
<p>Continue collaborations between the Office of Human Capital Management Services' Selective Placement Coordinator and the Special Emphasis Program's Committee to hire employees from protected groups and persons with targeted disabilities where participation rates are low.</p>	
<p>Continue to use targeted HR outreach procedures to improve recruitment efforts and the resultant placement of protected groups and persons with targeted disabilities where participation rates are low.</p>	
<p>Continue to increase contacts with targeted national and/or local non-profits (advocacy group), State Vocational Rehabilitation organizations, colleges, universities, and professional organizations to assist in obtaining an increased number of referrals from persons with targeted disabilities.</p>	

## **NNSA Applicant Flow Data**

DOE/NNSA recognizes some of the challenges associated with recruitment of a diverse workforce. Collecting and tracking disposition data on applicants is a challenge for many organizations, and the lack of a process to track applicant flow throughout DOE and other federal agencies is recognized.

Due to the mechanics of the application process at DOE, the collection of applicant flow data appears to be somewhat of an insurmountable obstacle to performing in-depth analysis. There were some ideas on how one might collect this data from applicants who make it to the short lists reviewed by hiring-managers. Where applicant data is available, it appears that minority groups apply, but fail to make the qualified certifications at much higher rates than White men. This may be because they are pushed off the certifications by other targeted groups, or possibly are competing against individuals with more experience, but in all cases it bears investigation. We are aware that DOE and OPM are moving away from the Rule of Three in hiring practices towards a qualification system, and this may mitigate some of the problem.

Due to the nature and challenges with obtaining applicant flow data, it is imperative that HR and EEO staff work collaboratively on this challenge.