



**Disabled Veterans
Affirmative Action Program
FY 2010 Annual Report**

November 2010
U.S. Department of Energy
National Nuclear Security Administration

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Annual Disabled Veterans Affirmative Action Program (DVAAP)
Plan Certification - Fiscal Year 2010

Please type or print clearly and return this sheet with an original signature to:

Mark Doboga
Deputy Associate Director for Talent and Capacity Policy
U.S. Office of Personnel Management
1900 E Street NW, Room 6551
Washington, DC 20415-9700

IDENTIFYING INFORMATION

A. Name and Address of Agency

National Nuclear Security Administration (NNSA)
U.S. Department of Energy
Office of Diversity and Outreach
1000 Independence Avenue, SW
Washington, DC 20585

B. Name and Title of Designated DVAAP Official (include address, if different from above)
Telephone and Fax Numbers:

Mary Ann Fresco Phone: (202) 586-8253
Director, Office of Diversity and Outreach Fax: (202) 586-2531

C. Name and Title of Contact Person (include address, if different from above)
Telephone and Fax Numbers:

Yolanda Girón Phone: (505) 845-5517
EEO and Diversity Program Manager Fax: (505) 845-4963
P.O. Box 5400
Albuquerque, NM 87185

CERTIFICATION:

I certify that the above named agency:
(1) has a current DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM (DVAAP) plan and the program is being implemented as required by 38 U.S.C. § 4214, as amended, and appropriate regulations and guidance issued by the U.S. Office of Personnel Management; (2) that all field offices or installations having less than 500 employees are covered by a DVAAP plan; (3) that all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) that such plans are available upon request from field offices or installations.

SIGNATURE Mary Ann Fresco DATE 11/22/10
Mary Ann Fresco, Director, Office of Diversity and Outreach, NNSA

SIGNATURE Yolanda Girón DATE 11/18/10
Yolanda Girón, EEO and Diversity Program Manager, NNSA Service Center

Annual Accomplishment Report
for
Disabled Veterans Affirmative Action Program (DVAAP)
FY 2010

INTRODUCTION

This report represents the FY 2010 accomplishments for Disabled Veterans for the U.S. Department of Energy's National Nuclear Security Administration (NNSA), which is comprised of Headquarters, eight Site Offices, and one integrated Service Center. The total number of permanent NNSA employees by was 2,715 in FY 2009 and 2,825 FY 2010. Veterans comprise 28.2% of NNSA's workforce, a decrease of .3%. Disabled Veterans comprise 7.3%, an increase of .4%. Disabled Veterans who were 30% or more Disabled comprise 4.0% (no change from FY09).

1. Methods used to recruit and employ Disabled Veterans, especially those who are 30 percent or more Disabled.

NNSA uses the Veteran's Readjustment Appointment and the Veterans Employment Opportunities Act of 1998 for considering and selecting qualified Veterans, including 30 percent or more Disabled Veterans. In terms of recruitment, all vacancy announcements indicate that applications are accepted from individuals with disabilities for initial employment opportunities. NNSA has been successful in hiring 30% Disabled Veterans through Delegated Examining announcements.

DOE Veterans Initiative

Executive Order 13518 "Employment of Veterans in the Federal Government," launched a government-wide reform initiative designed to increase the recruitment, employment, and training of Veterans within the Executive Branch. The Order established an interagency Council on Veterans Employment along with defined roles for the Office of Personnel Management, and a number of agency requirements focused in four key areas: 1) Leadership Commitment, 2) Skills Development, Marketing Veterans Employment, and 4) use of an Information Gateway. The initiative included representatives from all DOE sub-agencies and resulted in a NNSA operational plan. The plan provides the framework and strategic goals and objectives for the purpose of increasing the employment of our Veterans and returning service members, in the next fiscal year and beyond, within NNSA and the Department of Energy.

2. Methods used to provide or improve internal advancement opportunities for Disabled Veterans. Please indicate specific efforts and accomplishments in providing developmental (formal training) opportunities for Veterans in your narrative.

NNSA Career Development Programs

Currently, 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. The Panel is comprised of subject matter experts, a member of the NNSA Talent and Leadership Development Council Senior Managers (to ensure the selection process is followed), and an EEO representative (non-voting member to ensure a fair and equitable process). NNSA Talent and Leadership Development Council Chair and Co-Chair approves or disapproves the selections made by the panel membership. The panel members are asked to provide an evaluation of the selection process and their recommendations are incorporated to enhance the NNSA Selection Process for Leadership and Career Development Programs. In FY10, 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 2011. Following is a description of developmental opportunities offered in FY 2011:

Formal Government-Wide Programs

Entry-Level Programs include the New Leader Program and the Aspiring Leader Program. *Mid-Level Programs* include Executive Leadership Program, the Mid-Leadership Development Program, and Driving Innovations (this seminar is offered by the Annenberg Institute and targets GS-12-14 levels). *Executive Level Programs* include the Executive Potential Program, DOE Chief Financial Officer Program, the Mike Mansfield Fellowship 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 Finance Leadership Academy, the Leadership Competencies, and Sandia National Laboratories Weapon Intern Program

Sister Programs:

In order to assess a handful of leadership and career development programs not currently sponsored in the annual calendar, NNSA sent a small number of people to the programs below. Those that participated in the programs will provide feedback to determine whether or not NNSA should participate in the programs annually. The sister programs are:

- ❖ U.S. National Security Policy: (Brookings Institute)
- ❖ Strategic Management (Harvard)
- ❖ Resilience in Leadership (Brookings Institute)
- ❖ Problem Solving (Brookings Institute)
- ❖ Corporate Financial Strategies (Kellogg School of Management)
- ❖ Tuck Executive Program (Dartmouth)
- ❖ Leadership for the 21st Century (Harvard)

Formal Agency (DOE/NNSA) Programs:

Formal NNSA Program includes the Technical Qualification Program, the Safety Basis Academy, 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.

NNSA also performs the following to promote full participation in career developmental program follow:

- Encourages Special Emphasis Program (SEP) Managers and members to assist in getting the word out on career developmental opportunities in order to enhance the promotion of training and advancement of minorities, women, Disabled Veterans and the physically Disabled.
- Encourages Special Emphasis Program (SEP) Managers and members to volunteer to participate on Career Developmental Program Ranking/Rating/Selection Panels.
- Encourages Supervisors/Managers, in accordance with Human Capital Management initiatives, to personally get involved in ensuring that employee's developmental needs are met, basically "invest in employee's training and career developmental needs."

In FY10, NNSA offered 17 developmental opportunity programs at all grade levels across NNSA, of which 30 employees were selected. Of the 30, 16 (53%) Veterans participated in the following career development programs: *Air War College; Executive Potential Program and Executive Leadership Program; Federal Executive Institute – Leadership for Democratic Society; Financial Leadership Academy; Mid-Level Leadership Program; National Security Studies Program; Sandia Weapons Intern Program; and Future Leaders Program.* Of the 16 Veterans, one was 30% or more Disabled.

3. A description of how the activities of major operating components and field installations were monitored, reviewed, and evaluated.

The NNSA's Human Capital Management Strategic Plan provides strategies to recruit and retain a highly qualified and diverse workforce. The Plan includes improved marketing of the NNSA, streamlining the application process, targeting recruitment pools/areas of consideration, and aggressive use of recruitment and retention incentives. In regard to recruitment and succession planning, all NNSA organizations identify critical hiring needs and assess current and projected skills gaps that, coupled together, provide an annual budgetary framework for job creation and recruitment activities. These goals and objectives are also monitored annually.

Uniformed Services Employment and Reemployment Act (USERA)

USERA training was provided for all servicing human resources staff, administrative support staff, and all supervisors and managers who recommend, take, or approve any personnel action regarding a federal employee who is subject to being activated for national service.

4. An explanation of the agency's progress in implementing its affirmative action plan during the fiscal year. Where progress has not been shown, the report will cite reasons for the lack of progress, along with specific plans for overcoming cited obstacles to progress.

The five-year trend for Veterans indicates slight increases in the number of Veterans, Disabled Veterans, and Veterans who are 30% or more Disabled increased over the five-year period.

- FY 2010 – Total number of NNSA Veterans was 797, of which 206 are Disabled Veterans and 122 are 30% or more Disabled Veterans (4.0% of total NNSA population).
- FY 2009 - Total number of NNSA Veterans was 775, of which 186 are Disabled Veterans and 109 are 30% or more Disabled Veterans (4.01% of total NNSA population).
- FY 2008 – Total number of NNSA Veterans was 731, of which 166 are Disabled Veterans, and 96 are 30% or more Disabled Veterans (3.6% of total NNSA population).
- FY 2007 – Total number of NNSA Veterans was 698, of which 149 are Disabled Veterans, and 84 are 30% or more Disabled Veterans (3.2% of total NNSA population).
- FY 2006 – Total number of NNSA Veterans was 695, of which 144 are Disabled Veterans, and 71 are 30% or more Disabled Veterans (2.8% of total NNSA population).

New Hires

During FY 2010, NNSA hired 16 Veterans with a 30% or greater disability. The list of new hires is provided below by grade, NNSA facility, and ethnicity.

Pay Band & Grade	NNSA Locations	Number of New Hires
NN 03 GS 14-15	Service Center (SC)	1
NQ 02 GS 09-12	Headquarters (HQ)	1
NQ 02 09-12	Office of Secure Transportation (OST)	3
NQ 02 GS 9-12	SC	1
NQ 03 GS 13-14	HQ	1
NQ 03 GS 13-14	OST	1
NQ 03 GS 13-14	SC	1
NQ 03 GS 13-14	KC	1
NQ 04 GS 15	HQ	1
NU 02 GS 05-08	SC	2
NV 01 GS 08-10	OST	3
Total		16

EN = Excepted Service Positions

NQ = Professional, Technical & Administrative Positions

NU = Administrative Support & Technician Positions

NV = Federal Agents/Nuclear Materials Courier Career Positions

Promotions

The five-year trend for Veterans receiving promotions, with 30% or more disability, indicates slight decreases over the four-year period (see below):

During FY 2010, of the 122 Veterans with 30% or more disability, 8 were promoted. During FY 2009, of the 109 Veterans with 30% or more disability, 6 were promoted. During FY 2008, of the 96 Veterans with 30% or more disability, 9 were promoted. During FY 2007, of the 84 Veterans with 30% or more disability, 21 were promoted. During FY 2006, of the 71 Veterans with 30% or more disability, 15 were promoted.

The breakdown for FY 2010 follows:

Pay Band & Grade	NNSA Locations	Number of Promotions
NN 04 (GS 15)	SC	1
NF 03 (GS 13-14)	HQ	1
NV 02 (GS 9-11)	SC	1
NV 03 (GS 13-14)	HQ	1
NQ 03 (GS 13-14)	Pantex	1
NQ 03 (GS 13-14)	OST	1
NQ 03 (GS 13-14)	SC	2
<u>TOTAL</u>		8

EN = Excepted Service Positions
 NQ = Professional, Technical & Administrative Positions
 NV = Federal Agents/Nuclear Materials Courier Career Positions

1. Provide a statement of the agency's policy with regard to the employment and advancement of Disabled Veterans, especially those who are 30 percent or more Disabled.

It is the policy of the NNSA to support the recruitment and advancement of Disabled Veterans. To that end, NNSA recruits and hires qualified Disabled Veterans, especially those who are 30 percent or more Disabled. To the fullest extent possible, NNSA provides Disabled Veterans opportunities to develop and advance their careers.

2. Provide the name and title of the official assigned overall program leadership for the action plan.

Mary Ann E. Fresco, Director, Office of Diversity and Outreach
Yolanda Girón, EEO and Diversity Program Manager

3. Provide an assessment of the current status of Disabled veteran employment within the agency, with emphasis on those Veterans who are 30 percent or more Disabled.

The five-year trend for Veterans indicates continued increases in the number of Veterans, Disabled Veterans, and Veterans who are 30% or more Disabled.

Veterans Statistical Data as of September 2010					
	# Employees	# Veterans	# Disabled Veterans	# 30% Disabled Veterans	% of 30% Disabled Veterans to Total Population
NNSA	2,823	797	206	122	4.0

Veterans Statistical Data as of September 2009					
	# Employees	# Veterans	# Disabled Veterans	# 30% Disabled Veterans	% of 30% Disabled Veterans to Total Population
NNSA	2,715	775	186	109	4.0

Veterans Statistical Data as of September 2008					
	# Employees	# Veterans	# Disabled Veterans	# 30% Disabled Veterans	% of 30% Disabled Veterans to Total Population
NNSA	2,677	731	166	96	3.6

Veterans Statistical Data as of September 2007					
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	# Employees	# Veterans	# Disabled Veterans	# 30% Disabled Veterans	% of 30% Disabled Veterans to Total Population
NNSA	2,561	698	149	84	3.27

Veterans Statistical Data as of September 2006					
	# Employees	# Veterans	# Disabled Veterans	# 30% Disabled Veterans	% of 30% Disabled Veterans to Total Population
NNSA	2,519	695	144	71	2.8

4. Provide a description of recruiting methods which will be used to seek out Disabled veteran applicants, including special steps to be taken to recruit Veterans who are 30% or more Disabled.

The NNSA promotes the use of special hiring authorities and recognizes that employment of Disabled Veterans is important in maintaining a diverse workforce. In terms of recruitment, all vacancy announcements indicate that applications are accepted from Disabled Veterans for initial employment opportunities.

NNSA continues to disseminate vacancy announcements to minority, Disabled, and veteran organizations by posting vacancy announcements on the Office of Personnel Management job website.

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. The Federal Agent Recruitment Team continues to actively recruit minorities and women through law enforcement conferences and military job fairs and by visiting transition offices and colleges. The following law enforcement conferences were attended or will be attended to recruit minorities and women:

- Women in Federal Law Enforcement - June 21-25, 2010
- National Latino Peace Officers Association – July 29-July 3, 2010
- National Organization of Black Law Enforcement – July 11-15, 2010
- National Asian Peace Officers Association – August 9-13, 2010
- International Association of Women in Policing – September 26-30, 2010
- Hispanic American Police Command Officers Association – November 15-19, 2010.

- Veteran Opportunity Exposition (VO Expo). The VO Expo is presented in cooperation with leading corporations, news media, industry associates, veteran organizations, and government agencies. This job fair is advertised in newspapers and local TV stations, and NNSA Federal Agent positions are posted in the VO Expo magazines and flyers which are distributed to over 5,000 members. Approximately 500-700 attend these job fairs, and NNSA has a direct link to VO Expo website, one of the largest on-line military membership organizations. In addition, job opportunities for the position of Federal Agents are regularly posted by NNSA using media involving input into technical journal websites or distribution of flyers. These sites include the National Organization of Black Law Enforcement Executives, Hispanic American Police Command Officers Association, National Latino Peace Officers Association, National Asian Police Officers Association, Women in Federal Law Enforcement, and Women in Policing.

During FY 2010, NNSA hired 25 Nuclear Materials Couriers/Federal Agents. Of the 25, 84% (21) were Veterans and 12% (3) were 30% or more Disabled Veterans. Recruitment for Nuclear Materials Courier/Federal Agent positions are projected at approximately 26 new positions for FY 2011.

Military Academic Collaboration (MAC) Program

NNSA announced that its Office of Defense Programs created a new collaboration between NNSA's laboratories and production sites and the U.S. Military Academies (USMA) and Reserve Officer Training Corps (ROTC) Programs at universities throughout the country. The new program, called the MAC Program, will provide cadets and midshipmen from the U.S. Military Academy at West Point (West Point), U.S. Naval Academy (USNA), U.S. Air Force Academy (USAFA), and U.S. Coast Guard Academy (USCGA), as well as ROTC candidates, the opportunity to engage in NNSA's nuclear security mission. The centerpiece of the program is a military academy cadet/midshipman and officer program that will reconstitute past military academic research programs conducted at the labs. The MAC Program will place military academy cadets/midshipmen and officers in tours of duty within science, technology, engineering, national security and relevant fields at NNSA sites. Participants from West Point, USNA, USMA, USAFA, and USCGA will expand their understanding of the NNSA national security enterprise and Defense Department programs, while working closely with nationally recognized staff and researchers on national security programs.

NNSA Military Academic Collaboration Program

This summer, the first class of cadets and midshipmen participated at two NNSA labs, Lawrence Livermore National Laboratory in California and Sandia National Laboratories in New Mexico as part of NNSA's Military Academic Collaborations Program. The future officers will intern at the labs and participate in a variety of activities at each lab. In addition, several ROTC students from across the country will have the same experience with summer appointments to these sites. Students will work closely with a senior researcher or team and have the benefit of a dedicated mentor. Two academy faculty

members will also spend a portion of their summers at these two labs contributing to ongoing research programs. As the MAC Program continues to develop, NNSA anticipates additional benefits for program participants, including: providing several-month long appointments at NNSA sites to recent graduates, ROTC internships, ROTC Days throughout the country, enabling experts at NNSA sites to take sabbaticals to teach at a service academy, and providing reciprocal opportunities to service academy faculty, guest lectures at NNSA and academy staff visiting lectures, collaboration between the academies and NNSA sites on pilot initiatives, and strengthening existing collaborations. This program is also a part of our overall effort to recruit the next generation of nuclear security experts by exposing them to the brightest and best in their fields of study; and, placing participants in tours of duty within science, technology, engineering, national security, and relevant fields.

In addition, NNSA announced a new website devoted to the MAC Program. The MAC website features an overview of the program, requirements, contact information and an introductory recruitment video message from Brig. Gen. Garrett Harencak, NNSA's Principal Assistant Deputy Administrator for Military Application. This program will continue to provide an incredible opportunity for Academy and ROTC students to learn more about NNSA and the critical work we do across the nuclear security enterprise using cutting-edge science and world-class technology. Students who meet the MAC Program requirements are encouraged to review the website, learn more about the eight sites that comprise the nuclear security enterprise and contact a coordinator to find out more about opportunities at the sites that interest them. NNSA is also providing support to successful candidates to defray temporary duty costs of participating. The website link is <http://nnsa.energy.gov/mac>.

5. Provide a description of how the agency will provide or improve internal advancement opportunities for Disabled Veterans.

The Department, through the Chief Human Capital Officer, encourages managers to establish and recruit for developmental positions in order to support workforce and succession planning initiatives. From an operational level, the Human Resources Consultants provide technical advice and council to NNSA managers in exploring options to establish new, or restructure recently vacated senior level positions, to provide developmental opportunities. Other programs, such as upward mobility and career ladder opportunities, are considered viable recruitment and placement strategies and customers are encouraged to pursue the use of these tools.

Maintaining an effective EEO and Diversity training program are strategic to providing and improving internal advancement opportunities for Disabled Veterans. The NNSA manages the discrimination complaints process that includes prohibited discrimination based on race, color, religion, sex, national origin, age, or disability.

Reasonable accommodations are provided to Disabled Veterans. Accommodations may include purchase of specialized equipment, facility modifications, and adjustments to work schedules or job duties.