

EEOC FORM

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

715-01 Part A - D

For period covering October 1, 2019, to September 30, 2020			
PART A Department or Agency Identifying Information	1. Agency		Naval Sea Systems Command (NAVSEA)
	1.a. 2 nd level reporting component		
	1.b. 3 rd level reporting component		
	1.c. 4 th level reporting component		
	2. Address		1333 Isaac Hull Avenue S.E.
	3. City, State, Zip Code		Washington Navy Yard, D.C. 20376
	4. CPDF Code	5. FIPS Code	NV24
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees		35,527
	2. Enter total number of temporary employees		0
	3. Enter total number employees paid from non-appropriated funds		0
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]		35,527
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		Vice Admiral William Galinis, U.S. Navy, Commander, Naval Sea Systems Command
	2. Agency Head Designee		William W. Carty, Deputy Commander, SEA10
	3. Principal EEO Director/Official Title/series/grade		LaShunda Dillon, Command Director EEO Officer, Naval Sea Systems Command, NH-0260-4
	4. Title VII Affirmative EEO Program Official		Alma Zeladaparedes
	5. Section 501 Affirmative Action Program Official		Kevin Perkins
	6. Complaint Processing Program Manager		Johnnie Buchanan
	7. Other Responsible EEO Staff		Sydney Kremidas
MD-715 Part D List of Subordinate Components Covered in this Report	<p>US Equal Employment Opportunity Commission Federal Agency Annual EEO Program Status Report NAVAL SEA SYSTEMS COMMAND FY20</p>		

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#	Agency Code	UIC Name	UIC Code	City/State (if within US) or City/Country (if outside US)	Civilian Population Size	Required to report for MD-715? Y/N	If required, has met requirements? Y/N
1	NV24	AEGIS COMBAT SYSTEMS CENTER	45534	WALLOPS ISLAND, VA	77	YES	YES
2	NV24	AEGIS BALLISTIC MISSILE DEFENSE	40061	DAHLGREN, VA	70	YES	YES
3	NV24	AEGIS TECHNICAL REPRESENTATIVE	39029	MOORESTOWN, NJ	76	YES	YES
4	NV24	CARRIER PLANNING ACTIVITY	33900	CHESAPEAKE, VA	54	YES	NA
5	NV24	COMMAND NAVY REGIONAL MAINTENANCE CENTER	58400	NORFOLK VA	46	NO	NA
6	NV24	INACTIVE SHIP FACILITY BREMERTON	55639	BREMERTON, WA	8	NO	NA
7	NV24	INACTIVE SHIP FACILITY WAIPAHU	57026	WAIPAHU, HI	7	NO	NA
8	NV24	INACTIVE SHIP FACILITY PHILADELPHIA	55632	PHILADELPHIA, PA	10	NO	NA
9	NV24	INACTIVE SHIP FACILITY PORTSMOUTH	35355	PORTSMOUTH, VA	12	NO	NA
10	NV24	NAVAL EXPERIMENTAL DIVING UNIT	0463A	PANAMA CITY, FL	42	NO	NA
11	NV24	NAVAL SEA SYSTEMS COMMAND HQ (NAVSEA HQ)	00024	WASHINGTON, DC	254	YES	YES
12	NV24	NAVSEA HQ – OP SUP/FLD/WASH	42192	WASHINGTON, DC	1925	NO	NA
13	NV24	NAVSEA HQ – PRO MGMT PERS	68381	WASHINGTON, DC	188	NO	NA
14	NV24	NAVAL ORDNANCE SAFETY AND SECURITY ACTIVITY	68963	INDIAN HEAD, MD	91	YES	YES
15	NV24	NAVAL SURFACE WARFARE CENTER (NSWC) CARDEROCK HQ	68933	WASHINGTON, DC	64	NO	NA
16	NV24	NSWC – CARDEROCK	00167	BETHESDA, MD	2112	YES	YES
17	NV24	NSWC – CARDEROCK – DETACHMENT NORVA	64486	NORFOLK, VA	261	NO	NA
18	NV24	NSWC – CARDEROCK – DETACHMENT BREMERTON	30492	BREMERTON, WA	94	NO	NA
19	NV24	NSWC – CARDEROCK – DETACHMENT BAYVIEW I NWC	62182	BAYVIEW, ID	52	NO	NA

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20	NV24	NSWC – CARDEROCK – DETACHMENT DANIA FLNWC	62701	DANIA, FL	25	NO	NA
21	NV24	NSWC – CARDEROCK – DETACHMENT MEMPHIS	48381	MEMPHIS, TN	7	NO	NA
22	NV24	NSWC – CRANE	00164	CRANE, IN	3,822	YES	YES
23	NV24	NSWC – DAHLGREN	00178	DAHLGREN, VA	4,313	YES	YES
24	NV24	NSWC – DAHLGREN, COMBAT DIRECTION SYSTEMS ACTIVITY, DAM NECK	63273	VIRGINIA BEACH, VA	655	YES	YES
25	NV24	NSWC - INDIAN HEAD	00174	INDIAN HEAD, MD	2,325	YES	YES
26	NV24	NSWC - PANAMA CITY	61331	PANAMA CITY, FL	1,581	YES	NO
27	NV24	NSWC - PORT HUENEME	63394	PORT HUENEME, CA	2,797	YES	YES
28	NV24	NSWC - CORONA	64267	CORONA, CA	1827	YES	YES
29	NV24	NSWC - PHILADELPHIA	64498	PHILADELPHIA, PA	2,772	YES	YES
30	NV24	NAVAL UNDERSEA WARFARE CENTER (NUWC) - KEYPORT	00253	KEYPORT, WA	1,957	YES	YES

EEO FORMS and Documents Included With This Report

*Executive Summary [FORM 715-01 PART E], that includes:	x	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	x
Brief paragraph describing the agency's mission and mission-related functions	x	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential	x
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	x	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	x
Summary of Analysis of Work Force Profiles including net change analysis and comparison to RCLF	x	*Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]	x
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	x	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	
Summary of EEO Plan action items implemented or accomplished	x	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues.	
EEO Policy Statement(s), copied		*Organizational Chart	x

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EXECUTIVE SUMMARY

Organization Information

The Naval Sea Systems Command (NAVSEA) is comprised of more than 80,000 civilian and military personnel in the 34 activities located across the United States and Asia. Together, we build, buy and maintain ships, submarines and combat systems for the U.S. Navy Comptroller (SEA01) provides financial policy, advice and quality services to ensure NAVSEA's customers' budgets are efficiently executed. SEA01 manages appropriation areas as well as providing cost engineering, and industrial analysis.

Contracts (SEA 02) and its field contracting offices under the Contracts Competency award nearly \$24 billion in contracts annually for new construction ships and submarines, ship repair, major weapon systems and services.

Logistics, Maintenance and Industrial Operations (SEA 04) has the important mission of getting ships to sea and keeping them ready. SEA 04 is the preferred integrator of logistics, maintenance, and industrial operations for its Enterprise customers. SEA04 manages four Naval Shipyards.

- Navy Dry-docking: To request Navy Dry-docking Reference Materials and/or the Navy Dry-docking Course & Exam, contact NAVSEA's Dry-docking Safety Certification Representatives at (843) 794-7339 or (843) 794-7340.

The Naval Systems Engineering Directorate (SEA 05) is responsible for providing the engineering and scientific expertise, knowledge, and technical authority necessary to design, build, maintain, repair, modernize, certify, and dispose of the Navy's ships, submarines, and associated warfare systems. SEA 05 is organized into 15 groups:

- Office of the Chief Engineer (SEA05B)
- Cost Engineering and Industrial Analysis (SEA 05C)
- Surface Ship Design and Systems Engineering (SEA 05D)
- Explosive Ordnance Engineering (SEA 05E)
- Engineering Analysis & Commonality (SEA 05G)
- Integrated Warfare Systems Engineering (SEA 05H)
- Littoral and Mine Warfare Design & Systems Engineering (SEA 05L)
- L&MW Warfare Systems Engineering (SEA 05M)
- Undersea Warfare Systems Engineering (SEA 05N)

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- Ship Integrity and Performance Engineering (SEA 05P)
- Technical Policy and Standards (SEA 05S)
- Technology Office (SEA 05T)
- Submarine/Submersible Design & Systems Engineering (SEA 05U)
- Aircraft Carrier Design & Systems Engineering (SEA 05V)
- Surface Warfare Systems Engineering (SEA 05W)
- Navy UARC Office (SEA 05X)
- Marine Engineering (SEA 05Z)

Acquisition and Commonality (SEA 06) brings together personnel dedicated to bridging communication gaps between Government and Industry, in order to enable cost and variance reductions throughout the acquisition lifecycle. SEA 06 also provides leadership support to expeditionary missions and Navy Small Arms programs, and the Explosive Ordnance Disposal Community.

Undersea Warfare (SEA 07) provides a full spectrum of research, development, test and evaluation, HM&E systems engineering and fleet support services to the in-service submarine and undersea forces. Submarine/Undersea Warfare Technology (SUBTECH) coordinates the development of technologies to fulfill undersea warfare capability requirements.

Corporate Operations (SEA 10) performs all operations support for NAVSEA directorates and field activities as well as PEOs. Support includes administrative products and services, career planning, employee development, facilities, foreign military sales coordination, human resources, security, and university research assistance.

Surface Ship Maintenance and Modernization Directorate (SEA 21) manages the complete lifecycle support for all non-nuclear surface ships and is the principal interface with the Surface Warfare Enterprise. The directorate is responsible for the maintenance and modernization of non-nuclear surface ships currently operating in the Fleet. Through planned modernization and upgrade programs, SEA 21 will equip today's surface ships with the latest technologies and systems to keep them in the Fleet through their service lives. Additionally, SEA 21 oversees the ship inactivation process, including ship transfers or sales to friendly foreign navies, inactivation and/or disposal.

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NAVSEA's

Mission:

To design, build, deliver, and maintain ships, submarines, and systems reliably, on time, and no-cost for the United States Navy.

Vision:

Expand The Advantage. For as long as we've been a Nation, our Navy has played a key role in protecting the world's maritime system. Today, traditional and non-traditional forces threaten our safety both at home and abroad. Our technical advantage over our adversaries is being challenged as technology advances at a rapid pace. Every campaign requires a clearly requires a clearly stated and shared objective and vision. The overarching objective and vision of the NAVSEA Campaign is to expand the U.S. Navy's maritime advantage over our adversaries through our people, products, and services.

About NAVSEA

The Naval Sea Systems Command is comprised of command staff, headquarters directorates, affiliated Program Executive Offices (PEOs) and numerous field activities. Together, we engineer, build, buy and maintain ships, submarines and combat systems that meet the Fleet's current and future operational requirements. Naval Sea Systems Command (NAVSEA) is the largest of the Navy's five system commands. With a fiscal year budget of nearly 30 billion, NAVSEA accounts for nearly one quarter of the Navy's entire budget.

With a force of 80,000 (as of 1 Oct 2019) civilian and military personnel, NAVSEA engineers, builds, buys, and maintains the Navy's ships and submarines and their combat systems. To accomplish this, NAVSEA manages 150 acquisition programs and manages foreign military sales cases that include billions of dollars in annual military sales to partner nations.

The Force Behind the Fleet

Our Nation's greatest asset is its people and their ability to design and develop innovative solutions to meet any challenge. NAVSEA's dedicated workforce is the key to our Navy being ready to fight and win. We are the Force Behind the Fleet!

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Commander's Intent

In today's global environment, the U.S. Navy protects America's Interest at home and abroad by maintaining maritime superiority, deterring aggression, and providing humanitarian assistance. The cornerstone of our Navy's success is its ships and aircraft-and no other organization contributes more to advance our country's naval presence than NAVSEA. For over 220 years, NAVSEA and its predecessor organizations have been responsible for the design, construction, delivery, maintenance, and disposal of our Navy's ships and ship systems.

Campaign Plan 3.0



Mission Priorities:

- Deliver Combat Power: On-time delivery of combat ready ships, submarines and systems
- Transform Digital Capability
- Build a Team to Compete and Win

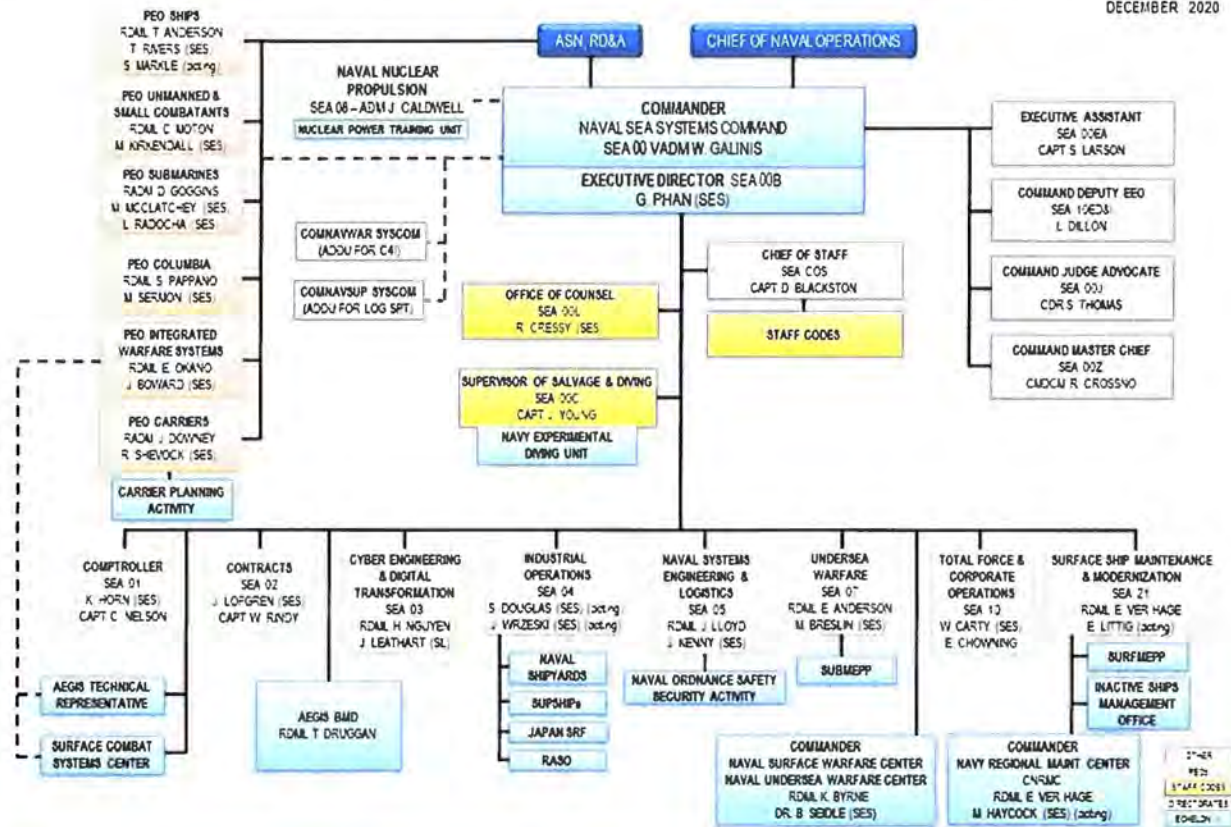
Core Principles:

- Affordability
- Reliability
- Agility
- Technical Competence

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Command Leadership

DECEMBER 2020



The NAVSEA web site <https://www.navsea.navy.mil/>. It provides information on its organizations, locations, social media, and strategic documents.

Model EEO Program Summary

Element A: Demonstrated Commitment from Agency Leadership

Strengths:

NAVSEA leadership is committed in incorporating and integrating the principles of equal employment opportunity (EEO). The Vice Admiral reaffirms EEO for all employees and applicants for employment regardless of race, religion, color, sex, national origin, age, or disability and ensures all employees are able to compete on a fair and level playing field with equal opportunity for competition.

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The Commander's Intent and the Campaign Plan 3.0 have been in circulation throughout the command without any delays. The Vice Admiral reaffirmed his commitment to EEO and diversity by reissuing his EEO policy statements during FY 2020 which were sent out to all military and civilian personnel within the NAVSEA Workforce. These policy statements include:

- Equal Employment Opportunity (EEO) Complaint Procedures
- Sexual Harassment/Assault Prevention and Response Program (SHARP)
- Equal Opportunity (EO) Program and Complaint Procedures
- Anti-Harassment Policy

These policy statements are embraced by NAVSEA Commanders and communicated to the workforce.

Throughout NAVSEA, EEO staff members have made EEO information readily available to all employees and applicants for employment. Flyers have been created to inform individuals of the availability, time frames for filing a discrimination complaint, and remedial procedures available in the EEO complaint process. Information is posted throughout all organizations and information can be found on their local intranet.

The Vice Admiral has communicated his mission priorities, with a key focus on Mission Priority #3, Build a Team to Compete and Win, focus areas:

- Build and sustain technical and leadership competence in all functions areas and at all levels
- Develop, instill, and sustain a constructive culture and workplace environment that maximizes mission success and employee fulfillment
- Build a learning organization through collaboration and teamwork across the NAVSEA Enterprise
- Ensure fairness and equal opportunity for advancement, mentoring, training, and all areas of professional development
- Ensure succession planning utilizing workforce analytics to anticipate future workforce requirements
- Implement effective retention strategies to affirm attractive workplace culture to decrease turnover and maintain a diverse and high performing workforce.

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Deficiency. All managers and supervisors have not been formally trained on reasonable accommodation (RA) procedures throughout NAVSEA. The RA Tracker is not being kept up-to-date to track all reasonable accommodations throughout the fiscal year and timeframes are not within the established timeframes. See Part H.

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

Strengths:

The Equal Employment Opportunity Diversity and Inclusion (ED&I) Director has direct access to the NAVSEA Commander and the Executive Director. In addition, the ED&I Director reports directly to the Total Force and Corporate Operations Executive Commander (SEA10), the command agency head designee for NAVSEA SEA10 ED&I. The ED&I Director also provides key information to the Naval Surface Warfare Center and Naval Undersea Warfare Center Command Leadership.

The NAVSEA Warfare Center Enterprise Data Warehouse (EDW), contains nine Human Resource Reports (Acquisition Workforce, Telework, Retirement, Hiring Metrics/RPA, on boards/Gains/Losses, and Demographics/EEO, Profiles (Fact book and Trends) with associated subfolders. The Demographic/EEO Subfolder, displays the Management Directive (MD) 715's Workforce A and B Tables; A/B1 through A/B14 from FY14 to FY20. It provides senior military and civilian leaders with pertinent information on all aspects of the workforce in one tool, including: current and historical onboard numbers, demographic statistics (age, education, gender, Veteran status, etc.), employee gains and losses, relevant results of employee survey data, and other critical key performance indicators.

Commanders across NAVSEA increased funding for hiring for Special Emphasis Program Managers, Training, Education, and Awards. Vacancies will be filled with subject matter experts (SME) in the 0260 Occupation. Thus, eliminating deficiencies in programs that are caused by vacancies.

NAVSEA's Vice Admiral re-energized the #ADRWorks Campaign and has committed to conducting a PSA to encourage 100% Alternative Dispute Resolution (ADR) Offer throughout the command. Currently, NAVSEA reached its goal of 100% of individuals offered ADR at the informal processing stage.

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Additional outreach systems include the use of non-competitive Schedule A appointment authorities for people with disabilities and for disabled veterans. Specific programs available to NAVSEA to help in the identification of highly skilled individuals with disabilities are the Department of Labor/Department of Defense Workforce Recruitment Program (WRP) and the DoD Wounded Warrior (WW) Program.

Deficiency. NAVSEA's Strategic Plans don't have a fully integrated EEO Program. See Part H.

Element C: Management and Program Accountability

Strengths:

Partnership in training, education, and inspections between the Inspector General (IG) and the NASEA SEA10 ED&I Director has produced five of eight ED&I Program Managers certified by the IG Academy and three will be certified in FY21. In FY20, the ED&I Team joined the IG in completing seven inspections, with four conducted at the WFC's EEO Program. In FY21, thirteen inspections are on scheduled and one accomplished.

The SEA10 Executive Commander and the ED&I Director consistently and effectively communicate to the field activity commanding officers data/metric reports on discrimination, complaints, Alternative Dispute Resolution, and Reasonable Accommodations to foster comprehension and compliance of command objectives.

The bi-monthly community of practice meetings between DDEEOs in the NAVSEA ED&I Enterprise and the Monthly Enterprise ED&I Director and Deputy Director's Meeting are key to mission success. Lessons learned, training, and new information are discussed. Additionally, decisions to provide support from the ED&I Director to the enterprise are made and resources are deployed to assist commands with a deficit of technical skills, competencies, and/or personnel (shortages/vacancies).

Deficiency. The NAVSEA did not process all reasonable accommodation request within the time frame set forth in its reasonable accommodation procedures. See Part H.

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Element D: Proactive Prevention of Unlawful Discrimination

Strengths:

The Commander (CDR) of the NAVSEA is committed to ensuring that the NAVSEA work environment is free from discrimination on the bases of race, color, national origin, religion, sex, age, reprisal and disability. The CDR is also committed to eliminate barriers that impede free and open competition in the workplace. As part of this commitment, the NAVSEA conducts EEO program self-assessments, equal opportunity climate surveys, and Staff Assist Visits (SAVs) to monitor progress, identify areas where barriers may exist, and develop strategic plans to eliminate identified barriers.

The NAVSEA analyzes data found in the Defense Civilian Personnel Data Base (DCPDS) to determine promotion, retention, and employment trends. Plan updates include the Management Directive (MD) 715 Program Status Report, the Federal Equal Opportunity Recruitment Plan (FEORP), and Disabled Veterans Affirmative Action Plan (DVAAP) which outline goals and objectives to achieve a model EEO program in the NAVSEA.

Deficiency: Senior managers are not involved in the identification of barriers that may be impeding equal employment opportunity. Not all senior managers are involved in the development and implementation of EEO Action Plans to eliminate barriers within their organization. See Part H.

Element E: Efficiency

Strengths:

The NAVSEA has an efficient and fair Alternative Dispute Resolution (ADR) process (mediation is the preferred method) and utilizes the Department of the Navy automated complaint tracking system (iComplaints) to monitor the effectiveness of ADR. The NAVSEA also evaluates its subordinate EEO programs via the Annual Federal Equal Employment Opportunity Statistical Report of Discrimination (462 Report). Additionally, the NAVSEA ADR Policy requires managers with settlement authority to participate in mediation when an aggrieved employee has accepted the ADR offer.

The NAVSEA utilizes the iComplaints tracking system to identify the location, status, and length of time elapsed at each stage of the organization's complaint resolution process, the issues and the basis of the complaints, the aggrieved individuals/complainants, the involved management officials, and other information necessary to

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analyze complaint activity and identify trends. During FY20, iComplaints initial and refresher training was given to EEO staff members which provided them the skills to evaluate the impact and effectiveness of their organization's EEO Complaints Program.

The NAVSEA ED&I Staff conducted seven (7) inspections. They evaluated and assessed EEO programs under Title VII and the Rehabilitation Act at subcommands. The inspections revealed a lack of consistency in operations. Various EEO Practitioners and DDEEOs lacked the skills, knowledge, and attributes (SKA) to lead a model EEO Program.

Deficiency. Formal inspections showed under developed core capabilities, technical knowledge/skills in EEO Practitioners (to include DDEEOs), and untimely reasonable accommodation request. See Part H.

Element F: Responsiveness and Legal Compliance

Strengths:

The NAVSEA ED&I Offices are in compliance with EEO Laws and EEOC Regulations, policy guidance, and other written instructions. EEO offices ensures prompt processing of all forms of ordered relief. Acceptance and dismissal of complaints are coordinated with the Labor Counselors as prescribed by the Management Directive (MD) 110.

All employees abide by the NAVSEA's Anti-harassment Policy, create a work environment that is free from harassment and promptly report any incidents of harassment. All employees are expected to report any suspected retaliation; for making a complaint or helping another employee make a complaint, for participating in an inquiry into potential violations of this anti-harassment policy, and/or for opposing unlawful discrimination or harassment.

The Office of Human Resource (OCHR) Silverdale Data showed that in FY20, 76.1% of the supervisory population of 3,383 and 185 managers have completed their required EEO Training. The EEO, Anti-Harassment, and No Fear Act Training was completed in the LMS website (which interfaces with the Defense Civilian Personnel Data System (DCPDS) database).

During FY21, the NAVSEA will continue to monitor participation rates to ensure 100 percent compliance, which can be achieved due to the command's 21st Century robust technological systems and their advantages in a virtual environment.

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Database Information

The data in this report is based on information as of 30 September 2020 and represents the demographics of the NAVSEA's Civilian Workforce by Ethnicity and Race Identification (ERI) and Disability. This report is based on data obtained from the Enterprise Data Warehouse (EDW) and the Complaints Tracking System (iComplaints). Students, Wage Grade, Foreign local national employees, and military personnel are not covered in this report. NAVSEA has no Temporary and Non-Appropriated Fund employees.

The National Civilian Labor Force (NCLF) statistics are used as the comparator for the purpose of conducting an analysis of the NAVSEA civilian workforce.

Summary Analysis of the Workforce

The data discussed in this summary is inclusive of the analysis of significant workforce data tables. As of 30 September 2020, the NAVSEA civilian workforce totaled 35,527 permanent civilian employees which represent an increase of 1,846 (5.48%) civilian employees when compared to 33,681 in FY19. The population increased by 1,215 males and 631 females.

NAVSEA is comprised of 25,887 or 72.87% male and 9,640 or 27.13% female. The participation rate for females continues to be less than expected based on the National Civilian Labor Force (NCLF) of 48.14%. The participation rate for Hispanic or Latino Male and Females, White Female, Black or African American Male and Female, Asian Female, and American Indian or Alaskan Native Male and Females are all below the NCLF.

Based on the Equal Employment Opportunity Commission (EEOC) classifications, NAVSEA reportable employee population is displayed in Table A-1 which represents the total workforce comparison between FY19 and FY20.

Figure (Fig) 1: Table A-1-The Work Force Total Population

Population (All Categories) Summary	Population Previous Year	Population Current Year	Net Change	Previous Year Percentage	Current Year Percentage	Ratio Change
White Men	19,296	19,886	3.06%	57.29%	55.97%	-1.32%
White Women	6,270	6,568	4.75%	18.62%	18.49%	-0.13%
African American Men	1,662	1,769	6.44%	4.93%	4.98%	0.05%
African American Women	1,242	1,273	2.5%	3.69%	3.58%	-0.11%
Hispanic Men	1,405	1,601	13.95%	4.17%	4.51%	0.34%
Hispanic Women	632	724	14.56%	1.88%	2.04%	0.16%
Asian Men	1,698	1,826	7.54%	5.04%	5.14%	0.1%
Asian Women	572	653	14.16%	1.7%	1.84%	0.14%

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Population (All Categories) Summary	Population Previous Year	Population Current Year	Net Change	Previous Year Percentage	Current Year Percentage	Ratio Change
Pacific Islander Men	79	89	12.66%	0.23%	0.25%	0.02%
Pacific Islander Women	20	27	35%	.06%	.08%	0.02%
Native American/Alaskan Native Men	79	93	17.72%	.023%	0.26%	0.03%
Native American/Alaskan Native Women	45	58	28.89%	0.13%	0.16%	0.03%
Two or More Races Men	407	489	20.15%	1.21%	1.38%	0.17%
Two or More Races Women	209	262	25.36%	0.62%	0.72%	0.12%
Totals	33,681	35,527	5.48%			

The number of Individuals with Disabilities (IWDs) in the NAVSEA civilian workforce as of September 30, 2020 totaled 3,345 compared to 2,939 for the same period in FY19. This represents an increase of 406 IWDs. The total number of Individuals with Targeted Disabilities (IWTDs) as of September 30, 2020 is 774, an addition of 72 from the same period in FY19. The total number of IWTDs for FY20 represents 2.18% of the workforce compared to 2.08% in FY19. Individuals with Targeted Disabilities are a subset of those individuals with disabilities. The criteria EEOC used to determine the nine disabilities categorized as "targeted disabilities" included the severity of the disability, the feasibility of recruitment, and the availability of workforce data for this group. EEOC is currently using the Federal Goal of 2% as a benchmark as there is no NCLF for IWTDs.

Figure 1 below illustrates the representative comparison of the total USACE disability workforce between FY 2014 and FY 2015.

Fig. 2. Table B1: Total Workforce-Distribution by Disability

Category	FY19	FY20	Net Change	% FY19	% FY20
Disability Not Identified	2,233	2,797	25.82%	6.6%	7.87%
No Disability	27,817	28,611	2.85%	82.59%	80.53%
With Disability	2,939	3,345	13.81%	8.73%	9.42%
Targeted Disability	702	774	10.26%	2.08%	2.18%

In FY19, 2,233 and in FY20, 2,797 individuals did not identify their disability representing a difference of 564 individuals. During FY20, NAVSEA continued their efforts to motivate self-identification of the population with disability through MyBiz and SF 256 to attain a more accurate quantitative representation of the civilian workforce. Data depicted that as the workforce population increased in the last twelve months, simultaneously a rise of 406 or 0.69% took effect of IWD in FY20. Individuals with targeted disabilities changed during FY20 by an addition of 72 IWTD or 0.1% from the prior year.

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New buildings and building renovations are constructed to be barrier free in accordance with architectural barrier guidance published in the: Uniform Federal Accessibility Standards, issued jointly by the Department of Defense, Department of Housing and Urban Development, United States Postal Service, and General Services Administration, Americans with Disabilities Act Accessibility Guidelines for buildings and Facilities (ADAAG) issued by the Architectural and Transportation Barriers compliance Board, and Architectural and Engineering Instructions Design Criteria.

NAVSEA continues its outreach initiatives to improve its efforts to employ individuals with targeted disabilities in the course of increased recruitment, hiring, and retention of these individuals and will continue to use special hiring authorities. NAVSEA collaborated with the Wounded Warriors Project and the Workforce Recruitment Program (WRP) and hired individuals with disabilities and severely disabled veterans. Showing a commitment to increasing the number of individuals to include those with targeted disabilities in compliance with Executive Orders 13548 and 13163.

The NAVSEA plan of action to recruit, hire and advance IWDs is included in this report using the EEOC Part J, Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals Disabilities.

Figure 3 represents the total workforce by grade level to include Senior and Executive employees. Most employees with disabilities are at the GS-11 (121), 12 (359), and 13 (101) grade levels.

Figure 3. Table B4-2 Total Workforce by Grade and Disability

Grade	Total #	Total Disability
Senior Executive & Service	54	2
15	184	11
14	195	8
13	1,670	101
12	3,213	359
11	1,014	121
10	42	9
9	543	50
8	26	2
7	445	25
6	70	16
5	87	13
4	199	7
3	53	1
2	2	1
1	1	0

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Table A3-2 (Distribution by Senior and Executive Pay Plans -- Distribution by Race/Ethnicity and Sex): NAVSEA reflects a total of 748 employees currently in Senior and Executive positions Grades 15 and above of which 507 are male and 241 female. In addition, fifty-four (54) employees represent Senior Executive Service (SES) positions, pay plan (ES-00), two more than in FY19. The 54 SES population consists of 39 male and 15 female, compared to 52 (37 male and 15 females) at the end of FY19.

Fig. 3, Table A4-1. SES (ES-00) from FY19 to FY20 by Race/Ethnicity and Sex

Population (All Categories) Summary	Population Previous Year	Population Current Year	Previous Year Percentage	Current Year Percentage	Occupational CLF
White Men	36	37	69.23%	68.52%	52.1%
White Women	11	13	21.15%	24.07%	30.06%
African American Men	0	0	0%	0%	2.8%
African American Women	3	1	5.77%	1.85%	3.5%
Hispanic Men	0	0	0%	0%	3.3%
Hispanic Women	0	0	0%	0%	2.4%
Asian Men	0	0	0%	0%	2.1%
Asian Women	1	1	1.92%	1.92%	1.3%
Pacific Islander Men	1	0	1.92%	0%	0%
Pacific Islander Women	0	0	0%	0%	0%
Native American/Alaskan Native Men	0	0	0%	0%	0.2%
Native American/Alaskan Native Women	0	0	0%	0%	0.1%
Two or More Races Men	0	0	0%	0%	0.4%
Two or More Races Women	0	0	0%	0%	0.3%

The SES population represented a loss of one (1) minority male (1.92%) and two minority females (black female) from 5.77% to 1.85%. A gain occurred with two additional white females from 21.15% to 24.07% in FY20.

All minority groups and females are below the Occupational CLF, except Asian females. Of the 54 SES two have a disability, of which one is an individual with targeted disability.

NAVSEA will continue to market Senior and Executive Service positions through developmental and mentoring sponsored programs, executive coaching, assessments, and NAVSEA-Wide networking to prepare high performing individuals for Senior and Executive Service positions with the goal of increasing employee representation.

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Table A6-1.1: Participation rates for Major Occupations, distributes race, ethnicity, and sex of the permanent workforce in the top ten NAVSEA Major Occupations which are: 1) Electricians (2805); 2) Electronics Engineering (0855); 3) Electronics Technicians (0856); 4) Engineering Technicians (0802); 5) General Engineering (0801); 6) Management and Program Analysis (0343); 7) Marine Machinery Mechanic (5334); 8) Mechanical Engineering (0830); Nuclear Engineering (0840), and 10) Pipefitting. The total number of civilian employees in these occupational groups is 16,648 of the total NAVSEA workforce 935,527).

Below are the lower than Occupational CLF Benchmark for the ten NAVSEA Major Occupations. All other groups by ERI are at parity or above their participation rates in the OCLF.

- Electrician (2805). Below OCLF: Hispanic Male, White Female, Black Male and Female, Asian Male, Pacific Island Male and American Indian or Alaska Native Male.
- Electronics Engineering (0855). Below OCLF: White Male, Black Male, and Asian Male.
- Electronics Technician (0856). Below OCLF: Hispanic Female, White Female, Black Male and Female, Asian Male and Female, American Indian or Alaska Native Male and Female.
- Engineering Technician (0802). Below OCLF: Hispanic Male and Female, White Female, Black Male and Female, and Asian Male and Female.
- General Engineering (0801). Below OCLF: Hispanic Male, White Male, and Asian Male and Female.
- Management and Program Analysis (0343). Below OCLF: White Male, and Asian Male and Female.
- Marine Machinery Mechanic (5334). Below OCLF: Hispanic Male and Female, Black Female, Asian Female, Pacific Islander Male, American Indian or Alaska Native Male, and Two or more races Male.
- Mechanical Engineering (0830). Below OCLF: White Male, Black Male, Asian Male, and Pacific Islander Male.
- Nuclear Engineering (0840). Below OCLF: Hispanic Male and Female, Black Male and Female, Asian Male, Pacific Islander Male, and American Indian or Alaska Native Male and Female.

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- Pipefitting (4204). Below OCLF: Hispanic Male and Female, White Female, Black Male and Female, Asian Male, Pacific Islander Male, American Indian or Alaska Native Male, and Two or more races.

The Equal Employment Opportunity Commission (EEOC), requires agencies to report workforce data by aggregating it into nine (9) employment categories. These categories are considered as the Equal Employment Opportunity Commission (EEOC) FED 9 occupational categories.

Officials and Managers, and Professionals denote the largest FED 9 category representing 30,587 or 58.51% of the NAVSEA civilian workforce.

Fig. 4 Table A3-2: EEOC Sector Occupational Categories-FED 9 Categories (FY20)

FED 9 Descriptions	Number of Employees	Percentage of Total Workforce
Officials and Managers	10,288	22.27%
Professionals	20,299	36.24%
Technicians	3,485	11.14%
Sales Workers	0	0%
Office/Clericals	631	1.88%
Craft Workers	711	24.3%
Operatives	96	3.95%
Laborers and Helpers	14	0.19%
Service Workers	1	.02%
Other	2	.04%
Total	35,527	100%

There are 35,099 General Schedule (GS) civilian employees and 428 (13%) Wage Grade (WG) civilian employees in the NAVSEA workforce. The GS pay plan constitutes the largest pay plan with grades from GS-1 through GS-15. There are no non-appropriated funded employees at NAVSEA.

Disclaimer: EDW Tables excluded 209 employees who claimed "Other" as a race or gender.

Disabled Veterans

The NAVSEA Commanders have issued widely publicized policy statements emphasizing their support for employment of disabled veterans. All announcements for vacancies using formal recruitment methods contain statements regarding acceptance of applications from Veterans Employment Opportunities Act (VEOA), Veterans Recruitment Appointment (VRA), and/or compensable veteran candidates (depending on the level of the job - different authorities apply). Delegated examining (non-Federal) recruitment carefully assesses applicants for proper veteran status and assures that referred applicants are provided with appropriate consideration. Supervisors receiving Delegated Examining Unit (DEU) referrals are carefully briefed on the requirements of veteran's preference.

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The NAVSEA uses various strategies to attract, recruit, and hire veterans, by posting recruitment fliers on USAJobs, promoting non-competitive hiring opportunities. The NAVSEA also uses the Yello Applicant Tracking System to engage, recruit, and hire Veterans and Wounded Warriors. Accession is conducted through career fairs that are focused on Veterans, hosting job fairs, and using social media to promote the NAVSEA opportunities. Additionally, the subcommands cultivate relationships with the Air National Guard, Army National Guard, Veteran Affairs (VA) Regional Vocational Rehabilitation Program and student veteran organizations. All competitive vacancies are advertised through Merit Promotion and various State Employment Offices/Work source for direct-hire of veterans and which includes hiring authorities of: VEOA, VRA, and 30% disabled veterans. In addition, managers can opt to announce a competitive vacancy through the DEU process, where veterans are given preference with five (5) and 10 points added to their scores.

The NAVSEA supports employee advancement through various programs:

- Corona Warfare Center offers and development through a variety of courses at Corona University
- Port Hueneme Warfare Center sponsors academic programs through Naval Warfare College and Naval Postgraduate School
- Competitive academic degree training programs
- Fellowship programs
- Mentorship events
- Rotational opportunities

During FY20 the NAVSEA Veteran and Wounded Warrior Program Office (VWWPO) revamped the program to include enterprise scope (vs. historically HQ focused). The goal is to improve the efforts to recruit, hire, and retain Veterans and Wounded Warriors. In FY21, the NAVSEA VWWPO will collaborate with the Enterprise Diversity and Inclusion Division for regular review and analysis of NAVSEA recruiting, hiring, and retention by gender, race, national origin, occupation, and competencies to identify gaps and challenge areas to develop strategies for implementation. The NAVSEA VWWPO will also engage with the DON Veteran Program Hiring Representatives to identify programs and tools already in use.

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The NAVSEA VWWPO established a monthly Wounded Warrior Profile to track hiring and attrition metrics by using EDW Data Tables and the Veterans and Wounded Warrior (V&WW) Dashboard. The analysis will be shared with champions across NAVSEA for sharing superior practices, experiential learning and High Velocity Learning (#HVL) Principles: swarm/solve, share, and sustain.

Accessions

During FY20 NAVSEA had a total of 4,150 new hires, of which 2,867 or 69.08% were male and 1,283 or 30.92% female. Comparatively, the accessions of males was above the NCLF for males (51.86%) and the accessions of females was below the NCLF for females (48.14%).

The overwhelming majority of accessions were White Males and Females. A total of 1,923 accessions were White Male or 46.34% which is significantly over NCLF of 38.33%. A total of 1,283 or 18.63% White Female, remaining under the NCLF of 34.03%.

All other ethnicity and race indicator (ERI) groups were below the NCLF with the exception of Hispanic Male (5.88%), Black Male (6.34%), Asian Male (6%) and Female (2.82%), Native Hawaiian/Pacific Islander Male (0.19%) and Females (0.17%) and Two and More Races Males (2.65%) which were above the NCLF.

Of the 4,150 new hires, a total of 287 or 6.92% were of individuals with disabilities. The total of Not Identified was 763 or 18.39%. While Individual with Targeted Disability totaled 67 or 1.61%.

NAVSEA Applicant and Hires for nine (9) of the ten (10) Major Occupations consisted of 1,408, out of which 1,055 are male and 353 female. Asian Male applicant and hires failed to meet the OCLF in seven (7) of nine (9) occupations.

Fig. 5 Table A7 Applicant and Hires for Major Occupations by Race/Ethnicity and Sex

Job Series	ALL	M	F	HM	HF	WM	WF	BM	BF	AM	AF	NM	NF	IM	IF	2M	2F
2805	12	11	1	0	1	7	0	1	0	0	0	0	0	0	0	3	0
%	100%	91.67%	8.33%	0	8.33	58.33	0	8.33	0	0	0	0	0	0	0	25%	0%
OCLF	100%	98%	2%	14.1%	0.3%	73.2%	1.5%	6.9%	0.2%	2%	0	0.2%	0	1.2%	0	0.4%	0%
0855	152	124	28	15	2	76	15	13	4	16	5	0	0	1	1	2	1
%	100%	81.23%	18.42%	9.87%	1.32%	50%	9.87%	8.55%	2.63%	10.43%	3.29%	0%	0%	0.66%	0.66%	1.32%	0.66%
OCLF	100%	91%	8.9%	5.1%	0.6%	66.1%	5.1%	4.4%	0.8%	14.4%	2.4%	0.1%	0%	0.5%	0%	0.4%	0%
0856	123	116	7	8	0	84	2	14	1	4	1	1	0	1	0	3	2
%	100%	94.31%	5.69%	6.5%	0%	68.29%	1.63%	11.38%	0.81%	3.25%	0.81%	0.81%	0%	0.81%	0%	2.44%	1.63%
OCLF	100%	80.6%	19.6%	7.9%	2%	58.4%	12.6%	7.1%	2.3%	5.8%	2.4%	0.1%	0%	0.8%	0.2%	0.5%	0.1%
0802	189	166	23	10	0	127	18	15	2	3	0	1	0	1	1	8	1
%	100%	87.83%	12.17%	5.29%	0%	67.2%	9.52%	7.94%	1.06%	1.59%	0%	0.53%	0%	0.53%	0.53%	4.23%	0.53%
OCLF	100%	80.6%	19.6%	7.9%	2%	58.4%	12.6%	7.1%	2.3%	5.8%	2.4%	0.1%	0%	0.8%	0.2%	0.5%	0.1%
0801	160	125	35	6	4	86	24	11	2	11	3	1	0	1	0	6	1
%	100%	78.13%	21.88%	3.75%	2.5%	53.75%	15%	6.88%	1.25%	6.88%	1.88%	0.63%	0%	0.63%	0%	3.75%	0.63%
OCLF	100%	88%	12.1%	4.5%	0.8%	66.7%	7.6%	3.4%	0.9%	12.4%	2.6%	0.1%	0%	0.8%	0.2%	0.5%	0.1%
0343	333	162	171	13	16	109	107	17	22	13	14	0	1	0	0	6	10
%	100%	48.65%	51.35%	3.9%	4.8%	32.73%	32.13%	5.11%	6.61%	3.9%	4.2%	0%	0.3%	0%	0%	1.8%	3%
OCLF	100%	58.9%	41%	2.7%	2.2%	47.4%	31.1%	3%	3.7%	5.3%	3.4%	0%	0%	0.2%	0.3%	0.3%	0.3%

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5334	9	9	0	0	0	7	0	1	0	0	0	0	0	0	0	0	0
%	100%	100%	0%	0%	0%	77.78%	0%	11.11%	0%	0%	0%	0%	0%	0%	0%	0%	0%
OCLF	100%	92.7%	3.5%	11.9%	0.5%	73.9%	2.3%	6.9%	0.5%	2.4%	0.2%	0.1%	0%	1%	0%	0.3%	0%
0830	397	318	79	46	16	206	43	16	5	30	10	0	0	3	3	11	2
%	100%	80.1%	19.9%	11.59%	4.03%	51.89%	10.83%	4.03%	1.26%	7.56%	2.52%	0%	0%	0.76%	0.76%	2.77%	0.5%
OCLF	100%	92.7%	7.3%	4.5%	0.45%	74.3%	5.5%	3.6%	0.4%	9.4%	0.8%	0.1%	0%	0.4%	0%	0.4%	0.1%
0840	33	24	9	2	0	16	6	1	4	1	0	0	0	0	0	1	1
%	100%	72.73%	27.27%	6.06%	0%	48.48%	18.18%	3.03%	12.12%	3.03%	0%	0%	0%	0%	0%	3.03%	3.03%
OCLF	100%	88%	12.1%	4.5%	0.8%	66.7%	7.6%	0.9%	12.4%	2.6%	0.1%	0%	0.5%	0.1%	0.4%	0.4%	0.1%

In FY20 applicant and hires for Major Occupation identified 85 individuals with disability (IWD) and 21 individuals with targeted disability (IWTD) from 1,408 total hires. Unfortunately, 276 did not identified. The highest percentage rate is 43% of disability hires in Management and Program Analysis and the least number of zero (0) hires in Electrician (2805), Marine Machinery Mechanic (0830).

Fig. 5 Table B7 Applicant and Hires for Major Occupations by Disability

		TOTAL	No Disability (05)	Not Identified (01)	Other Disability	Targeted Disability
Electrician (2805)	#	12	6	5	0	1
	%	100%	50%	41.67%	0%	8.33%
Electronics Engineering (0855)	#	152	122	23	6	1
	%	100%	80.26%	15.13%	3.95%	0.66%
Electronics Technician (0856)	#	123	72	36	10	5
	%	100%	58.54%	29.27%	8.13%	4.07%
Engineering Technician (0802)	#	189	119	52	14	4
	%	100%	62.96%	27.51%	7.41%	2.12%
General Engineering (0801)	#	160	137	20	2	1
	%	100%	85.63%	12.5%	1.25%	0.63%
Management And Program Analysis (0343)	#	333	205	78	43	7
	%	100%	61.56%	23.42%	12.91%	2.1%
Marine Machinery Mechanic (5334)	#	9	8	1	0	0
	%	100%	88.89%	11.11%	0%	0%
Mechanical Engineering (0830)	#	397	333	53	9	2
	%	100%	83.88%	13.35%	2.27%	0.5%
Nuclear Engineering (0840)	#	33	24	8	1	0
	%	100%	72.73%	24.24%	3.03%	0%
Total FY20	#	1,408	1,026	276	85	21
	%	100%	72.87%	19.6%	6.04%	1.49%
TOTAL WORKFORCE FY20	#	35,527	28,611	2,797	3,345	774
	%	100%	80.53%	7.87%	9.42%	2.18%

In FY20 NAVSEA had 4,150 new hires, 3,033 with no Disability, 763 Not Identified, and 287 fell under the category of Other Disability with 67 having a Targeted Disability. The NAVSEA's IWTD's Relevant Civilian Labor Force (RCLF) is 2.18%, thus meeting the EEOC CLF Benchmark. However, the NAVSEA has not been able to meet the EEOC's CLF of 12% for IWD in the last seven years, but its participation rate continues to increase.

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Fig. 6 New Hires from FY14 to FY20

FY	B1 Participi	B8 New Hires
FY14	1,788	62
FY15	1,861	113
FY16	1,934	131
FY17	1,990	130
FY18	2,789	218
FY19	2,939	292
FY20	3,345	287



Promotions

There were a total of 672 internal selections as GS 13, with 444 or 66.07% male and 228 or 33.93% female. White males received 52.53% or 353 of those selected. Conversely, 1.79% or 12 Asian Female and Two or more races Female with 3 or 0.45% selected, both represented the lowest promotion rate for FY20. Although, zero selects in both Pacific Island and American Indian Male and Female.

- Race-Sex -Total selection / Percentage:
Hispanic Male – 27 / 2.04%
Hispanic Female- 13 / 1.93%
White Female 170 / 25.3%
Black Male – 28 / 4.17%
Black Female – 27 / 4.02%
Asian Male – 19 / 2.83%
Two or More Races Male – 13 / 1.93%

There were a total of 653 GS 14 internal selections, with 465 or 71.21% male and 188 or 28.79% female. White male received the highest number of promotions a total of 59.26% or 387. Conversely, 0.15% or one Native Indian Male and Two or more Races Female with a selected promotion rate of 0.92% (six) represented the lowest promotion rate for FY20. Although, zero selects in both Pacific Island and Native American Female.

- Race-Sex -Total selection / Percentage:
Hispanic Male – 25 / 3.83%
Hispanic Female- 10 / 1.53%
White Female – 136 / 20.83%
Black Male – 23 / 3.52%
Black Female – 21 / 3.22%
Asian Male – 21 / 3.22%

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Asian Female – 15 / 2.3%

Two or more Races Male- 7 / 1.07%

There were a total of 53 GS 15 internal selections, with 36 or 67.92% male and 17 or 32.08% female. White male received the majority of promotions with a total of 49.06% or 26 selections. Conversely, 0.15% or one Native Indian Male and Two or more Races Female with a selected promotion rate of 0.92% (six) represented the lowest promotion rate for FY20. There were no selections made in the following six demographics; Black and Asian Female, Pacific Island and Native American Male and Female.

- Race-Sex -Total selection / Percentage:
 - Hispanic Male – 2 / 3.77%
 - Hispanic Female- 1 / 1.89%
 - White Female- 14 / 26.42%
 - Black Male – 5 / 9.43%
 - Asian Male – 21 / 3.22%
 - Asian Female – 15 / 2.3%
 - Two or more Races Male- 7 / 1.07%

In FY20, the NAVSEA had a total of 1,378 internal selections for senior level positions (GS13 through GS15). Black Female was the group with the largest disparity between the promotion rate and the workforce participation rate of 3.58% and a promotion rate of 0% in GS15 and less than four and five percent in the GS 13 and 14 grades.

Within the same Senior Grade Levels (GS13 through GS15) Individuals with reported disabilities received a total of 115 promotions and individuals with targeted disabilities received a total of 15 promotions. Both are proportionate to the participation rate of individuals with disabilities and targeted disabilities in the workforce.

GS	Other Disability /percentile	Targeted Disability/percentile
13	61 / 9.08%	8 / 1.19%
14	48 / 7.35%	7 / 1.07%
15	1 / 1.89%	6 / 11.32%

Awards and Employee Recognition: EDW Table A13.

Level One awards (Cash Awards \$100-\$500) totaled of 12,239 cash awards given; 6,021 to Males and 3,259 to Females. 884 or 49.2% to White Males and 1,973 or 16.12% White Females. Asian Males received 1076 or 8.79%, Hispanic Males received 910 or 7.44% and Black Males were given 636 or 5.2%.

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Hispanic Females received 439 or 3.59%, Black Females 365 or 2.98%, and, Two or more Races Males 209 or 1.71% and to the females 93 or 0.76%. Pacific Islander Males received 45 or 0.37% and Females 15 or 0.12%. American Indian Males received 37 or 0.3% and Females 20 or 0.16%.

Level Two awards (Cash Awards \$501-\$5000) Totaled of 20,372 cash awards given; 15,235 to Males and 5,137 to Females. 59.71% or 12,165 went to White Males and 18.27% or 3,721 to White Female. Followed by Asian Male given 1,054 or 5.17%, Black Males received 4.08%, Hispanic Males 3.89%.

Black Females were given 2.58%, Hispanic Females 1.74%, and Asian Females 1.61%. Two or more races Males received 1.16% and Females 0.51%. American Indian Males 0.21% and Females 0.14%. Pacific Islander Female 0.08% and Male Males 0.03%.

Level three awards (Cash Awards \$5001 +) Totaled of 828 given; 630 to Males and 198 to Females. White Males received 575 or 69.44% and White Females 166 or 20.05%. Asian Males received 14 or 2.9% and Black Males 15 or 1.81%.

Black Females received 13 or 1.57% and Hispanic Females 12 or 1.45%. Asian Females received 6 or 0.72% and Two or More Races Males received two or 0.24% and Females 1 or 0.12%, the same was received by Pacific Islander Male (1 or 0.12%). American Indian Male and Female didn't receive this level of award.

There were a total of 242 **Quality Step Increases** (QSI) awarded in FY20. Of those 171 or 70.66% went to males and 71 or 29.34% went to females. White Males received 145 or 59.92% of the QSIs and White Females received 52 or 21.49%. Hispanic Males received 5 or 2.07% and Hispanic Females received 11 or 4.55%.

Black Males 11 or 4.55% and Black Females 5 or 2.07%. Asian Males 9 or 3.72% and Asian Females 1 or 0.41%. Pacific Islander Male and Female Zero, 0%, and American Indian Male 1 or 0.41% and Female 1 or 0.41%. Two or more Races Males also received Zero, 0%, and Female 1 or 0.41%.

Non-monetary Awards:

Time-Off Awards, 1-9 hours, total given were 6,112 (38,465 total hours) distributed to 4,327 to male and 1,785 to female. 58.77% to White Male and 22.23% to White Female. Asian Male 219 or 3.58%, Black Male 201 or 3.29%, and Hispanic Male 202 or 3.3%.

Black Females received 169 or 2.77%, Hispanic Females 132 or 2.16% and Asian 76 or 1.24%. Two or more races Males received 71 or 1.16% and Females 38 or 0.62%. Pacific Island Male received 15 or 0.25% and American Indian Male 10 or 0.16%. American Indian Female received 5 or 0.08% and Pacific Island Female 0 or 0%.

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Time-Off Awards, 10+ hours, total given were 1,781 (total hours of 24,933) distributed to 1,100 male and 681 female. White Males 884 or 49.64% and White Females 477 or 26.78%. Black Females 101 or 5.67%, Black Males received 81 or 4.49%, and Asian Males received 55 or 3.09%. Hispanic Males 51 or 2.86%, Asian Females 37 or 2.08% and Hispanic Females 36 or 2.02%. Two or more Races Females received 27 or 1.52% and Males received 17 or 0.95%. Pacific Island and American Indian Male and Female received 4 or 0.22% and 1 or 0.06% respectively.

Individuals with Disabilities and Targeted Disabilities, EDW Table B13:

Time-Off awards, 1-9 hours, totaled given were 6,112 (total hours 38,465); Individuals with Disabilities received 529 or 8.66% and Targeted Disabilities received a total of 111 or 1.82%.

Time-Off awards, 10+ hours, totaled given were 1,781 (total hours 24,933); Individuals with Disabilities received 186 or 10.44% and Targeted Disabilities received a total of 26 or 1.46%.

Level 1: Cash Awards: \$100-500 Total cash given totaled 12,243. A dollar amount of \$4,434,288.00; Individuals with Disability received 1,120 or 9.15% and Individuals with Targeted Disability 260 or 2.12%.

Level 2: Cash Awards: \$501-\$5000 Total cash award given total 20,372. A dollar amount of \$33,849,901.00; Individuals with Disability received 1,744 or 8.56% and Individuals with Targeted Disability 434 or 2.13%.

Level 3: Cash Awards: \$5000+ Total cash award given total 828. A dollar amount of \$5,437,557.00. Individuals with Disability received 70 or 8.45% and Individuals with Targeted Disability 15 or 1.81%.

Quality Step Increase (QSI) Awarded 242 total; Individuals with Disability received 16 or 6.61% and Individuals with Targeted Disability received 3 or 1.24%.

Separations

In FY20, NAVSEA totaled 2,430 separations; 1,730 or 71.19% were male and 700 or 28.81% female, with 85 or 74.56% involuntary separations in males and 29 or 25.44% in females. Males separation rates of 71.19% is slightly lower than their RCLF rate of 72.87%, however, the RCLF is higher than their NCLF (2010) rate of 51.86%. For females, their separation rate of 28.81% is slightly higher than their RCLF rate of 27.13%. However, their RCLF rate is drastically lower than their NCLF (2010) rate of 48.14%.

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A total of 153 or 6.3% Black Male (BM) and 137 or 5.64% Black Female (BF) separated in FY20, with eight and two involuntary separated, respectively. For BM, their separation rate of 6.53% is considerably higher than their RCLF rate of 4.98%. Additionally, their RCLF rate is lower than their NCLF (2010) rate of 5.49%. For BF, their separation rate of 5.64% is considerably higher than their RCLF rate of 3.58%. Additionally, their RCLF rate is considerably lower than their OCLF (2010) rate of 6.53%.

A total of 104 Hispanic Males (HM) and 48 Hispanic Females (HF) separated in FY20, with five and two involuntary separations, respectively. For HM, their separations rates of 4.28% is slightly lower than their RCLF rate of 4.51%. Additionally their RCLF rate is lower than their NCLF (2010) rate of 5.17%. For HF, their separation rate of 1.98% is near their RCLF rate of 2.04%. Additionally, their RCLF is considerably lower than their NCLF (2010) rate of 4.79%.

A total of 129 Asian Male (AM) and 42 Asian Female (AF) separated in FY20, with five and one involuntary separations, respectively. For AM, their separation rate of 5.31% is near their RCLF rate of 5.14%. Additionally their RCLF rate is considerably higher than their NCLF (2010) rate of 1.97%. For AF, their separation rate of 1.73% is slightly lower than their RCLF rate of 1.84%. Additionally, their RCLF rate is lower than their NCLF (2010) 1.93%.

A total of 1,294 White Male (WM) and 440 White Female (WF) separated in FY20, with 66 and 22 involuntary separations, respectively. For WM, their separation rate of 53.25% is slightly lower than their RCLF of 55.97%. Additionally, their RCLF rate is considerably higher than their NCLF (2010) rate of 38.33%. For WF, their separation rate of 18.11% is near their RCLF of 18.49%. Additionally, their RCLF rate is considerably lower than their NCLF of 34.03%.

The NAVSEA Complaint Processing Program

Employees who enter the EEO process are given the choice of traditional EEO counseling or Alternative Dispute Resolution (ADR) when appropriate. However, there are rare circumstances in which it is deemed that mediation is not appropriate; in those instances, mediation is not offered. NAVSEA continues to bring awareness to its managers and supervisors and employees regarding the benefits of the ADR process.

Note: The information on complaints was taken from the Annual 462 Report in the iComplaints automated complaint tracking database.

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Complaints Initiated/Field

There were 60 formal discrimination complaints filed out of the 102 informal complaints initiated in FY20, and 18 informal complaints carried over from FY19. At the beginning of FY20, there were 103 formal complaints carried over from FY19, and there was one (1) remands in FY20, bringing the total formal complaints in FY20 to 164.

Formal Complaint Closure Statistics

The NAVSEA closed 78 formal discrimination complaints in FY20. An increase of eight (8) from 70 in FY19. The average number of days to close complaints in FY20 was 626 which is an increase of 93 days from FY19 (533). Final agency decisions (FADs) without an administrative judge averaged 286 days, whereas, the average days in FY19 was 257, an increase of 29 days. There was one (1) finding of discrimination in FY20 compared to zero (0) findings to discrimination in FY19. In FY20 there were 29 informal Alternative Dispute Resolutions (i.e., settlement, withdrawal, or no formal) filed, and eight (8) formal ADR settlements. The NAVSEA completed 46 investigations in FY20. During this reporting period, there were 15 investigations completed within the EEOC's 180-day timeframe, an increase of 11 from FY19 (4). The number of investigations completed between 181-360 days was 17 in total with 12 timely and 5 untimely. This is an increase of five (5) investigations completions when compared to FY19 (22 total; 13 timely and nine (9) untimely). The average time taken to complete all investigations was 205 days in FY20 which is a decrease of ten (10) days from FY19 (215 days).

EEO Informal Closure Statistics

In FY20, 101 informal complaints closed with 92 informal complaints closing as timely (19 informal complaints carried over to FY21). Comparatively, FY19 had 139 informal complaints closed with 125 closing as timely. In FY20 nine (9) informal complaints closed untimely, compared to the 14 that closed untimely in FY19, a decrease of five (5) untimely cases.

ADR Informal Stage

The NAVSEA offered ADR to 100 out of 101 informal complaints in FY20, compared to the offer of 135 out of 139 informal complaints in FY19. One (1) informal complaint in FY20 was not offered ADR because the complaint was inappropriate for the process. In FY20 ADR was accepted 53 out of 100 times and resulted in a resolution/closure of 29 out of the 53 times. In FY19, ADR was accepted 66 times out of the 135 offers and resulted in a resolution/closure 35 times out of the 66 accepts.

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ADR Formal Stage

In FY20, ADR was offered in 26 out of the 44 complaints that were accepted for formal processing. Of the 26 offers, 14 accepted ADR. In FY19, ADR was offered to 20 out of the 59 complaints that were accepted for formal processing. Moreover, of the 20 offers of ADR, eight (8) accepted ADR.

In FY20 five (5) deemed untimely Per 462 Report and in FY19, ten (10) EEO Counseling weren't conducted within 31-90 days. Untimeliness because some within that timeframe will still be untimely without extensions or ADR. Whereas, in FY20, one (1) went beyond 90 days and in FY19 seven (7) were counseled beyond 90 days. An increased of five (5) for counseling within 31-90 days and a decrease of six (6) for counseling beyond 90 days.

Summary of Formal Closures

During FY20, the NAVSEA closed 78 formal complaints: 22 Administrative Judge decisions found no discrimination; 17 Final Agency Decisions found no discrimination; 18 Settlements agreements were signed; 19 were dismissed; one (1) was withdrawn and one (1) Administrative Judge decisions found a finding of discrimination. The Total cost of settlement agreements and finding was \$393,309.76 for FY20, compared to the total of 23 settlement agreements and zero (0) finding in FY19 (\$310,838.16).

Strategies to Achieve a Model EEO Program for FY21

The NAVSEA will continue administering leadership and development mentoring programs. Track participation by race, ethnicity, and gender to identify groups that have less than expected application, selection, and graduation rates for the NAVSEA's career development and leadership. Based on results, officials will develop and action plan with corrective strategies and report on results.

NAVSEA will work to strengthen the capabilities of the current workforce to include:

- Continue to analyze workforce trends and projections, determine skill gaps and needs, devise succession planning strategies to attract a more diverse workforce
- Conduct more aggressive outreach to institutions and organizations through participation and recruitment at career fairs. The Human Resource (HR) and ED&I Directors and Deputy Directors will collaborate to ensure meaningful participation and results at recruitment events by, at a minimum, ensuring

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candidates who are eligible for hire under special hiring authorities are given full consideration

- Provide training and require all new managers to attend training on the use of Schedule A and other special hiring authorities
- Monitor, assess, or reinforce a tracking system which captures race, sex, national origin, and disability of employees participating in Leadership Development Programs (LDPs) and track informal mentoring opportunities.
- Target outreach to Individual with Disability, White Females, Asian Males/Females, and Hispanics Male/Female requiring targeted effort to include Veterans and indigenous/rural groups
- Utilize the Pathways, Internship, and Presidential Management Fellows Program (PMF) Programs to hire and retain a diverse workforce
- Utilize the Operation Warfighter Program (OWP), Wounded Warrior (WW) Program, and Workforce Recruitment Program (WRP) for college students with disabilities to recruit individuals with disabilities to include targeted disabilities
- Set goals focusing on recruitment, hiring, and retention strategies for qualified Disabled Veterans, especially those who are thirty (30) percent or more disabled
- Continue to develop strategic recruitment initiatives to reach individuals with targeted disabilities through national recruitment programs, college career fairs, and partnerships with internal and external sources
- Use quarterly workforce briefings, monthly staff meetings, and other meetings with senior leaders to meet the goals and objectives for recruiting, hiring and advancing Individual with Disabilities, minorities and females, with special emphasis on Individuals with Disability, White Females, Asian Males, Black Male and Females, and Hispanic Males and Female
- Monitor the iComplaints data base to ensure complaint timelines are being met in accordance with established EEOC timeframes
- Work with Investigations and Resolutions Directorate (IRD) to ensure timeliness of investigations so complaints are processed within 180 calendar days

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- Work with Department of the Navy on timeliness of Final Agency Decisions to ensure they are issued within 60 calendar days of the request
- Continue to conduct EEO Program Inspections and Staff Assistant Visits to assess, assists, and identify deficiencies
- Ensure all managers and supervisors receive reasonable accommodation (RA) training and ensure the RA Tracker is kept up-to-date

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715-01 Part F

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

I, LaShunda T. Dillon, NAVSEA, SEA10 ED&I Director, NH-0260-04, am the Principal EEO, Diversity and Inclusion Director/Official for: U.S. Navy, Naval Sea Systems Command (NAVSEA).

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

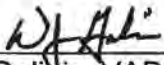
The agency has also analyzed its work force profiles and conducted barrier analyses aimed at detecting whether any management or personnel policy, procedure or practice is operating to disadvantage any group based on race, national origin, gender or disability. EEO Plans to Eliminate Identified Barriers,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

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

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LaShunda T. Dillon
Director, EEO, Diversity and Inclusion
Principle EEO Director/Official
Certifies that this Federal Agency Annual EEO Program
Status Report is in compliance with EEO MD-715.

Date


W. J. Galinis, VADM

4 FEB 2021
Date

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715-01 PART G
AGENCY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS

Essential Element A: Demonstrated Commitment From Agency Leadership	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
#1. A.1.a. Does the command annually issue a signed and dated EEO policy statement on command letterhead that clearly communicates the command's commitment to EEO for all employees and applicants? If "yes", please provide the annual issuance date in the comments column	X		August 25, 2020
#2. A.2.a.1. Does the command disseminate the following policies and procedures to all employees: Anti-harassment policy? [see MD 715, II(A)]	X		
#3. A.2.a.2. Does the command disseminate the following policies and procedures to all employees: Reasonable accommodation procedures? [see 29 C.F.R § 1614.203(d)(3)]	X		
#4. A.2.b.1. Does the command prominently post the following information throughout the workplace and on its public website: The business contact information for its EEO Counselors, EEO Officers, Special Emphasis Program Managers, and EEO Director? [see 29 C.F.R § 1614.203(d)(3)]	X		
#5. A.2.b.3. Does the command prominently post the following information throughout the workplace and on its public website: Written materials concerning the EEO program, laws, policy statements, and the operation of the EEO complaint process? [see 29 C.F.R § 1614.102]	X		
#6. A.2.b.3. Does the command prominently post the following information throughout the workplace and on its public website: Reasonable accommodation procedures? [see 29 C.F.R. § 1614.203(d)(3)(i)] If so, please provide the internet address in the comments column.	X		
#7. A.2.c.1. Does the command inform its employees about the following topics: EEO complaint process? [see 29 CFR §§ 1614.102(a)(12) and 1614.102(b)(5)] If "yes", please provide how often.	X		Information is provided during the onboarding process to new employees. Otherwise quarterly, bi-annual, and annual.
#8. A.2.c.2. Does the command inform its employees about the following topics: ADR process? [see MD-110, Ch. 3(II)(C)] If "yes", please provide how often.	X		Information is provided during the onboarding process to new employees, and on a quarterly, bi-annual, and annual basis.

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#9. A.2.c.3. Does the command inform its employees about the following topics: Reasonable accommodation program? [see 29 CFR § 1614.203(d)(7)(ii)(C)] If "yes", please provide how often.	X		
#10. A.2.c.5. Does the command inform its employees about the following topics: Behaviors that are inappropriate in the workplace and could result in disciplinary action? [5 CFR § 2635.101(b)] If "yes", please provide how often.	X		
#11. A.3.a.0. Does the command provide recognition to employees, supervisors, managers, and units demonstrating superior accomplishment in equal employment opportunity? [see 29 CFR § 1614.102(a) (9)] If "yes", provide one or two examples in the comments section.	X		
#12. A.3.b.0. Does the command utilize the Federal Employee Viewpoint Survey or other climate assessment tools to monitor the perception of EEO principles within the workforce? [see 5 CFR Part 250]	X		
Essential Element B: Integration of EEO into the Agency's Strategic Mission	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
#13. B.3.b.0. Does the command's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column.		X	
#14. B.4.a.1. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To conduct a self-assessment of the command for possible program deficiencies? [see MD-715, II(D)]	X		
#15. B.4.a.2. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To enable the command to conduct a thorough barrier analysis of its workforce? [see MD-715, II(B)]	X		
#16. B.4.a.3. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To timely, thoroughly, and fairly process EEO complaints, including EEO counseling, investigations, final command decisions, and legal sufficiency reviews? [see 29 CFR § 1614.102(c)(5) & 1614.105(b) - (f); MD-110, Ch. 1(IV)(D) & 5(IV); MD-715, II(E)]	X		
#17. B.4.a.4. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To provide all supervisors and employees with training on the EEO program, including but not limited to retaliation, harassment, religious accommodations, disability accommodations, the EEO complaint process, and ADR? [see MD-715, II(B) and III(C)] If not, please identify the type(s) of training with insufficient funding in the comments column.	X		
#18. B.4.a.5. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To conduct thorough, accurate, and effective field audits of the EEO programs in components and the field offices, if applicable? [see 29 CFR §1614.102(c)(2)]	X		

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#19. B.4.a.6. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To conduct thorough, accurate, and effective field audits of the EEO programs in components and the field offices, if applicable? [see 29 CFR §1614.102(c)(2)]	X		
#20. B.4.a.7. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To maintain accurate data collection and tracking systems for the following types of data: complaint tracking, workforce demographics, and applicant flow data? [see MD-715, II(E)]. If not, please identify the systems with insufficient funding in the comments section.	X		
#21. B.4.a.8. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To effectively administer its special emphasis programs (such as, Federal Women's Program, Hispanic Employment Program, and People with Disabilities Program Manager)? [5 USC § 7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709]	X		
#22. B.4.a.10 Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To effectively manage its reasonable accommodation program? [see 29 CFR § 1614.203(d)(4)(ii)]	X		
#23. B.4.a.11. Pursuant to 29 CFR §1614.102(a)(1), has the command allocated sufficient funding and qualified staffing to successfully implement the EEO program, for the following areas: To ensure timely and complete compliance with EEOC orders? [see MD-715, II(E)]	X		
#24. B.4.b.0. Does the EEO office have a budget that is separate from other offices within the command? [see 29 CFR § 1614.102(a)(1)]	X		
Essential Element C: Management and Program Accountability	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
#25. C.1.b.0. Does the command regularly assess its component and field offices for possible EEO program deficiencies? [see 29 CFR §1614.102(c)(2)] If "yes", please provide the schedule for conducting audits in the comments section.	X		Conducted four EEO Program inspections in FY20. Nine scheduled for FY21.
#26. C.1.b.0. Does the command regularly assess its component and field offices on their efforts to remove barriers from the workplace? [see 29 CFR §1614.102(c)(2)] If "yes", please provide the schedule for conducting audits in the comments section.	X		EEO Program inspections. Conducted four EEO Program inspections in FY20. Nine scheduled for FY21.
#27. C.2.b.3. Does the command ensure that job applicants can request and receive reasonable accommodations during the application and placement processes? [see 29 CFR 1614.203(d)(1)(ii)(B)]	X		
#28. C.2.b.5 Does the command process all accommodation requests within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If "no", please provide the percentage of timely-processed requests in the comments column.		X	83%

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#29. C.4.b.0 Has the command established timetables/schedules to review at regular intervals its merit promotion program, employee recognition awards program, employee development/training programs, and management/personnel policies, procedures, and practices for systemic barriers that may be impeding full participation in the program by all EEO groups? [see MD-715 Instructions, Sec. I]	X		
#30. C.5.b.0. When appropriate, does the command discipline or sanction managers and employees for discriminatory conduct? [see 29 CFR §1614.102(a)(6)] If "yes", please state the number of disciplined/sanctioned individuals during this reporting period in the comments.	X		One.
#31. C.5.c.0. If the command has a finding of discrimination (or settles cases in which a finding was likely), does the command inform managers and supervisors about the discriminatory conduct? [see MD-715, II(C)]	X		
Essential Element D: Proactive Prevention	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
#32. D.2.a.0. Does the command regularly use the following sources of information for trigger identification: workforce data; complaint/grievance data; exit surveys; employee climate surveys; focus groups; affinity groups; union; program evaluations; special emphasis programs; reasonable accommodation program; anti-harassment program; and/or external special interest groups? [see MD-715 Instructions, Sec. I]	X		
#33. D.1.c.0 Does the command conduct exit interviews or surveys that include questions on how the command could improve the recruitment, hiring, inclusion, retention and advancement of individuals with disabilities? [see 29 CFR 1614.203(d)(1)(iii)(C)]		X	
#34. D.2.a.0 Does the command have a process for analyzing the identified triggers to find possible barriers? [see MD-715, (II)(B)]	X		
#35. D.2.b.0. Does the command regularly examine the impact of management/personnel policies, procedures, and practices by race, national origin, sex, and disability? [see 29 CFR §1614.102(a)(3)]	X		
#36. D.2.c.0. Does the command consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions, such as re-organizations and realignments? [see 29 CFR §1614.102(a)(3)]	X		
#37. D.2.d.0. Does the command regularly review the following sources of information to find barriers: complaint/grievance data, exit surveys, employee climate surveys, focus groups, affinity groups, union, program evaluations, anti-harassment program, special emphasis programs, reasonable accommodation program; anti-harassment program; and/or external special interest groups? [see MD-715 Instructions, Sec. I] If "yes", please identify the data sources in the comments column.	X		iComplaints (462 Report), Reasonable Accommodation (NEAT), FEVS, and DEOCS.
#38. D.3b0. If the command identified one or more barriers during the reporting period, did the command implement a plan in Part I, including meeting the target dates for the planned activities? [see MD-715, II(D)]	X		

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#39. D.3.c.0. Does the command periodically review the effectiveness of the plans? [see MD-715, II(D)]	X		
#40. D.4.d.0. Has the command taken specific steps that are reasonably designed to increase the number of persons with disabilities or targeted disabilities employed at the command until it meets the goals? [see 29 CFR 1614.203(d)(7)(ii)]	X		
Essential Element E: Efficiency	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
#41. E.1.b.0. Does the command provide written notification of rights and responsibilities in the EEO process during the initial counseling session, pursuant to 29 CFR §1614.105(b)(1)?	X		
#42. E.1.e.0. Does the command ensure all employees fully cooperate with EEO counselors and EEO personnel in the EEO process, including granting routine access to personnel records related to an investigation, pursuant to 29 CFR §1614.102(b)(6)?	X		
#43. E.1.j.0 If the command uses contractors to implement any stage of the EEO complaint process, does the command hold them accountable for poor work product and/or delays? [See MD-110, Ch. 5(V)(A)] If "yes", please describe how in the comments column.	X		If performance is below expectations/requirements, will request supplemental investigations and will not use that person in the future. Written documentation or emails to the contract organization POC detailing deficiencies such as: untimely completion of counseling, deficiencies of reports, or other delays. The contract requires an annual CPARS rating and any performance issues are handled with the contractor as situations arise thru the COR.
#44. E.1.k.0. If the command uses employees to implement any stage of the EEO complaint process, does the command hold them accountable for poor work product and/or delays during performance review? [See MD-110, Ch. 5(V)(A)]	X		
#45. E.1.l.0. Does the command submit complaint files and other documents in the proper format to EEOC through the Federal Sector EEO Portal (FedSEP)? [See 29 CFR § 1614.403(g)]	X		
#46. E.2.a.0. Has the command established a clear separation between its EEO complaint program and its defensive function? [see MD-110, Ch. 1(IV)(D)]	X		
#47. E.2.b.0. When seeking legal sufficiency reviews, does the EEO office have access to sufficient legal resources separate from the agency representative? [see MD-110, Ch. 1(IV)(D)] If "yes", please identify the source/location of the attorney who conducts the legal sufficiency review in the comments column.	X		
#48. E.2.d.0. Does the command ensure that its agency representative does not intrude upon EEO counseling, investigations, and final command decisions? [see MD-110, Ch. 1(IV)(D)]	X		
#49. E.3.b.0. Does the command require managers and supervisors to participate in ADR once it has been offered? [see MD-715, II(A)(1)]	X		

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#50. E.3.d.0. Does the command ensure a management official with settlement authority is accessible during the dispute resolution process? [see MD-110, Ch. 3(III)(A)(9)]	X		
#51. E.3.e.0. Does the command prohibit the responsible management official named in the dispute from having settlement authority? [see MD-110, Ch. 3(I)]	X		
#52. E.2.c.0. Does the attorney that does legal sufficiency review serve as an agency representative?		X	Per Management Directive-110 Ch. 1 (IV)(D), process is kept separate, the EEOC guidance is for separation of the attorney who provides legal sufficiency review and individuals serving as agency representatives.
#53. E.1.a.0. Does the command issue the notice of right to file on or before the 30th day (if no extension was requested or granted or no ADR accepted), and issue the notice of right to file a formal complaint on or before the 90th day (where ADR was accepted or an extension granted)? In comment section, provide the number of complaints that fall in to the following categories as found in the 462 report, Part I - C: 1. Counseled Within 30 Days 2. Counseled Within 31 to 90 Days 2a. Counseled Within Written Extension Period No Longer Than 60 Days 2b. Counseled Within 90 Days Where Individual Participated in ADR 2c. Counseled Within 31-90 Days That Were Untimely 3. Counseled Beyond 90 Days	X		1. Counseled Within 30 Days: 92 2. Counseled Within 31 to 90 Days: 9 2a. Counseled Within Written Extension Period No Longer Than 60 Days: 33 2b. Counseled Within 90 Days Where Individual Participated in ADR: 53 2c. Counseled Within 31-90 Days That Were Untimely: 5 3. Counseled Beyond 90 Days: 1
#54. E.1.c.0. Does the command issue acknowledgment letters immediately upon receipt of a formal complaint, pursuant to MD-110, Ch. 5(I)?	X		
#55. E.1.f.0. Did the command issue all reports of investigation on or before 180 days (or, for when an extension was granted, on or before 270 days)? In the comment section, provide the number of complaints that fall in to the following categories as found in the 462 report, Part IX: 1. Investigations Completed by Agency Personnel (a + b + c) 1a. Investigations Completed in 180 Days or Less 1b. Investigations Completed in 181 - 360 Days 1b1. Timely Completed Investigations 1b2. Untimely Completed Investigations 1c. Investigations Completed in 361 or More Days 2. Investigations Completed by Contractors (a + b + c) 2a. Investigations Completed in 180 Days or Less 2b. Investigations Completed in 181 - 360 Days 2b1. Timely Completed Investigations 2b2. Untimely Completed Investigations 2c. Investigations Completed in 361 or More Days	X		1. 46 1a. 15 1b. 14 1b1. 17 1b2. 5 1c. 0 2. 15 2a. 5 2b. 10 2b1. 6 2b2. 4 2c. 0
#56. E.1.g.0. If the command does not timely complete investigations, does the command issue the notice of untimely investigation letter (108(g) letter), which advises the complainant of rights to a hearing/FAD, on or before the 180th day if the investigation is not complete?	X		
Essential Element F: Responsiveness and Legal Compliance	Yes	No	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report

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#57. F.2.a.1. When a complainant files a hearing, does the command upload the official case file in FEDSEP to EEOC within 15 days of receiving the first notification that the complainant requested a hearing? (i.e. Do NOT wait until receipt of acknowledgement of hearing notice.)	X		
#58. F.2.a.3. When a complainant files an appeal, does the command upload the official case file in FEDSEP to EEOC within 30 days of the agency's first notification of the complainant filing an appeal? (i.e. Do NOT wait until receipt of acknowledgement of appeal notice.)	X		
Essential Element: All (A through F)	Yes	No	
#59. E.1.d.0 Does the command issue acceptance letters/dismissal decisions within 30 days from the date of receipt of the formal complaint? In the comments section, provide (1) the number issued within 30 days and (2) not issued within 30 days of receipt of the formal complaint.	X		
#60. B.4.d.0. Does the command ensure that all new counselors and investigators, including contractors and collateral duty employees, receive the required 32 hours of training, pursuant to Ch. 2(II)(A) of MD-110? Commands must maintain copies of training certificates for all counselors and investigators for a period of three fiscal years.	X		
#61. B.4.e.0. Does the command ensure that all experienced counselors and investigators, including contractors and collateral duty employees, receive the required 8 hours of annual refresher training, pursuant to Ch. 2(II)(C) of MD-110? Commands must maintain copies of training certificates for all counselors and investigators for a period of three fiscal years.	X		
#62. B.1.d.0. Does the Principal EEO Official (i.e. CDEEOO/DEEOO) regularly participate in senior-level staff meetings concerning personnel, budget, technology, and other workforce issues? [see MD-715, II(B)]	X		
#63. B. 1.c.0. During this reporting period, did the Principal EEO Official (i.e. CDEEOO/DEEOO) present to the head of the command, and other senior management officials, the "State of the command" briefing covering the six essential elements of the model EEO program and the status of the barrier analysis process? [see MD-715 Instructions, Sec. I)] If "yes", please provide the date of the briefing in the comments column.		X	
#64. C.3.c.0 Does the Principal EEO Official (i.e. CDEEOO/DEEOO) recommend to the command head improvements or corrections, including remedial or disciplinary actions, for managers and supervisors who have failed in their EEO responsibilities? [see 29 CFR §1614.102(c)(2)]	X		
#65. C.3.d.0. When the Principal EEO Official (i.e. CDEEOO/DEEOO) recommends remedial or disciplinary actions, are the recommendations regularly implemented by the command? [see 29 CFR §1614.102(c)(2)]	X		
#66. A.1.b.0. Does the EEO policy statement address all protected bases (age, color, disability, sex (including pregnancy, sexual orientation and gender identity), genetic information, national origin, race, religion, and reprisal) contained in the laws EEOC enforces?	X		

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#67. B.3.a.0. Do EEO program officials participate in command meetings regarding workforce changes that might impact EEO issues, including strategic planning, recruitment strategies, vacancy projections, succession planning, and selections for training/career development?	X		
#68. B.6.a.0 Are senior managers involved in the implementation of Special Emphasis Programs? [see MD-715 Instructions, Sec. I]	X		
#69. B.6.b.0. Do senior managers participate in the barrier analysis process? [see MD-715 Instructions, Sec. I]	X		
#70. B.5.x.0. When barriers are identified, do senior managers assist in developing command EEO action plans (Part I, Part J, or the Executive Summary)? [see MD-715 Instructions, Sec. I]	X		
#71. B.6.d.0. Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into command strategic plans? [29 CFR § 1614.102(a)(5)]		X	
#72. C.1.c.0. Do the component and field offices make reasonable efforts to comply with the recommendations of the field audit? [see MD-715, II(C)]	X		
#73. C.4.d.0. Does the HR office timely provide the EEO office access to other data (e.g., exit interview data, climate assessment surveys, and grievance data), upon request? [see MD-715, II(C)]	X		
#74. C.4.e.1. Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to: Implement the Affirmative Action Plan for Individuals with Disabilities? [see 29 CFR §1614.203(d); MD-715, II(C)]	X		
#75. C.4.e.5. Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to: Develop and/or conduct outreach and recruiting initiatives? [see MD-715, II(C)]	X		
#76. C.4.e.5. Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to: Identify and remove barriers to equal opportunity in the workplace? [see MD-715, II(C)]	X		
#77. C.4.e.5. Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to: Assist in preparing the MD-715 report? [see MD-715, II(C)]	X		
#78. C.6.a.0. Does the EEO office provide management/supervisory officials with regular EEO updates on at least an annual basis, including EEO complaints, workforce demographics and data summaries, legal updates, barrier analysis plans, and special emphasis updates? [see MD-715 Instructions, Sec. I] If "yes", please identify the frequency of the EEO updates in the comments column.	X		
#79. C.6.b.0. Are EEO officials readily available to answer managers' and supervisors' questions or concerns? [see MD-715 Instructions, Sec. I]	X		
#80.E.e.e.0. If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints? EEOC Report, Attaining a Model command Program: Efficiency (Dec. 1, 2004)	X		

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<p>#81. Can the command identify all supervisors and managers of civilians, including military personnel assigned to those roles? "Supervisors" are any individuals (including military personnel and civilian employees) who are directly above one or more civilian employees in the organization, and provide them immediate oversight.</p> <p>"Managers" oversee civilians indirectly, through the employees' immediate supervisors. Managers include all personnel in the management chain, up to and including the unit head, who are directly between any immediate supervisor and the unit head. Managers thus can also include both military personnel and civilian employees. Managers of civilians are often also supervisors of other civilians. In the comment section, provide the number(s) of (1) civilian supervisors, (2) civilian managers, (3) military supervisors, and (4) military managers. For those individuals who are both supervisors and managers, account for them as if they are only supervisors.</p>	X		<p>NAVSEA in DCPDS, BSO24 has (1) 3383 supervisors and (2) 185 managers. Data available in TWMS for military personnel does not differentiate between military supervisors and managers. Per the information available, we have (3 & 4) 260 military supervisors/managers of civilians. (Disclaimer- DoN is aware of challenges pertaining to supervisory data hosted in DCPDS and incorrect data. DCPDS coding is inconsistently managed and utilized by OCHR Silverdale. The further request to group supervisors who are also managers is not a subset of information tracked in DCPDS.)</p>
<p>82. For questions 83 through 86: Supervisors/managers may be considered compliant if one or both of the following are true: (1) they have taken the training within the past three Fiscal Years (2) they have not yet taken the training, but were still within one year of their initial assignment to a supervisory position, effective 1 Oct 2018. For NO answers, commands must provide comments in the Notes section and identify: (1) the number (vs. percentage) who did not receive the training, (2) why they did not obtain the required training, and (3) what has been done to resolve the training gap(s).</p>			
<p>#83. B.5.a.1. Pursuant to 29 CFR § 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the command EEO program: EEO Complaint Process? [see MD-715(II)(B)]. In the comment section, indicate the training course(s) used to do so.</p>	X		
<p>#84. B.5.a.2. Pursuant to 29 CFR § 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the command EEO program: Reasonable Accommodation Procedures? [see 29 C.F.R. § 1614.102(d)(3)]. In the comment section, indicate the training course(s) used to do so.</p>	X		<p>REASONABLE ACCOMMODATIONS (TWMS-591796)</p>
<p>#85. B.5.a.4. Pursuant to 29 CFR § 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the command EEO program: Supervisory, managerial, communication, and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications? [see MD-715, II(B)]. In the comment section, indicate the training course(s) used to do so.</p>	X		<p>POSH ANTI-HARASSMENT (TWMS-613963) DIVERSITY AND INCLUSION (TWMS-591545) ADDRESSING POOR PERFORMANCE (TWMS-588087) MANAGING CONFLICT (TWMS-578217) COACHING COUNSELING AND MENTORING (TWMS-578218) CREATING AN ENGAGING WORK ENVIRONMENT (TWMS-578219) Employee Assistance Program (EAP) for Supervisors (TWMS-518000)</p>
<p>#86.B.5.a.5. Pursuant to 29 CFR § 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the command EEO program: ADR, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR? [see MD-715(II)(E)]. In the comment section, indicate the training course(s) used to do so.</p>	X		<p>TWMS-578254, TWMS 646670, TWMS 580490, and TWMS 629229.</p>

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715-01 PART H

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

FY 20 NAVSEA	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element C, Management and Program Accountability: Senior managers are not involved in the identification of barriers that may be impeding equal employment opportunity. Not all senior managers are involved in the development and implementation of EEO Action Plans to eliminate barriers within their organization.
OBJECTIVE:	Increase the involvement of senior managers in the development and implementation action plans to eliminate barriers
RESPONSIBLE OFFICIAL:	NAVSEA, Deputy Director, ED&I
DATE OBJECTIVE INITIATED:	January 4, 2021
TARGET DATE FOR COMPLETION OF OBJECTIVE:	December 3, 2022

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
	Monthly and reevaluate on
	Monthly and reevaluate on

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REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)

715-01 PART H

EEO Plan To Attain the Essential Elements of a Model EEO Program

FY 20 NAVSEA	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element B. Integration of EEO Into the Agency's Strategic Mission. Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices and supports the agency's strategic mission. Measure #13. B.3.b.0. Does the command's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column.
OBJECTIVE:	To integrate EEO and D&I Principles in the NAVSEA Strategic Plan
RESPONSIBLE OFFICIAL:	NAVSEA, Deputy Director, ED&I
DATE OBJECTIVE INITIATED:	January 4, 2021
TARGET DATE FOR COMPLETION OF OBJECTIVE:	December 3, 2022

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)

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REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)

715-01 PART H

EEO Plan To Attain the Essential Elements of a Model EEO Program

FY 20 NAVSEA	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element C: Management and Program Accountability. This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program and Plan. Measure: #28. C.2.b.5 Does the command process all accommodation requests within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If "no", please provide the percentage of timely-processed requests in the comments column.
OBJECTIVE:	Reduce RA processing timeframe for 120 days to 30 days.
RESPONSIBLE OFFICIAL:	NAVSEA ED&I Disability and Reasonable Accommodation Program Manager.
DATE OBJECTIVE INITIATED:	January 4, 2021
TARGET DATE FOR COMPLETION OF OBJECTIVE:	December 3, 2022
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Continuous monthly monitoring	02/28/2021

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FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

	06/30/2021
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)

715-01 PART H

EEO Plan To Attain the Essential Elements of a Model EEO Program

FY 20 NAVSEA	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element B: Integration. Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.</p> <p>Measure: #71. B.6.d.0. Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into command strategic plans? [29 CFR § 1614.102(a)(5)]</p>
OBJECTIVE:	Attain command strategic plans with EEO action plans/objectives
RESPONSIBLE OFFICIAL:	NAVSEA, Deputy Director, ED&I
DATE OBJECTIVE INITIATED:	January 4, 2021
TARGET DATE FOR COMPLETION OF OBJECTIVE:	December 3, 2022
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
	02/28/2021
	06/30/2021

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FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

	09/30/2021
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)

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EEO Plan To Attain the Essential Elements of a Model EEO Program

FY20 NAVSEA

STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element B. Integration, requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.</p> <p>Measure: Pursuant to 29 CFR § 1614.102(a)(5), during this reporting period not all managers and supervisors received training on their responsibilities in reference to the Alternative Dispute Resolution (ADR).</p>
OBJECTIVE:	To provide ADR responsibilities for managers and supervisors training.
RESPONSIBLE OFFICIAL:	NAVSEA ED&I, Compliance Complaints and ADR Program Manager
DATE OBJECTIVE INITIATED:	January 4, 2021
TARGET DATE FOR COMPLETION OF OBJECTIVE:	December 3, 2022

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
	02/28/2021
	06/30/2021
	09/20/2021

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)

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FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
715-01 PART I

EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The participation rate of Black Males is less than expected when compared to the NCLF (2010)
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 4.98% and NCLF (2020) rate is expected at 5.49%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of Black students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that Black Male population increased by ration change of 0.5% or 107. An increase of 6 or ratio change of 0.02% in November FY21	11/10/2020

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FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
715-01 PART I

EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The participation rate of Black Females is less than expected when compared to the NCLF (2010)
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 3.58% and NCLF (2020) rate is expected at 6.53%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of Black Female students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that Black Female population increased by net change of 2.5% or 31. Unfortunately Table A1 showed a decreased of three (3) and a ratio change of -0.01% in November FY21	11/10/2020

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FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
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EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The 4.51% participation rate of Hispanic Males is less than expected when compared to the NCLF (2010) rate of 5.17%
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 4.51% and NCLF (2020) rate is expected at 5.17%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of Hispanic Male students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that Hispanic Male population increased by ratio change of 0.34% or 196 and by 3 or ration change of 0.01% in November FY21.	11/10/20

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EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The 2.04%% participation rate of Hispanic Females is less than expected when compared to the NCLF (2010) rate of 4.79%
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 2.04% and NCLF (2020) rate is expected at 4.79%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of Hispanic Female students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that Hispanic Female population increased by ratio change of 0.16% or 92 and by 1 or ratio change of 0.0% in November FY21.	11/10/20

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EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The 1.84% participation rate of Asian Females is less than expected when compared to the NCLF (2010) rate of 1.93%
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 1.84% and NCLF (2020) rate is expected at 4.79%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of Asian Female students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that Hispanic Female population increased by ratio change of 0.14% or 81 and by 6 or ratio change of 0.1% in November FY21.	11/10/20

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EEO Plan To Eliminate Identified Barrier

FY20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The 27.13% participation rate for females is less than expected when compared to the NCLF rate of 48.14%.
BARRIER ANALYSIS	This is a carry-over from FY19. A review of workforce data at Tables A-1, A-4 and A-6 indicate barriers to full representation to females in the workforce.
STATEMENT OF IDENTIFIED BARRIER:	
OBJECTIVE:	To develop strategies for outreach and recruitment for women of all ethnicities to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of female students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
Females increased in the NAVSEA from FY19 by a net change of 7% or 631 in FY20. There has been eight (8) or a ratio change of 0.03% additions in Female population in November FY21 compared to Sep FY20; participation rate is now 27.16%.	11/10/2020

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EEO Plan To Eliminate Identified Barrier

FY 20 NAVSEA	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	The 18.49%% participation rate of White Females is less than expected when compared to the NCLF (2010) rate of 34.03%
BARRIER ANALYSIS	A preliminary review of EDW A Tables; A1, A3-1, A6, A9, A11 and A14.
STATEMENT OF IDENTIFIED BARRIER:	RCLF of 18.49%% and NCLF (2020) rate is expected at 34.03%
OBJECTIVE:	To conduct barrier analyses into recruitment, hiring, and separations, including outreach. To develop strategies for outreach and recruitment to improve participation rate within the workforce.
RESPONSIBLE OFFICIAL:	AEP and SEMP Program Managers, HR Officials.
DATE OBJECTIVE INITIATED:	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	06/30/2021
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Conduct more aggressive Barrier Analysis with the collaboration of the Human Resource Director and the Deputy Directors EEO, D&I to assess recruitment, hiring, development and promotion policies, processes, and practices in each subcommand and in the Major Command.	02/01/2021
Use the flexibilities of the Internship Programs to increase the number of White Female students applying for internships at NAVSEA; particularly in General Engineering, Engineering and Electronics Technology, Machinery and Nuclear Engineering positions.	5/30/2021
Participating in the Bi-Monthly DDEEOs Community of Practice Meetings to track changes and milestones.	6/30/21
NAVSEA AEP schedules monthly AEP Meetings to track progress with Subcommand's AEP/DDEEO	02/30/21
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE:	TARGET DATE (Must be specific)
A comparison of FY19 and FY20 showed that White Female population increased by 298, and by 2 or ratio change of 0.1% in November FY21.	11/10/20

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MD-715 Part J

Special Program Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities

To capture agencies' affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities. All agencies, regardless of size, must complete this Part of the MD-715 report.

All major commands, regardless of size, must complete this Part of the MD-715 report.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 CFR 1614.203(d)(7)) require agencies to establish specific numerical goals for achieving participation goals for persons with reportable disabilities (12%) and targeted disabilities (2%) in the agency.

Describe how the command has communicated the numerical goals to the hiring managers and recruiters:

Multi-channel methods are employed for informing commands of the regulatory goals for achieving the PWD (12%) and IWTD (2%) mandates for disability workforce composition. These encompass the briefings to top management and higher officials, periodic meetings with recruiters to reinforce the effort with supporting metrics. Several Deputy Directors serve on corporate strategic boards with direct access to share results of efforts. Additionally, there is a required supervisory TWMS CBT addressing the overall federal goals.

Section II: Model Disability Program

Pursuant to the regulations implementing Section 501 of the Rehabilitation Act of 1973 (29 CFR §1614.203), agencies must ensure sufficient staff, training, and resources to recruit and hire Persons with Disabilities and Persons with Targeted Disabilities, administer the Reasonable Accommodation Program and Special Emphasis Program, and oversee any other disability hiring and advancement program the agency has in place.

A. PLAN TO PROVIDE SUFFICIENT & COMPETENT STAFFING FOR THE DISABILITY PROGRAM

1. Has the command designated sufficient qualified personnel to implement its disability program during the reporting period? If "no", use the text box to describe the shortfall(s) and the command's plans to mitigate or resolve them in the upcoming fiscal year.

Yes ☒ No ☐

With significant exception, one subordinate command had no viable disability program for the entire period. It submitted no monthly reports and cannot reasonably or accurately account for reasonable accommodation activity.

2. Identify all command staff responsible for implementing the command's disability employment program by the office, staff employment status, and point of contact:

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Disability Program Task	Office/Division Responsible (EEO/HR/IT/Facilities)	# of FTE Staff by Employment Status			Primary Point of Contact (Name, Title)
		Full Time ^A	Part Time ^B	Collateral ^C Duty	
Processing RA requests from applicants and employees with disabilities	SEA 10 EDI (EEO)	9	0	1	Kevin Perkins Disability Program Manager
Section 508 Compliance	SEA 003	1	1	0	RADM Wynne Chief Information Officer
Architectural Barriers Act Compliance	SEA 00F (Facilities)	11	1		Michelle Connor Facilities Manager
Special Emphasis Program for PWD and PWTD	SEA 10EDI (EEO)	4		5	Alma Zeladaparedes Affirmative Employment Program Manager
PWD Champion ^D					Meena Farzanfar

A. Employees (1) whose primary duty is performance of this function and (2) who work 80 hours per Pay Period (PP)

B. Employees (1) whose primary duty is performance of this function and (2) who work less than 80 hours/PP

C. Employees who perform this function, but not as their primary duty.

D. A senior leader (a member of the Senior Executive Service (SES), or a GS-15 if a command does not have an SES) who serves as a representative of their major command in recommending and implementing changes that remove discriminatory barriers to EEO for individuals with disabilities (IWD), and improve the hiring, retention and advancement for IWD, both at the major command and at the DON level.

3. Has the command provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If "yes", describe the relevant training that disability program staff have received within the past 2 years. If "no", describe all shortfalls and the command's plan to resolve them in the upcoming fiscal year.

Yes ☒ No ☐

Training occurs; however, there are knowledge among practitioners that received less than optimal training due to turnover, and awaiting advanced learning enabling attainment of necessary knowledge to effectively perform in their position. Most attended the EEOC Disability Program Manager (DPM) Basic or the DEOMI DPM course. Further, there are JAN webinars, LRP CYBERFED updates and training sessions, CAP training modules, Great Lakes ADA webinars, ODEP and FEED offerings.

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the command provided sufficient funding and other resources to successfully implement the disability program during the reporting period?

Yes ☒ No ☐

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Describe the steps that the command has taken to ensure each of the following aspects of the disability program have sufficient funding, trained personnel, and other resources. If any are insufficiently funded, describe the shortfalls and the command's plan to resolve them in the upcoming fiscal year.

Processing RA requests from applicants and employees with disabilities	Not applicable
Special Emphasis Program for PWD and PWTD	Not applicable

Section III: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 CFR 1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of Persons with Disabilities. The questions below are designed to identify outcomes of the agency's recruitment program plan for PWD and PWTD, such as whether the agency has a numerical hiring goal, and whether the agency uses the Schedule A(u) hiring authority or other hiring authorities that take disability into account, during this reporting period.

A. PLAN TO IDENTIFY JOB APPLICANTS WITH DISABILITIES

1. Which of the following programs/resources does the command use to identify job applicants with disabilities, including Individuals with Targeted Disabilities:

Workforce Recruitment Program	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
OPM Shared List of People with Disabilities ("Bender List")	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Wounded Warrior Program	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Job Fairs dedicated to PWD/PWTD	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Schools primarily enrolling PWD/PWTD	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Other schools with programs dedicated to PWD/PWTD	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
State Vocational Rehabilitation Offices	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Other (describe below)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Not applicable				

2. Pursuant to 29 C.F.R. 1614.203(a)(3), describe your command's use of Schedule A(u) to recruit PWD and PWTD for positions in the permanent workforce:

The use of this effective hiring authority is used by organizations within the Major Command, however, some locations are more consistent in its usage than others.

3. How many Schedule A(u) employees were hired to permanent positions during the reporting cycle?

60

4. Describe your command's use of programs to recruit PWD and PWTD for temporary positions (e.g. internships):

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The usage for this category of PWD and PWTD is consistent with #2.

5. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A(u)), explain how the command (1) determines if the individual is eligible for appointment under such authority and (2) forwards the individual's application to the relevant hiring officials with an explanation of how and when the individual may be appointed.

The determination of whether an individual is eligible for appointment under Schedule A is made by the OCHR regional office. Resumes are collected by the Head of Recruiting in HR and loaded to a SharePoint site that all supervisors have access to, in order to review the resumes at any time. Part of our Recruiting Plan is to recruit individuals with Targeted disabilities we encourage participation by all at our events. We also search and provide resumes to our hiring managers from the WRP website, seeks candidates that are eligible under the 30% or more disabled veteran's authority and attend corporate recruiting events for individuals with disabilities.

6. Has the command provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A(u))? Identify the number of hiring managers trained, type(s) of training, and frequency provided. If "no", describe the command's plan to provide the training to all hiring managers.

Yes ☐ No ☒

Number of hiring managers trained:	561
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The organization has developed the Propel training platform to provide all supervisors with uniform content as it relates to all responsibilities, including the use of hiring authorities.

B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS

Describe the command's efforts to establish and maintain contacts with organizations that assist PWD, including PWTD, in securing and maintaining employment.

Annually, an announcement goes out to all hiring officials when the Workforce Recruitment Program (WRP) site becomes available for registration. Additionally, information from the Dept. of Labor, ODEP is shared with supervisor to inform them of various events and activities related to the hiring activities and initiatives for PWD. Moreover, the Dept. of Veteran Affairs, the NAVSEA Wounded Warrior and Veteran Office and Operation Warfighter (OWF) Program Office. The Computer/Electronic Accommodations Program (CAP) program is heavily relied upon when seeking to maintain employment for employees with disabilities resulting from Reasonable Accommodation request.

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

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

A. ADVANCEMENT PROGRAM PLAN

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

Internal advancement opportunities are announced electronically via internal messaging sent to all employees. Additionally, vacancy notifications are posted on internal human resources websites. Utilization of USAJOBS.gov makes electronic applications convenient for all employees, including PWD and PWTD. Individual Development Plans (IDP) are required for all employees. IDP's provide opportunity for all employees, including PWD and PWTD, to request specific training that will help in providing the knowledge and skills necessary to qualify them for advancement. Employees discuss their IDP with their supervisor who approves the plan. NAVSEA Enterprise has an Inclusion and Engagement Council with three PWD volunteers that work within the larger group to channel workforce concerns to top leadership that address fairness and equity in advancement and promotion opportunities.

B. CAREER DEVELOPMENT OPPORTUNITIES

Please describe the career development opportunities that the command provides to its employees, including PWD and PWTD.

NAVSEA offers various programs in which all eligible employees may apply for including the Command Executive Fellows Program (CEFP), the Junior Level Leader Program (JLL) and various other programs available to every employee that provide participants with real time learning experiences with authentic organizational challenges. The Fellowship Program provides funds for up to the equivalent of one academic year (typically 9 months). Employees who are in the Fellowship Program do not work when class is in session. Labor, tuition, course material, travel and per diem expenses for the Fellowship Program are paid by the organization. The command also disseminates information on any DASN, ASN, Naval Post Graduate School, and Johns Hopkins scholarship training programs, which are vetted competitively. Annual Individual Development Program inputs are due from all employees to directly assess career progression opportunity with supervisors. Also at lower echelons, a variety technical and professional trainings, mentoring and rotational opportunities are available to all employees.

Section V: Plan to Improve Retention of Persons with Disabilities

To be a model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In the sections below, agencies should: (1) analyze workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace personal assistance services.

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

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1. In this reporting period, did the command convert all of the eligible Schedule A(u) employees with a disability into the competitive service after two years of satisfactory service (5 CFR 213.3102(u)(6)(i))? If "no", please explain why the command did not convert all eligible Schedule A(u) employees.

Yes ☒ No ☐ N/A ☐

From July 1, 2019 - June 30, 2020: 561 New hires (permanent) using schedule A authority.

2. Does the command use exit surveys or exit interviews to determine why PWD and/or PWTD separate?

Yes ☐ No ☒

If "yes", please indicate reasons identified in the surveys that the PWD/PWTD left the command:

Not applicable

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 1614.203(d)(4), federal agencies are required to inform job applicants and employees of their accessibility rights under Section 508 of the Rehabilitation Act and the Architectural Barriers Act, and explain how to file complaints under those laws. In addition, agencies are also required to inform individuals where to file complaints if other agencies are responsible for a violation.

1. Describe any programs, policies, or practices that the command has undertaken, or plans on undertaking over the next fiscal year, designed to improve accessibility of command facilities and/or technology.

A review of all internal websites continues to ensure 508 compliance and organizations continued to review accessibility of facilities, with planned FY21 projects. As the COVID-19 pandemic ensued, steps were taken to provide more accessible resources such as closed captioning and web-based services for team meetings. General webinars were offered to teach the workforce how to create 508 compliant documents. The IT infrastructure still has challenges to full compliance organizationally, but is making strides in pursuing that goal with guidance from DONCIO. In certain instances, higher authority licenses and permissions are issued to permit access to network resources.

C. REASONABLE ACCOMMODATION PROGRAM

Pursuant to 29 CFR 1614.203(d)(3), agencies must adopt, post on their public website, and make available to all job applicants and employees, reasonable accommodation procedures.

1. How many reasonable accommodation requests have taken more than 30 days to process?

Include (1) all requests processed during the reporting cycle, including those initiated in the previous cycle, that took more than 30 days to process and (2) all requests that have not yet been processed, but are more than 30 days past their request date. Do not include previously-approved requests associated with repetitive accommodations, such as Interpreter services.

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- a. 44 untimely RAs closed in FY20; 212 RAs closed timely in FY20
- b. 256 RAs closed within FY20
- c. 2 RAs are currently open and untimely

2. What was the greatest number of days it took to process a reasonable accommodation request during the FY? If the longest request has yet been processed, calculate days from the request date to the present.

298 days

3. Describe the effectiveness of the policies, procedures, or practices to implement the command's reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring the requests for trends.

The command began updating policy guidance in conjunction with the DON, drafting a reasonable accommodation SOP, development of multiple training products to support uniformity and timeliness of processing. Also the usage of the DON Navy Electronic Accommodation Tracker (NEAT) as a repository to case information and agency report generation. Additionally, the issuance of an updated guidance addressing reassignment in FY20 by the DON created greater structure. Training in the Propel Supervisory Course is under revision to better support learning of responsibilities, processes and applicable laws. The HQ EEO office conducted reasonable accommodation training for senior leadership and management, including Executive Director attendance.

D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE

Pursuant to 29 C.F.R. 1614.203 (d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests, timely providing approved personal assistance services, conducting training for managers and supervisors, and monitoring the requests for trends.

No Personal Assistance Services were requested during this reporting period. While PAS was appropriate for a disabled employee, the requestor used the reasonable accommodation process which met the needs of the employee.

Section VI: EEO Complaint and Findings Data

A. EEO COMPLAINT DATA INVOLVING THE FAILURE TO ACCOMMODATE

1. Did failure to accommodate fall within the top three issues alleged in the command's EEO counseling activity during the last fiscal year?

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Yes ☐ No ☒

2. Did failure to accommodate fall within the top three issues alleged in the command's formal complaints during the last fiscal year?

Yes ☐ No ☒

3. In cases alleging the failure to provide reasonable accommodation, did any result in a finding against the agency or a settlement agreement during the last fiscal year?

Yes ☐ No ☐ N/A ☒

4. If the command had one or more findings of discrimination involving the failure to provide an accommodation during the last fiscal year, please describe the corrective measures taken.

Yes ☐ No ☐ N/A ☒

Not applicable

B. EEO COMPLAINT DATA INVOLVING DISCRIMINATION BASED ON DISABILITY STATUS (EXCLUDING FAILURE TO ACCOMMODATE)

1. Did disability status fall within the top three bases alleged in the command's EEO counseling activity during the last fiscal year?

Yes ☐ No ☒

2. Did disability status fall within the top three bases alleged in the command's formal complaints during the last fiscal year?

Yes ☐ No ☒

3. In cases alleging discrimination based on disability status, did any result in a finding against the agency or a settlement agreement during the last fiscal year?

Yes ☐ No ☐ N/A ☒

4. If the command had one or more findings of discrimination based on disability status during the last fiscal year, please describe the corrective measures taken.

Yes ☐ No ☐ N/A ☒

Not applicable

Section VII: Identification and Removal of Barriers

Element D of MD-715 requires agencies to conduct a barrier analysis when a trigger suggests that a policy, procedure, or practice may be impeding the employment opportunities of a protected EEO group.

1. Has the command identified any barriers (policies, procedures, and/or practices) that affect the employment opportunities of PWD and/or PWTD?

Yes ☒ No ☐

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

Yes ☒ No ☐ N/A ☐

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3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments. Create additional tables as necessary to describe each trigger and their related planned activities.

Trigger #1	Ongoing from FY19 - People with Disabilities (PWD) and People with Targeted Disabilities (PWTD) have a low participation rate in the Corona Division's workforce, which is below the federally mandated 12% and 2% benchmarks.			
Barrier(s)	Underutilization of Schedule A Hiring Authority and employee's lack of knowledge on the importance of identifying/reporting their disability via the SF 256 form or via My Biz.			
Objective(s)	Underutilization of Schedule A Hiring Authority and employee's lack of knowledge on the importance of identifying/reporting their disability via the SF 256 form or via My Biz.			
Responsible Official(s)	Kevin Perkins Disability Program Manager Sheniqua Bush, Acting Director ED&I			
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date
10/1/2020	Disability Awareness Training to include the SF 256 and how the data is utilized.	Yes		09/30/2021
10/1/2020	Conduct a Disability Awareness Re-survey initiative via MYBIZ. This initiative will encourage employees to review their information and update their race, ethnicity and disability codes in a private manner.	Yes		09/30/2021
1/2/2021	Hiring Managers will receive training specific to Schedule An "ABCs of Schedule A".	Yes		09/30/2021
Trigger #2	High voluntary separation rates amongst PWD and PWTD			
Barrier(s)	Further analysis is needed to establish if a barrier does exist.			
Objective(s)	To increase retention.			
Responsible Official(s)	Kevin Perkins Disability Program Manager Sheniqua Bush, Acting Director ED&I			
Target Date	Planned Activities	Sufficient Staffing & Funding	Modified Date	Completion Date

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10/1/2020	Review exit survey questions, ensure PWD and PWTD are afforded an opportunity to thoroughly explain why they are leaving the agency.	Yes		09/30/2021
10/1/2020	Communicate with the NAVSEA if exit survey needs to be modified.	Yes		09/30/2021
Fiscal Year	Accomplishments			
FY20	The MD 715 for FY19 indicated that the NAVSEA lacked having the federal mandated participation rates of 12% (PWD) and 2% (PWTD). The NAVSEA ED&I conducted a resurvey campaign in May 2020 and as a result the PWD participation rates increased by .68% and the PWTD increased by .26%.			

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

Yes ☐ No ☒ N/A ☐

Although Trigger #1 was an issue during FY 19s reporting period and remains an area of concern during FY20s reporting period, since actions taken to resurvey the workforce in FY20 yielded an increase in participation rates for both PWD and PWTD, these efforts to resurvey the workforce will continue during FY21.

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

Resurveying the workforce in FY20 proved to be beneficial and yielded an increase in participation rates for both PWD and PWTD.

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

1. Establish numerical hiring goals for PWD/PWTD on an annual basis, and incorporate these goals into the strategic mission of the agency.
2. Provide mandatory training on disability for all management officials to include information on the agency's current hiring goals, special hiring authorities (including Schedule A), reasonable accommodation, and advancement/retention strategies for PWD and PWTD.

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Appendix A

Definitions

The following definitions apply to Management Directive 715:

- **Applicant:** A person who applies for employment.
- **Applicant Flow Data:** Information reflecting characteristics of the pool of individuals applying for an employment opportunity.
- **Barrier:** An agency policy, principle, practice or condition that limits or tends to limit employment opportunities for members of a particular group, race or ethnic background or for an individual (or individuals) based on disability status.
- **Disability:** For the purpose of statistics, recruitment, and targeted goals, the number of employees in the workforce that have indicated having a disability on an Office of Personnel Management (OPM) Standard Form (SF) 256. For all other purposes, the definition contained in 29 Code of Federal Regulations (C.F.R.) § 1630.2 applies.
- **Civilian Labor Force (CLF):** Persons 16 years of age and over, except those in the armed forces that are employed or are unemployed and seeking work.
- **EEO Groups:** Members of groups protected under Title VII of the Civil Rights Act and other Federal guidelines. This group includes White Men, White Women, Black Men, Black Women, Hispanic Men, Hispanic Women, Asian Men, Asian Women, Native American Men, Native American Women, and Person with Disabilities.
- **Employees:** Members of the agency's permanent or temporary workforce, whether full- or part-time and whether in competitive or excepted service positions.
- **Employment Decision:** Any decision affecting the terms and conditions of an individual's employment, including but not limited to hiring, promotion, demotion, disciplinary action and termination.
- **Feeder Group or Pool:** Occupational group(s) from which selections to a particular job are typically made.
- **Federal Categories (Fed9):** The Equal Employment Opportunity Commission (EEOC) requires agencies to report their workforce data by aggregating it into nine (9) employment categories. The 9 categories are:
- **Officials and Managers:** Occupations requiring administrative and managerial personnel that set broad policies, exercise overall responsibility for execution of these policies, and direct individual offices, programs, divisions or other units or special phases of an agency's operations. In the federal sector, this category is further broken out into four (4) sub-categories: (1) **Executive-/Senior-Level;** (2)

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

- **Professionals:** Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. This category includes accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dieticians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, personnel and labor relations specialists, physical scientists, physicians, social scientists, teachers, surveyors and kindred workers.
- **Technicians:** Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through two years of post-high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job training. This category includes computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.
- **Sales:** Occupations engaging wholly or primarily in direct selling. This category includes advertising agents and sales workers, insurance agents and brokers, real estate agents and brokers, stock and bond sales workers, demonstrators, sales workers and sales clerks, grocery clerks, and cashier/checkers, and kindred workers.
- **Administrative Support Workers:** Includes all clerical-type work regardless of manual work not directly involved with altering or transporting the product is included. This category includes bookkeepers, collectors (bills and accounts), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

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- **Craft Workers (skilled):** Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. This group exercises considerable independent judgment and usually receives an extensive period of training. This category includes the building trades, hourly paid supervisors and lead operators that are not members of management, mechanics and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and model makers, stationary engineers, tailors, art occupations, hand painters, coaters, bakers, decorating occupations, and kindred workers.
- **Operatives (semi-skilled):** Workers that operate machines or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This category includes apprentices (auto mechanics, plumbers, bricklayers, carpenters, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service, parking), blasters, chauffeurs, delivery workers, sewers and stitches, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operators and laborers, motor operators, oilers and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and weaving machine operators, welders and flame cutters. Electrical and electronic equipment assemblers, butchers and meat cutters, inspectors, testers and graders, hand packers and packagers, and kindred workers.
- **Laborers (unskilled):** Workers in manual occupations which generally require no special training that perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This category includes garage laborers, car washers and greasers, grounds keepers and gardeners, farm workers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operations, and kindred workers.
- **Service Workers:** Workers in both protective and non-protective service occupations. This category includes attendants (hospital and other institutions, professional and personal service, including nurse aides and orderlies), barbers, char workers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection, guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.
- **Fiscal Year:** The period from October 1 of one year to September 30 of the following year.

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- **Goal:** Under the Rehabilitation Act, an identifiable objective set by an agency to address or eliminate barriers to equal employment opportunity or to address the lingering effects of past discrimination.
- **Major Occupations:** Agency occupations that are mission related and heavily populated, relative to other occupations within the agency.
- **Onsite Program Review:** Visit by EEOC representatives to an agency to evaluate the agency's compliance with the terms of this Directive and/or to provide technical assistance.
- **Reasonable Accommodation:** Generally, any modification or adjustment to the work environment, or to the manner or circumstances under which work is customarily performed, that enables an individual with a disability to perform the essential functions of a position or enjoy equal benefits and privileges of employment as are enjoyed by similarly situated individuals without a disability. For a more complete definition, see 29 C.F.R. § 1630.2(o). Also see, EEOC's Enforcement Guidance on Reasonable Accommodations and Undue Hardship under the Americans with Disabilities Act, No.915.002 (October 17, 2002).
- **Relevant Civilian Labor Force (RCLF):** The source from which an agency draws or recruits applicants for employment or an internal selection such as a promotion.
- **Section 501 Program:** The affirmative program plan that each agency is required to maintain under Section 501 of the Rehabilitation Act to provide individuals with disabilities adequate hiring, placement and advancement opportunities.
- **Section 717 Program:** The affirmative program of equal employment opportunity that each agency is required to maintain for all employees and applicants for employment under Section 717 of Title VII.
- **Special Recruitment Program:** A program designed to monitor recruitment of, and track applications from, persons with targeted disabilities.
- **Targeted Disabilities:** Disabilities that the federal government, as a matter of policy, has identified for special emphasis in affirmative action programs. They are: 1) deafness; 2) blindness; 3) missing extremities; 4) partial paralysis; 5) complete paralysis; 6) convulsive disorders; 7) mental retardation; 8) mental illness; and 9) distortion of limb and/or spine.
- **Technical Assistance:** Training, assistance or guidance provided by the EEOC in writing, over the telephone or in person.

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Appendix B
DATA TABLES

Database Notes:

1. The NAVSEA Warfare Center Enterprise Data Warehouse (EDW) Tables A/B 1 through A14 from September FY20 and October FY19 was used to obtain the data. It is recognized that the database contains anomalies that affect data reporting. The variance did not appear severe enough to affect the calculations.
 2. Grade designations are the same ones used in DCPDS based on federal guidelines. Senior individuals are defined as those members of the Senior Executive Service or equivalent, such as all pay plans that start with "E" or "I", pay plan "ST" and some positions in the "AD" category. Data for pay plan "EX" are excluded.
 3. EDW Workforce Tables A and B exclude 209 employees who claimed "Other" as race or gender.
- * Data tables are maintained in the NAVSEA SEA10A and SEA10 ED&I AEP Program Manager- MD 715 Reporter.

APPENDIX C

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SUPPORTING DOCUMENTS

1. NAVSEA Organization Chart
2. NAVSEA Commander's EEO and Military EO Policy dated 25 August 2020