

Affirmative Action 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 affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

Section I: Efforts to Reach Regulatory Goals

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

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

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

The following trigger was identified: The PWD participation rate in the GS-1 to GS-10 grade level cluster is 10.00%. This is below the 12.00% federal goal. Analysis conducted using EEOC Table B4.

*For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d)(7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

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

- a. Cluster GS-1 to GS-10 (PWTD) Answer No
- b. Cluster GS-11 to SES (PWTD) Answer No

Grade Level Cluster(GS or Alternate Pay Planb)	Total	Reportable Disability		Targeted Disability	
	#	#	%	#	%
Numarical Goal	--	12%		2%	
Grades GS-11 to SES					
Grades GS-1 to GS-10					

3. Describe how the agency has communicated the numerical goals to the hiring managers and/or recruiters.

During FY 2024 the Office of Human Resources (HR) and the Equal Employment Opportunity (EO) Office undertook a revision of the Civilian Hiring Guidance and EEO Guidance. The revised document will contain information regarding the numerical goals and will be distributed to each hiring manager for each hiring action.

Section II: Model Disability Program

Pursuant to 29 C.F.R. § 1614.203(d)(1), 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 agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

Answer Yes

2. Identify all staff responsible for implementing the agency's disability employment program by the office, staff employment status, and responsible official.

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Architectural Barriers Act Compliance	1	0	0	Eric Reed Facilities Plans and Space Management eric.c.reed8.civ@mail.mil
Section 508 Compliance	1	0	0	Robert Ciola 508 Coordinator
Special Emphasis Program for PWD and PWTB	1	0	0	Margaret Gérardin SEP Manager, Disability Program Manager
Processing applications from PWD and PWTB	1	0	0	William D. Johnson, HR Spec william.d.johnson23.civ@mail.mil taimeka.d.butler.civ@mail.mil
Answering questions from the public about hiring authorities that take disability into account	1	0	0	Mary Lynn Dickson, EEO Mgr AEP mary.l.dickson7.civ@mail.mil margaret.w.gerardin.civ@mail.mil
Processing reasonable accommodation requests from applicants and employees	1	0	0	Sherry Parker, Supervisory HR Specialist sherry.d.parker6.civ@mail.mil terrence.d.fox.civ@mail.mil

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If “yes”, describe the training that disability program staff have received. If “no”, describe the training planned for the upcoming year.

Answer Yes

The Affirmative Employment Program Manager (AEP) served as the Disability Program Manager (DPM) during the first and second quarters of FY2024 because the position was vacant. The AEP Manager previously completed Disability Program Manager Training provided by EEOC and DEOMI. The new DPM will attend DEOMI DPM training in FY2025.

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If “no”, describe the agency’s plan to ensure all aspects of the disability program have sufficient funding and other resources.

Answer Yes

Section III: Program Deficiencies In The Disability Program

Section IV: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of individuals with disabilities. The questions below are designed to identify outcomes of the agency’s recruitment program plan for PWD and PWTD

A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES

1. Describe the programs and resources the agency uses to identify job applicants with disabilities, including individuals with targeted disabilities.

At the career fairs, Persons with Disabilities (PWD) were able to provide their resumes and Schedule A letter to the Outreach Program Coordinator. Outreach participated in several successful events that introduced over 5000 participants to DTRA, DoD and Federal employment opportunities. Utilizing the Agency Strategic Plan along with the Equal Employment Office Guidance, Outreach ensured, facilitated, and created open dialogue for DTRA Leaders, key stakeholders, and hiring Managers to reach academia, corporate industry, communities and under-represented groups through outreach efforts.

2. Pursuant to 29 C.F.R. §1614.203(a)(3), describe the agency’s use of hiring authorities that take disability into account (e.g., Schedule A) to recruit PWD and PWTD for positions in the permanent workforce

During FY2024, the Agency used the following authorities to hire persons with disabilities: Schedule A for PWD and PWTD; Pathways; Veterans with a 30% or greater disability rating; Workforce Recruitment Program (WRP); Operation Warfighter; and Veterans’ Recruitment Appointment (VRA).

3. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A), explain how the agency (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 Agency USAJobs announcements included language informing applicants they can be considered under Schedule A. In the USAJobs announcement, we defined the position requirements and the required supporting documentation for Schedule A eligibility. Schedule A applicants must meet specialized experience and best qualified category. To ensure eligibility, the applicant must provide a signed Schedule A letter or other documentation that indicates 30 percent or more disabled. The Selective Placement Coordinator provided the HR Staffing Team with the resumes and Schedule A letters, which were forwarded to a Hiring Official. This process was done outside of the USAJobs competitive process, to ensure all interested Schedule A applicants have an immediate opportunity to be hired.

4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)? If “yes”, describe the type(s) of training and frequency. If “no”, describe the agency’s plan to provide this training.

Answer Yes

The HR Staffing Team incorporated information regarding special hiring authorities to recruit PWD and PWTD into the strategic recruitment discussions with hiring Managers. Strategic recruitment discussions occurred at the beginning of each hiring request.

B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS

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

DTRA maintained partnerships with PWD/PWTD organizations (i.e., WRP, Operations Warfighter and other organizations that serve disabled Veterans). DTRA also utilized the Pathways program to recruit and fill positions within the Agency.

C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)

1. Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD and/or PWTD among the new hires in the permanent workforce? If “yes”, please describe the triggers below.

a. New Hires for Permanent Workforce (PWD) Answer No

b. New Hires for Permanent Workforce (PWTD) Answer Yes

The following trigger was identified: The PWTD participation rate for New Hires is 1.12%. This is below the 2.00% federal goal. Note: Analysis conducted using EEOC Table B1.

New Hires	Total (#)	Reportable Disability		Targeted Disability	
		Permanent Workforce (%)	Temporary Workforce (%)	Permanent Workforce (%)	Temporary Workforce (%)
% of Total Applicants	0				
% of Qualified Applicants	0				
% of New Hires	0				

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. New Hires for MCO (PWD) Answer Yes

b. New Hires for MCO (PWTD) Answer Yes

Using the qualified external applicant pool as the benchmark, the following triggers have been identified for New Hires by MCOs. • Security Administration (0080): PWD was 0.00%, compared to the FY2024 benchmark (6.27%). PWTD was 0.00%, compared to the FY2024 benchmark (2.41%). • International Relations (0131): PWTD was 0.00%, compared to the FY2024 benchmark (1.13%). • Intelligence (0132): PWD was 0.00%, compared to the FY2024 benchmark (13.87%). PWTD was 0.00%, compared to the FY2024 benchmark (6.44%). • Equal Employment Opportunity (0260): PWD was 0.00%, compared to the FY2024 benchmark (12.50%). • Logistics Management (0346): PWD was 0.00%, compared to the FY2024 benchmark (18.19%). • Contracting (1102): PWD was 0.00%, compared to the FY2024 benchmark (7.70%). PWTD was 0.00%. compared to the FY2024 benchmark (3.85%) • Physical Science Technician (1311): PWD was 0.00%, compared to the FY2024 benchmark (5.27%). • Computer Science (1550): PWD was 0.00%, compared to the FY2024 benchmark (10.72%). • Information Technology Management (2210): PWD was 0.00%, compared to the FY2024 benchmark (4.84%). PWTD New Hires was 0.00%, compared to the FY2024 benchmark (1.45%). NOTE: Analysis conducted using EEOC Table B6P.

New Hires to Mission-Critical Occupations	Total (#)	Reportable Disability	Targetable Disability
		New Hires (%)	New Hires (%)
Numerical Goal	--	12%	2%

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified internal applicants for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Qualified Applicants for MCO (PWD) Answer Yes
- b. Qualified Applicants for MCO (PWTD) Answer Yes

Using the relevant applicant pool as the benchmark, the following triggers for qualified internal applicants have been identified by MCOs. • Security Administration (0080): PWD was 14.45%, compared to the FY2024 benchmark (14.52%). • Intelligence (0132): PWD was 8.11%, compared to the FY2024 benchmark (13.92%). • Equal Employment Opportunity (0260): PWD was 27.15%, compared to the FY2024 benchmark (28.58%). PWTD were 10.00%, compared to the FY2024 benchmark (14.29%). • Logistics Management (0346): PWD was 25.00%, compared to the FY2024 benchmark (57.14%). • Budget Analyst (0560): PWD were 0.00%. compared to the FY2024 benchmark (8.75%). • Information Technology Management (2210): PWD were 8.93%, compared to the FY2024 benchmark (14.46%). PWTD were 1.79%, compared to the FY2024 benchmark (4.82%). NOTE: Analysis conducted using EEOC Table B6P.

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Promotions for MCO (PWD) Answer Yes
- b. Promotions for MCO (PWTD) Answer Yes

Using the qualified internal applicant pool as the benchmark, the following triggers have been identified for internal competitive Promotions by MCOs. • Safety and Occupational Health Management (0018): PWTD were 0.00%, compared to the FY2024 benchmark (4.35%). • Security Administration (0080): PWD were 0.00%, compared to the FY2024 benchmark (14.45%). PWTD were 0.00%, compared to the FY2024 benchmark (10.00%). • International Relations (0131): PWD were 0.00%, compared to the FY2024 benchmark (11.12%). • Intelligence (0132): PWTD were 0.00%, compared to the FY2024 benchmark (3.61%). • Equal Employment Opportunity (0260): PWD were 0.00%, compared to the FY2024 benchmark (27.15%). PWTD were 0.00%, compared to the FY2024 benchmark (10.00%). • Logistics Management (0346): PWD were 0.00%, compared to the FY2024 benchmark (25.00%). PWTD were 0.00%, compared to the FY2024 benchmark (25.00%). • Information Technology Management (2210): PWD were 0.00%, compared to the FY2024 benchmark (8.93%). PWTD were 0.00%, compared to the FY2024 benchmark (1.79%). NOTE: Analysis conducted using EEOC Table B6P.

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

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

A. ADVANCEMENT PROGRAM PLAN

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

The Agency provided training for managers and supervisors with the goal of increasing their knowledge and equipping them with the tools and resources available for effectively managing PWD and PWTD employees. Managers and supervisors were encouraged to promote the career development of all employees, including PWD and PWTD.

B. CAREER DEVELOPMENT OPPORTUNITES

1. Please describe the career development opportunities that the agency provides to its employees.

The Agency continued to create and maintain a model EEO program by ensuring professional and career development opportunities were available for participants at all levels, from the most junior employee or military service member to Senior Executives and General/Flag Officers. The Agency provided professional and career development opportunities through its Leadership and Learning Division coordinated programs. The General Leadership Development Program (GLDP) provided non-competitive learning and development opportunities for all employees. The Competitive Leadership Development Program (CLDP) provided employees the opportunity to compete to participate in higher level formal leadership training and development opportunities in preparation for higher level leadership positions. Through the Competitive Academic Program (CAP) and the Graduate Fellowship Program (GFP), civilians had the opportunity to pursue an undergraduate and/or graduate degree on their time, and in some cases, the ability to pursue a master’s or doctorate degree as a full-time student, for one academic year. Lastly, the Executive Development Program focused on Senior Executive Service/General Officer executive development. Career Broadening Program (CBP): DTRA's Career Broadening Program enabled and promoted individual employee development and experiential learning via detail assignments. The program provided an opportunity to both fill internal staff vacancies and develop employee skillsets by providing detail assignments within the Agency. The program encouraged cross-functional experiences that broaden employees' understanding of DTRA's missions, goals, and organizational structures. Mentoring Program: DTRA’s Professional Partnership Program (P3) and Professional Partnership Program for Supervisors (P3S) continued to promote equal opportunity for all Employees, whether in on-site, remote, telework, or hybrid work environments. The DTRA P3/P3S is designed to improve leadership skills and increase organizational awareness for civilian and military employees. The program goals were to 1) facilitate transfer of technical and professional knowledge, skills, and competencies; 2) gain an understanding of organizational values, relationships and unwritten rules; 3) strengthen communication and collaboration across DTRA; 4) increase exposure at different organizational levels; and 5) create a greater sense of community. This program was conducted in a virtual format, ensuring successful communication and collaboration across the Agency inclusive of telework employees. DTRA Senior Leaders played an active part in the program by hosting virtual micro-learning sessions and participating in key program activities. Senior Leaders met with mentees on a regular basis in a hybrid environment and discussed key points from the program's profile assessment, Emergenetics. The members participated in a “Senior Leader Panel” of Supervisors and primarily Senior Executives who shared their professional knowledge. The panel was open for questions, comments, and dialogue.

- In the table below, please provide the data for career development opportunities that require competition and/or supervisory recommendation/ approval to participate.

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (%)	Selectees (%)	Applicants (%)	Selectees (%)
Internship Programs						
Fellowship Programs						
Coaching Programs						
Detail Programs	51	17	13.73%	17.65%	5.88%	5.55%
Training Programs	399	399	14.79%	14.79%	4.76%	4.76%
Other Career Development Programs	41	21	0.00%	0.00%	0.00%	0.00%
Mentoring Programs	79	79	16.46%	16.46%	2.53%	2.53%

- Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- Applicants (PWD) Answer Yes
- Selections (PWD) Answer Yes

Analysis of the available data indicated the following triggers under the “Other Programs.” Career Development: • Of the total 34 applicants, 14 (41.17%) were selected. There were 0 (0.00%) PWD applicants, thus, no PWD were selected. This indicates a trigger. Competitive Academic: • Of the total 7 applicants, 7 (100%) were selected. There were 0 (0.00%) PWD applicants, thus, no PWD were selected. This indicates a trigger. NOTE: Analysis conducted using Workforce Career Development data provided by the

Office of Human Resources.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWTD) Answer Yes
- b. Selections (PWTD) Answer Yes

Analysis of the available data indicated the following triggers under the “Other Programs”: Career Development: • Of the total 34 applicants, 14 (41.17%) were selected. There were 0 (0.00%) PWTD applicants, thus, no PWTD were selected. This indicates a trigger. Competitive Academic: • Of the total 7 applicants, 7 (100%) were selected. There were 0 (0.00%) PWTD applicants, thus, no PWTD were selected. This indicates a trigger. NOTE: Analysis conducted using Workforce Career Development data provided by the Office of Human Resources.

C. AWARDS

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for any level of the time-off awards, bonuses, or other incentives? If “yes”, please describe the trigger(s) in the text box.

- a. Awards, Bonuses, & Incentives (PWD) Answer Yes
- b. Awards, Bonuses, & Incentives (PWTD) Answer Yes

The Agency identified triggers involving the percentage of PWD and PWTD who received Awards using the inclusion rate as the benchmark, as follows: • PWTD who received Time-off Awards, 21–30 hour. • PWTD who received Time-off Awards, 31-40 hour. • PWD who received Cash Awards \$500 and under. • PWTD who received Cash Awards \$501 - \$999. • PWD and PWTD who received Cash Awards \$1000 - \$1999. • PWTD who received Cash Awards \$3000 - \$3999. • PWD and PWTD who received Cash Awards \$5000 or more. NOTE: The analysis was conducted using the EEOC MD-715 Table B-9 compared to the inclusion rate.

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Time-Off Awards 1 - 10 hours: Awards Given	70	7.11	4.49	11.11	6.11
Time-Off Awards 1 - 10 Hours: Total Hours	417	48.89	23.78	55.56	47.22
Time-Off Awards 1 - 10 Hours: Average Hours	5.96	3.06	0.54	11.11	1.04
Time-Off Awards 11 - 20 hours: Awards Given	91	7.56	5.92	8.89	7.22
Time-Off Awards 11 - 20 Hours: Total Hours	1468	122.67	95.10	142.22	117.78
Time-Off Awards 11 - 20 Hours: Average Hours	16.13	7.22	1.64	35.56	0.13
Time-Off Awards 21 - 30 hours: Awards Given	251	20.44	17.04	28.89	18.33
Time-Off Awards 21 - 30 Hours: Total Hours	6176	506.67	418.37	702.22	457.78
Time-Off Awards 21 - 30 Hours: Average Hours	24.61	11.01	2.51	54.02	0.26
Time-Off Awards 31 - 40 hours: Awards Given	905	68.89	64.90	68.89	68.89
Time-Off Awards 31 - 40 Hours: Total Hours	32912	2476.44	2371.84	2480.00	2475.56

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Time-Off Awards 31 - 40 Hours: Average Hours	36.37	15.98	3.73	80.00	-0.03
Time-Off Awards 41 or more Hours: Awards Given	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Average Hours	0	0.00	0.00	0.00	0.00

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: \$501 - \$999: Awards Given	345	23.56	24.29	20.00	24.44
Cash Awards: \$501 - \$999: Total Amount	253208	17200.00	17790.82	14555.56	17861.11
Cash Awards: \$501 - \$999: Average Amount	733.94	324.53	74.75	1617.29	1.34
Cash Awards: \$1000 - \$1999: Awards Given	490	26.67	36.33	31.11	25.56
Cash Awards: \$1000 - \$1999: Total Amount	549232	30609.33	40367.04	34460.00	29646.67
Cash Awards: \$1000 - \$1999: Average Amount	1120.88	510.16	113.39	2461.42	22.34
Cash Awards: \$2000 - \$2999: Awards Given	111	9.33	7.96	20.00	6.67
Cash Awards: \$2000 - \$2999: Total Amount	273739	23134.67	19624.08	48184.44	16872.22
Cash Awards: \$2000 - \$2999: Average Amount	2466.12	1101.65	251.59	5353.82	38.61
Cash Awards: \$3000 - \$3999: Awards Given	168	11.56	11.22	6.67	12.78
Cash Awards: \$3000 - \$3999: Total Amount	593121	40104.00	39814.39	23100.00	44355.00
Cash Awards: \$3000 - \$3999: Average Amount	3530.48	1542.46	361.95	7700.00	3.08
Cash Awards: \$4000 - \$4999: Awards Given	201	17.33	14.18	15.56	17.78
Cash Awards: \$4000 - \$4999: Total Amount	894057	77802.22	62978.47	69597.78	79853.33
Cash Awards: \$4000 - \$4999: Average Amount	4448.04	1994.93	453.08	9942.53	8.03
Cash Awards: \$5000 or more: Awards Given	445	27.11	33.88	24.44	27.78
Cash Awards: \$5000 or more: Total Amount	3070993	175585.33	236862.24	143282.22	183661.11
Cash Awards: \$5000 or more: Average Amount	6901.11	2878.45	713.44	13025.67	341.64

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTB for quality step increases or performance-based pay increases? If “yes”, please describe the trigger(s) in the text box.

a. Pay Increases (PWD) Answer No

b. Pay Increases (PWTB) Answer No

Other Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Total Performance Based Pay Increases Awarded	0	0.00	0.00	0.00	0.00

3. If the agency has other types of employee recognition programs, are PWD and/or PWTD recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.) If “yes”, describe the employee recognition program and relevant data in the text box.

- a. Other Types of Recognition (PWD) Answer N/A
- b. Other Types of Recognition (PWTD) Answer N/A

D. PROMOTIONS

1. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer No
- b. Grade GS-15
 - i. Qualified Internal Applicants (PWD) Answer Yes
 - ii. Internal Selections (PWD) Answer Yes
- c. Grade GS-14
 - i. Qualified Internal Applicants (PWD) Answer Yes
 - ii. Internal Selections (PWD) Answer No
- d. Grade GS-13
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes

The Agency identified a potential trigger for PWD qualified internal applicants for internal competitive promotions to senior grades as follows: • GS-15 qualified internal applicants (9.66%) represent a lower-than-expected participation rate when compared with the benchmark (10.79%). • GS-15 internal selections (0.00%) represents a lower-than-expected participation rate when compared with participation is lower than the qualified internal applicant pool (9.66%). • GS-14 qualified internal applicants (13.39%) represent a lower-than-expected participation rate when compared with the benchmark (17.72%). • GS-13 internal selections (0.00%) represents a lower-than-expected participation rate when compared with participation is lower than the qualified internal applicant pool (15.08%). Note: Analysis conducted using EEOC Table B7.

2. Does your agency have a trigger involving PWTD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
 - i. Qualified Internal Applicants (PWTD) Answer No
 - ii. Internal Selections (PWTD) Answer No
- b. Grade GS-15
 - i. Qualified Internal Applicants (PWTD) Answer No
 - ii. Internal Selections (PWTD) Answer Yes
- c. Grade GS-14
 - i. Qualified Internal Applicants (PWTD) Answer No
 - ii. Internal Selections (PWTD) Answer No
- d. Grade GS-13
 - i. Qualified Internal Applicants (PWTD) Answer No
 - ii. Internal Selections (PWTD) Answer Yes

The Agency identified a potential trigger for PWTD qualified internal applicants for internal competitive promotions to senior grades as follows: • GS-15 internal selections (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (6.25%). • GS-14 internal selections (7.70%) represents a lower-than-expected participation rate when compared with the benchmark (8.67%). GS-13 internal selections (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (8.14%). Note: Analysis conducted using EEOC Table B7.

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

The Agency identified a potential trigger for PWD new hires to the senior grades. • GS-14 new hires (0.00%) represent a lower-than-expected participation rate when compared with the benchmark (9.32%). • GS-13 new hires (9.10%) represent a lower-than-expected participation rate when compared with the benchmark (10.60%). Note: Analysis conducted using EEOC Table B8.

4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

The Agency identified a potential trigger for PWD new hires to the senior grades. • GS-14 new hires (0.00%) represent a lower-than-expected participation rate when compared with the benchmark (3.24%). • GS-13 new hires (0.00%) represent a lower-than-expected participation rate when compared with the benchmark (3.48%). Note: Analysis conducted using EEOC Table B8.

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer Yes

b. Managers

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer No

c. Supervisors

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer No

The Agency identified a potential trigger for PWD qualified internal applicants for internal competitive promotions to supervisory positions as follows: • Executive qualified internal applicants (9.66%) represent a lower-than-expected participation rate when compared with the benchmark (17.65%). • Executive internal selections (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (9.66%). • Manager qualified internal applicants (13.39%) represent a lower-than-expected participation rate when compared with the benchmark (13.93%). • Supervisor qualified internal applicants (0.00%) represent lower-than-expected participation rates when compared with the benchmark (26.45%). Note: Analysis conducted using EEOC Table B8.

6. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWTD) Answer No
- ii. Internal Selections (PWTD) Answer Yes

b. Managers

- i. Qualified Internal Applicants (PWTD) Answer No
- ii. Internal Selections (PWTD) Answer Yes

c. Supervisors

- i. Qualified Internal Applicants (PWTD) Answer Yes
- ii. Internal Selections (PWTD) Answer No

The Agency identified a potential trigger for PWTB qualified internal applicants for internal competitive promotions to supervisory positions as follows: • Executive internal selections (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (6.25%). • Manager internal selections (7.70%) represents a lower-than-expected participation rate when compared with the benchmark (8.67%). • Supervisor qualified internal applicants (0.00%) represent a lower-than-expected participation rates when compared with the benchmark (7.44%). Note: Analysis conducted using EEOC Table B8.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

The Agency identified a potential trigger for PWD New Hires as follows: • Manager new hires to supervisory positions (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (9.32%). • Supervisor new hires to supervisory positions (9.10%) represents a lower-than-expected participation rate when compared with the benchmark (10.60%). Note: Analysis conducted using EEOC Table B8.

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTB among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWTB) Answer No
- b. New Hires for Managers (PWTB) Answer Yes
- c. New Hires for Supervisors (PWTB) Answer Yes

The Agency identified a potential trigger for PWTB New Hires as follows: • Managers new hires to supervisory positions (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (3.24%). • Supervisors new hires to supervisory positions (0.00%) represents a lower-than-expected participation rate when compared with the benchmark (3.48%). Note: Analysis conducted using EEOC Table B8.

Section VI: Plan to Improve Retention of Persons with Disabilities

To be model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, 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 assistance services.

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

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

Answer Yes

2. Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities? If “yes”, describe the trigger below.

- a. Voluntary Separations (PWD) Answer Yes
- b. Involuntary Separations (PWD) Answer Yes

The Agency identified potential triggers for PWD voluntary and involuntary separations as follows: • PWD separated voluntarily at the rate of 11.56%. • PWD were separated involuntarily at the rate of 0.89%. Note: Analysis conducted using EEOC Table B1 compared to the inclusion rate.

Separations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	3	0.89	0.08
Permanent Workforce: Resignation	23	0.44	1.85
Permanent Workforce: Retirement	52	7.11	3.03
Permanent Workforce: Other Separations	83	4.00	6.23
Permanent Workforce: Total Separations	161	12.44	11.20

3. Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities? If “yes”, describe the trigger below.
 - a. Voluntary Separations (PWTD) Answer Yes
 - b. Involuntary Separations (PWTD) Answer Yes

The Agency identified potential triggers for PWTD voluntary and involuntary separations as follows: • PWTD separated voluntarily at the rate of 11.11%. • PWTD were separated involuntarily at the rate of 2.22%. Note: Analysis conducted using EEOC Table B1 compared to the inclusion rate.

Separations	Total #	Targeted Disabilities %	Without Targeted Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	3	2.22	0.15
Permanent Workforce: Resignation	23	0.00	1.68
Permanent Workforce: Retirement	52	4.44	3.65
Permanent Workforce: Other Separations	83	6.67	5.85
Permanent Workforce: Total Separations	161	13.33	11.33

4. If a trigger exists involving the separation rate of PWD and/or PWTD, please explain why they left the agency using exit interview results and other data sources.

The Exit Interview process is being revised; thus, it was not available for employees as they out-processed in FY2024. No Exit Interview data is available for FY2024.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

1. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint.

<https://www.dtra.mil/Careers-Opportunities/Equal-Employment-Opportunity-Office/Accessibility/>

- 2. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under the Architectural Barriers Act, including a description of how to file a complaint.

<https://www.dtra.mil/Careers-Opportunities/Equity-Diversity-and-Inclusion-Office/Accessibility/>

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

The 508 Coordinator, in conjunction with the Reasonable Accommodation Coordinator and the Affirmative Employment Team, developed a 508 Training for the Agency workforce. The Agency will conduct an “Introduction to Section 508” training in FY2025.

C. REASONABLE ACCOMMODATION PROGRAM

Pursuant to 29 C.F.R. § 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. Please provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

During FY2024, a total of seven (7) RA requests were processed, with a 30-day average processing time frame. The Agency’s RA Coordinator worked closely with the Information Management and Technology (IT) Directorate and the Acquisition, Contracts, and Logistics (AL) Directorate to ensure that all approved accommodations were swiftly and effectively implemented. The Agency provided RA training for 69 supervisors trained via “Supervisor’s Role in HR” (multiple sessions), and 50 employees during FY2024. Furthermore, the Agency’s dedication to fostering an inclusive work environment extended to its commitment to providing Sign Language Interpreter (SLI) services for more than 1,188 events throughout fiscal year 2024.

- 2. Describe the effectiveness of the policies, procedures, or practices to implement the agency’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 accommodation requests for trends.

The Agency’s RA Coordinator worked closely with the Information Management and Technology (IT) Directorate and the Acquisition, Contracts, and Logistics (AL) Directorate to ensure that all approved accommodations were swiftly and effectively implemented. This collaborative approach not only facilitated the provision of essential accommodations, but also streamlined the process for those requesting them. The Agency has conducted training for supervisors throughout FY24, with approximately four sessions in the last year alone. Additionally, we have organized general training sessions for several directorates. In these sessions, we emphasize both the roles of employees and supervisors, ensuring that the training is in accordance with our Reasonable Accommodation Handbook. The Agency processed five (5) sit/stand workstations, and two (2) ergonomic chairs. Furthermore, the Agency’s dedication to fostering an inclusive work environment extended to its commitment to providing Sign Language Interpreter (SLI) services. These services were provided for agency meetings, conferences, training sessions, and special events underscoring the commitment to accessibility in all aspects of the workplace. To ensure transparency and accountability, an SLI log was maintained, diligently tracking expenditures and requirements for more than 1,188 events throughout fiscal year 2024. This proactive measure ensures that the Agency not only provides the necessary accommodations, but also keeps a vigilant eye on resource allocation, ensuring that all employees can fully participate in and contribute to the workplace’s activities.

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

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

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

DTRA did not receive any requests for PAS during FY2023.

Section VII: EEO Complaint and Findings Data

A. EEO COMPLAINT DATA INVOLVING HARASSMENT

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging harassment, as compared to the governmentwide average?

Answer No

2. During the last fiscal year, did any complaints alleging harassment based on disability status result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination alleging harassment based on disability status during the last fiscal year, please describe the corrective measures taken by the agency.

B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide a reasonable accommodation, as compared to the government-wide average?

Answer No

2. During the last fiscal year, did any complaints alleging failure to provide reasonable accommodation result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year, please describe the corrective measures taken by the agency.

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

Answer Yes

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

Answer Yes

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

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B6					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 3 - The lower than anticipated participation of PWD in regard to New Hires in Mission Critical Occupations (MCO). [Section III: C.2.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	05/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/30/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2022	09/30/2023
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	09/30/2023	09/30/2023
09/30/2024	Finalize the 5-year trend analysis.	Yes		01/25/2024
11/30/2024	Review the 5-year trend analysis to identify triggers for specific MCOs.	Yes	03/31/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>Created Disability Etiquette in the Workplace Toolkit.</p> <p>Created Quick Guide for Assisting PWDs in an Emergency.</p> <p>Finalized the Disability Strategic Plan and developed the FY202021 Disability Implementation Plan.</p> <p>Developed a Disability Employment Program Training for Supervisors and Hiring Managers.</p> <p>Facilitated the Department of Labor Hiring Authorities training.</p> <p>Developed Veterans Toolkit for Supervisors and Hiring Managers.</p> <p>Created a Special Emphasis Program Overview Guide.</p> <p>Hired two WRP Interns during COVID.</p> <p>Conducted two Disability Brown Bag sessions to inform Supervisors of the program and how to hire a student/PWDs.</p> <p>Utilized the OPM Feds Hire Vets website for ideas on how to reach Veterans and disabled Veterans.</p> <p>Analysis of Table B1 demonstrates that the disability workforce increased in representation from 24 PWTD (1.87%) in FY202020 to PWTD 51 (3.45%) in FY202021. Thus, there was no trigger as it relates to the PWTD Permanent Workforce for FY202021.</p> <p>Analysis of Table B1 Separation data utilizing the inclusion rate as the benchmark indicates that DTRA there was no trigger related to separations of PWD and PWTDs for FY202021.</p> <p>All triggers were resolved during FY202021 with the data analysis indicating that the Agency met the benchmarks affiliated with each previously identified trigger. Additionally, the ERGs will continue to assist with trend analysis for MCO new hires and qualified internal applicants for PWDs and PWTDs.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B6					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 4 - The lower than anticipated participation of PWTD in regard to New Hires in Mission Critical Occupations (MCO). [Section III: C.2.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time in regard to the lower than anticipated representation.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	06/23/2023		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2022	09/30/2023
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	09/30/2023	09/30/2023
09/30/2024	Finalize the 5-year trend analysis.	Yes		01/25/2024
11/30/2024	Review the 5-year trend analysis to identify triggers for specific MCOs.	Yes	03/31/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>Created Disability Etiquette in the Workplace Toolkit.</p> <p>Created Quick Guide for Assisting PWDs in an Emergency.</p> <p>Finalized the Disability Strategic Plan and developed the FY202021 Disability Implementation Plan.</p> <p>Developed a Disability Employment Program Training for Supervisors and Hiring Managers.</p> <p>Facilitated the Department of Labor Hiring Authorities training.</p> <p>Developed Veterans Toolkit for Supervisors and Hiring Managers.</p> <p>Created a Special Emphasis Program Overview Guide.</p> <p>Hired two WRP Interns during COVID.</p> <p>Conducted two Disability Brown Bag sessions to inform Supervisors of the program and how to hire a student/PWDs.</p> <p>Utilized the OPM Feds Hire Vets website for ideas on how to reach Veterans and disabled Veterans.</p> <p>Analysis of Table B1 demonstrates that the disability workforce increased in representation from 24 PWTD (1.87%) in FY202020 to PWTD 51 (3.45%) in FY202021. Thus, there was no trigger as it relates to the PWTD Permanent Workforce for FY202021.</p> <p>Analysis of Table B1 Separation data utilizing the inclusion rate as the benchmark indicates that DTRA there was no trigger related to separations of PWD and PWTDS for FY202021.</p> <p>All triggers were resolved during FY202021 with the data analysis indicating that the Agency met the benchmarks affiliated with each previously identified trigger. Additionally, the ERGs will continue to assist with trend analysis for MCO new hires and qualified internal applicants for PWDs and PWTDS.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B6					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 5 - The lower than anticipated participation of PWD among qualified internal applicants for Mission Critical Occupations. [Section III: C.3.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2021	Yes	08/30/2025		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	06/01/2023	09/30/2023
09/30/2024	Finalize the 5-year trend analysis.			Yes		01/25/2025

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
11/30/2024	Review the 5-year trend analysis to identify triggers for specific MCOs.	Yes	03/31/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B6				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:		Trigger 6 - The lower than anticipated participation of PWTD among qualified internal applicants for Mission Critical Occupations. [Section III: C.3.b]				
Provide a brief narrative describing the condition at issue.						
How was the condition recognized as a potential barrier?						
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i>				
		People with Targeted Disabilities				
Barrier Analysis Process Completed?:		Y				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER:		Barrier Name		Description of Policy, Procedure, or Practice		
Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		N/A		No barrier has been identified at this time.		
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/30/2020	03/30/2021	Yes	06/01/2023	06/01/2023	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	06/01/2023	06/01/2023
09/30/2024	Finalize the 5-year trend analysis.			Yes		01/25/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
11/30/2024	Review the 5-year trend analysis to identify triggers for specific MCOs.	Yes	03/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EI Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B6					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 7 - The lower than anticipated participation of PWD among employees promoted to Mission Critical Occupations. [Section III: C.4.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	06/01/2023		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	06/01/2023	06/01/2023
09/30/2024	Finalize the 5-year trend analysis.			Yes		01/25/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2025	Review the 5-year trend analysis to identify triggers specific to internal promotions among MCOs.	Yes	03/31/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B6				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:		Trigger 8 - The lower than anticipated participation of PWTD among employees promoted to Mission Critical Occupations. [Section II: C.4.b]				
Provide a brief narrative describing the condition at issue.						
How was the condition recognized as a potential barrier?						
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i>				
		People with Targeted Disabilities				
Barrier Analysis Process Completed?:		Y				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER:		Barrier Name		Description of Policy, Procedure, or Practice		
Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		N/A		No barrier has been identified at this time.		
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	06/01/2023		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	06/01/2023	06/01/2023
09/30/2024	Finalize the 5-year trend analysis.			Yes		01/25/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2025	Review the 5-year trend analysis to identify triggers specific to internal promotions among MCOs.	Yes	03/31/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The 5-year trend data set was finalized in FY2024. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			

Source of the Trigger:	Other				
Specific Workforce Data Table:	Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 9 - The lower than anticipated participation of PWD applicants in Career Development Programs. [Section IV: B.3.a]				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities				
Barrier Analysis Process Completed?:	Y				
Barrier(s) Identified?:	N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
	N/A		To date no barrier has been identified.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	09/30/2022	Yes	12/31/2024		Identify barriers and resolutions for PWD participation in Career Development Programs. [Section IV: B.3.a]
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
12/31/2021	Facilitate a meeting with HR to ensure all career development announcements contain information for PWDs in need of accommodations.	Yes	12/31/2024	
03/30/2022	Conduct analysis of workforce data by Career Development Program to identify trends.	Yes		02/09/2023
06/30/2022	Conduct analysis of workforce data by Directorate to identify trends.	Yes	12/31/2024	
07/30/2022	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers address the participation of PWDs in Career Development Programs.	Yes	12/31/2024	
09/30/2022	Conduct benchmarking with other Federal agencies regarding Career Development Programs specifically designed for PWDs.	Yes	03/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EI Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2024	EO reached out to HR regarding career development announcements and the addition of information regarding Reasonable Accommodation. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	Analysis of Career Development data for the workforce and ERGs was initiated during FY2022 and is ongoing as requested data is received.			

Source of the Trigger:	Other				
Specific Workforce Data Table:	Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger - 10 The lower than anticipated participation of PWD selectees in Career Development Programs. [Section IV: B.3.b]				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities				
Barrier Analysis Process Completed?:	Y				
Barrier(s) Identified?:	Y				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
	N/A		To date no barrier has been identified.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	12/31/2021	Yes	12/31/2024		Identify barriers and resolutions for PWD participation in Career Development Programs.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Program		Mary Lynn Dickson		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
12/31/2021	Facilitate a meeting with HR to ensure all career development announcements contain information for PWDs in need of accommodations.	Yes	12/31/2024	
03/30/2022	Conduct analysis of workforce data by Career Development Program to identify trends.	Yes		02/09/2023
06/30/2022	Conduct analysis of workforce data by Directorate to identify trends.	Yes	12/31/2024	
07/30/2022	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers address the participation of PWDs in Career Development Programs.	Yes	12/31/2024	
09/30/2022	Conduct benchmarking with other Federal agencies regarding Career Development Programs specifically designed for PWDs.	Yes	03/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	EO reached out to HR regarding career development announcements and the addition of information regarding Reasonable Accommodation. The AEP Team established a Barrier Analysis Team in FY2024.			
2023	The EI Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2022	Analysis of Career Development data for the workforce and ERGs was initiated during FY2022 and is ongoing as requested data is received.			

Source of the Trigger:	Other				
Specific Workforce Data Table:	Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 11 - The lower than anticipated participation of PWTD applicants in Career Development Programs. [Section IV: B.4.a]				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities				
Barrier Analysis Process Completed?:	Y				
Barrier(s) Identified?:	N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
	N/A		To date no barrier has been identified.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	12/31/2021	Yes	12/31/2024		Identify barriers and resolutions for PWTD participation in Career Development Programs.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
12/31/2021	Facilitate a meeting with HR to ensure all career development announcements contain information for PWTDS in need of accommodations.	Yes	12/31/2024	
03/30/2022	Conduct analysis of workforce data by Career Development Program to identify trends.	Yes		02/09/2023
06/30/2022	Conduct analysis of workforce data by Directorate to identify trends.	Yes	12/31/2024	
07/30/2022	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers address the participation of PWTDS in Career Development Programs.	Yes	12/31/2024	
09/30/2022	Conduct benchmarking with other Federal agencies regarding Career Development Programs specifically designed for and PWTDS.	Yes	09/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	EO reached out to HR regarding career development announcements and the addition of information regarding Reasonable Accommodation. The AEP Team established a Barrier Analysis Team in FY2024.			
2023	The EI Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2022	Analysis of Career Development data for the workforce and ERGs was initiated during FY2022 and is ongoing as requested data is received.			

Source of the Trigger:	Other				
Specific Workforce Data Table:	Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 12 - The lower than anticipated participation of PWTD selectees in Career Development Programs. [Section IV: B.4.b]				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities				
Barrier Analysis Process Completed?:	Y				
Barrier(s) Identified?:	N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
	N/A		To date no barrier has been identified.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	12/31/2021	Yes	12/31/2024		Identify barriers and resolutions for PWTD participation in Career Development Programs.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Program		Mary Lynn Dickson		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
12/31/2021	Facilitate a meeting with HR to ensure all career development announcements contain information for PWTDS in need of accommodations.	Yes	12/31/2024	
03/30/2022	Conduct analysis of workforce data by Career Development Program to identify trends.	Yes		02/09/2023
06/30/2022	Conduct analysis of workforce data by Directorate to identify trends.	Yes	12/31/2024	
07/30/2024	Program Manager to ensure that Disability Training for Supervisors and Managers address the participation of PWTDS in Career Development Programs.	Yes	12/31/2024	
09/30/2022	with other Federal agencies regarding Career Development Programs specifically designed for PWTDS.	Yes	09/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	EO Office reached out to HR regarding career development announcements and the addition of information regarding Reasonable Accommodation. The AEP Team established a Barrier Analysis Team in FY2024.			
2023	The EI Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis.			
2022	Analysis of Career Development data for the workforce and ERGs was initiated during FY2022 and is ongoing as requested data is received.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 13 - Lower than anticipated participation of PWTB Time-Off Awards of 1-10 Hours. [Section IV: C.1.b] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	07/01/2021	Yes	12/31/2023		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.			Yes	12/31/2023	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The AEP Manager reviewed the Awards program policies and procedures. The Office of Human Capital expanded the data available for the preparation of the Directorate briefs.			
2024	Analysis of the FY2024 PWTD Time-Off Award of 1-10 Hours data indicated that there was no trigger.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 14 - Lower than anticipated participation of PWD Time-Off Awards 11-20 hours. [Section IV: C.1.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	04/30/2021	Yes	12/31/2023	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.			Yes	12/31/2023	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The AEP Manager reviewed the Awards program policies and procedures. The Office of Human Capital expanded the data available for the preparation of the Directorate briefs.			
2024	Analysis of the FY2024 PWD Time-Off Award of 11-20 Hours data indicated that there was no trigger.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 15 - Lower than anticipated participation of PWD Time-Off Awards 21-30 hours. [Section IV: C.1.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	04/30/2021	Yes	12/31/2023	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.			Yes	12/31/2023	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards. Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The AEP Manager reviewed the Awards program policies and procedures. The Office of Human Capital expanded the data available for the preparation of the Directorate briefs.			
2024	Analysis of the FY2024 PWD Time-Off Awards of 21-30 Hours data indicated that there was no trigger.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 16 - Lower than anticipated participation of PWTB Time-Off Award 31-40 hours. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	04/30/2021	Yes		09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Program		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.			Yes	07/01/2023	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/01/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The AEP Manager reviewed the Awards program policies and procedures. The Office of Human Capital expanded the data available for the preparation of the Directorate briefs.			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 19 - Lower than anticipated participation in receipt of Cash Awards PWD \$501-\$999. [Section IV: C.1.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	12/31/2024	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	12/31/2024	09/30/2024
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 PWD Cash Awards of \$500 and Under data indicated that there was no trigger.			
2023	Initiated analysis of workforce data by Directorate.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 22 - Lower than anticipated participation in receipt of Cash Awards PWTB \$1000-\$1999. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	06/01/2023	Yes	12/31/2024		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	06/30/2025	
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2023	Initiated analysis of workforce data by Directorate.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B9				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Trigger 23 - Lower than anticipated participation in receipt of Cash Awards PWD \$3000-\$3999. [Section IV: C.1.a] CLOSED				
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i> People with Disabilities				
Barrier Analysis Process Completed?:		N				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		Barrier Name N/A	Description of Policy, Procedure, or Practice No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	12/31/2024	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	12/31/2023	09/30/2024
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 PWD Cash Awards of \$3000 - \$3999 data indicated that there was no trigger.			
2023	Initiated analysis of workforce data by Directorate.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 25 - Lower than anticipated participation in receipt of Cash Awards PWTB \$4000-\$4999. [Section IV: C.1.b] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	06/01/2023	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	06/01/2023	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	07/01/2023	09/30/2024
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/01/2023	09/20/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 PWTD Cash Awards of \$4000 - \$4999 data indicated that there was no trigger.			
2023	Review of the Data Tables indicates the lower than anticipated participation was resolved in FY2023.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 27 - Lower than anticipated participation in receipt of Cash Awards PWTB \$5000 or more. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes			Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	06/30/2025	
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			
2023	Initiated analysis of workforce data by Directorate.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 28 - Lower than anticipated participation of PWD receiving Quality Step Increases. [Section IV: C.1.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exist as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	12/31/2024	09/30/2024	Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	12/31/2023	09/30/2024
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 PWD receiving Quality Step Increases (QSI) data indicated that there was no trigger.			
2023	Initiated analysis of workforce data by Directorate.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 29 - Lower than anticipated participation of PWTB receiving Quality Step Increases. [Section IV: C.1.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	03/30/2021	Yes	12/31/2024		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Employment Opportunity Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	09/30/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	12/31/2023	09/30/2024
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 PWD receiving Quality Step Increases (QSI) data indicated that there was no trigger.			
2023	Initiated analysis of workforce data by Directorate.			
2022	The Directorate and ERG workforce briefs were initiated and are in the process of being completed. The EI Office met with the ERGs and provided their leaders with Barrier Analysis instruction, the MD-715 A & B tables, and the EEOC Trigger Tables. The ERGs have begun a review of this data to identify potential triggers for further analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 30 - There is a potential trigger regarding PWD Qualified Internal Applicants for Internal Applicants for Promotions to the senior grade levels, GS-15. [Section IV: D.1.b.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	05/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Acting Director, Equity, Diversity and Inclusion Office (EI)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/30/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 31- There is a potential trigger regarding PWD Internal Selections for Promotions to the senior grade levels, GS-15. [Section IV: D.1.b.ii]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	07/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 32 - There is a potential trigger regarding PWD Qualified Internal Applicants for Internal Applicants for Promotions to the senior grade levels, GS-14. [Section IV: D.1.c.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	07/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability. The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 33 - There is a potential trigger regarding PWD Selectees for Promotions to the senior grade levels, GS-14. [Section IV: D.1.c.ii] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2022		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Colonel - Director, Human Resource Directorate		Zoraida Escobar		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	12/31/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2024	Analysis of the FY2024 PWD internal selection for GS-14 indicated that there was no trigger.			
2022	During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 34 - There is a potential trigger regarding PWD Qualified Internal Applicants for Promotions to the senior grade levels, GS-13. [Section D.1.d.i] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	09/30/2024		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2022

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2024	Analysis of the FY2024 PWD internal selection for GS-13 indicated that there was no trigger.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 35 - There is a potential trigger regarding PWD Selectees for Promotions to the senior grade levels, GS-13. [Section IV: D.1.d.ii]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 36 - There is a potential trigger regarding PWTD Internal Selections for Promotions to the senior grade levels, GS-15. [Section IV: D.2.b.vi]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data internal selections participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in internal selection trends.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Trigger 37 - There is a potential trigger regarding PWTD Qualified Internal Applicants for Promotion to the senior grade levels, GS-14. [Section IV: D.2.c.vii] CLOSED				
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i> People with Targeted Disabilities				
Barrier Analysis Process Completed?:		Y				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		Barrier Name		Description of Policy, Procedure, or Practice		
		N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.		
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2022	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 GS-14 PWTD qualified internal applicants for senior grade levels indicated that there was no trigger.			
2022	During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability. The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 39 - There is a potential trigger regarding PWTD Qualified Internal Applicants for Promotions to the senior grade levels.GS-13. [Section IV: D.2.d.ix] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2022	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2022	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	09/30/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 GS-13 PWTD qualified internal applicants for senior grade levels indicated that there was no trigger.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office, with the assistance of the Office of Human Resources, received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 42 - There is a potential trigger regarding New Hires of PWD to Senior grade levels, GS-13. [Section IV: D.3.d]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	09/30/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	Analysis of the available workforce data identified additional data requirements in order to conduct barrier analysis.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger - 45 There is a potential trigger regarding promotions of PWD among internal selections to Supervisory positions, Executives. [Section IV: D.5.a.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Program		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 48 - There is a potential trigger regarding promotions of PWD among internal applicants to Supervisory positions, Managers. [Section IV: D.5.b.ii] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2022	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 Manager PWD internal selections for supervisory positions indicated that there was no trigger.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 47 - There is a potential trigger regarding promotions of PWD among internal selections to Supervisory positions, Managers. [Section IV: D.5.b.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	07/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manger, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2022

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2022	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 49 - There is a potential trigger regarding promotions of PWD among qualified internal applicants to Supervisory positions, Supervisors. [Section IV: D.5.c.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	06/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 45 - There is a potential trigger regarding promotions of PWD among qualified internal applicants to Supervisory positions, Executives. [Section IV: D.5.a.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 50 - There is a potential trigger regarding promotions of PWTB among qualified internal applicants to Supervisory positions, Executives. [Section IV: D.6.a.i] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2022	03/30/2022	Yes	12/31/2022	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 51 - There is a potential trigger regarding promotions of PWTD among internal selectees to Supervisory positions, Executives. [Section IV: D.6.a.ii]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	12/31/2023	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:		Workforce Data (if so identify the table)			
Specific Workforce Data Table:		Workforce Data Table - B1			
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Trigger 52 - There is a potential trigger regarding promotions of PWTD among qualified internal applicants to Supervisory positions, Managers. [Section IV: D.6.b.i] CLOSED			
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i> People with Targeted Disabilities			
Barrier Analysis Process Completed?:		Y			
Barrier(s) Identified?:		N			
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		Barrier Name N/A	Description of Policy, Procedure, or Practice No barrier exists as the FY2024 data demonstrates the trigger has been resolved.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	03/30/2022	Yes	12/31/2022	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	
Planned Activities Toward Completion of Objective					
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022
					06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 53 - There is a potential trigger regarding promotions of PWTD among internal selectees to Supervisory positions, Managers. [Section IV: D.6.b.ii]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Program Manager		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	2022 During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability. The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 54 - There is a potential trigger regarding promotions of PWTB among qualified internal applicants to Supervisory positions, Supervisors. [Section IV: D.6.c.i]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manger, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Trigger 55 - There is a potential trigger regarding promotions of PWTB among internal selectees to Supervisory positions, Supervisors. [Section IV: D.6.c.11] CLOSED				
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i> People with Targeted Disabilities				
Barrier Analysis Process Completed?:		Y				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		Barrier Name		Description of Policy, Procedure, or Practice		
		N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.		
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	12/31/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 Supervisor PWTD internal selections indicated that there was no trigger.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			

Source of the Trigger:	Workforce Data (if so identify the table)				
Specific Workforce Data Table:	Workforce Data Table - B1				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 56 - There is a potential trigger regarding PWD New Hires to Supervisory positions, Executives. [Section IV: D.7.b] CLOSED				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities				
Barrier Analysis Process Completed?:	Y				
Barrier(s) Identified?:	N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
	N/A		No barrier exists as the FY2024 data demonstrates the trigger has been resolved.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2021	03/20/2022	Yes	06/30/2024	09/30/2024	Obtain the required data to conduct the analysis and identify specific triggers, barriers and resolutions. Conduct barrier analysis to identify barriers related to the lower than anticipated representation.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Disability Program Manager		Margaret Gérardin		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.	Yes	12/31/2022	06/23/2022
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 Executive PWD new hires indicated that there was no trigger.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 57 - There is a potential trigger regarding PWD New Hires to Supervisory positions, Managers. [Section IV: D.7.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	03/30/2022	Yes	06/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
10/15/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	03/31/2025	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 58 - There is a potential trigger regarding PWD New Hires to Supervisory positions, Supervisors. [Section IV: D.7.c]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	12/31/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equity, Diversity and Inclusion Office (EI)		Willisa Donald		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023
06/30/2022	Coordinate with Human Resources for development of specified data reports.			Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.			Yes	03/31/2025	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2025
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 59 - There is a potential trigger regarding PWTD New Hires to Supervisory positions, Executives. [Section IV: D.8.a] CLOSED					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		Analysis of the FY2024 data indicated that trigger exists.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	12/31/2022	Yes	09/30/2023	09/30/2024	Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	12/31/2023	09/30/2024
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Analysis of the FY2024 Executive PWTD new hires indicated that there was no trigger.			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2024	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 60 - There is a potential trigger regarding PWTD New Hires to Supervisory positions, Managers. [Section IV: D.8.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	12/31/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	<p>During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability.</p> <p>The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.</p>			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 61 - There is a potential trigger regarding PWTD New Hires to Supervisory positions, Supervisors. [Section IV: D.8.c]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	12/31/2022	Yes	06/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/23/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	The EO Office with the assistance of the Office of Human Resources received increased access to data during FY2023 allowing for additional analysis, and identification of additional data needs.			
2022	During FY2022, additional data became available via USAStaffing for the preparation of the MD-715 and for barrier analysis. USAStaffing data for FY2022 included Mission Critical Occupations with distribution by RNO and Disability. The EI Office participated in discussions with HR and demonstrations of potential Data Dashboards during FY2022 and met with the individual who is creating the Data Dashboards to provide additional input.			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 62 - The higher than anticipated percentage of voluntary separations for PWDs. [Section V: B.2.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		To date no barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2022	09/30/2023	Yes	07/30/2025		Identify barriers and resolutions for PWDs related to voluntary separations.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Coordinate with the Office of Human Capital to determine if expanded Exit Interview Data is available.			Yes	09/30/2024	07/31/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Review Exit Interview questions to determine if disability or Reasonable Accommodation information is collected.	Yes	09/30/2024	07/31/2024
12/31/2023	Analyze Separations data to identify trends.	Yes	12/31/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	Obtained separations data from HR, for review.			
2024	The Barrier Analysis Team did not have an opportunity to review the data.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 63 -The higher than anticipated percentage of involuntary separations for PWDs. [Section V: B.2.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		To date no barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2022	09/30/2023	Yes	12/31/2025		Identify barriers and resolutions for PWDs related to involuntary separations.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Coordinate with the Office of Human Capital to determine if expanded Exit Interview Data is available.			Yes	09/30/2024	07/31/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Review Exit Interview questions to determine if disability or Reasonable Accommodation information is collected.	Yes	09/30/2024	07/31/2024
12/31/2023	Analyze Separations data to identify trends.	Yes	12/31/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2023	Obtained separations data from HR, for review.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 64 - The higher than anticipated percentage of voluntary separations for PWTDS. [Section V: B.3.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		To date no barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2022	09/30/2023	Yes	12/31/2024		Identify barriers and resolutions for PWTDS related to voluntary and involuntary separations.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Coordinate with the Office of Human Capital to determine if expanded Exit Interview Data is available.			Yes	09/30/2024	07/31/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Review Exit Interview questions to determine if disability or Reasonable Accommodation information is collected.	Yes	09/30/2024	07/31/2024
12/31/2023	Analyze Separations data to identify trends.	Yes	12/31/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2023	Obtained separations data from HR, for review.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 65 - The higher than anticipated percentage of involuntary separations for PWTDS. [Section V: B.3.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		To date no barrier has been identified.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2022	09/30/2023	Yes	07/30/2025		Identify barriers and resolutions for PWTDS related to involuntary separations.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Coordinate with the Office of Human Capital to determine if expanded Exit Interview Data is available.			Yes	09/30/2024	07/31/2024

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
12/31/2023	Review Exit Interview questions to determine if disability or Reasonable Accommodation information is collected.	Yes	09/30/2024	07/31/2024
12/31/2023	Analyze Separations data to identify trends.	Yes	12/31/2024	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			
2023	Obtained separations data from HR, for review.			

Source of the Trigger:		Workforce Data (if so identify the table)			
Specific Workforce Data Table:		Workforce Data Table - B4			
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:		Trigger 1 - The participation rate for PWD in the GS-1 to GS-10 grades is less than expected. [Section I: 1.a]			
Provide a brief narrative describing the condition at issue.					
How was the condition recognized as a potential barrier?					
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i>			
		People with Disabilities			
Barrier Analysis Process Completed?:		Y			
Barrier(s) Identified?:		N			
STATEMENT OF IDENTIFIED BARRIER:		Barrier Name		Description of Policy, Procedure, or Practice	
Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		N/A		No barrier has been identified at this time.	
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	
Disability Program Manager		Margaret Gérardin		Yes	
Planned Activities Toward Completion of Objective					
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date
09/30/2025	Analyze workforce data to identify potential trends in participation rates.			Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2025	Conduct analysis of workforce data by Directorate to identify potential participation rate trends.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 2 - The participation rate for PWTB New Hires is less than expected. [Section III: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2025	Analyze workforce data to identify potential trends in participation rates.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2025	Conduct analysis of workforce data by Directorate to identify potential participation rate trends.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 17 - Lower than anticipated participation of PWTB Time-Off Award 21-30 hours. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Ines Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Program		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data Time-off Award participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in Time-off Awards.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B1					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 18 - Lower than anticipated participation in receipt of Cash Awards PWD \$500 and Under. [Section IV: C.1.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data Time-off Award participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in Time-off Awards.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 20 - Lower than anticipated participation in receipt of Cash Awards PWTB \$501-\$999. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data Time-off Award participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in Time-off Awards.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 21 - Lower than anticipated participation in receipt of Cash Awards PWD \$1000-\$1999. [Section IV: C.1.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data Time-off Award participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in Time-off Awards.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B7					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 38 - There is a potential trigger regarding PWTD Internal Selections for Promotions to the senior grade levels, GS-14. [Section IV: D.2.c.viii]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data internal selections participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in internal selection trends.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:		Workforce Data (if so identify the table)			
Specific Workforce Data Table:		Workforce Data Table - B7			
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Trigger 40 - There is a potential trigger regarding PWTD Internal Selections for Promotions to the senior grade levels, GS-13. [Section IV: D.2.d.x]			
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i> People with Targeted Disabilities			
Barrier Analysis Process Completed?:		Y			
Barrier(s) Identified?:		N			
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		Barrier Name N/A	Description of Policy, Procedure, or Practice No barrier has been identified at this time.		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes	
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes	
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes	
Disability Program Manager		Margaret Gérardin		Yes	
Planned Activities Toward Completion of Objective					
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date
06/30/2025	Conduct analysis of workforce data internal selections participation rates to identify potential trends.			Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in internal selection trends.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:		Workforce Data (if so identify the table)				
Specific Workforce Data Table:		Workforce Data Table - B8				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:		Trigger 41 - There is a potential trigger regarding New Hires of PWD to Senior grade levels, GS-14. [Section IV: D.3.c]				
Provide a brief narrative describing the condition at issue.						
How was the condition recognized as a potential barrier?						
STATEMENT OF BARRIER GROUPS:		<i>Barrier Group</i>				
		People with Disabilities				
Barrier Analysis Process Completed?:		Y				
Barrier(s) Identified?:		N				
STATEMENT OF IDENTIFIED BARRIER:		Barrier Name		Description of Policy, Procedure, or Practice		
Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		N/A		No barrier has been identified at this time.		
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data New Hires participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in New Hires.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B8					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 43 - There is a potential trigger regarding New Hires of PWTD to Senior grade levels, GS-14. [Section IV: D.4.g]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2024	09/30/2026	Yes			Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data Time-off Award participation rates to identify potential trends.			Yes		

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2025	Conduct analysis of workforce data by Directorate to identify potential trends in Time-off Awards.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B8					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 44 - There is a potential trigger regarding New Hires of PWTD to Senior grade levels, GS-13. [Section IV: D.4.h]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2021	09/30/2022	Yes	09/30/2025		Conduct barrier analysis to identify barriers related to the lower than anticipated representation.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2022	Meet with Human Resources to define specific data needs.			Yes	12/31/2022	06/23/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
06/30/2022	Coordinate with Human Resources for development of specified data reports.	Yes	06/30/2023	06/30/2023
09/30/2022	Spot check data reports by conducting MD-715 analysis to identify additional needs.	Yes	03/31/2025	
10/15/2022	Receive all required data to complete the MD-715 required analysis.	Yes	06/30/2024	09/30/2024
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	Analysis of the available workforce data identified additional data requirements in order to conduct barrier analysis.			
2024	Data required for completing MD-715 analysis was received. The AEP Team established a Barrier Analysis Team in FY2024.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 24 - Lower than anticipated participation in receipt of Cash Awards PWTB \$3000-\$3999. [Section IV: C.1.b]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Targeted Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	09/30/2022	Yes	12/31/2025		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/31/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	06/30/2025	
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/30/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	Initiated analysis of workforce data by Directorate.			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B9					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	Trigger 26 - Lower than anticipated participation in receipt of Cash Awards PWD \$5000 or more. [Section IV: C.1.a]					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities					
Barrier Analysis Process Completed?:	Y					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
	N/A		No barrier has been identified at this time.			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
10/01/2020	09/30/2022	Yes	12/31/2024		Identify specific barriers and resolutions.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Director, Equal Opportunity Employment Office (EO)		Henry Bass		Yes		
Director, Human Resource Directorate		Zoraida Escobar, Colonel		Yes		
EEO Manager, Affirmative Employment Programs		Mary Lynn Dickson		Yes		
Disability Program Manager		Margaret Gérardin		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
03/30/2021	Conduct analysis of workforce data by Directorate to identify trends.			Yes	12/31/2024	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
04/30/2021	Engage with Human Resources to review Supervisor and Manager Awards Training.	Yes	06/30/2025	
05/30/2021	Engage with Disability Program Manager to ensure that Disability Training for Supervisors and Managers addresses the provision of Awards.	Yes	07/03/2025	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2023	Initiated analysis of workforce data by Directorate.			
2024	The AEP Team established a Barrier Analysis Team in FY2024.			

4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities.

The EEO Office initiate a Barrier Analysis Team, however, the team did not have time to review all of the available data.

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

Collaborating with the DTRA HR and DLA Reports Team provided DTRA EEO Office with all data needed for the MD-715. The additional data received for FY2024 allowed the AEP Team and Barrier Analysis Team to determine that several potential triggers are not a trigger, and no barriers were identified.

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

The AEP Team will be reviewing the data to determine if there are identifiable trends, and to ensure that triggers closed in FY2024 based on data analysis do not recur.