

EEOC FORM 715-01 PART A - D		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
Federal Energy Regulatory Commission			For period covering October 1, 2016 to September 30, 2017		
PART A Department or Agency Identifying Information	1. Agency		Federal Energy Regulation Commission		
	1.a. 2nd level reporting component				
	1.b. 3rd level reporting component				
	1.c. 4th level reporting component				
	2. Address		888 First Street NE		
	3. City, State, Zip Code		Washington	District of Columbia	20426
	4. Agency Code	5. FIPS code(s)	DNFE	47900	
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees			1420	
	2. Enter total number of temporary employees			39	
	3. Enter total number employees paid from non-appropriated funds			0	
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]			1459	

Federal Energy Regulatory Commission

For period covering October 1, 2016 to September 30, 2017

**PART C
Agency
Official(s)
Responsible
For Oversight
of EEO
Program(s)**

1. Agency Head	Chairman Kevin McIntyre
2. Agency Head Designee	Executive Director, Anton Porter
3. EEO Director	EEO Director Anton Porter
4. Affirmative Employment Manager	AEPM, Dashana Davis
5. Complaint Processing Manager	Complaints Manager, Kadia Givner
6. Other EEO Staff	EEO Advisor Madeline Lewis
7. MD-715 Preparer	AEPM, Dashana Davis
8. Diversity and Inclusion Officer	Chief Human Capital Officer Eddie Ribas
9. Disability Special Emphasis Program Manager	Disability Program Manager, Kadia Givner
10. Hispanic Special Emphasis Program Manager	SEPM, Brittany Summers
11. Women's Special Emphasis Program Manager	SEPM, Brittany Summers
12. Anti-Harassment Program Manager	Anti-Harassment Program Coordinator, Brittany Summers
13. Reasonable Accommodation Program Manager	Disability Program Manager Kadia Givner

Federal Energy Regulatory Commission

For period covering October 1, 2016 to September 30, 2017

PART D List of Subordinate Components Covered in This Report	Subordinate Component and Location (City/State)	CPDF and FIPS codes	

EXECUTIVE SUMMARY

Introduction

The Federal Energy Regulatory Commission (FERC) is pleased to present its Management Directive 715 (MD-715) Equal Employment Opportunity (EEO) Program Status Report for fiscal year FY 2017 and EEO Plan for FY 2018. This report covers the reporting period from October 1, 2016 through September 30, 2017, and contains FERC information that measures the FERC’s progress towards achieving a Model EEO Program. The FERC EEO Advisor’s office has responsibility for monitoring the workforce and ensuring that every effort is made to achieve a workforce that reflects all segments of society and our nation’s diversity. These responsibilities include ensuring specified oversight and compliance guidelines set by the Equal Employment Opportunity Commission (EEOC), Office of Personnel Management (OPM) and Office of Management and Budget (OMB) are adhered to and carried out.

The MD-715 provides instructions, guidance and standards for establishing and maintaining a Model EEO Program that ensures a workplace free of discrimination and harassment in employment matters. Specifically, MD-715 requires the FERC to: conduct an annual Commission self-assessment; identify policies, procedures and practices that create barriers to the recruitment, hiring, training, development, rewarding and promoting of employees; and submit an annual report detailing workforce demographics, Commission accomplishments, Model EEO Program deficiencies and specific EEO plans to correct deficiencies and barriers. FERC leaders and EEO officials are jointly accountable for the successful implementation of the Model EEO Program.

FERC Mission and Composition

FERC is an independent agency that regulates the interstate transmission of electricity, natural gas, and oil. FERC also reviews proposals to build liquefied natural gas (LNG) terminals and interstate natural gas pipelines as well as licensing hydropower projects. The Energy Policy Act of 2005 gave FERC additional responsibilities that are outlined in our Commission Strategic Plan.

FERC’s primary mission is to assist consumers in obtaining reliable, efficient and sustainable energy services at a reasonable cost through appropriate regulatory and market means.

Fulfilling this mission involves pursuing three primary goals:

- Ensure Just and Reasonable Rates, Terms, and Conditions
- Promote Safe, Reliable, Secure, and Efficient Infrastructure
- Mission Support through Organizational Excellence

FERC employs 1459 staff members who are organized into 12 offices that assist in administering mission goals. FERC is comprised of a Headquarters office located in Washington, DC, and 5 regional offices in New York, Chicago, Atlanta, Portland and San Francisco. The agency is comprised of up to five Commissioners who are appointed by the President of the United States with the advice and consent of the Senate. Commissioners serve staggered five-year terms and have an equal vote on the orders through which FERC takes action. The President appoints one of the Commissioners to be the Chairman of FERC, the administrative head of the Commission.

Summary of Self-Assessment against the Model EEO Program Essential Elements

In FY 2017, FERC continued to make progress toward attaining a Model EEO Program in accordance with the MD-715 Six Essential Elements identified in the Part G Self-Assessment checklist. A “no” response to any of the checklist questions indicates a deficiency in that area of the EEO program. Deficiencies identified are focused mainly on collaboration challenges, such as inconsistent coordination between EEO, the Chief Human Capital Office (CHCO) and the other Commission program offices in regards to barrier analysis and action planning. These issues have been addressed in Part H of the report. Table 1 listed below, displays the percentage of the “Compliance Indicators” assessed as met in Part G of the report and are grouped by each Model EEO program essential element. Overall, 95% of the “Compliance Indicators” in Part G were assessed as being met. The paragraphs following Table 1 depict some of FERC’s major accomplishments and challenges under each of the six essential elements. The EEO Advisor’s office will continue to monitor FERC’s status on these elements through quarterly collaboration and progress review meetings with the CHCO and Commission program offices.

Table 1. Percent of Compliance Indicators Met by Essential Element

MD-715 Six Essential Elements

	FY 2016	FY 2017
A - Demonstrated Commitment by Commission Leadership	89.47%	100.00%
B - Integration of EEO into the Commission's Strategic Mission	100.00%	100.00%
C - Management and Program Accountability	70.00%	70.00%
D - Proactive Prevention of Unlawful Discrimination	60.00%	70.00%
E - Efficiency	93.75%	100.00%
F - Responsiveness and Legal Compliance	95.00%	100.00%

ELEMENT A - DEMONSTRATED COMMITMENT BY COMMISSION LEADERSHIP: Requires the Chairman to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.

During the FY 17 reporting period FERC's former Chairman, Neil Chaterjee reissued the updated EEO policy letters. A new Chairman, Kevin J. McIntyre, was appointed to chair the Federal Energy Regulatory Commission in December of 2017. Both the former and new Chairman demonstrated their strong commitment to EEO and Diversity in the workforce through several initiatives. Both continuously affirmed their commitment to the rights and protections enshrined in the Civil Rights Act of 1964, the Notification and Federal Employee Antidiscrimination and Retaliation Act, the Whistleblower Protection Act, and other Federal laws that protect our employees as outlined in the EEO, Diversity and Inclusion, ADR, and Anti-Harassment Policy Statements.

During FY 2017,

- Both Chairmen and the Chiefs of Staff were and continue to be strongly committed to cultivating a work environment that promotes inclusion and employee engagement between managers and leaders. They actively participated in several FERC events such as, Special Emphasis Observance programs, Employee Resource Group (ERG) Speaker Series, celebrations and employee development workshops.
- New hires were provided with copies of the EEO Policy Statements during New Employee Orientation (NEO);
- EEO Policy Statements were posted to the FERC intranet page and on bulletin boards throughout the building.
- Program Office Directors and Deputy Directors acted as Champions for annual Special Emphasis Program Observances by introducing program guest speakers and ensuring their staff attended and advertised program activities. They also participated as guest speakers and panel members during our "Meet The Leaders" speaker series.

Deficiencies: None

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

All EEO duties and responsibilities are clearly defined. The EEO Director reports to the head of the Commission, and is involved in high level meetings which impact personnel matters. Senior members of the EEO staff are sufficiently trained to perform the duties and responsibilities associated with each of the EEO programs. The EEO Director meets quarterly with the Chairman, Program Office Directors, and General Counsel as required, to discuss all matters associated with the Commission's EEO and diversity programs. These meetings focus on effectiveness, efficiency and legal compliance.

EEO officials were consulted along with the CHCO, the General Administrative Law and General Administrative Law (GAL) office to provide guidance and the best course of action to address difficult issues dealing with reasonable accommodations, alleged discrimination, harassment and other challenging areas affecting employees, managers and senior officials. The EEO Advisor's Office also worked collaboratively with the CHCO, ERG's, and Council for Workforce Improvement (CWI) to establish Diversity and Inclusion goals and strategies.

The EEO program is sufficiently staffed and funded, to coordinate the purchase of furniture/supplies for reasonable accommodation; process/investigate all complaints of discrimination; conduct fiscal year Commission-wide Prevention of Sexual Harassment training; utilize Alternative Dispute Resolution (ADR) when necessary; purchase publications/books; observe Special Emphasis Programs (including speakers, workshops and ethnic food tastings); and complete renovation projects for reasonable accommodations. In fiscal year 2017, the Commission purchased numerous sit-to-stand desks, ergonomic chairs,

and computer software/equipment that could not be purchased by the Computer/Electronic Accommodation Program (CAP).

The EEO Advisor's Office designated a Special Emphasis Program Manager (SEPM) to oversee two of the three statutory/regulatory SEP programs; the Hispanic Employment Program (HEP) and the Federal Women's Program (FWP). A Disability Program Manager (DPM) had previously been designated. The SEPM also manages the Black Employment Program (BEP), Asian/Pacific Islander Employment Program (APIEP) and American Indian/Alaska Native Employment Program (AIANEP).

ELEMENT C - MANAGEMENT AND PROGRAM ACCOUNTABILITY: Requires the Chairman hold all managers, supervisors and EEO officials responsible for the effective implementation of the Commission's EEO Program and Plan.

The EEO Director serves as a direct report to the FERC Chairman and is included in discussions with senior leadership, members of OGC and CHCO personnel, regarding decisions which impact recruitment, promotions, training, career development, realignment and any other significant change within the Commission that could potentially have an adverse impact on the workforce.

FERC integrated the mandatory EEO, Diversity and Inclusion measure as a critical element in Senior Executive Service performance standards. The inclusion of this element requires senior leadership to be rated on their effectiveness in implementing and managing EEO programs; specifically how they Lead People: provide an inclusive workplace that fosters the development of others to reach their full potential; allows for full participation by all employees; facilitates collaboration, cooperation, and teamwork, and supports constructive resolution of conflicts; and, recruits, retains, and develops the talent needed to achieve a high quality, diverse workforce that reflects the nation, with the skills needed to accomplish organizational performance objectives while supporting workforce diversity, workplace inclusion, and compliance with equal employment policies and programs.

Deficiencies:

- Regular (monthly/quarterly/semi-annual EEO updates were not provided to management/supervisory officials by EEO program officials. (See Part H).
- EEO plans were not coordinated, developed and implemented with all appropriate Commission managers to include General Counsel, CHCO, Chief Financial Officer (CFO) and the Chief Information Officer (CIO). (See Part H)
- The Commission does not have a disciplinary policy and/or table of penalties that covers employees found to have committed discrimination.

ELEMENT D - PROACTIVE PREVENTION OF UNLAWFUL DISCRIMINATION: Requires that the Commission head make early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity.

In FY 2017, approximately 97.00% of FERC employees completed Notification and Federal Employees Antidiscrimination and Retaliation Act (No FEAR) training. This mandatory biennial training requirement for all FERC employees is intended to meet the Commission's obligation under the Notification and Federal Employee Anti-discrimination and Retaliation Act of 2002, that all Federal employees receive training on their rights and responsibilities in the areas of EEO, non-discrimination, and Whistleblower protections. This course supports the Commission's focus on cultivating a fair, diverse, and harassment-free work environment. Additionally, in compliance with the Commission's EEOC site visit, FERC created the framework for a new Anti-Harassment Program (AHP). The AHP is responsible for creating detailed procedures and guidance to managers and supervisors for proactively addressing allegations of harassment in the workplace.

The EEO Advisor's office conducted 23 New Employee Organization (NEO) briefings to acquaint new hires with FERC policy and practice regarding EEO, Diversity and Inclusion, and Reasonable Accommodation (RA). In addition, the EEO Advisors office bought in a Diversity and Inclusion facilitator to provide all of FERC's Managers and Supervisors with Unconscious Bias training.

In FY 2017, FERC's sanctioned Employee Resource Groups (ERG's) hosted several cultural awareness, developmental, mentoring, and inclusion events/workshops. In addition, the EEO Advisors office and the CHCO's office met with the ERG's to discuss FEVS survey results and to get input on the need for coaching and mentoring opportunities, how they can assist in nationwide recruitment and retention efforts and the identification of barriers that may exist relating to career development of employees. The sanctioned groups are; the Asian Pacific Americans of FERC (APA FERC), Energy Latinos of FERC (EL FERC), Queer Employee Resource Group (QERC), Women Empowering Women (WEW), FERC Military Veterans (FERC VETS) and Americans of Middle Eastern and North African Heritage (AMENHAH).

Deficiencies:

A thorough Barrier analysis was not conducted; as a result, Senior leaders have not had an opportunity to:

- Meet with and assist the EEO Director and/or other EEO staff in the identification of barriers that are impeding the realization of equal employment opportunity.
- Assist in the development and implementation of EEO Action Plans to eliminate said barriers.
- Successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into Commission strategic plans. (See Part H)

ESSENTIAL ELEMENT E - EFFICIENCY: Requires the Chairman to ensure there are effective systems in place for evaluating the impact and effectiveness of the Commission's EEO Program as well as an efficient and fair dispute resolution process.

FERC currently uses a Department of Interior data system (DataMart) to adequately collect and analyze data required by the MD-715. In FY 2015, an Affirmative Employment Program Manager was hired; this employee has the sufficient training and experience necessary to conduct workforce, barrier and trend analyses. A Barrier Analysis Working Group will be established in FY 2018. (See Part H).

FERC has an effective complaints tracking and monitoring system in place to process, track, and report data concerning the EEO process. Case Inventory decreased by 73% during FY 2017. FERC continued to process informal complaint counseling sessions within 30 days when employees actively participated in the counseling. Several counseling sessions extended beyond the 30 days when employees provided written requests to extend the counseling. Formal complaint investigations were also processed within the 180 day timeframe; and if the complaint was amended the deadline was extended.

FERC has an active Alternative Dispute Resolution (ADR) Program and participation in this program is highly encouraged to help managers and supervisors resolve workplace disputes at the earliest opportunity. Though no employees elected to participate in ADR in FY 2016, the ADR offer rate for EEO cases initiated was 100%.

Mediation and Conflict coaching are the methods of ADR most used at FERC. Mediation was also offered for use in other forums, such as negotiated grievances, administrative grievances, Merit Systems Protection Board appeals, and EEOC hearings.

In addition, the Disability Program Manager (DPM) received and processed over 40 reasonable accommodation requests in FY 2017. Over 96% of the accommodation requests were processed within the time frame set forth in the Commission RA policy.

Deficiencies: None

ESSENTIAL ELEMENT F - RESPONSIVENESS AND LEGAL COMPLIANCE: Requires federal agencies be in full compliance with orders by EEO Administrative judges.

All FERC personnel are held accountable for timely compliance of all EEOC orders. In addition, all Annual EEO end-of-year reporting requirements were prepared and timely submitted in accordance with OPM and EEOC guidelines. The reports submitted include the, EEOC 462 and MD-715 reports, and the OPM No FEAR Report. Compliance with EEOC orders is the primary responsibility of EEO program officials; however, established partnerships with officials in EEO, CHCO and the OGC ensures that the FERC consistently complies with all orders issued by the Equal Employment Opportunity Commission and other judicial boards.

Deficiencies: None

Workforce Profile

By the end of FY 2017, FERC employed 1,459 permanent and temporary employees in comparison to 1,484 in FY 2016. Overall, the total number of employees decreased by 25 (1.68%). Men comprised 839 (57.51%) of the Commission's workforce and women 620 (42.49%). Participation rates for men decreased by 14 (1.64%); women decreased by 11 (1.74%).

The FERC workforce participation rates for minorities increased by 3 (0.61%). Minorities and women combined comprised

more than half of the workforce with a participation rate of 57.09%, a slight decrease from FY 2016 by 0.71%.

The Civilian Labor Force (CLF) is the benchmark against which we measure the diversity of our workforce. Compared to the CLF, the workforce participation rates for Hispanic, Native Hawaiian and American Indian Alaska Native men and women fell below their expected participation rates. In addition, White women also fell significantly below their expected participation rates by 10.86%.

In addition, we look at net change in order to determine whether groups with low participation rates are increasing/decreasing at the same rate or higher than the change for the total FERC workforce. The net change for the total FERC workforce from FY 2016 to FY 2017 was -1.68%. Overall, net change rates decreased for White males by -3.13%, White women -2.59%, Asian females -3.77% and Native Hawaiian/Pacific Islander males by 100.00%.

FERC will continue to place special emphasis on recruitment, outreach and retention efforts for White females, Asian females and Hispanic males and females.

Individuals with Targeted Disabilities (IWTD's)

In addition to examining the workforce by REG, we also review the data for IWD's. In FY 2017, FERC employed 89 (6.10%) Individuals with Disabilities (IWD's), of which 8 (0.55%) have targeted disabilities. FERC's representation of IWTD's (permanent and temporary) increased from 0.54% in FY 2016 to 0.55% in FY 2017. The net change for this IWD's was -11.11%, compared to the -1.68% net change for the total FERC workforce.

In 2017, FERC will continually focus its efforts on increasing the participation rates for IWD's and IWTD's, in hopes of coming close to the EEOC mandated affirmative action goals of 12.00% (IWD's) and 2.00% (IWTD's). In addition, FERC will establish a comprehensive recruitment and retention strategy for IWD's and IWTD's and resurvey its workforce, focusing on the disability status of its employees. The resurvey will be executed on a volunteer self-identification basis. FERC will continue to monitor monthly, the onboard and hiring statistics for IWTD as a performance metric as well as retention rates.

Further corrective strategies will focus on: 1) Continued training to human resources personnel and managers on the use of Schedule A and FERC's RA procedures; 2) Improving advancement opportunities as part of a retention strategy; and 3) Establishing partnerships with organizations that have or service a large population of IWTD's, such as local colleges and universities, local Vocational Rehabilitation service providers and the Employer Assistance and Recruiting Network (EARN).

Barrier Analysis

The EEOC guidance regarding barriers to full participation refers to the indication of a possible barrier as a "trigger." FERC has conducted a preliminary barrier analysis and identified four primary triggers that will be addressed after more detailed trigger, trend and barrier analyses are conducted.

The four triggers identified are:

- Less than expected representation of White females: Compared with their respective CLF, White females had less than expected representation in the FERC workforce. In FY 2017, the participation rate of White women was 23.17% (10.86 % below the CLF of 34.03%).
- Less than expected representation of Hispanics: Compared with their respective CLF, Hispanic males and females had less than expected representation in the FERC workforce. In FY 2017, the participation rate of Hispanic males was 2.40% (2.77 % below the CLF of 5.17%); the participation rate of Hispanic females was 1.99% (2.80% below the CLF of 4.79%).
- Less than expected Minority and Female representation in the GS-14, GS-15 and SES Cadre: With the exception of Hispanic, White and Black males, all other race/ethnicity and gender groups fell below their expected representation in the SES grade level when compared to their overall representation in the FERC occupations that have upward mobility to GS-15 and SES. The representation of White men alone is nearly double their expected representation and most likely serves as the catalyst for the less than expected representation for the other demographic groups.
- Less than expected representation of individuals with disabilities and targeted disabilities: FERC's representation of Individuals with Disabilities in FY 17 was 6.19%, below the EEOC mandated goal of 12.00% by 5.81%. In addition, there were no individuals with targeted disabilities hired in FY 2016 or FY 2017. In comparison to the newly mandated EEOC federal goal of 2.00 %, we are significantly behind in the employment of IWTD's by (-1.45%). In FY 2018, FERC will gradually work to

adhere to the EEOC directed hiring goal, an increase of 22 employees hired with targeted disabilities and 175 with disabilities.

Summary of Planned Objectives for FY 2018

The following list summarizes the planned initiatives laid out in Part H, and J for FY 2018 to eliminate identified barriers or correct program deficiencies.

- Establish partnerships with organizations that have and/ or represent a large population of qualified IWTD's, such as local colleges and universities, local Vocational Rehabilitation service providers and the Employer Assistance & Recruiting Network (EARN).
- Utilize OPM's Bender List and local Vocational Rehabilitation centers as sources to recruit Schedule A applicants.
- Meet with each program office quarterly to provide information on EEO Program Plans and updates, workforce demographics, recommendations to increase participation rates of underrepresented groups and to discuss projected vacancies and recruitment strategies.
- Establish a Barrier Analysis Working Group (BAWG) that will assist with the identification of any existing or perceived barriers to equal employment; and the development of the EEO Plans to eliminate identified barriers.
- Conduct Anti-Harassment, Reasonable Accommodation, Schedule A and Diversity and Inclusion training.
- In collaboration with the HR recruitment and staffing branches, develop recruitment, outreach and retention strategies for IWD'S, IWTD'S and Hispanics.
- Partner with at least one Hispanic Serving Institute (HSI) and other Hispanic affinity organizations such as the League of United Latin American Citizens (LULAC), the National Council of Hispanic Employment Managers (NCHEPM), National Organization of Mexican American Rights and the Society for Advancement of Chicano/Hispanic and Native American in Science (SACNAS) to recruit, retain and develop Hispanic employees. In addition, we will partner with Gallaudet to bring in a potential pool of student hires with disabilities and targeted disabilities
- Resurvey the workforce to get an accurate account of individuals with disabilities and targeted disabilities.

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

I, EEO Director Anton Porter am the

(Insert name above) (Insert official
title/series/grade above)

Principal EEO Director/Official for Federal Energy Regulation Commission

(Insert Agency/Component Name above)

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

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

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

Signature of Agency Head or Agency Head Designee

Date

Signature of Principal EEO Director/Official

Date

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

EEOC FORM 715-01 PART G		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.					
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Compliance Indicator	EEO policy statements are up-to-date.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
The Agency Head was installed on <u>8/8/17</u> The EEO policy statement was issued on <u>09/1/2017</u> Was the EEO policy statement issued within 6-9 of the installation of the Agency Head?		X			
During the current Agency Head's tenure, has the EEO policy Statement been re-issued annually? If no, provide an explanation.		X			
Are new employees provided a copy of the EEO policy statement during orientation?		X			
When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?		X			The Affirmative Employment Program Manager receives a quarterly list of newly promoted supervisors from HR and emails the EEO Policy letters to those on the list.
Compliance Indicator	EEO policy statements have been communicated to all employees.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?				X	
Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?		X			
Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]		X			

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Compliance Indicator	Agency EEO policy is vigorously enforced by agency management.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:		X			
resolve problems/disagreements and other conflicts in their respective work environments as they arise?		X			
address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?		X			
support the agency's EEO program through allocation of mission personnel to participate in community out-reach and recruitment programs with private employers, public schools and universities?		X			
ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?		X			
ensure a workplace that is free from all forms of discrimination, harassment and retaliation?		X			
ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications ?		X			
ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?		X			
ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?		X			
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions? Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.		X			All agency employees were provided Prevention of Sexual Harassment training in 2016. This mandatory training is conducted every 2 years.
Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?		X			
Have managers and supervisor been trained on their responsibilities under the procedures for reasonable accommodation?		X			

Essential Element B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices and supports the agency's strategic mission.					
Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
Compliance Indicator	The reporting structure for the EEO Program provides the Principal EEO Official with appropriate authority and resources to effectively carry out a successful EEO Program.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Is the EEO Director under the direct supervision of the agency head? [see 29 CFR §1614.102(b)(4)] For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)		X			
Are the duties and responsibilities of EEO officials clearly defined?		X			
Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?		X			
If the agency has 2nd level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?				X	
If the agency has 2nd level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting				X	
If not, please describe how EEO program authority is delegated to subordinate reporting components.				X	
Compliance Indicator	The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of EEO programs and are involved in, and consulted on, management/personnel actions.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?		X			
Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		X			
Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections		X			

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Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions such as reorganizations and re-alignments?		X			
Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]		X			
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure		X			
Compliance Indicator	The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X			
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X			
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently		X			
Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X			
Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		X			
People With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X			
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X			
Compliance Indicator	The agency has committed sufficient budget to support the success of its EEO Programs.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	

Federal Energy Regulatory Commission	For period covering October 1, 2016 to September 30, 2017			
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems	X			
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)	X			
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?	X			
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?	X			
Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?	X			
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?	X			
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? [see 29 C.F.R. § 1614.102(b)(5)]	X			
Is there sufficient funding to ensure that all employees have access to this training and information?	X			
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:				
for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?	X			
to provide religious accommodations?	X			
to provide disability accommodations in accordance with the agency's written procedures?	X			
in the EEO discrimination complaint process?	X			
to participate in ADR?	X			

Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY

This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program and Plan.

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

Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
Measures	When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.				For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?			X		To date, FERC has had no findings of discrimination.

Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?	X			
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?			X	The Commission has had no findings of discrimination.
If so, cite number found to have discriminated and list penalty /disciplinary action				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?	X			
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.??	X			

Essential Element D: PROACTIVE PREVENTION Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.					
Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
Compliance Indicator	Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?			X		See Part H
When barriers are identified, do senior managers develop and implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?			X		A thorough Barrier Analysis has not been completed but managers will participate in a Barrier Analysis Working Group (BAWG) in FY 18. See Part H
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?			X		See Part H.
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		X			
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		X			
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		X			
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X			
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X			
Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are all employees encouraged to use ADR?		X			
Is the participation of supervisors and managers in the ADR process required?		X			

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Essential Element E: EFFICIENCY

Requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.

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Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
Compliance Indicator	The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		X			
Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD-715 and these instructions?		X			
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		X			
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		X			
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		X			
Compliance Indicator	The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency use a complaint tracking and monitoring system that allows identification of the location, and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		X			
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		X			
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		X			
If yes, briefly describe how:					
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		X			
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		X			
Compliance Indicator		Measure has been met			

Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
	The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.				For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are benchmarks in place that compare the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		X			
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?		X			
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		X			
Does the agency complete the investigations within the applicable prescribed time frame?		X			
When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?		X			
When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X			
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		X			
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		X			
Compliance Indicator	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		X			
Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?		X			
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?		X			
Does the agency ensure that the responsible management official directly involved in the dispute does not have settlement authority?		X			
Compliance Indicator		Measure has been met			

Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017			
	<p align="center">The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.</p>				<p align="center">For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</p>
Measures		Yes	No	N/A	
Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the		X			
Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102		X			
Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?		X			
Do the agency's EEO programs address all of the laws enforced by the EEOC?		X			
Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?		X			
Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 standards?		X			
Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?		X			Yes, we participate in the Small Agency Council to collaborate and share best practices.
Compliance Indicator	<p align="center">The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.</p>	Measure has been met			<p align="center">For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</p>
Measures		Yes	No	N/A	
Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO		X			
Does the agency discrimination complaint process ensure a neutral adjudication function?		X			
If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?		X			

Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.						
Federal Energy Regulatory Commission			For period covering October 1, 2016 to September 30, 2017			
Compliance Indicator	Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative		X				
Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.		X				
Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		X				
Are procedures in place to promptly process other forms of ordered relief?		X				
Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Is compliance with EEOC orders encompassed in the performance standards of any agency employees?		X				
If so, please identify the employees by title in the comments section, and state how performance is measured.						
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		X				
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.						
Have the involved employees received any formal training in EEO compliance?		X				
Does the agency promptly provide to the EEOC the following documentation for completing compliance:						

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

Footnotes:

1. See 29 C.F.R. § 1614.102.

2. When an agency makes modifications to its procedures, the procedures must be resubmitted to the Commission. See EEOC Policy Guidance on Executive Order 13164: Establishing Procedures to Facilitate the Provision of Reasonable Accommodation (10/20/00), Question 28

EEOC FORM 715-01 PART H-1	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Federal Energy Regulatory Commission		For period covering October 1, 2016 to September 30, 2017
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Q53. EEO program officials do not coordinate the development and implementation of EEO Plans with all appropriate Commission managers to include OGC, CHCO, CFO, and the CIO. Q62. Senior managers do not currently meet with and assist the EEO Manager and/or other EEO staff in the identification of barriers that may be impeding the realization of equal employment opportunity. Q64. Senior managers have not successfully implemented EEO Action Plans and incorporated the EEO Action Plan Objectives into Commission strategic plans.	
OBJECTIVE:	Establish Barrier Analysis Working Group (BAWG)	
RESPONSIBLE OFFICIAL:	AEPM, EEO Advisor and Program Office Directors	
DATE OBJECTIVE INITIATED:	03/27/2017	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	09/14/2018	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		
<p>The EEO Director will brief the FY16 MD-715 Report to the OGC, CHCO, CFO, CIO and all Commission Managers to provide a snapshot of the FERC workforce, discuss deficiencies and the establishment of a Barrier Analysis Working Group (BAWG in which designated members will be solicited to participate.</p> <p>TARGET DATE: 04/13/2018</p>		
<p>The AEPM will draft an Email Blast that details what the BAWG is and the roles and requirements of participants. The email will be sent out to designated participants or an invite will be sent out to all of the program offices soliciting volunteers.</p> <p>TARGET DATE: 03/03/2017</p>		
<p>The AEPM and EEO Advisor will hold an introductory meeting and brief the MD-715 to the BAWG to provide an overview of the triggers identified and to give a snapshot of what data will be analyzed.</p> <p>TARGET DATE: 04/27/2018</p>		
<p>The EEO Advisors office will provide BAWG members with basic Barrier Analysis training.</p> <p>TARGET DATE: 05/11/2018</p>		
<p>EEO program officials and the BAWG will begin reviewing data, analyzing findings and identifying what triggers and processes to review first.</p> <p>TARGET DATE: 05/14/2018</p>		
<p>The BAWG will conduct Barrier Analysis and develop Part I action plans.</p> <p>TARGET DATE: 06/29/2018</p>		
<p>The AEPM will send the draft Part I plans to the EEO Director for review and approval.</p> <p>TARGET DATE: 07/14/2017</p>		
<p>The AEPM will make suggested edits if necessary and send the draft Part I plans to the OGC, CHCO, CFO, CIO and all program office leaders for review and concurrence.</p> <p>TARGET DATE: 07/28/2017</p>		
<p>The AEPM and BAWG will make any necessary concurrence revisions to Part I plans.</p> <p>TARGET DATE: 08/10/2018</p>		

The EEO Director will share the revised plan with Senior Leaders and the Chairman.

TARGET DATE: 08/17/2018

EEO program officials, the OGC, CHCO, CFO and CIO and all Commission Managers will begin implementation of the Part I plans.

TARGET DATE: 08/24/2018

The AEPM and BAWG will assess plans and implementation practices for progress/impact and/or make additional revisions to Part I plans.

TARGET DATE: 09/14/2018

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM 715-01 PART I-1	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Federal Energy Regulatory Commission	For period covering October 1, 2016 to September 30, 2017	
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?		
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.		
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.		
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.		
RESPONSIBLE OFFICIAL:		
DATE OBJECTIVE INITIATED:		
TARGET DATE FOR COMPLETION OF OBJECTIVE:		
EEOC FORM 715-01 PART I-1	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE		

MD-715 – Part J

Special Program Plan

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

To capture agencies' affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their 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 C.F.R. § 1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with reportable and 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: No

b. Cluster GS-11 to SES (PWD)

Answer: Yes

FERC employees with disabilities in Grades GS 11-SES (5.87%), fall below the EEOC benchmark of 12% by 6.13%.

The inclusion rate for FERC PWD's in Grades GS 11-SES is 5.87%, below the benchmark by 6.13%.

* 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: Yes

b. Cluster GS-11 to SES (PWTD)

Answer: Yes

The inclusion rate for FERC PWTD's in Grades GS 1-10 is 1.35%, below the benchmark by 0.65%

The inclusion rate for FERC PWTD's in Grades GS 11-SES is 0.52%, below the benchmark by 1.48%

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

The EEO Advisor has spoken to the Executive Director/EEO Director, CHCO and Recruitment Team about the mandated EEOC goals. The EEO Advisor is in the process of preparing a brief to share with the Executive Director/EEO Director and Senior Leaders that will be delivered the first week of April.

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 DISABILITY PROGRAM

- 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

N/A

- 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	
Processing applications from PWD and PWTD	4	0	0	Cheryl A Harkness Branch Chief, Employee Acquisitions and Operations Cheryl.harkness@ferc.gov
Answering questions from the public about hiring authorities that take disability into account	4	0	0	Cheryl A Harkness Branch Chief, Employee Acquisitions and Operations Cheryl.harkness@ferc.gov
Processing reasonable accommodation requests from applicants and employees	1	0	0	Kadia Givner Disability Program Manager EEO Advisors Office kadia.givner@ferc.gov
Section 508 Compliance	1	0	0	Kadia Givner Disability Program Manager EEO Advisors Office kadia.givner@ferc.gov
Architectural Barriers Act Compliance	1	0	0	Kadia Givner Disability Program Manager EEO Advisors Office kadia.givner@ferc.gov

Disability Program Task	# of FTE Staff by Employment Status			Responsible Official (Name, Title, Office, Email)
	Full Time	Part Time	Collateral Duty	
Special Emphasis Program for PWD and PWTD	1	0	0	Kadia Givner Disability Program Manager EEO Advisors Office kadia.givner@ferc.gov

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(s) that disability program staff have received. If “no”, describe the training(s) planned for the upcoming year.

Answer: Yes

Disability Program Manager Course, Staffing and Placement, refresher training at FDR, EXCEL and EEOC update meetings.

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

N/A

Section III: 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 APPLICANTS WITH DISABILITIES

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

Attendance at Veterans Career Fairs and Gallaudet Career Fair.

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.

The agency actively screens applications for those who have self-identified as being eligible for Schedule A hiring during the hiring process. Attend Disability Career Fairs.

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.

Applicants are screened to ensure they meet the criteria for eligibility under Schedule A and the application is forwarded to the hiring manager on an individual basis with an explanation of how the applicant may 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

Hiring managers are given explanations of all of the hiring tools and authorities at their disposal.

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.

Yearly attendance at disability hiring fairs. In 2018, FERC plans to partner with local Vocational Rehabilitation centers and the Employee Assistance and Recruitment Network to solicit qualified applicants and student interns.

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

The participation rate for FERC new hires that are PWD's is 3.75%, below the benchmark by 8.25%
 The participation rate for FERC new hires that are PWTD's is 0.00%, below the benchmark by 2.00%

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.
 - a. New Hires for MCO (PWD) Answer: Yes
 - b. New Hires for MCO (PWTD) Answer: Yes

Civil Engineers, Attorneys and Energy Industry Analysts with disabilities and targeted disabilities are being hired at lower than expected rates when compared to the number of qualified applicants (QA) in those groups.
 Attorneys: PWD's - 0.00%, QA rate - 8.96%
 EIA: PWD's - 2.50%, QA rate - 5.69%

Civil Engineer: PWTD's - 0.00%, QA rate 0.27%
 Attorneys: PWTD's - 0.00%, QA rate - 5.97%
 EIA: PWTD's - 0.00%, QA rate -1.45%

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.
 - a. Qualified Applicants for MCO (PWD) Answer: No
 - b. Qualified Applicants for MCO (PWTD) Answer: No

N/A

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.
 - a. Promotions for MCO (PWD) Answer: No
 - b. Promotions for MCO (PWTD) Answer: No

N/A

Section IV: 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.

A plan has not been established as of yet but will be drafted upon collaboration with the CHCO, CIO and CFO.

B. CAREER DEVELOPMENT OPPORTUNITIES

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

FERC has a career development program called the Leadership Development Program (LDP).

2. 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 applicants and the applicant pool for selectees.) If "yes", describe the trigger(s) in the text box.

a. Applicants (PWD)

Answer: No

b. Selections (PWD)

Answer: No

No applicants with disabilities applied for the career development program.

3. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The appropriate benchmarks are the relevant applicant pool for applicants and the applicant pool for selectees.) If "yes", describe the trigger(s) in the text box.

a. Applicants (PWTD)

Answer: No

b. Selections (PWTD)

Answer: No

No applicants with targeted disabilities applied for the career development program.

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: No
 - b. Awards, Bonuses, & Incentives (PWTD) Answer: No

N/A

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD 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 (PWTD) Answer: Yes

PWTD: Inclusion rate - 0.00%, FERC QSI's -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

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.

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: No

ii. Internal Selections (PWD) Answer: No

c. Grade GS-14

i. Qualified Internal Applicants (PWD) Answer: No

ii. Internal Selections (PWD) Answer: No

d. Grade GS-13

i. Qualified Internal Applicants (PWD) Answer: No

ii. Internal Selections (PWD) Answer: No

N/A

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.

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: No

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: No

N/A

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.

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: No

d. New Hires to GS-13 (PWD) Answer: No

N/A

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.
- | | |
|------------------------------|------------|
| 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: No |
| d. New Hires to GS-13 (PWTD) | Answer: No |

N/A

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.
- | | |
|--|------------|
| a. Executives | |
| i. Qualified Internal Applicants (PWD) | Answer: No |
| ii. Internal Selections (PWD) | Answer: No |
| b. Managers | |
| i. Qualified Internal Applicants (PWD) | Answer: No |
| ii. Internal Selections (PWD) | Answer: No |
| c. Supervisors | |
| i. Qualified Internal Applicants (PWD) | Answer: No |
| ii. Internal Selections (PWD) | Answer: No |

N/A

6. Does your agency have a trigger involving PWTD 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.

a. Executives

i. Qualified Internal Applicants (PWTD) Answer: No

ii. Internal Selections (PWTD) Answer: No

b. Managers

i. Qualified Internal Applicants (PWTD) Answer: No

ii. Internal Selections (PWTD) Answer: No

c. Supervisors

i. Qualified Internal Applicants (PWTD) Answer: No

ii. Internal Selections (PWTD) Answer: No

N/A

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.

a. New Hires for Executives (PWD) Answer: No

b. New Hires for Managers (PWD) Answer: No

c. New Hires for Supervisors (PWD) Answer: No

N/A

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the selectees for new hires to supervisory positions? If "yes", describe the trigger(s) in the text box.

a. New Hires for Executives (PWTD) Answer: No

b. New Hires for Managers (PWTD) Answer: No

c. New Hires for Supervisors (PWTD) Answer: No

N/A

Section V: Plan to Improve Retention of Persons with Disabilities

To be a model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In 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 personal 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

N/A

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: No

b. Involuntary Separations (PWD)

Answer: No

N/A

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: No

b. Involuntary Separations (PWTD)

Answer: No

N/A

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.

FERC does not currently conduct exit interviews. The Chief Human Capital Office (CHCO) is currently working towards an agency exit survey. The deployment date is TBD. Employees do have an opportunity to provide a reason he or she is leaving the agency when they sign the SF-52 (Resignation) Request for Personnel Action.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 C.F.R. § 1614.203(d)(4), federal agencies are required to inform job 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.

Not yet available. FERC is in the process of correctly identifying who the 508 Compliance Coordinator should be. The contact person and employee 508 rights information will be posted within the next 2 months.

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.

Not yet available. The contact person and employees Architectural Barriers Act rights will be posted within the next 2 months.

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.

FERC has provided additional disabled parking spaces, installed door actuators on all doors, and provided shuttle services between the various FERC buildings.

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.)

FERC's time frame for processing initial RA requests averages 5 days.

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.

Some examples of FERC's effective programs, policies and practices include timely processing of reasonable accommodation requests, timely providing approved accommodations, engaging continually in the interactive process and monitoring

accommodation requests for trends.

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

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

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

FERC has had no PAS requests thus far but procedures have been developed and will be implemented within the next few months. In addition, Managers and Supervisors will be trained on the procedures for processing request for PAS services.

Section VI: 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 government-wide 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.

N/A

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.

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Section VII: Identification and Removal of Barriers

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

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

Answer: No

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

Answer: N/A

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.

Trigger 1	Employees with Targeted Disabilities received 0.00% of the commissions awarded QSI's.	
Barrier(s)		
Objective(s)	Objectives and action items will be determined once barrier analysis has been completed.	
Responsible Official(s)		Performance Standards Address the Plan? (Yes or No)
EEO, Managers, CHCO		No
Barrier Analysis Process Completed? (Yes or No)		Barrier(s) Identified? (Yes or No)

Barrier Analysis Process Completed? (Yes or No)		Barrier(s) Identified? (Yes or No)		
No		No		
Sources of Data	Sources Reviewed? (Yes or No)	Identify Information Collected		
Workforce Data Tables	Yes			
Complaint Data (Trends)	No			
Grievance Data (Trends)	No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	No			
Climate Assessment Survey (e.g., FEVS)	No			
Exit Interview Data	No			
Focus Groups	No			
Interviews	No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No			
Other (Please Describe)	No			
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2018	Action items will be determined once barrier analysis is completed.	Yes		
Fiscal Year	Accomplishments			

Trigger 2	Civil Engineers, Attorneys and Energy Industry Analysts with disabilities and targeted disabilities are being hired at lower than expected rates when compared to the number of qualified applicants (QA) in those groups.
Barrier(s)	
Objective(s)	Objectives will be determined after barrier analysis has been completed.
Responsible Official(s)	Performance Standards Address the Plan? (Yes or No)
EEO, Managers, CHCO	No

Barrier Analysis Process Completed? (Yes or No)		Barrier(s) Identified? (Yes or No)		
No		No		
Sources of Data	Sources Reviewed? (Yes or No)	Identify Information Collected		
Workforce Data Tables	Yes			
Complaint Data (Trends)	No			
Grievance Data (Trends)	No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	No			
Climate Assessment Survey (e.g., FEVS)	No			
Exit Interview Data	No			
Focus Groups	No			
Interviews	No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No			
Other (Please Describe)	No			
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2018	Action items will be determined after barrier analysis has been completed.	Yes		
Fiscal Year	Accomplishments			

Trigger 3	The participation rate for FERC new hires that are PWD's is 3.75%, below the benchmark by 8.25%. The participation rate for FERC new hires that are PWTD's is 0.00%, below the benchmark by 2.00%.
Barrier(s)	
Objective(s)	Objectives will be determined once barrier analysis has been completed.
Responsible Official(s)	Performance Standards Address the Plan? (Yes or No)
EEO, Senior Managers, CHCO	No

Barrier Analysis Process Completed? (Yes or No)		Barrier(s) Identified? (Yes or No)		
No		No		
Sources of Data	Sources Reviewed? (Yes or No)	Identify Information Collected		
Workforce Data Tables	Yes			
Complaint Data (Trends)	No			
Grievance Data (Trends)	No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	No			
Climate Assessment Survey (e.g., FEVS)	No			
Exit Interview Data	No			
Focus Groups	No			
Interviews	No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No			
Other (Please Describe)	No			
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2018	Action items will be determined after barrier analysis has been completed.	Yes		
Fiscal Year	Accomplishments			

Trigger 4	The inclusion rate for FERC PWTD's in Grades GS 1-10 is 1.35%, below the benchmark by 0.65%. The inclusion rate for FERC PWTD's in Grades GS 11-SES is 0.52%, below the benchmark by 1.48%.
Barrier(s)	
Objective(s)	Objectives will be determined once barrier analysis has been completed.
Responsible Official(s)	Performance Standards Address the Plan? (Yes or No)
EEO, CHCO, Senior Managers	No

Barrier Analysis Process Completed? (Yes or No)		Barrier(s) Identified? (Yes or No)		
No		No		
Sources of Data	Sources Reviewed? (Yes or No)	Identify Information Collected		
Workforce Data Tables	Yes			
Complaint Data (Trends)	No			
Grievance Data (Trends)	No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	No			
Climate Assessment Survey (e.g., FEVS)	No			
Exit Interview Data	No			
Focus Groups	No			
Interviews	No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No			
Other (Please Describe)	No			
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2018	Action items will be determined once barrier analysis has been completed.	Yes		
Fiscal Year	Accomplishments			

Trigger 5	The inclusion rate for FERC PWD's in Grades GS 11-SES is 5.87%, below the 12% benchmark by 6.13%.
Barrier(s)	
Objective(s)	Objectives will be determined once barrier analysis has been completed.
Responsible Official(s)	Performance Standards Address the Plan? (Yes or No)
EEO, Senior Leaders, CHCO	No
Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
No	No

Sources of Data		Sources Reviewed? (Yes or No)	Identify Information Collected		
Workforce Data Tables		Yes			
Complaint Data (Trends)		No			
Grievance Data (Trends)		No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)		No			
Climate Assessment Survey (e.g., FEVS)		No			
Exit Interview Data		No			
Focus Groups		No			
Interviews		No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)		No			
Other (Please Describe)		No			
Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)	
09/30/2018	Action items will be determined once barrier analysis has been completed.	Yes			
Fiscal Year	Accomplishments				

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

N/A

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

N/A

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.

N/A