



United States Department of Agriculture
Food Safety and Inspection Service

Fiscal Year 2020 Management Directive 715



Food Safety and Inspection Service

Protecting Public Health and Preventing Foodborne Illness



Table of Contents

Agency Identifying Information (Parts A-D).....	4-7
Executive Summary (Part E).....	8-29
Certification of Establishment of EEO Programs (Part F).....	30
Agency Self-Assessment Checklist (Part G - Essential Elements).....	31-61
EEO Plan to Attain Essential Elements of a Model EEO Program (Part H).....	62-65
EEO Plan to Eliminate Identified Barriers (Part I).....	66-81
Special Program Plan for the Recruitment, Hiring and Advancement of Individuals Individuals with Targeted Disabilities (Part J).....	82-108
Agency FY 2020 Hispanic Analysis.....	109-114
USDA Civil Rights Policy Statement	115
USDA Anti-Harassment Policy Statement.....	116-118
Organizational Chart.....	119
Agency FY 2020 462 Report.....	120-140

FY2020 Workforce Data Tables

Table A1: Total Workforce - Distribution by Race/Ethnicity and Sex.....	141
Table A2: Permanent Workforce by Component - Distribution by Race/Ethnicity and Sex.....	142
Table A3-1: Occupational Categories	143
Table A4-1: Senior Pay and General Schedule Grades (Permanent).....	144
Table A5-1: Salary- Distribution by Race/Ethnicity and Sex.....	145
Table A6-1: Participation Rates for Major Occupations (Permanent).....	146
Table A9-1: Participation Rates for Employee Recognition and Awards	147
Table A9-2: Inclusion Rates for Employee Recognition and Awards	148

Table B1: Total Workforce - Distribution by Disability.....	149
Table B2: Total Workforce by Component.....	150
Table B3-1: Occupational Categories - Distribution by Disability (Rates Across).....	151
Table B4-1: Participation Rates for General Schedule and Wage Grades - by Disability	152
Table B5-1: Salary - by Disability	153
Table B6-1: Mission Critical Occupations.....	154
Table B9-1: Participation Rates for Employee Recognition and Awards by Disability.....	155
Table B9-2: Inclusion Rates for Employee Recognition and Awards - by Disability.....	156

**MD-715
Parts A Through D**

Part A - Department or Agency Identifying Information

Agency	Second Level Component	Address	City	State	Zip Code (xxxxx)	Agency Code (xxxx)	FIPS Code (xxxx)
U.S. Department of Agriculture	Food Safety and Inspection Service	1400 Independence Avenue, SW Jamie L. Whitten Building, Room 331-E	Washington	D.C.	20250	AG37	

Part B - Total Employment

Total Employment	Permanent Workforce	Temporary Workforce	Total Workforce
Number of Employees	8622	191	8813

Part C.1 - Head of Agency and Head of Agency Designee

Agency Leadership	Name	Title
Head of Agency	Sonny Perdue	Secretary of Agriculture
Head of Agency Designee	Dr. Mindy Brashears	Under Secretary

Part C.2 - Agency Official(s) Responsible for Oversight of EEO Program(s)

EEO Program Staff	Name	Title	Occupational Series (xxxx)	Pay Plan and Grade (xx-xx)	Phone Number (xxx-xxx-xxxx)	Email Address
Principal EEO Director/Official	Angela E. Kelly	Director	0260	GS-15	(301) 504-7755	Angela.Kelly@usda.gov
Affirmative Employment Program Manager	Angela E. Kelly	Director	0260	GS-15	(301) 504-7755	Angela.Kelly@usda.gov
Complaint Processing Program Manager	Angela E. Kelly	Director	0260	GS-15	(301) 504-7755	Angela.Kelly@usda.gov
Diversity & Inclusion Officer	Angela E. Kelly	Director	0260	GS-15	(301) 504-7755	Angela.Kelly@usda.gov
Hispanic Program Manager (SEPM)	Mayra Melendez	Financial Program Specialist	0501	GS-09	(515) 331-6127	HispanicSEPM@usda.gov
Women's Program Manager (SEPM)	Tisha Lighty-Cain	Consumer Safety Inspector	1862	GS-09	(267) 226-4539	WomenSEP@usda.gov
Disability Program Manager (SEPM)	Robinson Rodgers	DVM-SPHV	0701	GS-12	(570) 746-1974	NDEAMSEPM@usda.gov
Selective Placement Program Coordinator (Individuals with Disabilities)	Shonda Moore	Program Manager	0201	GS-14	(202) 720-7250	Shonda.Moore@usda.gov

EEO Program Staff	Name	Title	Occupational Series (xxxx)	Pay Plan and Grade (xx-xx)	Phone Number (xxx-xxx-xxxx)	Email Address
Reasonable Accommodation Program Manager	Julaine McCabe/ Benjamin Tate	Human Resource Specialist/ RA Advisor	0201	GS-13	(202) 692-4223	ReasonableAccommodations@usda.gov
Anti-Harassment Program Manager	Kesha Rawlings	Workplace Violence Prevention & Response Program	0201	GS-12	(202) 690-1999	Kesha.Rawlings@usda.gov
ADR Program Manager	Angela E. Kelly	Director	0260	GS-15	(301) 504-7755	Angela.Kelly@usda.gov
Principal MD-715 Preparer	Damali Carr	EEO Specialist	0260	GS-14	(301) 504-7753	Damali.Carr@usda.gov

Part D.1 – List of Subordinate Components Covered in this Report

Please identify the subordinate components within the agency (e.g., bureaus, regions, etc.).

If the agency does not have any subordinate components, please check the box.

Subordinate Component	City	State	Country (Optional)	Agency Code (xxxx)	FIPS Codes (xxxxxx)
N/A					

Part D.2 – Mandatory and Optional Documents for this Report

In the table below, the agency must submit these documents with its MD-715 report.

Did the agency submit the following mandatory documents?	Please respond Yes or No	Comments
Organizational Chart	Yes	
EEO Policy Statement	Yes	
Strategic Plan	Yes	
Anti-Harassment Policy and Procedures Draft	Yes	
Reasonable Accommodation Procedures	Yes	
Personal Assistance Services Procedures	Yes	
Alternative Dispute Resolution Procedures	Yes	

In the table below, the agency may decide whether to submit these documents with its MD-715 report.

Did the agency submit the following optional documents?	Please respond Yes or No	Comments
Federal Equal Opportunity Recruitment Program (FEORP) Report	No	
Disabled Veterans Affirmative Action Program (DVAAP) Report	No	
Operational Plan for Increasing Employment of Individuals with Disabilities under Executive Order 13548	No	
Diversity and Inclusion Plan under Executive Order 13583	No	
Diversity Policy Statement (EEO Policy Statement)	No	
Human Capital Strategic Plan	No	
EEO Strategic Plan	No	
Results from most recent Federal Employee Viewpoint Survey or Annual Employee Survey	No	

Part E – Executive Summary

Part E.1 - Executive Summary: Mission

The Food Safety and Inspection Service (FSIS) is the public health agency in USDA whose mission is to protect the public's health by ensuring the safety of the Nation's commercial supply of meat, poultry, and egg products. FSIS ensures food safety through the authorities of the Federal Meat Inspection Act, the Poultry Products Inspection Act, and the Egg Products Inspection Act, as well as humane animal handling through the Humane Methods of Slaughter Act.

FSIS employs a total of 8,813 civilian employees and 18 Public Health Service (PHS) Commission Corp Officers throughout the United States, including its headquarters employees throughout its headquarters in Washington, D.C., ten district offices, three laboratories and other offices throughout the 50 states and its territories. FSIS employees are primarily responsible for inspecting meat, poultry, and egg products to ensure the products are safe, wholesome, and properly labeled.

FSIS STRUCTURE AND ORGANIZATION

FSIS is comprised of eleven program areas, excluding the Office of the Administrator (OA). There are three subordinate offices directly aligned under the OA:

- Office of the Administrator (OA): The Office of the Administrator has overall responsibility for leading the Agency in the mission of protecting public health through food safety.

Subordinate components directly aligned under OA:

- Civil Rights Staff (CRS): Provides advice, guidance, and assistance on the implementation, management, and compliance with the Agency's Equal Employment Opportunity (EEO) and Civil Rights programs.
- Internal Affairs (IA): Conducts employee misconduct, Office of Inspector General (OIG) Hotline, and other investigations to detect and deter fraud, waste, abuse, or mismanagement.
- Significant Incident Preparedness and Response Staff (SIPRS): Responsible for integrating activities related to food defense assessment, emergency coordination, and continuity of operations.

Program Areas in FSIS:

- Office of the Chief Financial Officer (OCFO): Responsible for budget and financial management. Leads development of policies and financial reporting systems to support FSIS' public health objectives.

- Office of the Chief Information Officer (OCIO): Responsible for supporting food safety, public health, and food security requirements through development and implementation of information systems.
- Office of Employee Experience and Development (OEED): Responsible for directing training and employee development programs and employee engagement activities designed to ensure public health and food safety through both inspection and enforcement.
- Office of Field Operations (OFO): Manages a nationwide program of inspection and enforcement activities regarding meat, poultry, egg products. The primary mission of the Agency is performed in OFO.
- Office of International Coordination (OIC): Responsible for coordination of all international matters including audits, equivalence, import and export coordination, and inspections.
- Office of Investigation, Enforcement and Audit (OIEA): Responsible for assessing program functions and operations, providing surveillance and investigation of regulated and in-commerce meat, poultry, and egg products facilities, executing and applying the enforcement of criminal, civil, and administrative sanctions, verifying that amenable products imported into the United States are produced under equivalent standards, and verifying that State meat and poultry programs operate under standards “at least equal to” Federal standards. OIEA also provides legal defense before third parties concerning complaints of discrimination, appeals of adverse actions, and unfair labor practice charges.
- Office of Management (OM): Provides a full range of administrative and personnel management services.
- Office of Planning, Analysis, and Risk Management (OPARM): Leads Agency strategic planning, evaluation, data analysis and analytics, enterprise risk management, and internal controls.
- Office of Policy and Program Development (OPPD): Develops and makes recommendations concerning all Agency domestic and international policy.
- Office of Public Affairs and Consumer Education (OPACE): Responsible for conducting public programs to inform, educate, and work with a variety of different audiences.
- Office of Public Health Science (OPHS): Provides scientific analysis, advice, data, and recommendations regarding matters involving public health and science that are of concern to FSIS.

Part E.2 - Executive Summary: Essential Elements A - F

Essential Element A: Demonstrated Commitment from Agency Leadership

The Agency issues annual policy statements:

- In keeping with the Secretary of Agriculture's OneUSDA Initiative, EEO/CR policy is issued by the U.S. Department of Agriculture (USDA) and is adopted and implemented by sub-agencies. The Agency Head distributes these policies to the FSIS workforce to reinforce the commitment to ensuring that FSIS is a discrimination and harassment-free workplace. These policies include the following principles:
 - Harassment is unwelcome conduct based on race, color, national origin, religion, sex, disability, age, genetic information, sexual orientation, marital status, familial and/or parental status, income derived from a public assistance program, political beliefs, or gender identity.
 - Harassment becomes unlawful when tolerating the offensive conduct becomes a condition of continued employment, or the conduct is sufficiently severe or pervasive to create a work environment a reasonable person would consider intimidating, hostile, or abusive.
 - Retaliation against an individual for reporting harassment or because of an individual's involvement in an inquiry related to such will not be tolerated.

The Agency communicated EEO policies and procedures to all employees:

- On an annual basis, the Agency ensures that all policies and procedures, to include EEO/CR laws, EEO complaints process, RA procedures, and the ADR process, are prominently posted in conspicuous places in work units throughout the Agency. This is done through instructions that are provided to work units when new policies are distributed as well as through annual Title VII compliance reviews of the Agency's work units. Further, the policies are also posted on the Civil Rights Staff's website; specifically, they can be found at the following external Agency website:
<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights/policy-statements/policies>.
- The Civil Rights Staff which is led by the Civil Rights Director as well as all EEO practitioners (EEO Counselors, EEO Officers, and collateral duty Special Emphasis Program Managers (SEP) Managers) are responsible for the day-to-day implementation of the Agency's EEO programs. The link for the Staff can be found at:
<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights/staff-directory/staff-directory>. Further, the Agency's SEPs are an integral part of the Agency's overall EEO goals and objectives. The Agency's SEP Managers (SEPM) are actively involved in various initiatives aimed at educating the workforce. A listing of the Agency's SEPMs can be found at the following website:
<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights/special-emphasis-programs-and-monthly-observances/sep-program-managers/sepprogrammanagers>.

- The Agency's overarching RA and Personal Assistant Services (PAS) procedures are issued by USDA. FSIS provides additional guidance to its employees in the form of a directive to provide specific Agency information and resources. The RA and PAS procedures were approved by the EEOC and will be issued to all USDA employees in FY 2021.
- The Agency utilizes a variety of methods to inform employees of their rights and responsibilities pursuant to the EEO process, anti-harassment programs, ADR process, RA program, and behaviors that could result in discipline. These methods include, but are not limited to, training, webinars, required postings, brochures, and other communications such as email messages, and during the informal complaint process. With respect to training, during FY 2020, the Agency delivered training on topics such as Overview of the EEO process, RA, Resolving Official, Anti-Harassment, Anti-Reprisal, ADR, and training on conduct and discipline.

The Agency assesses and ensures EEO principles are part of its culture:

- On an annual basis, the Administrator's Awards for Excellence recognizes employees, supervisors, and managers for their exceptional accomplishments in various categories, to include diversity and inclusion. On a monthly basis, the Agency's newsletters, *The Beacon* and *Wednesday Newslines*, highlight the accomplishments of Agency employees. In addition, throughout the year, the Civil Rights Staff provided positive feedback, accolades, and other sentiments of appreciation to Agency employees for their contributions to EEO/CR. Further, employees' performance appraisals reflect positive comments for EEO accomplishments since their performance plans include Equal Opportunity/Civil Rights (EO/CR) verbiage in their standards.
- The Agency utilizes both the Federal Employee Viewpoint Survey (FEVS) and annual Title VII compliance reviews to glean information regarding employees' perceptions of their work environment as it relates to EEO/CR. During FY 2020, the administration of the FEVS was delayed and as a result, no information was gleaned from that survey instrument. However, in FY 2020, the Agency conducted five Title VII compliance reviews that included a climate assessment of the work units that were reviewed. The results of these reviews provided information regarding numerous topics such as discrimination, harassment, reprisal, awards, promotions, separations, training, etc. The information gathered from the surveys is provided to the leadership of each of the respective work units and where appropriate, recommendations are provided to address areas of concern.

Essential Element B: Integration of Equal Employment Opportunity into the Agency's Strategic Mission

The Agency's reporting structure ensures a successful EEO program:

- EEO/CR is incorporated into Goal 3 of the Agency's *FY 2017 - FY 2021 Strategic Plan*, which reads: "*Maintain a Well-Trained and Engaged Workforce.*" The performance measure that pertains to EEO/CR and diversity is Outcome 3.1.3:

“Ensure Equal Opportunity and a Diverse and Inclusive Environment.” Under this measure, the Agency has been focused on increasing employees’ participation in the ADR process and, more specifically, the acceptance rate (percentage) of ADR offers during the informal and formal stages of the EEO complaint process.

- The Agency’s Civil Rights Director has access to the Agency Head through several means: (1) reporting directly to the Agency Head; (2) attendance at weekly meetings with Agency officials where a myriad of topics such as personnel, budget, and workforce issues are discussed; and (3) attending ad-hoc meetings as necessary to discuss various subjects and issues as they arise. The Civil Rights Director also communicates directly with the Agency Head and senior Agency officials through email messages and telephonic discussions, as necessary. On a monthly basis, the Director meets with the Under Secretary, Agency Head, and Deputy Administrator to discuss the Agency’s EEO program and compliance with the EEOC requirements. Further, on an annual basis, Agency leadership is briefed on the “State of the Agency;” the briefing covers all components of the Agency’s MD-715 report to include an analysis of the Agency’s overall workforce; underrepresentation with respect to the mission critical occupations; and proposed actions to address barriers to underrepresentation.
- The Agency’s Civil Rights Staff conducts Civil Rights Impact Analyses (CRIA) on proposed Agency action (e.g., policies, rules, reorganizations, realignments, etc.). CRIs are conducted to determine if the proposed action would adversely and/or disproportionately impact employees or customers based on their membership in one or more of the protected groups. CRIs also provide mitigating strategies to offset any impact found in the analysis.

The Agency has sufficient budget and staffing:

- On an annual basis, the Civil Rights Staff is allocated sufficient funding and staffing to successfully carry out various activities. The budget, which is separate from other staffs’, enables staff to perform numerous EEO/CR activities, to include: (1) five Title VII reviews of various Agency work units; (2) a complete workforce analysis wherein specific barriers are identified; (3) timely process the Agency’s portion of EEO complaints; (4) timely conduct ADR-related services; (5) provide EEO training to employees, supervisors, and managers; (6) administer an effective SEP; and (7) ensure the Agency is in compliance with orders issued by the EEOC.
- EEO practitioners within the Agency, and more specifically the Civil Rights Staff, are sufficiently trained to carry out the duties and responsibilities of their positions. Staff members attend conferences, webinars, audio conferences, and other training related to a variety of EEO and civil rights subjects. On an annual basis, the staff also receives the required training EEO counseling and mediator refresher training.
- The Agency utilizes uniform performance plans for all EEO practitioners and ensures that their duties and responsibilities are clearly defined in the performance standards. Uniform performance plans are also in place for non-EEO professionals (both bargaining unit and non-bargaining unit positions). These plans include pre-written

performance expectations for EO/CR duties and responsibilities. Supervisors are required to discuss the plans with employees on a quarterly basis.

The Agency trains and involves managers in the implementation of its EEO program:

- Managers and supervisors who are new to the Agency receive two hours of EEO/CR training in order to understand their responsibilities under civil rights laws. Thereafter, supervisors and managers receive refresher training on an annual basis. Training provided to managers and supervisors include: anti-harassment, RA, overview of the EEO process, ADR, and reprisal. Information on the EEO complaint process is also posted on the internet at:
<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights>.

Essential Element C: Management and Program Accountability

The Agency conducts regular internal audits of its component and field offices:

- The Agency's policies and practices are monitored through Title VII compliance reviews of headquarters and field work units. The reviews are conducted annually, on a rotational basis, or when a need is identified (e.g., excessive complaint activity, request by management, etc.). The reviews include: (1) a workforce analysis; (2) an assessment of internal procedures and practices; (3) an analysis of EEO complaint activity for a 3-year period; (4) a climate assessment survey; and (5) a facility assessment. Once the reviews are completed, findings and recommendations are issued, the work unit develops and implements a corrective action plan to address all recommendations, and a timeframe is established for compliance. The Civil Rights Staff monitors implementation of the recommendations and ensures compliance. The work units are deemed compliant and the review is closed, if and when the recommended actions are completed.

The Agency has established procedures to prevent all forms of discrimination:

- In keeping with the EEOC requirement that the Agency's anti-harassment program should not reside in civil rights offices, this program is a part of the Agency's Workplace Violence Prevention and Response Program (WVPRP), which is located in the Office of Management. The WVPRP is available to all employees who believe that they have been subjected to any form of harassment in the FSIS workplace, regardless of whether or not the alleged harassment is related to membership of one or more of the protected categories. The Civil Rights Director has no involvement in the day-to-day operations of the anti-harassment program; however, the WVPRP and Civil Rights Staff work closely to ensure that the WVPRP is kept apprised of EEO complaints alleging harassment and to ensure the Civil Rights Staff is made aware of any harassment complaints where EEO claims are involved. The Agency is in the process of developing anti-harassment procedures that fully outline the process for all parties involved (complainants, supervisors, managers, Civil Rights Staff, WVPRP, Internal Affairs, and Labor and Employment Relations Division (LERD), during the processing of an allegation of harassment. The procedures will be separate from the EEO complaint process and will require that all allegations of harassment be

addressed promptly in order to prevent or eliminate the conduct before it rises to the level of unlawful harassment. The procedures will ensure that there is a firewall between the Civil Rights Staff and WVPRP to avoid a conflict of interest.

- In accordance with Agency policy FSIS Directive 4735.3, *Employees' Responsibilities and Conduct*, employees are placed on notice regarding appropriate standards of conduct in the FSIS workplace; the consequences for inappropriate workplace behavior; and instructions and resources for reporting such behavior. The directive is available on the FSIS website at:
<https://www.fsis.usda.gov/wps/portal/fsis/topics/regulations/directives/4000-series>.
- The Agency has an established RA program that processes all requests for accommodations and PAS. The RA program, which has two full-time RA Advisors, is part of the Agency's Office of Management, Human Resources Business Systems Division. USDA's Departmental Regulation 4300-008, *Reasonable Accommodations and Personal Assistance Services for Employees and Applicants with Disabilities* provides overall guidance for the implementation of the RA program. The Agency has also drafted an RA policy (FSIS Directive 4306.2, *Reasonable Accommodation and Accessibility for People with Disabilities*) that outlines the internal RA process; it is anticipated that the directive will be finalized in FY 2021.

The Agency ensures effective coordination between its EEO programs and Human Resources (HR) programs:

- The Agency ensures effective coordination between its EEO and HR programs by regularly meeting and collaborating on MD-715 initiatives and affirmative action plans. The Civil Rights Director and the Chief Human Capital Officer (CHCO) meet weekly with the Agency's leadership team and at least annually to discuss the "State of the Agency". The HR offices residing under the CHCO work closely with the Civil Rights Staff during the completion of the MD-715 report to: (1) assess whether the Agency's personnel programs, policies, and procedures comply with EEOC requirements; (2) develop an affirmative action plan that addresses all deficiencies and barriers to EEO; and (3) ensure access to accurate and complete workforce data and other types of HR-related information. The Civil Rights Director also provides regular updates, and answers EEO-related questions during weekly Management Council meetings that are attended by the Agency's leadership team. The AskCRD@usda.gov mailbox is also available for managers and supervisors to seek guidance and responses on EEO-related matters and questions. The mailbox is monitored by the Civil Rights Staff and responses are usually provided within 1 to 2 business days.

The Agency evaluates managers and supervisors on their efforts to EEO:

- In order to ensure management's commitment to EEO policies, principles and programs, FSIS incorporates a standardized EO/CR measure into all supervisors' and managers' critical "General Supervision and Leadership" performance standard. The element sets performance expectations to ensure compliance with EEO requirements and involvement in implementing EEO programs that support MD-715 requirements. Further, all non-supervisory performance plans include EO/CR expectations in the

“Mission Results” element.

The Agency ensures accountability for findings of discrimination:

- To further ensure accountability, the Agency utilizes USDA’s table of penalties to address discriminatory misconduct. The LERD conducts accountability assessments on all findings of discrimination and settlement agreements. Where appropriate, Responsible Management Officials (RMO) are held accountable for their conduct through corrective and/or disciplinary action. Managers and supervisors are also informed about findings of discrimination through email communication. Additionally, the Agency reviews findings of discrimination against existing policies and procedures to determine any systemic or other issues or inconsistencies in the application of processes or procedures; systemic issues could potentially lead to a finding of discrimination.

Essential Element D: Proactive Prevention of Unlawful Discrimination

The Agency conducts a self-assessment on at least an annual basis that identifies areas where barriers may operate to exclude certain groups, and develops strategic plans to eliminate identified barriers:

- The Agency has developed and maintains an effective barrier analysis process; this assists in identifying underrepresentation within protected groups. On an annual basis, the Civil Rights Staff reviews Agency-wide employment and applicant demographic data, complaint data, feedback from the FEVS, and internal climate assessment surveys to identify triggers. The Agency also investigates triggers to identify potential barriers for protected groups as it relates to the various employment policies and actions. Although the Agency employs a small number of PHS Commission Corp Officers (18), the barrier analysis exclusively focuses on the employment of its civilian employees, as the Agency does not capture the demographic data for Commission Corp Officers. Once barriers are identified, an affirmative action plan is developed to address them. The plan includes recruitment, retention, and career development strategies for the underrepresented race/sex categories and PWD. To ensure implementation and completion, the Agency tracks the progress of the action items on a quarterly basis and at year-end. The plan is available on the FSIS website at:
<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights/civil-rights-overview/md-715/md-715>.
- In addition to its annual assessment and barrier analysis, the Agency conducts Civil Rights Impact Analysis (CRIAs) to determine if proposed Agency regulations and HR actions will adversely and/or disproportionately impact employees or customers based on protected status. CRIAs are conducted prior to the implementation of the proposed regulations or action; if adverse or disproportionate impact(s) is found from the proposed regulations or HR action, strategies to mitigate or eliminate them are provided.

Essential Element E: Efficiency

The Agency maintains an efficient, fair, and impartial complaint resolution process:

- The Agency oversees all steps of the informal EEO complaint process and assists USDA's Office of the Assistant Secretary for Civil Rights (OASCR) in processing formal EEO complaints. The formal process, from acknowledgment of receipt of the formal complaint to the issuance of Final Agency Decision (FAD), is managed by OASCR. However, FSIS assists with document requests for EEO investigations, submitting complaint files into the Federal Sector EEO Portal (FedSEP), implementing final orders and actions, and overall case monitoring to ensure complaints progress during the formal process.
- FSIS uses full-time permanent counselors to process all informal complaints. During case processing, counselors provide written notification of rights and responsibilities to all aggrieved parties. Work performed by the counselors is monitored for technical accuracy and to ensure timeframes are met in accordance with EEO requirements. Specific measures are also included in counselors' performance standards to ensure timely and appropriate processing of all informal complaints.
- The Agency maintains proper separation between its Civil Rights Staff and its defensive function. This function is provided by both the Enforcement Litigation Division (ELD) and USDA's Office of General Counsel. This ensures a neutral EEO process and prevents the intrusion of the Agency's legal representation during the processing of EEO complaints (counseling, investigation, and final agency decisions). Legal sufficiency review of EEO reports of investigation is conducted by OASCR.

Alternative Dispute Resolution Program:

- FSIS has an active ADR program that is used by supervisors, managers, and employees to assist in resolving workplace conflict and EEO complaints. The Agency has three certified mediators who conduct both EEO and non-EEO mediations (Early Intervention ADR). Supervisors and managers are required to participate in good faith in all ADR sessions. To remove perceptions of impartiality, Resolving Officials are designated at the senior executive (SES) level.
- Use of ADR during the informal and formal stages of the EEO process is tracked by the Agency as a part of the *FSIS FY 2017 – FY 2021 Strategic Plan; Goal 3: Achieve Operational Excellence; Outcome 3.1: Maintain a Well-Trained and Engaged Workforce; and Result 13: Ensure Equal Employment Opportunity, and a Diverse and Inclusive Environment*. In accordance with Outcome 3.1, the Agency measures ADR acceptances among Aggrieved Parties and Complainants annually. The Agency markets the ADR program to increase the participation by: (1) educating parties during the informal complaint process; (2) delivery of training; and (3) disseminating ADR brochures and promotional materials.

- The ADR program is evaluated through a number of means including monitoring the number of employees who participate in ADR; tracking the number of complaints that are resolved through ADR; and reviewing surveys that are administered to participants at the end of ADR sessions. In recent years, FSIS' resolution rates have exceeded the resolution rates of both USDA and the Federal government. The resolution of complaints has not only assisted in reducing the Agency's formal complaint inventory, it has also assisted in addressing conflict in the workplace.

The Agency has effective and accurate data collection systems in place to evaluate its EEO Program:

- USDA utilizes the USDA Civil Rights Enterprise System (CRES) (referred to iComplaints), which is the system that sub-agencies are required to use. iComplaints enables the Agency to enter EEO complaint case information and track the complaint from the time it is initiated until it closes. The Agency utilizes the system on a daily basis and ensures that it contains the most recent case information. The system is also utilized to accurately analyze complaint activity and trends in order to complete annual reports such as the Federal EEO Statistical Report of Discrimination Complaints (EEOC Form 462), No FEAR Act, and MD-715. In addition, when needed, the Agency utilizes the system to prepare reports for Agency leadership, union officials, Agency representatives, and other officials who may have need for complaint information. The Agency also has the appropriate access to the EEOC's FedSep database. The Agency has successfully utilized this database to ensure that both the MD-715 and EEOC-462 reports are transmitted to the EEOC in a timely manner. Additionally, the Agency uses this database to timely retrieve orders from EEOC judges and ensure that hearing requests are processed.
- The Agency utilizes the National Finance Center (NFC) and Insight databases to collect, report, and analyze demographic data of the FSIS workforce. In addition, the USA Staffing system, a recruitment/applicant system, is used to assess hiring and applicant flow data. The HR office also maintains an automated tracking system for RA requests and dispositions and the WVPRP staff utilizes an automated tracking system to process and monitor all allegations of harassment, intimidation, threats, and workplace violence.

The Agency identifies significant trends and best practices in its EEO programs:

- FSIS uses several methods to identify trends and/or best practices in EEO. These methods include: analysis of complaint data on a routine basis; annual No FEAR Act trend analysis; and conducting annual barrier analyses, CRIAs, and Title VII compliance reviews. Once trends are identified, and if appropriate, actions are developed to address them. Once best practices are identified, they are disseminated to appropriate officials, personnel, etc., for implementation.
- In collaboration with other USDA agencies, during FY 2020, FSIS was part of several teams that worked on numerous EEO-related initiatives. These included: developing barrier analyses methods and establishing USDA-wide RA procedures, anti-harassment procedures, and CRIA guidelines.

Essential Element F: Responsiveness and Legal Compliance

The Agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements:

- As noted previously, the Agency utilizes the iComplaints system to capture all complaint-related information. In addition, the system monitors adherence to regulatory timeframes in the various stages of the EEO process, to include the implementation of EEOC judges' orders and settlement agreements. The Agency has procedures in place to ensure that EEOC judges' decisions and settlement agreements (for both monetary and non-monetary reliefs) are implemented in accordance with the timeframes established in the orders or the settlement agreements. When judges' orders or settlement agreements are received by the Agency, the Civil Rights Staff coordinates the implementation of the orders and agreements with the appropriate office and monitors compliance. Monetary reliefs are processed by the Office of Chief Financial Officer (OCFO). The OCFO has procedures in place to ensure that monetary reliefs are processed timely once they are received from the Civil Rights Staff. Once all orders and agreements have been implemented, the Civil Rights Staff has procedures in place to ensure that compliance reports are prepared and submitted to the appropriate office or to the EEOC. EEO Specialists are held accountable for the timely processing for EEOC orders and settlement agreements in their performance standards.

The Agency complies with the law, including EEOC regulations, management directives, orders and other written instructions:

- The Agency responds timely to all orders and requests for information from the EEOC. Timeframes are captured and tracked in the iComplaints system. The Agency also has a process in place to ensure the timely implementation and compliance of EEO issued orders. Part of this process involves responding to EEOC orders, hearing request notifications, or requests for reports of investigations within 5 calendar days or within the timeframe established by the EEOC. There have been no instances of untimely responses to EEOC orders or settlements and no remands or notices for failure to comply with any orders issued by EEOC.

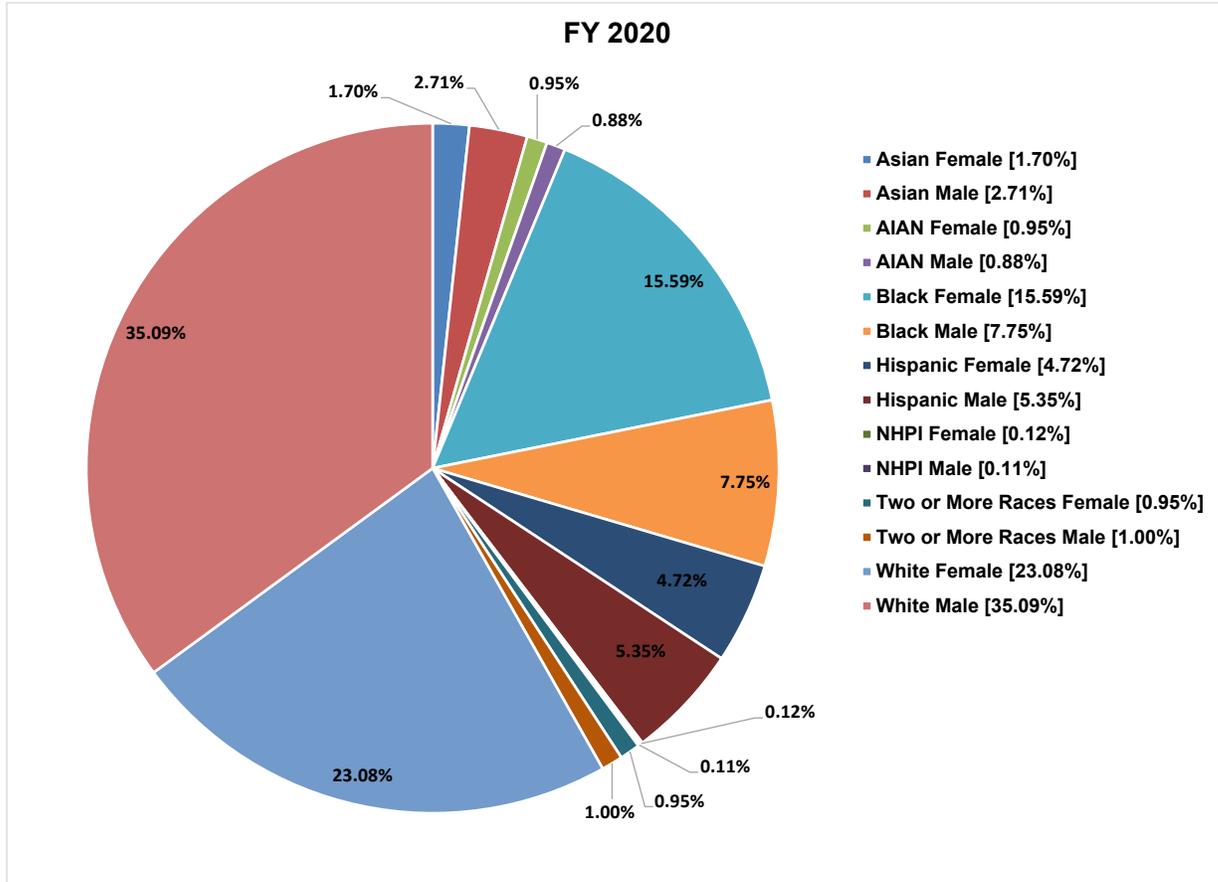
The Agency annual accomplishments and EEO compliance to EEOC:

- The Agency reports annual accomplishments and EEO compliance to the EEOC through the timely submission of the No FEAR Act, MD-715, and EEOC Form 462 reports, as well as other reports as appropriate. Regarding legal compliance with EEO complaint processing, Agency EEO practitioners are responsible for processing EEO complaints, to include ensuring timely compliance with settlement agreements, EEOC orders, and final Agency actions.

Part E.3 - Executive Summary: Workforce Analyses

During FY 2020, the Agency's workforce totaled 8,827; this represented a decrease of 188 employees when compared to 9,015 employees during FY 2019. Of the Race/Ethnicity groups, Two or More Races males experienced the greatest growth rate during FY 2020 with a difference of 80, followed by Two or More Races females with an increase of 73 employees from the previous fiscal year. White males experienced the greatest reduction in FY 2020 with a decline of 111. Black females experienced a reduction of 88 and Hispanic Males experienced a loss of 82 during FY 2020.

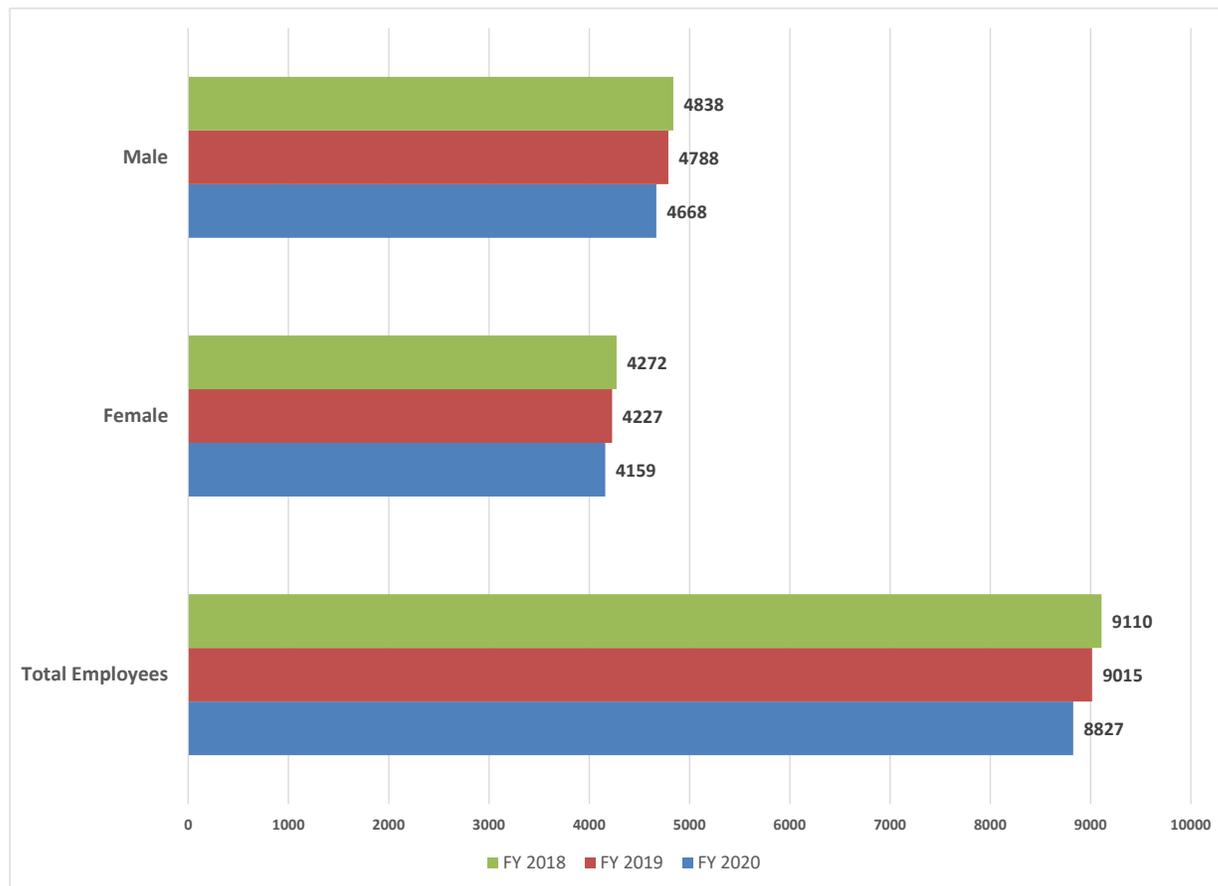
Figure 1: FSIS Total Workforce by Race/Ethnicity and Gender (Permanent and Temporary)



FY 2018 - FY2020 Trend Analysis

A 3-year trend analysis of FY 2018 to FY 2020 shows that the number of Agency employees decreased by approximately 3.10%, from 9,110 to 8,827. The representation of females decreased by approximately 2.64% during the 3-year period; however, their participation rate remained steady, 46.93% in FY 2018 compared to 47.12% in FY 2020. The representation of males decreased by approximately 3.51% during the same period, but their participation was also stable, 53.07% in FY 2018 and 52.88% in FY 2020. As illustrated in Figure 2, the number of all employees has steadily decreased over the 3-year period. Despite the decrease of male employees, males as a group were represented above the CLF from FY 2018 to FY 2020.¹

Figure 2: FSIS Workforce, FY 2018-FY 2020



Further analysis of the various race/sex categories revealed underrepresentation of females (overall) and Asian, Hispanic and White females from FY 2018 to FY 2020. Over this period, their respective participation rates were consistently below the Civilian Labor Force (CLF).² When applying a 10% variance from the CLF, Asian, Hispanic, and White females were steadily below their CLF

¹ Male representation was FY 2018, 53.11%; FY 2019, 53.08%; and FY 2020 52.88%. Their CLF was 51.86% over this period.

² The most current CLF data is from the 2010 Census.

representations. In figure 3, the 10% variance from the pertinent CLF used and those representations falling outside the range are highlighted.

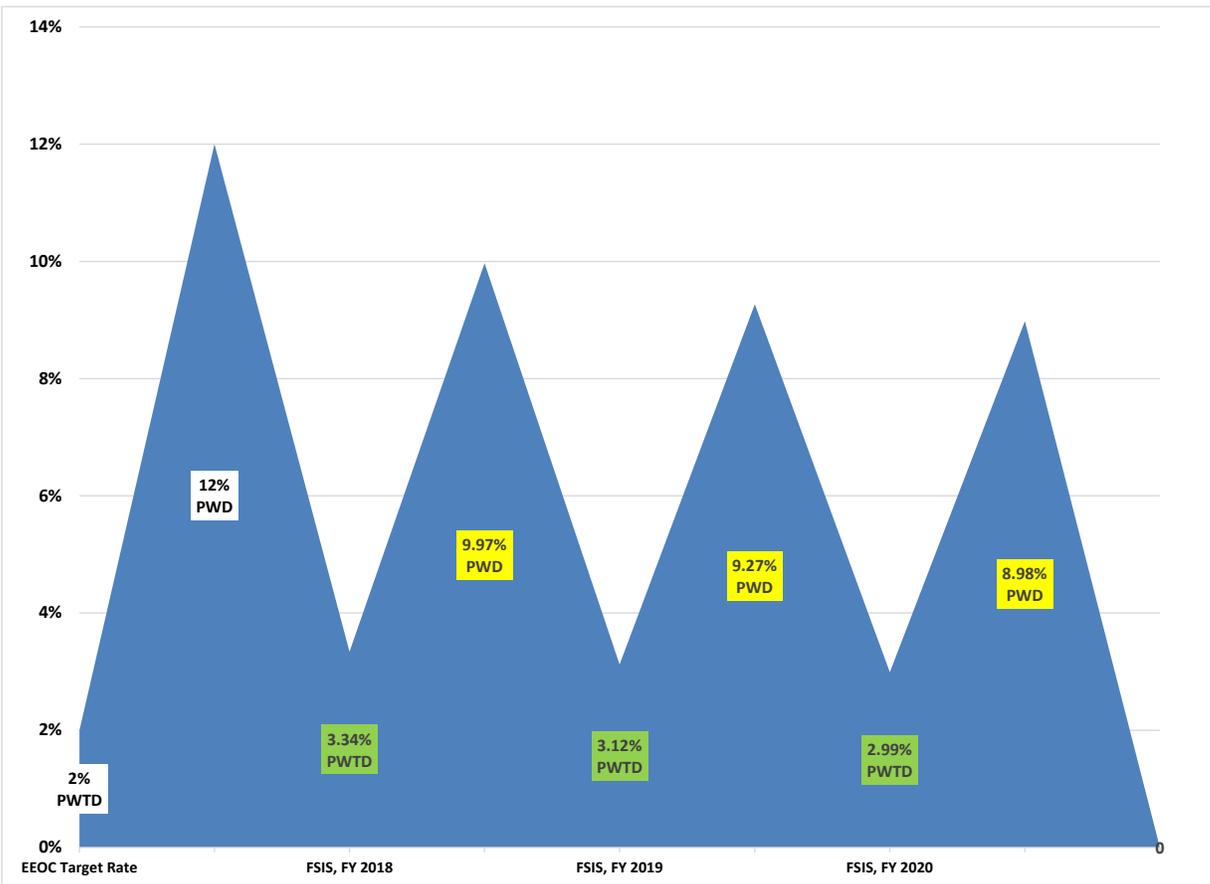
Figure 3: FSIS Workforce Below the CLF, FY 2018 - FY 2020

FY	Female	Asian Female	Hispanic Female	White Female	White Male
	CLF	CLF	CLF	CLF	CLF
2018	47.06%	1.55%	4.12%	23.47%	36.54%
2019	46.89%	1.56%	4.12%	23.13%	36.26%
2020	48.14%	1.93%	4.79%	34.03%	38.33%
	47.12%	1.70%	4.72%	23.08%	35.09%

Conversely, the representation of the following groups from FY 2018 to FY 2020 equaled or surpassed the CLF: American Indian or Alaska Native (AIAN) males and females; Asian males; Black females and males; Hispanic Males; Native Hawaiian or Other Pacific Islander (NHPI) females and males; and Two or More Races (TMR) females and males.

The representation on the FSIS workforce of Persons with Targeted Disabilities (PWTD) decreased slightly from FY 2018 to FY 2020, from 3.34% in FY 2018 to 2.99% in FY 2020. However, during the three fiscal years, it was above the EEOC's target participation rate of 2% (See Figure 4). In FY 2018, FSIS hired four PWTD for permanent positions; in FY 2019, five PWTD were hired for permanent positions; and in FY 2020, seven PWTD were hired for permanent positions. During all three years, PWTD were hired at rates both below their representation on the FSIS workforce and the EEOC participation rate. During the three fiscal years, FSIS' overall representation of Persons with Disabilities (PWD) persons with disabilities was below the EEOC target participation rate of 12%.

Figure 4: FSIS PWT and PWD Workforce Representation, FY 2018-FY 2020



When focusing on the Agency’s major occupations of Veterinary Medical Science (VMS) (0701); Consumer Safety Inspection (CSI) (1862); and Food Inspection (FI) (1863), applying a 10% variance indicated the following:

- From FY 2018 to FY 2020, the representation of males as a group in VMS decreased from 55.59% to 53.33% (above the RCLF of 50.00%); in CSI, male representation decreased from 60.91% to 57.99% (above the RCLF of 53.40%); and in FI, male representation increased from 45.96% to 47.99% (below the RCLF of 57.50%);
- Over the same period, females as a group experienced increases in VMS, 44.41% to 46.67% (below the RCLF of 50.00%); in CSI, 39.09% to 42.01% (below the RCLF of 46.60%); however, in FI, female representation decreased from 54.04% to 52.01% (above the RCLF of 42.40%);
- Black females were represented above the RCLF in all major occupations over this period with increased representation in CSI, from FY 2018 to FY 2020;
- Black males were consistently represented at or above the RCLF in all major occupations;
- White males experienced a decrease in all three major occupations from FY 2018 to FY 2020 and they were below the RCLF in Food Inspection during all three years; and

- White female representation over this period increased every year in VMS; however, when compared to the RCLF, White females were underrepresented in all major occupations from FY 2018 to FY 2020.

Figure 5 provides the participation rates from FY 2018 to FY 2020 for all race/sex categories for each of the major occupations. A 10% variance from the pertinent CLF is used and the groups that are underrepresented are highlighted in red while those that are overrepresented are highlighted in blue.

Figure 5: FSIS Workforce Representation Compared to the RCLF, FY 2018 to FY 2020

FY 2018								
	Asian Female	Asian Male	Black Female	Black Male	Hispanic Female	Hispanic Male	White Female	White Male
Veterinary Medical Science (0701)	0.94%	4.91%	9.40%	5.54%	1.46%	2.61%	31.87%	41.80%
RCLF	1.20%	1.30%	1.20%	0.40%	1.30%	1.60%	46.60%	44.70%
Consumer Safety Inspection (1862)	1.22%	2.24%	12.84%	7.64%	3.26%	6.34%	20.68%	43.32%
RCLF	2.40%	2.80%	6.80%	4.00%	4.90%	5.00%	32.50%	39.30%
Food Inspection (1863)	0.97%	1.93%	24.01%	8.75%	7.86%	7.06%	19.60%	27.00%
RCLF	2.60%	2.20%	8.40%	6.70%	7.40%	8.20%	23.80%	38.40%
FY 2019								
Veterinary Medical Science	0.75%	4.73%	9.25%	5.70%	1.83%	2.69%	33.23%	40.54%
RCLF	1.20%	1.30%	1.20%	0.40%	1.60%	1.60%	46.60%	44.70%
Consumer Safety Inspection	1.10%	2.34%	13.65%	7.87%	3.92%	6.31%	20.33%	41.92%
RCLF	2.40%	2.80%	6.80%	4.00%	4.90%	5.00%	32.50%	39.30%
Food Inspection	1.31%	2.09%	22.30%	8.80%	8.45%	8.93%	19.16%	26.26%
RCLF	2.60%	2.20%	8.40%	6.70%	7.40%	8.20%	23.80%	38.40%

FY 2020

Veterinary Medical Science	1.01%	4.51%	8.79%	5.98%	2.25%	2.59%	33.71%	39.91%
RCLF	1.30%	1.40%	1.20%	0.60%	1.40%	1.90%	45.50%	45.70%
Consumer Safety Inspection	1.18%	2.43%	15.17%	8.11%	4.43%	6.58%	19.91%	39.51%
RCLF	2.30%	3.00%	6.80%	4.30%	4.60%	4.60%	31.70%	40.40%
Food Inspection	1.47%	2.07%	17.95%	8.76%	10.66%	9.03%	20.62%	26.61%
RCLF	1.70%	2.40%	8.40%	6.70%	7.70%	7.80%	23.10%	39.30%

Part E.4 - Executive Summary: Accomplishments

Essential Element A: Demonstrated Commitment from Agency Leadership

The Agency issued Annual policy statements:

- On May 22, 2020, the Secretary of Agriculture issued both anti-harassment and civil rights policy statements to the USDA workforce. In keeping with the Secretary's OneUSDA Initiative, on June 9, 2020, the Agency Head distributed those policy statements to the FSIS workforce and reinforced his commitment to ensuring that FSIS was a discrimination and harassment-free workplace. The policy statements are available on the CRS' webpage at: [USDA & FSIS Civil Rights Policy Statements](#). Managers and supervisors were instructed to prominently post the policy statements at worksites and to periodically review policy content with employees.

The Agency communicated EEO policies and procedures to all employees:

- The Agency communicates EEO and ADR programs and procedures to employees through annual mandatory EEO training; prominently displaying posters and policy statements; ensuring that information is available on the CRS website; and providing additional training to new supervisors, during Frontline Supervisors Meetings, and at work unit and staff meetings. "The No Fear Act Training" (Comprehensive) was the topic of mandatory training provided to the FSIS workforce in FY 2020.
- During FY 2020, FSIS collaborated with OGC and EEOC to update the Agency's RA and PAS manual. The manual is currently being reviewed by the FSIS' leadership. The manual will provide employees with information about the Agency's RA program and will be issued in FY 2021.
- FSIS Directive 4735.3, *Employees' Responsibilities and Conduct* provides guidance to employees regarding the Agency's anti-harassment program. The directive, which is available on the FSIS website, informs employees about standards of conduct, consequences of inappropriate workplace behavior, and provides instructions and resources for reporting such conduct. Revised anti-harassment procedures for reporting and processing EEO and non-EEO related harassment are pending.

The Agency assesses and ensures EEO principles are part of its culture:

- FSIS incorporated a standardized, stand-alone Equal Opportunity/Civil Rights (EO/CR) critical element into all supervisory performance standards. The element clearly sets performance expectations to ensure supervisory compliance with EEO requirements and involvement in implementing EEO programs that support MD-715 requirements. All non-supervisory performance plans include EO/CR expectations in a mandatory critical "Communications" element.

Essential Element B: Integration of Equal Employment Opportunity into the Agency's Strategic Mission

The Agency's reporting structure ensures a successful EEO program:

- The Civil Rights Director is an active contributor in the development of the Agency's strategic and annual plans. The Agency's FY 2017- 2021 Strategic Plan includes the following goal, outcome, and result measures related to EEO and Civil Rights:
- Goal 3: *Achieve Operational Excellence*; Outcome 3.1: *Maintain a Well-Trained and Engaged Workforce*; and Result 13: *Ensure Equal Employment Opportunity, and a Diverse and Inclusive Environment*. In accordance with Outcome 3.1, the Agency annually measures employee EEO competency and ADR acceptances among Aggrieved Parties and Complainants. In FY 2020, 84% of employees met the EEO competency requirements by demonstrating an overall understanding of the FY 2020 mandatory training module that was required for all employees. With regards to the ADR measure, 66% of aggrieved parties accepted ADR offers during the pre-complaint stage and 18% of complainants accepted ADR offers during the formal stage
- CRIAs were conducted to determine if proposed Agency regulations, and reorganizations adversely and/or disproportionately impact employees or customers based on protected status. In FY 2020, the CRS prepared three comprehensive CRIAs for: (1) a proposed re-organization for several program areas; (2) proposed regulations concerning generic labeling; and (3) proposed regulations that would include a revision of nutrition facts panels for Meat and Poultry Products. The CRS also reviewed and cleared 33 draft directives and notices that provide instructions to FSIS personnel.

The Agency has sufficient budget and staffing:

- The Civil Rights Director oversees adequately trained staff and sufficiently funded EEO programs, including EEO complaint processing, compliance with EEO settlement agreements and orders, affirmative employment plans, SEP, EEO training, and evaluation of EEO programs. The Civil Rights Director and staff are also involved in, and consulted on, Agency workforce planning initiatives and training/career development opportunities.

The Agency trains and involves managers in the implementation of its EEO program:

- In addition to mandatory training, all new supervisors receive additional training on EEO, civil rights, RA, ADR, employee conduct, and anti-harassment, as well as effective communication and interpersonal skills during new supervisors training. Additionally, the Agency develops and delivers additional in-person and webinar-based training modules using information gleaned from prior year reports such as MD-715, No FEAR, EEOC 462, and employment compliance reports. Topics of training delivered in FY 2020 included: No Fear Act Training and Overview of the EEO

Process Training. These trainings were provided by request to a variety of audiences at new supervisor training sessions, employee engagement meetings, leadership and supervisory conferences, and other work unit meetings.

- The Agency provided RA training during the New Supervisory Training Program as well as to several offices, programs, and districts during FY 2020.

Essential Element C: Management and Program Accountability

The Agency conducts regular internal audits of its component and field offices:

- FSIS conducted barrier analyses for two Program Areas (OEED and OIEA) and three Districts (Atlanta, Jackson, and Raleigh) as a part of its Title VII compliance review program. The Agency reviewed and compared prior report findings against current workforce profiles, complaint data, and climate survey feedback to assess trends and identify potential barriers to EEO. Enhancements were made to climate survey questions and re-defined areas of reporting contributed to more robust and timely report findings and recommendations. After the issuing final reports exit interviews were conducted with the programs and staffs in order to develop corrective action plans and ensure implementation of actions.

The Agency ensures effective coordination between its EEO programs and Human Resources (HR) programs:

- The CRS frequently collaborated with HR leadership on MD-715 requirements. This included discussing data needs, reviewing and drafting policy, reviewing barrier analysis findings, establishing objectives and planned activities, and communicating outreach and recruitment efforts. Quarterly status updates were reported to OASCR.
- The Civil Rights Director and HR officials also collaborated to ensure effective RA programs and procedures are in place. While the HR office has responsibility for administering the RA program to ensure a firewall from the EEO office, both offices collaborate on maintaining effective RA procedures when processing RA requests. The Civil Rights Director reviewed and commented on the revised RA directive and draft PAS procedures.

The Agency ensures accountability for findings of discrimination:

- In FY 2020, there were no findings of discrimination. As a result, there was no need for corrective, disciplinary, or adverse action. Similarly, the Agency reviewed all settlement agreements and determined that no action was warranted since the majority of the settlements that were reached were “nuisance” settlements, and no one had engaged in discriminatory conduct.
- The Civil Rights Director regularly coordinated with the Workplace Violence Prevention

and Response Program Coordinator on harassment allegations potentially involving allegations of discrimination. Procedures covering both EEO and non-EEO related harassment allegations are pending.

Essential Element D: Proactive Prevention of Unlawful Discrimination

See Essential Element D in Part E.2.- Executive Summary: Essential Elements A – F

Essential Element E: Efficiency

The Agency maintains an efficient, fair, and impartial complaint resolution process:

- The Agency processed 128 pre-complaint cases and resolved 81 for a resolution rate of 70%. All pre-complaint cases were timely counseled, and all were offered ADR. Thirteen (13) pre-complaints closed by settlement agreement and 68 closed by either a withdrawal or no formal complaint was filed. Of the formal closure actions, 75 formal cases that closed were: nine (9) by settlement agreement, four (4) by withdrawal, 38 by merit FADs and 24 by EEOC AJ decisions, which includes 14 procedural dismissals. Analyses of formal complaint data for the past two years showed the top three bases were reprisal, disability, and race, and the top three issues were harassment (non-sexual), disciplinary action, and time and attendance.

Alternative Dispute Resolution Program:

- The Agency has an active ADR program to resolve workplace conflict and EEO complaints. Certified mediators are utilized to conduct EEO and non-EEO mediations (Early Intervention ADR). Supervisors and managers are required to participate in good faith in all ADR sessions. The Agency ensures a management official with settlement authority is accessible during the dispute resolution process. In FY 2020, the Agency's EEO ADR resolution rate for both informal complaints (70%) and formal complaints (33%). Additionally, participant feedback to end-of-session surveys indicate the ADR process is effective in resolving conflict and reducing the formal complaint inventory. FSIS continues to market the ADR program through the delivery of numerous training sessions, facilitations, team conflict resolutions, dissemination of ADR brochures and promotional items, and other ADR activities. The CRS partnered with the Agency's training office to provide additional ADR and conflict management training at new supervisor training sessions, Frontline Supervisor meetings, and work unit meetings.

The Agency has effective and accurate data collection systems in place to evaluate its EEO Program:

See Essential Element E in Part E.2.- Executive Summary: Essential Elements A – F

The Agency maintains an efficient, fair, and impartial complaint resolution process:

- The Agency processed 128 pre-complaints and resolved 81 for a resolution rate of 70%. All pre-complaint cases were timely counseled, and all were offered ADR. Thirteen (13) pre-complaints closed by settlement agreement and 68 closed by either a withdrawal or no formal complaint was filed. Of the formal closure actions, 75 formal cases that closed were: nine (9) by settlement agreement, four (4) by withdrawal, 38 by merit FADs and 24 by EEOC AJ decisions, which includes 14 procedural dismissals. Analyses of formal complaint data for the past two years showed the top three bases were reprisal, disability, and race and the top three issues were harassment (non-sexual), disciplinary action, and time and attendance.

The Agency has effective and accurate data collection systems in place to evaluate its EEO Program:

See Essential Element E in Part E.2.- Executive Summary: Essential Elements A – F.

The Agency identifies significant trends and best practices in its EEO programs:

See Essential Element E in Part E.2.- Executive Summary: Essential Elements A – F.

Essential Element F: Responsiveness and Legal Compliance

The Agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements:

See Essential Element F in Part E.2.- Executive Summary: Essential Elements A – F.

The Agency complies with the law, including EEOC regulations, management directives, orders and other written instructions:

See Essential Element F in Part E.2.- Executive Summary: Essential Elements A – F.

The Agency annual accomplishments and EEO compliance to EEOC:

- The Agency submitted the following reports in a timely manner:
 - EEOC Form 462 was submitted on October 19, 2019.
 - No FEAR Act report was submitted on January 17, 2020, and timely posted its quarterly No FEAR Act data at: <https://www.usda.gov/nofear/agencies>.
 - MD 715 was submitted on July 13, 2020, and posted on the FSIS website at <https://www.fsis.usda.gov/wps/wcm/connect/9063385f-8bca-497a-8044-78b152251d2c/management-directive-715-report-fy2019.pdf?MOD=AJPERES>.

CERTIFICATION of ESTABLISHMENT of CONTINUING EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS

I, Angela Kelly, Civil Rights Director, GS-0260-15 am the

(Insert name above)

(Insert official title/series/grade above)

Principal EEO Director/Official for

U.S. Department of Agriculture Food Safety and Inspection Service

(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.

ANGELA KELLY Digitally signed by ANGELA KELLY Date: 2021.01.21 09:17:00 -05'00'

Signature of Principal EEO Director/Official

Date

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

1/19/21

Signature of Agency Head or Agency Head Designee

Date

MD-715 - PART G
Agency Self-Assessment
Checklist

Essential Element A: Demonstrated Commitment from Agency Leadership This element requires the agency head to communicate a commitment to equal employment opportunity and a discrimination-free workplace.			
 Compliance Indicator  Measures		Measure Met? (Yes/No/NA)	Comments
A.1.a	A.1 – The agency issues an effective, up to date EEO policy statement.	Yes	In accordance with the Secretary of Agriculture’s “One USDA Initiative,” FSIS adopted USDA’s Civil Rights and Anti-Harassment policy statements as FSIS EEO policy. Both policies were electronically issued to the workforce on June 9, 2020.
A.1.b	Does the agency annually issue a signed and dated EEO policy statement on agency letterhead that clearly communicates the agency’s commitment to EEO for all employees and applicants? If “yes”, provide the annual issuance date in the comments column. [see MD-715, II(A)]	Yes	
A.1.b	Does the EEO policy statement address all protected bases (age, color, disability, sex (including pregnancy, sexual orientation and gender identity), genetic information, national origin, race, religion, and reprisal) contained in the laws EEOC enforces? [see 29 CFR § 1614.101(a)]	Yes	
 Compliance Indicator  Measures		Measure Met? (Yes/No/NA)	Comments
A.2.a	A.2 – The agency has communicated EEO policies and procedures to all employees.		
A.2.a	Does the agency disseminate the following policies and procedures to all employees?		

A.2.a.1	Anti-harassment policy? [see MD 715, II(A)]	Yes	
A.2.a.2	Reasonable accommodation procedures? [see 29 C.F.R. 1614.203(d)(3)]	No	See Part H
A.2.b	Does the agency prominently post the following information throughout the workplace and on its public website?		
A.2.b.1	The business contact information for its EEO Counselors, EEO Officers, SEPMs, and EEO Director? [see 29 C.F.R § 1614.102(b)(7)]	Yes	
A.2.b.2	Written materials concerning the EEO program, laws, policy statements, and the operation of the EEO complaint process? [see 29 C.F.R § 1614.102(b)(5)]	Yes	
A.2.b.3	Reasonable accommodation procedures? [see 29 C.F.R. §1614.203(d)(3)(i)] If so, provide the internet address in the comments column	No	See Part H
A.2.c	Does the agency inform its employees about the following topics?		
A.2.c.1	EEO complaint process? [see 29 CFR §§ 1614.102(a)(12) and 1614.102(b)(5)] If “yes”, provide how often.	Yes	FY 2020 mandatory training on the NoFEAR Act was provided to all FSIS employees, including information on the EEO complaint process and the timeframe for initiating pre-complaints. Annual mandatory training course content includes information on the EEO process. “Overview of the EEO process” was also included in course content of the New Supervisors Training Program (NSTP) delivered to 26 employees through in-person training and to 186 employees through AgLearn NSTP course curriculum in FY 2020. Information on the EEO process is also available on the CRS internet web page.

<p>A.2.c.2</p>	<p>ADR process?</p> <p>[see MD-110, Ch. 3(II)(C)]</p> <p>If “yes”, provide how often.</p>	<p>Yes</p>	<p>The ADR is included in course content in the NSTP delivered to 26 employees through in-person training and to 186 employees through AgLearn NSTP course curriculum in FY 2020. Training is also available in the Agency’s training database and is provided in hard copy to employees, as needed. ADR information is posted on the internet site at https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights</p> <p>Employees initiating pre-complaints are provided an overview of the ADR program.</p>
<p>A.2.c.3</p>	<p>Reasonable accommodation program?</p> <p>[see 29 CFR § 1614.203(d)(7)(ii)(C)]</p> <p>If “yes”, provide how often.</p>	<p>Yes</p>	<p>In FY 2020, RA training was provided to management and the FSIS workforce at three Frontline Supervisors meetings, 5 program meetings, and one new supervisors training. RA resources are also available on employee laptops through the Supervisor Help, Inspection Program Personnel (IPP) Help, and through the OHR Portal.</p>
<p>A.2.c.4</p>	<p>Anti-harassment program?</p> <p>[see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]</p> <p>If “yes”, provide how often.</p>	<p>Yes</p>	<p>The USDA Anti-Harassment Policy Statement was provided to all employees on June 9, 2020. Anti-harassment is a part of course content in the NSTP delivered to 26 employees through in-person training and to 186 employees through AgLearn NSTP course curriculum in FY 2020.</p>

A.2.c.5	Behaviors inappropriate in the workplace that could result in disciplinary action? [see 5 CFR § 2635.101(b)] If “yes”, provide how often.	Yes	This topic is a part of course content for the NSTP delivered to 26 employees through in-person training and to 186 employees through AgLearn NSTP course curriculum in FY 2020. The training is also routinely available upon request. Guidance is provided in FSIS Directive 4735.3 Employee Responsibilities and Conduct and in the Labor Management Agreement at Article 32 Disciplinary and Adverse Actions.
 Compliance Indicator  Measures	A.3 – The agency assesses and ensures EEO principles are part of its culture.	Measure Met? (Yes/No/NA)	Comments
A.3.a	Does the agency provide recognition to employees, supervisors, managers, and units demonstrating superior accomplishment in equal employment opportunity? [see 29 CFR § 1614.102(a) (9)] If “yes”, provide examples in the comments section.	Yes	The Administrator’s Award for “ <i>Excellence in Diversity and Inclusion</i> ” recognizes individuals for accomplishments in EEO and Civil Rights.
A.3.b	Does the agency utilize the Federal Employee Viewpoint Survey or other climate assessment tools to monitor the perception of EEO principles within the workforce? [see 5 CFR Part 250]	Yes	

Essential Element B: Integration of EEO into the agency’s Strategic Mission

This element requires the agency’s EEO programs to be structured to maintain a workplace free from discrimination and which support the agency’s strategic mission.

 Compliance Indicator  Measures	B.1 - 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 Met? (Yes/No/NA)	Comments
B.1.a	Is the agency head the immediate supervisor of the person (“EEO Director”) who has day-to-day control over the EEO office? [see 29 CFR §1614.102(b)(4)]	Yes	
B.1.a.1	If the EEO Director does not report to the agency head, does the EEO Director report to the same agency head designee as the mission-related program offices? If “yes,” provide title of the agency head designee in the comments.	N/A	
B.1.a.2	Does the agency’s organizational chart clearly define the reporting structure for the EEO office? [see 29 CFR §1614.102(b)(4)]	Yes	
B.1.b	Does the EEO Director have a regular and effective means of advising the agency head and other senior management officials of the effectiveness, efficiency and legal compliance of the agency’s EEO program? [see 29 CFR §1614.102(c)(1); MD-715 Instructions, Sec. I]	Yes	
B.1.c	During this reporting period, did the EEO Director present to the agency head and other senior management officials, the "State of the agency" briefing covering the six essential elements of the model EEO program and the status of the barrier analysis process? [see MD-715 Instructions, Sec. I] If “yes”, provide the date of the briefing in the comments column.	Yes	The “State of the Agency” briefing was delivered to Agency leadership (FSIS Administrator, Deputy Administrator, Assistant Administrators, and District Managers) from May 18 through June 4, 2020.
B.1.d	Does the EEO Director regularly participate in senior-level staff meetings concerning personnel, budget, technology, and other workforce issues? [see MD-715, II(B)]	Yes	

 Compliance Indicator  Measures	B.2 – The EEO Director controls all aspects of the EEO program.	Measure Met? (Yes/No/NA)	Comments
B.2.a	Is the EEO Director responsible for the implementation of a continuing affirmative employment program to promote EEO and to identify and eliminate discriminatory policies, procedures, and practices? [see MD-110, Ch. 1(III)(A); 29 CFR §1614.102(c)]	Yes	
B.2.b	Is the EEO Director responsible for overseeing the completion of EEO counseling? [see 29 CFR §1614.102(c)(4)]	Yes	
B.2.c	Is the EEO Director responsible for overseeing the fair and thorough investigation of EEO complaints? [see 29 CFR §1614.102(c)(5)] [This question may not be applicable for certain subordinate level components.]	NA	The EEO investigative process is the responsibility of USDA’s Office of the Assistant Secretary for Civil Rights (OASCR).
B.2.d	Is the EEO Director responsible for overseeing the timely issuance of final agency decisions? [see 29 CFR §1614.102(c)(5)] [This question may not be applicable for certain subordinate level components.]	NA	The preparation and issuance of USDA Final Agency Decisions is the responsibility of OASCR.
B.2.e	Is the EEO Director responsible for ensuring compliance with EEOC orders? [see 29 CFR §§ 1614.102(e); 1614.502]	Yes	
B.2.f	Is the EEO Director responsible for periodically evaluating the entire EEO program and providing recommendations for improvement to the agency head? [see 29 CFR §1614.102(c)(2)]	Yes	
B.2.g	If the agency has subordinate level components, does the EEO Director provide effective guidance and coordination for the components? [see 29 CFR §§ 1614.102(c)(2) and (c)(3)]	Yes	

 Compliance Indicator  Measures	B.3 - The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.	Measure Met? (Yes/No/NA)	Comments
B.3.a	Do EEO program officials participate in agency meetings regarding workforce changes that might impact EEO issues, including strategic planning, recruitment strategies, vacancy projections, succession planning, and selections for training/career development opportunities? [see MD-715, II(B)]	Yes	
B.3.b	Does the agency's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", identify the EEO principles in the strategic plan in the comments column.	Yes	Objective 3.1.3 - Ensure Equal Opportunity and a Diverse and Inclusive Environment. Measure 3.1.3.1: Percentage of ADR acceptance rate for formal and informal EEO complaints. Measure 3.1.3.2: Percentage of employees completing mandatory training who satisfy EEO/CR competency requirements.

 Compliance Indicator  Measures	B.4 - The agency has sufficient budget and staffing to support the success of its EEO program.	Measure Met? (Yes/No/NA)	Comments
B.4.a	Pursuant to 29 CFR §1614.102(a)(1), has the agency allocated sufficient funding and qualified staffing to successfully implement the EEO program for the following areas?:		
B.4.a.1	to conduct an agency self-assessment for possible program deficiencies? [see MD- 715, II(D)]	Yes	
B.4.a.2	to conduct a thorough barrier analysis of its workforce? [see MD-715, II(B)]	Yes	
B.4.a.3	to timely, thoroughly, and fairly process EEO complaints, including EEO counseling, investigations, final agency decisions, and legal sufficiency reviews? [see 29 CFR § 1614.102(c)(5) & 1614.105(b) – (f); MD-110, Ch. 1(IV)(D) & 5(IV); MD-715, II(E)]	Yes	
B.4.a.4	to provide all supervisors and employees with training on the EEO program, including but not limited to retaliation, harassment, religious accommodations, disability accommodations, the EEO complaint process, and ADR? [see MD-715, II(B) and III(C)] If not, identify the type(s) of training with insufficient funding in the comments column.	Yes	
B.4.a.5	to conduct thorough, accurate, and effective field audits of EEO programs in components and field offices, if applicable? [see 29 CFR §1614.102(c)(2)]	Yes	
B.4.a.6	to publish and distribute EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures)? [see MD-715, II(B)]	Yes	

B.4.a.7	to maintain accurate data collection and tracking systems for the following types of data: complaint tracking, workforce demographics, and applicant flow data? [see MD-715, II(E)]. If not, identify systems with insufficient funding in the comments section.	Yes	
B.4.a.8	to effectively administer its special emphasis programs (Federal Women's Program, Hispanic Employment Program, and People with Disabilities Program Manager)? [5 USC § 7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709]	Yes	
B.4.a.9	to effectively manage its anti-harassment program? [see MD-715 Instructions, Sec. I); EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	Yes	
B.4.a.10	to effectively manage its reasonable accommodation program? [see 29 CFR § 1614.203(d)(4)(ii)]	Yes	
B.4.a.11	to ensure timely and complete compliance with EEOC orders? [see MD-715, II(E)]	Yes	
B.4.b	Does the EEO office have a budget separate from other offices within the agency? [see 29 CFR § 1614.102(a)(1)]	Yes	
B.4.c	Are the duties and responsibilities of EEO officials clearly defined? [see MD-110, Ch. 1(III)(A), 2(III), & 6(III)]	Yes	
B.4.d	Does the agency ensure all new counselors and investigators, including contractors and collateral duty employees, receive required 32 hours of training, pursuant to Ch. 2 (II)(A) of MD-110?	Yes	
B.4.e	Does the agency ensure all experienced counselors and investigators, including contractors and collateral duty employees, receive required 8 hours of annual refresher training, pursuant to Ch. 2 (II)(C) of MD-110?	Yes	

 Compliance Indicator  Measures	B.5 – The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills.	Measure Met? (Yes/No/NA)	Comments
B.5.a	Pursuant to 29 CFR § 1614.102(a)(5), have all managers and supervisors received training on their responsibilities under the following areas under the agency EEO program:		
B.5.a.1	EEO Complaint Process? [see MD-715(II)(B)]	Yes	
B.5.a.2	Reasonable Accommodation Procedures? [see 29 C.F.R. § 1614.102(d)(3)]	Yes	
B.5.a.3	Anti-Harassment Policy? [see MD-715(II)(B)]	Yes	
B.5.a.4	Supervisory, managerial, communication, and interpersonal skills to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications?	Yes	
B.5.a.5	ADR, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR? [see MD-715(II)(E)]	Yes	

 Compliance Indicator  Measures	B.6 – The agency involves managers in the implementation of its EEO program.	Measure Met? (Yes/No/NA)	Comments
B.6.a	Are senior managers involved in the implementation of Special Emphasis Programs? [see MD-715 Instructions, Sec. I]	Yes	
B.6.b	Do senior managers participate in the barrier analysis process? [see MD-715 Instructions, Sec. I]	Yes	
B.6.c	When barriers are identified, do senior managers assist in developing agency EEO action plans (Part I, Part J, or Executive Summary)? [see MD-715 Instructions, Sec. I]	Yes	
B.6.d	Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans? [see 29 CFR § 1614.102(a)(5)]	Yes	

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.

 Compliance Indicator  Measures	C.1 – The agency conducts regular internal audits of its component and field offices.	Measure Met? (Yes/No/NA)	Comments
C.1.a	Does the agency regularly assess its component and field offices for possible EEO program deficiencies? [see 29 CFR §1614.102(c)(2)] If "yes", provide the schedule for conducting audits in the comments section.	Yes	In FY 2020 five Title VII compliance reviews (audits) of field and headquarters program areas were conducted: Office of Field Operations (Atlanta, Jackson, and Raleigh districts), the Office of Investigation, Enforcement, and Audit (OIEA), and the Office of Employee Experience and Development (OEED).
C.1.b	Does the agency regularly assess its component and field offices on efforts to remove workplace barriers? [see 29 CFR §1614.102(c)(2)] If "yes", provide the schedule for conducting audits in the comments section.	Yes	Five headquarters and field compliance reviews (audits) are scheduled from November through September of each fiscal year.
C.1.c	Do component and field offices make reasonable efforts to comply with field audit recommendations? [see MD-715, II(C)]	Yes	

 Compliance Indicator  Measures	C.2 – The agency has established procedures to prevent all forms of EEO discrimination.	Measure Met? (Yes/No/NA)	Comments
C.2.a	Has the agency established comprehensive anti-harassment policy and procedures that comply with EEOC's enforcement	Yes	
	guidance? [see MD-715, II(C); Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (Enforcement Guidance), EEOC No. 915.002, § V.C.1 (June 18, 1999)]		
C.2.a.1	Does the anti-harassment policy require corrective action to prevent or eliminate conduct before it rises to the level of unlawful harassment? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1]	Yes	
C.2.a.2	Has the agency established a firewall between the Anti-Harassment Coordinator and the EEO Director? [see EEOC Report, Model EEO Program Must Have an Effective Anti-Harassment Program (2006)]	Yes	
C.2.a.3	Does the agency have a separate procedure (outside the EEO complaint process) to address harassment allegations? [see Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (Enforcement Guidance), EEOC No. 915.002, § V.C.1 (June 18, 1999)]	Yes	
C.2.a.4	Does the agency ensure the EEO office informs the anti-harassment program of all EEO counseling activity alleging harassment? [see Enforcement Guidance, V.C.]	Yes	

C.2.a.5	Does the agency conduct a prompt inquiry (beginning within 10 days of notification) of all harassment allegations, including those initially raised in the EEO complaint process?	Yes	
	[see <u>Complainant v. Dep't of Veterans Affairs</u> , EEOC Appeal No. 0120123232 (May 21, 2015); <u>Complainant v. Dep't of Defense (Defense Commissary Agency)</u> , EEOC Appeal No. 0120130331 (May 29, 2015)] If "no", provide the percentage of timely-processed inquiries in the comments column.		
C.2.a.6	Do the agency's training materials on its anti-harassment policy include examples of disability-based harassment? [see 29 CFR 1614.203(d)(2)]	Yes	
C.2.b	Has the agency established disability reasonable accommodation procedures that comply with EEOC's regulations and guidance? [see 29 CFR 1614.203(d)(3)]	No	See Part H.
C.2.b.1	Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations throughout the agency? [see 29 CFR 1614.203(d)(3)(D)]	Yes	
C.2.b.2	Has the agency established a firewall between the Reasonable Accommodation Program Manager and the EEO Director? [see MD-110, Ch. 1(IV)(A)]	Yes	
C.2.b.3	Does the agency ensure job applicants can request and receive reasonable accommodations during the application and placement processes? [see 29 CFR 1614.203(d)(1)(ii)(B)]	Yes	
C.2.b.4	Do the reasonable accommodation procedures clearly state the agency should process the request within a maximum amount of time (e.g., 20 business days), as established by the agency in its affirmative action plan?	Yes	

	[see 29 CFR 1614.203(d)(3)(i)(M)]		
C.2.b.5	Does the agency process all accommodation requests within timeframes set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If “no”, provide the percentage of timely-processed requests in the comments column	No	See Part H. The Agency processed 85% of all reasonable accommodation requests within established time frames.
C.2.c	Has the agency established procedures for processing requests for Personal Assistance Services (PAS) that comply with EEOC’s regulations, enforcement guidance, and other applicable executive orders, guidance, and standards? [see 29 CFR 1614.2023(d)(6)]	No	See Part H.
C.2.c.1	Does the agency post its procedures for processing requests for PAS on its public website? [see 29 CFR §1614.203(d)(5)(v)] If “yes”, provide the internet address in the comments column	No	See Part H.

 Compliance Indicator  Measures	C.3 - The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.	Measure Met? (Yes/No/NA)	Comments
C.3.a	Do all managers and supervisors have an element in their performance standards evaluating their commitment to agency EEO policies/principles and their participation in the EEO program? [See 29 CFR §1614.102(a)(5)]	Yes	
C.3.b	Does the agency require rating officials to evaluate the performance of managers and supervisors based on the following activities?		
C.3.b.1	Resolve EEO problems, disagreements, and conflicts, including participation in ADR proceedings? [see MD-110, Ch. 3.I]	Yes	
C.3.b.2	Ensure full cooperation of employees under his/her supervision with EEO officials, such as counselors and investigators? [see 29 CFR §1614.102(b)(6)]	Yes	
C.3.b.3	Ensure a workplace free from all forms of discrimination, including harassment and retaliation? [see MD-715, II(C)]	Yes	
C.3.b.4	Ensure that subordinate supervisors have effective managerial, communication, and interpersonal skills to supervise in a workplace with diverse employees? [see MD-715 Instructions, Sec. I]	Yes	
C.3.b.5	Provide religious accommodations when such accommodations do not cause an undue hardship? [see 29 CFR §1614.102(a)(7)]	Yes	
C.3.b.6	Provide disability accommodations when such accommodations do not cause an undue hardship? [see 29 CFR §1614.102(a)(8)]	Yes	

C.3.b.7	Support the EEO program in identifying and removing barriers to equal opportunity. [see MD-715, II(C)]	Yes	
C.3.b.8	Support the anti-harassment program in investigating and correcting harassing conduct. [see Enforcement Guidance, V.C.2]	Yes	
C.3.b.9	Comply with settlement agreements and orders issued by the agency, EEOC, and EEO-related cases from the Merit Systems Protection Board, labor arbitrators, and the Federal Labor Relations Authority? [see MD-715, II(C)]	Yes	
C.3.c	Does the EEO Director recommend to the agency head improvements or corrections, including remedial or disciplinary actions, for managers and supervisors who have failed in their EEO responsibilities? [see 29 CFR §1614.102(c)(2)]	Yes	
C.3.d	When the EEO Director recommends remedial or disciplinary actions, are the recommendations regularly implemented by the agency? [see 29 CFR §1614.102(c)(2)]	Yes	

 Compliance Indicator  Measures	C.4 – The agency ensures effective coordination between its EEO programs and HR program.	Measure Met? (Yes/No/NA)	Comments
C.4.a	Do the HR Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures conform to EEOC laws, instructions, and management directives? [see 29 CFR §1614.102(a)(2)]	Yes	
C.4.b	Has the agency established timetables/schedules to review at regular intervals its merit promotion program, employee recognition awards program, employee development/training programs, and management/personnel policies, procedures, and practices for systemic barriers that may be impeding full participation in the program by all EEO groups? [see MD-715 Instructions, Sec. I]	Yes	
C.4.c	Does the EEO office have timely access to accurate and complete data (e.g. demographic data for workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [see 29 CFR §1614.601(a)]	Yes	
C.4.d	Does the HR office timely provide the EEO office with access to other data (e.g., exit interview data, climate assessment surveys, and grievance data), upon request? [see MD-715, II(C)]	Yes	
C.4.e	Pursuant to Section II(C) of MD-715, does the EEO office collaborate with the HR office to:		
C.4.e.1	Implement the Affirmative Action Plan for Individuals with Disabilities? [see 29 CFR §1614.203(d); MD-715, II(C)]	Yes	
C.4.e.2	Develop and/or conduct outreach and recruiting initiatives? [see MD-715, II(C)]	Yes	
C.4.e.3	Develop and/or provide training for managers and employees? [see MD-715, II(C)]	Yes	

C.4.e.4	Identify and remove barriers to equal opportunity in the workplace? [see MD-715, II(C)]	Yes	
C.4.e.5	Assist in preparing the MD-715 report? [see MD-715, II(C)]	Yes	
 Compliance Indicator  Measures	C.5 – Following a finding of discrimination, the agency explores whether it should take a disciplinary action.	Measure Met? (Yes/No/NA)	Comments
C.5.a	Does the agency have a disciplinary policy and/or table of penalties that covers discriminatory conduct? [see 29 CFR § 1614.102(a)(6); see also <u>Douglas v. Veterans Administration</u> , 5 MSPR 280 (1981)]	Yes	
C.5.b	When appropriate, does the agency discipline or sanction managers and employees for discriminatory conduct? [see 29 CFR §1614.102(a)(6)] If “yes”, state the number of disciplined/sanctioned individuals during this reporting period in the comments.	Yes	During FY 2020, there were no findings of discrimination. Accordingly, no individuals were disciplined.
C.5.c	If the agency has a finding of discrimination (or settles cases in which a finding was likely), does the agency inform managers and supervisors about the discriminatory conduct? [see MD-715, II(C)]	Yes	

 Compliance Indicator  Measures	C.6 – The EEO office advises managers/supervisors on EEO matters.	Measure Met? (Yes/No/NA)	Comments
C.6.a	Does the EEO office provide management/supervisory officials with regular EEO updates on at least an annual basis, including EEO complaints, workforce demographics and data summaries, legal updates, barrier analysis plans, and special emphasis updates? [see MD-715 Instructions, Sec. I] If “yes”, identify the frequency of EEO updates in the comments column.	Yes	The CRS regularly provides Agency supervisors and managers with EEO information. The CR Director meets weekly with Agency leadership to provide updates on complaint activity and program initiatives. The CR Director meets weekly with the Agency Head to discuss all aspects of the Agency’s EEO and Civil Rights programs. Annual meetings occur with individual program heads to discuss their respective program’s EEO program and complaint information. Demographic information is disseminated to each program on a bi-annual basis.
C.6.b	Are EEO officials readily available to answer managers’ and supervisors’ questions or concerns? [see MD-715 Instructions, Sec. I]	Yes	

Essential Element D: Proactive Prevention

This element requires that the agency head make early efforts to prevent discrimination and to identify and eliminate barriers to equal employment opportunity.

 Compliance Indicator  Measures	D.1 – The agency conducts a reasonable assessment to monitor progress towards achieving equal employment opportunity throughout the year.	Measure Met? (Yes/No/NA)	Comments
D.1.a	Does the agency have a process for identifying triggers in the workplace? [see MD-715 Instructions, Sec. I]	Yes	
D.1.b	Does the agency regularly use the following sources of information for trigger identification: workforce data; complaint/grievance data; exit surveys; employee climate surveys; focus groups; affinity groups; union; program evaluations; special emphasis programs; reasonable accommodation program; anti-harassment program; and/or external special interest groups? [see MD-715 Instructions, Sec. I]	Yes	
D.1.c	Does the agency conduct exit interviews or surveys that include questions on how the agency could improve the recruitment, hiring, inclusion, retention and advancement of individuals with disabilities? [see 29 CFR 1614.203(d)(1)(iii)(C)]	Yes	

 Compliance Indicator  Measures	D.2 – The agency identifies areas where barriers may exclude EEO groups (reasonable basis to act.)	Measure Met? (Yes/No/NA)	
D.2.a	Does the agency have a process for analyzing identified triggers to find possible barriers? [see MD-715, (II)(B)]	Yes	
D.2.b	Does the agency regularly examine the impact of management/personnel policies, procedures, and practices by race, national origin, sex, and disability? [see 29 CFR §1614.102(a)(3)]	Yes	
D.2.c	Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions, such as re- organizations and realignments?[see 29 CFR §1614.102(a)(3)]	Yes	
D.2.d	Does the agency regularly review the following to find barriers: complaint/grievance data, exit surveys, employee climate surveys, focus groups, affinity groups, union, program evaluations, anti-harassment program, special emphasis programs, reasonable accommodation program; and/or external special interest groups?[see MD-715 Instructions, Sec. I] If “yes”, identify the data sources in the comments column.	Yes	The Agency uses the following data sources: iComplaints for EEO complaints; Federal Employee Viewpoint Survey; Title VII employee climate assessments; and Workplace Violence and Prevention Program harassment complaints.

 Compliance Indicator  Measures	D.3 – The agency establishes appropriate action plans to remove identified barriers.	Measure Met? (Yes/No/NA)	Comments
D.3.a.	Does the agency effectively tailor action plans to address identified barriers in policies, procedures, or practices? [see 29 CFR §1614.102(a)(3)]	Yes	
D.3.b	If the agency identified one or more barriers during the reporting period, did the agency implement a plan in Part I, including meeting the target dates for the planned activities? [see MD-715, II(D)]	Yes	
D.3.c	Does the agency periodically review the effectiveness of the plans? [see MD-715, II(D)]	Yes	Quarterly
 Compliance Indicator  Measures	D.4 – The agency has an affirmative action plan for people with disabilities, including targeted disabilities.	Measure Met? (Yes/No / NA)	Comments
D.4.a	Does the agency post its affirmative action plan on its public website? [see 29 CFR 1614.203(d)(4)] Provide the internet address in the comments.	Yes	FY 2019 MD 715 report
D.4.b	Does the agency take specific steps to ensure qualified people with disabilities are aware of and encouraged to apply for job vacancies? [see 29 CFR 1614.203(d)(1)(i)]	Yes	
D.4.c	Does the agency ensure disability-related questions from the public are answered promptly and correctly? [see 29 CFR 1614.203(d)(1)(ii)(A)]	Yes	
D.4.d	Has the agency taken specific steps that are reasonably designed to increase the number of PWD or targeted disabilities employed at the agency until it meets the goals? [see 29 CFR 1614.203(d)(7)(ii)]	Yes	

Essential Element E: Efficiency

This element requires the agency head to ensure there are effective systems for evaluating the impact and effectiveness of the agency's EEO programs and an efficient and fair dispute resolution process.

 Compliance Indicator  Measures	E.1 - The agency maintains an efficient, fair, and impartial complaint resolution process.	Measure Met? (Yes/No/NA)	Comments
E.1.a	Does the agency timely provide EEO counseling, pursuant to 29 CFR §1614.105?	Yes	
E.1.b	Does the agency provide written notification of rights and responsibilities in the EEO process during the initial counseling session, pursuant to 29 CFR §1614.105(b)(1)?	Yes	
E.1.c	Does the agency issue acknowledgment letters immediately upon receipt of a formal complaint, pursuant to MD-110, Ch. 5(l)?	NA	This function is performed by OASCR.
E.1.d	Does the agency issue acceptance letters/dismissal decisions within a reasonable time (e.g., 60 days) after receipt of the written EEO Counselor report, pursuant to MD-110, Ch. 5(l)? If so, provide the average processing time in the comments.	NA	This function is performed by OASCR.
E.1.e	Does the agency ensure all employees fully cooperate with EEO counselors and EEO personnel in the EEO process, including granting routine access to personnel records related to an investigation, pursuant to 29 CFR §1614.102(b)(6)?	Yes	
E.1.f	Does the agency timely complete investigations, pursuant to 29 CFR §1614.108?	NA	This function is performed by OASCR.
E.1.g	If the agency does not timely complete investigations, does the agency notify complainants of the date the investigation will be completed and their right to request a hearing or file a lawsuit, pursuant to 29 CFR §1614.108(g)?	NA	This function is performed by OASCR.

E.1.h	When the complainant does not request a hearing, does the agency timely issue the final agency decision, pursuant to 29 CFR §1614.110(b)?	NA	This function is performed by OASCR.
E.1.i	Does the agency timely issue final actions follow receipt of the hearing file and the administrative judge's decision, pursuant to 29 CFR §1614.110(a)?	NA	This function is performed by OASCR.
E.1.j	If the agency uses contractors to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays? [See MD-110, Ch. 5(V)(A)] If "yes", describe how in the comments column.	NA	This function is performed by OASCR.
E.1.k	If the agency uses employees to implement any stage of the EEO complaint process, does the agency hold them accountable for poor work product and/or delays during performance review? [See MD-110, Ch. 5(V)(A)]	Yes	
E.1.l	Does the agency submit complaint files and other documents in the proper format to EEOC through the Federal Sector EEO Portal (FedSEP)? [See 29 CFR § 1614.403(g)]	Yes	

 Compliance Indicator  Measures	E.2 – The agency has a neutral EEO process.	Measure Met? (Yes/No/NA)	Comments
E.2.a	Has the agency established a clear separation between its EEO complaint program and its defensive function? [see MD-110, Ch. 1(IV)(D)]	Yes	
E.2.b	When seeking legal sufficiency reviews, does the EEO office have access to sufficient legal resources separate from the agency representative? [see MD-110, Ch.1(IV)(D)] If “yes”, identify the source/location of the attorney who conducts the legal sufficiency review in the comments column.	NA	This function is performed by OASCR.
E.2.c	If the EEO office relies on the agency’s defensive function to conduct the legal sufficiency review, is there a firewall between the reviewing attorney and the agency representative? [see MD-110, Ch. 1(IV)(D)]	NA	
E.2.d	Does the agency ensure its agency representative does not intrude upon EEO counseling, investigations, and final agency decisions? [see MD-110, Ch. 1(IV)(D)]	Yes	
E.2.e	If applicable, are processing time frames incorporated for legal counsel’s sufficiency review for timely processing of complaints? [see EEOC Report, <i>Attaining a Model Agency Program: Efficiency</i> (Dec. 1, 2004)]	Yes	

 Compliance Indicator  Measures	E.3 - The agency has established and encouraged the widespread use of a fair ADR program.	Measure Met? (Yes/No/NA)	Comments
E.3.a	Has the agency established an ADR program for use during the pre- complaint and formal complaint stages of the EEO process? [see 29 CFR §1614.102(b)(2)]	Yes	
E.3.b	Does the agency require managers and supervisors to participate in ADR once it has been offered? [see MD-715, II(A)(1)]	Yes	
E.3.c	Does the agency encourage all employees to use ADR, where ADR is appropriate? [see MD-110, Ch. 3(IV)(C)]	Yes	
E.3.d	Does the agency ensure a management official with settlement authority is accessible during the dispute resolution process? [see MD-110, Ch. 3(III)(A)(9)]	Yes	
E.3.e	Does the agency prohibit the responsible management official named in the dispute from having settlement authority? [see MD-110, Ch. 3(I)]	Yes	
E.3.f	Does the agency annually evaluate the effectiveness of its ADR program? [see MD-110, Ch. 3(II)(D)]	Yes	

 Compliance Indicator  Measures	E.4 – The agency has effective and accurate data collection systems in place to evaluate its EEO program.	Measure Met? (Yes/No/NA)	Comments
E.4.a	Does the agency have systems in place to accurately collect, monitor, and analyze the following data?		
E.4.a.1	Complaint activity, including the issues and bases of the complaints, the aggrieved individuals/complainants, and the involved management official? [see MD-715, II(E)]	Yes	
E.4.a.2	The race, national origin, sex, and disability status of agency employees? [see 29 CFR §1614.601(a)]	Yes	
E.4.a.3	Recruitment activities? [see MD-715, II(E)]	Yes	
E.4.a.4	External and internal applicant flow data concerning applicant race, national origin, sex, and disability status? [see MD-715, II(E)]	Yes	
E.4.a.5	The processing of requests for reasonable accommodation? [29 CFR § 1614.203(d)(4)]	Yes	
E.4.a.6	The processing of complaints for the anti-harassment program? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.2]	Yes	
E.4.b	Does the agency have a system in place to re-survey the workforce on a regular basis? [MD-715 Instructions, Sec. I]	Yes	

 Compliance Indicator  Measures	E.5 – The agency identifies and disseminates significant trends and best practices in its EEO program.	Measure Met? (Yes/No/NA)	Comments
E.5.a	Does the agency monitor trends in its EEO program to determine whether the agency is meeting its obligations under the statutes EEOC enforces? [see MD-715, II(E)] If “yes”, provide an example in the comments.	Yes	The Agency makes recommendations to address trends identified in Title VII compliance reviews and monitors program implementation of corrective actions such as targeted training efforts, expanded outreach and recruitment strategies, and enhanced communications.
E.5.b	Does the agency review other agencies’ best practices and adopt them, where appropriate, to improve the effectiveness of its EEO program? [see MD-715, II(E)] If “yes”, provide an example in the comments.	Yes	The Agency collaborated with other agencies to enhance its RA, anti-harassment, and PAS procedures as well as its barrier analyses process. The Agency also collaborated with other agencies to establish a PAS contract.
E.5.c	Does the agency compare its performance in the EEO process to other federal agencies of similar size? [see MD-715, II(E)]	Yes	

Essential Element F: Responsiveness and Legal Compliance			
This element requires federal agencies to comply with EEO statutes and EEOC regulations, policy guidance, and other written instructions.			
 Compliance Indicator	F.1 – The agency has processes in place to ensure timely and full compliance with EEOC Orders and settlement agreements.	Measure Met? (Yes/No/NA)	Comments
 Measures			
F.1.a	Does the agency have a system of management controls to ensure that its officials timely comply with EEOC orders/directives and final agency actions? [see 29 CFR §1614.102(e); MD-715, II(F)]	Yes	
F.1.b	Does the agency have a system of management controls to ensure the timely, accurate, and complete compliance with resolutions/settlement agreements? [see MD-715, II(F)]	Yes	
F.1.c	Are there procedures in place to ensure the timely and predictable processing of ordered monetary relief? [see MD-715, II(F)]	Yes	
F.1.d	Are procedures in place to process other forms of ordered relief promptly? [see MD-715, II(F)]	Yes	
F.1.e	When EEOC issues an order requiring compliance by the agency, does the agency hold its compliance officer(s) accountable for poor work product and/or delays during performance review? [see MD-110, Ch. 9(IX)(H)]	Yes	

 Compliance Indicator  Measures	F.2 – The agency complies with the law, including EEOC regulations, management directives, orders, and other written instructions.	Measure Met? (Yes/No/NA)	Comments
F.2.a	Does the agency timely respond and fully comply with EEOC orders? [see 29 CFR §1614.502; MD-715, II(E)]	Yes	
F.2.a.1	When a complainant requests a hearing, does the agency timely forward the investigative file to the appropriate EEOC hearing office? [see 29 CFR §1614.108(g)]	Yes	
F.2.a.2	When there is a finding of discrimination that is not the subject of an appeal by the agency, does the agency ensure timely compliance with the orders of relief? [see 29 CFR §1614.501]	Yes	
F.2.a.3	When a complainant files an appeal, does the agency timely forward the investigative file to EEOC’s Office of Federal Operations? [see 29 CFR §1614.403(e)]	NA	This is the responsibility of OASCR.
F.2.a.4	Pursuant to 29 CFR §1614.502, does the agency promptly provide EEOC with the required documentation for completing compliance?	Yes	
 Compliance Indicator  Measures	F.3 - The agency reports program efforts and accomplishments to the EEOC.	Measure Met? (Yes/No / NA)	Comments
F.3.a	Does the agency timely submit to EEOC an accurate and complete No FEAR Act report? [Public Law 107-174 (May 15, 2002), §203(a)]	Yes	
F.3.b	Does the agency timely post on its public webpage its quarterly No FEAR Act data? [see 29 CFR §1614.703(d)]	Yes	

Part H

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

Describe the status of each plan the agency has implemented to correct deficiencies in the EEO program.

If the agency did not address deficiencies during the reporting period, check the box.

1. Statement of Model Program Essential Element Deficiency

Type of Program Deficiency	Brief Description of Program Deficiency
A.2. a.2 A.2. b.3 C.2 b C.2.c C.2.c.1	The Agency did not establish, disseminate, nor post revisions on finalized Reasonable Accommodation (RA) and Personal Assistance Services (PAS) procedures.

Objective(s) and Dates for EEO Plan

Date Initiated	Objective	Target Date	Modified Date	Date Completed
10/01/2019	Disseminate approved RA procedures to workforce; post on public website; and continue to train employees on RA procedures.	9/30/2020	10/30/2020	10/30/2020
11/01/2020	Review and finalize FSIS Directive 4306.2, Reasonable Accommodation and Accessibility for People with Disabilities, to ensure it complies with USDA's DR 4300.008, Reasonable Accommodations and Personal Assistance Services for Employees and Applicants with Disabilities, dated 10/27/2020. Finalize directive; disseminate and post agency-wide; and ensure that the workforce completes RA training.	09/30/2021		

Responsible Official(s)

Title	Name	Performance Standards Address the Plan? (Yes or No)
Chief Human Capital Officer	Joseph Abbott	Yes
Assistant Director, Human Resources Business Systems	Corinne Calhoun	Yes
Assistant Administrator, Office of Public Affairs and Consumer Education	Carol Blake	Yes

Planned Activities Toward Completion of Objective

Target Date	Planned Activities	Sufficient Funding & Staffing? (Yes or No)	Modified Date	Completion Date
03/30/2021	Issue revised FSIS Directive 4306.2, that complies with USDA DR 4300.008 dated 10/27/2020; disseminate to entire workforce	Yes		
03/30/2021	Post updated RA/PAS directive, forms, and resources to FSIS internet website and OHR portal	Yes		
09/30/2021	Provide RA training to employees and managers using various means such as webinars, YouTube, Adobe Connect, and AgLearn	Yes		

Report of Accomplishments

Fiscal Year	Accomplishments
2020	Continued to advertise the availability of the Office of Human Resources (OHR) portal through agency communication vehicles such as the Wednesday Newsline and The Beacon. The OHR portal is available at: https://ohrportal.fsis.usda.gov/services/reasonable-accommodation-program/ . The site is used to post policy RA guidance, forms, resources, and training. RA resources were also made available through an Agency application for supervisors and Inspection Program Personnel (IPP). In addition, the Agency established a single HR phone number and email address to streamline the process for HR-related inquiries, including those related to RA, special emphasis hiring, and

	WVPRP/harassment.																		
2020	<p>RA training was provided to the workforce during the events on the dates identified below:</p> <table> <tr> <td>New Supervisory Training Program</td> <td>10/31/2019</td> </tr> <tr> <td>OIEA-Resource Management & Audit Branch Mtg</td> <td>11/6/2019</td> </tr> <tr> <td>Springdale Front Line Supervisor (FLS) Meeting</td> <td>12/11/2019</td> </tr> <tr> <td>OM All Hands meeting</td> <td>6/18/2020</td> </tr> <tr> <td>Administrator's office briefing</td> <td>6/9/2020</td> </tr> <tr> <td>Denver District FLS Meeting</td> <td>8/6/2020</td> </tr> <tr> <td>Raleigh District SPHV/SCSI Training</td> <td>9/16/2020</td> </tr> <tr> <td>Des Moines FLS</td> <td>9/29/2020</td> </tr> <tr> <td>FSIS Gateway monthly OM Information Session</td> <td>9/30/2020</td> </tr> </table>	New Supervisory Training Program	10/31/2019	OIEA-Resource Management & Audit Branch Mtg	11/6/2019	Springdale Front Line Supervisor (FLS) Meeting	12/11/2019	OM All Hands meeting	6/18/2020	Administrator's office briefing	6/9/2020	Denver District FLS Meeting	8/6/2020	Raleigh District SPHV/SCSI Training	9/16/2020	Des Moines FLS	9/29/2020	FSIS Gateway monthly OM Information Session	9/30/2020
New Supervisory Training Program	10/31/2019																		
OIEA-Resource Management & Audit Branch Mtg	11/6/2019																		
Springdale Front Line Supervisor (FLS) Meeting	12/11/2019																		
OM All Hands meeting	6/18/2020																		
Administrator's office briefing	6/9/2020																		
Denver District FLS Meeting	8/6/2020																		
Raleigh District SPHV/SCSI Training	9/16/2020																		
Des Moines FLS	9/29/2020																		
FSIS Gateway monthly OM Information Session	9/30/2020																		
2021	<p>On October 30, 2020, USDA's Office of the Assistant Secretary for Civil Rights (OASCR) issued DR 4300-008, Reasonable Accommodations and Personal Assistance Services for Employees and Applicants with Disabilities, via email to all USDA employees. Included with the policy was a video that outlined the policy's importance as well as procedures; links to an RA Toolkit, forms, Frequently Asked Questions; and information about upcoming training and webinars for employees and managers.</p>																		

2. Statement of Model Program Essential Element Deficiency

Type of Program Deficiency	Brief Description of Program Deficiency
C.2. b.5	85% of all RA requests were processed within timeframes established in Agency RA procedures.

Objective(s) and Dates for EEO Plan

Date Initiated	Objective	Target Date	Modified Date	Date Completed
10/01/2020	Given the unique circumstances and complexities of each case, process all accommodation requests within established RA timeframes to the extent practicable, but at a minimum 90% completed timely.	09/30/2021		

Responsible Official(s)

Title	Name	Performance Standards Address the Plan? (Yes or No)
Chief Human Capital Officer	Joseph Abbott	Yes
Assistant Director, Human Resources Business Systems	Corinne Calhoun	Yes

Planned Activities Toward Completion of Objective

Target Date	Planned Activities	Sufficient Funding & Staffing? (Yes or No)	Modified Date	Completion Date
09/30/2021	Send written reminders to employees, supervisors, and managers about impending due dates for receipt of documents for RA/PAS requests. Issue close out letters in cases where employees are untimely or unresponsive.	Yes		
09/30/2021	Disseminate RA/PAS procedures established in FSIS Directive 4306.2 to the workforce; post procedures on public website; and utilize USDA mandatory RA/PAS training to educate employees.	Yes		
09/30/2021	Continue educating employees, supervisors, and managers about their responsibilities in the RA/PAS process.	Yes		

Report of Accomplishments

Fiscal Year	Accomplishments
2020	<p>The Agency continued to use a tracking and recordkeeping system to improve case processing times and to maintain program accountability. A total of 153 cases were processed in FY 2020, reflecting a net increase of 112.5% (+81 cases) over the FY 2019 total. The average timeframe for processing requests was 15 days. Cases with longer processing times involved multi-faceted requests requiring extended Agency-employee interactive periods for individualized assessments to identify effective accommodations. The percentage of timely processed requests was 85%, which was an improvement from 73% timely in FY 2019. Continued efforts to improve processing timeframes for RA requests were demonstrated by delivering continued training to supervisors/managers, adding additional managerial review/approval levels above the first level supervisor in the processing of RA requests, and adhering to due dates for Agency receipt of complete employee documentation before closing cases.</p> <p>Delivery of RA training was reported under accomplishments for deficiencies A.2. a.2; A.2. b.3; C.2 b; C.2.c; and C.2.c.1 above.</p>

MD-715 – Part I
Agency EEO Plan to Eliminate Identified Barrier

Please describe the status of each plan that the agency implemented to identify possible barriers in policies, procedures, or practices for employees and applicants by race, ethnicity, and gender.

If the agency did not conduct barrier analysis during the reporting period, please check the box.

Statement of Condition That Was a Trigger for a Potential Barrier:

Source of the Trigger	Specific Workforce Data Table	Narrative Description of Trigger
<p>Total Separation rate in comparison to the participation rate of the Permanent Workforce.</p>	<p>Total Workforce – Distribution by Race Ethnicity and Sex (Table A1), Employee Separations by Type of Separation – Distribution by Race Ethnicity and Sex (Table A14)</p>	<p><u>Retention</u></p> <p><u>Total Separations</u> The total separation rate for American Indian or Alaska Native (AI/AN) females (1.5%) and males (1.1%), Black females (17.4%), Hispanic males (6.0%) and Two or More Races (TMR) males (0.1%) was higher than their expected participation rate within the permanent workforce.</p> <p><u>Voluntary Separations</u> The voluntary separation rate for AI/AN females (1.1%) and males (1.1%), Asian males (3.1%), and White females (26.9%%), and females (48.8%) was higher than their expected participation rate within the permanent workforce.</p> <p><u>Involuntary Separations</u> The involuntary separation rate for AI/AN females (3.6%), Black females (35.1%) Hispanic males (7.2%), TMR males (1.0%) and females (59.5%) was higher than their expected participation rate within the permanent workforce.</p>

EEO Group(s) Affected by Trigger

EEO Group
<p>Females, AI/AN females and males, Asian males, Black females, Hispanic males, TMR males, and White females</p>

Barrier Analysis Process

Sources of Data	Source Reviewed? (Yes or No)	Identify Information Collected
Workforce Data Tables	Yes	Total Workforce – Distribution by Race Ethnicity and Sex (Table A1); Employee Separations by Type of Separation – Distribution by Race Ethnicity and Sex (Table A14); Insight Reports on Separations by Mission Critical Occupations
Complaint Data (Trends)	Yes	No FEAR Report; iComplaints data relating to the EEO complaints that include bases and claims relevant to separations
Grievance Data (Trends)	No	
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	Not Applicable	The Agency had no findings of discrimination in FY 2020.
Climate Assessment Survey (e.g., FEVS)	No	The FY 2020 FEVS data was not available prior to the completion of this report.
Exit Interview Data	No	
Focus Groups	No	
Interviews	No	
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No	
Other (Please Describe)	Yes	Program employment compliance reviews

Status of Barrier Analysis Process

Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
Yes	Yes

Statement of Identified Barrier(s)

Description of Policy, Procedure, or Practice
<p>A barrier exists that is impacting the retention rate for various race and sex categories. This conclusion is based on the disproportionate impact noted for some minority groups.</p> <p><u>Total Separations</u></p> <p>A disproportionate impact was noted for Black females, AI/AN females and males, Hispanic males, and TMR males when evaluating the Agency’s total separations. To make this determination, the expected range for each race and sex category was established using a 10% variance above and below each category’s respective permanent workforce participation rate. Separation rates higher</p>

Description of Policy, Procedure, or Practice

than the range equated to negative impact. Using this method, the expected range for Black females was 13.8% to 16.9%, yet the actual separation rate was 17.4%. Similarly, the expected range for AI/AN women was 0.9% to 1.1%; however, the separation rate for AI/AN women exceeded the rate at 1.5%. The expected range for AI/AN males was 0.8% to 0.9% but the rate was 1.1%; the expected range for Hispanic males was 4.8% to 5.9% yet their rate was 6.0%; and the expected range for TMR males was 0.09% to 0.11% but the separation rate was 0.12%.

The Agency typically utilizes FEVS data during its barrier analyses to further investigate potential barriers; however, FSIS was unable to do so this year. Due to the Covid pandemic, the FEVS was administered late in the fiscal year and survey results were not available prior to the completion of this report. Nevertheless, the analysis of triggers is consistent with prior year analyses and FEVS results and may indicate that there is a barrier impacting employee engagement that is leading to higher-than-expected separation rates for these protected groups. This suggests that there is a need for enhanced employee engagement efforts, to include employee empowerment, development, and recognition.

Voluntary Separations

A disproportionate impact was noted for Asian males, AI/AN females and males, and White females when analyzing the voluntary separations data. Using the same ranges noted above for total separations, AI/AN females' voluntary separation rate of 1.1% and AI/AN males voluntarily separation rate of 1.1% exceeded their expected ranges. The expected range for White females was 20.9% to 25.6%, but they voluntarily separated at a rate of 27.0%. The expected range for Asian males was 2.4% to 2.9%, yet they voluntarily separated at a rate of 3.1%.

Involuntary Separations

When looking specifically at involuntary separations, a disproportionate impact was noted for AI/AN females (3.6%), Black females (35.1%), and Hispanic males (7.2%). For each of these categories, the involuntary separation rate exceeded each group's respective expected range. The expected range for females was 42.3% to 51.7%, but their involuntary separation rate was 59.1%. Relevant EEO complaint data was analyzed and revealed a slight decrease in the number of formal EEO complaints that were filed in FY 2020 alleging "Removal" as the issue. In FY 2020, five (5) formal EEO complaints were filed alleging "Removal;" in FY 2019, seven (7) formal EEO complaints were filed. Of the five complaints filed in FY 2020, three (3) were filed by males and two (2) were filed by females.

Objective(s) and Dates for EEO Plan

Objective	Date Initiated (mm/dd/yyyy)	Target Date (mm/dd/yyyy)	Sufficient Funding & Staffing? (Yes or No)	Modified Date (mm/dd/yyyy)	Date Completed (mm/dd/yyyy)
Promote employee engagement and empowerment	10/01/2019	09/30/2021	Yes		
Improve communication and information sharing within the Agency	10/01/2019	09/30/2021	Yes		

Responsible Official(s)

Title	Name	Performance Standards Address the Plan? (Yes or No)
Director, Civil Rights Staff	Angela Kelly	Yes
Assistant Administrator, OPACE	Carol Blake	Yes
Assistant Administrator, OEED	Soumaya Tohamy	Yes
Assistant Administrator, OFO	Philip Bronstein	Yes
Assistant Chief Information Officer	Carl A. Mayes	Yes
Assistant Administrator, OM	Frank Mays	Yes

Planned Activities Toward Completion of Objective

Target Date (mm/dd/yyyy)	Planned Activities	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
12/31/2020	Launch i-Impact 3.0 to continue the Agency's efforts to educate employees on how their individual contributions align with and support the food safety mission, which will encourage employee empowerment.	09/30/2021	
02/28/2021	Establish a Recognition Coin program that will be available to for the Agency's use to recognize employees.		
09/30/2021	Market the Agency's awards programs through employee publications, EEOACs, and SEPMs to promote the importance and availability of employee		

Target Date (mm/dd/yyyy)	Planned Activities	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
	recognition.		
09/30/2021	Utilize Agency-wide Mentoring Program to provide mentor-protégé experience and “on-line/off-line” job shadowing with web-based systems that assist in strengthening employees’ core leadership competencies.		
09/30/2021	Market the Agency’s employee development programs through Agency publications, EEOACs, SEPMS, and program graduate distributions to provide career development and employee engagement opportunities to the workforce.		
09/30/2021	Sponsor a Women’s SEP observance in the field that promotes female empowerment in the workplace.		
09/30/2021	Continue to support Departmental call center consolidation efforts to provide an effective communication platform that all employees can utilize.		
09/30/2021	Continue to modernize website to improve communications and accessibility to Agency information and resources.		
09/30/2021	Continue to launch electronic devices (eDevices) throughout the field to improve communications, connectivity and accessibility for all field employees.		

Statement of Condition That Was a Trigger for a Potential Barrier:

Source of the Trigger	Specific Workforce Data Table	Narrative Description of Trigger
Advancement and hiring selection rates of Qualified Applicants.	Total Workforce – Distribution by Race Ethnicity and Sex (Table A1), Applicant Flow	Promotions FSIS promoted 687 employees. Using the Qualified Applicant Pool as a benchmark, multiple triggers were identified. Specifically, the Selection Rate for the following groups fell below the rate of qualified applicants: Black Males (8.3%) Qualified Applicants (11.7%); Black Females (26.8%) Qualified Applicants (29.9%); Asian

Source of the Trigger	Specific Workforce Data Table	Narrative Description of Trigger
	Data from USA Staffing	<p>Females (1.9%) Qualified Applicants (4.1%). Using the 80 percent rule, an adverse impact was noted for Black Males (55.7%), Black Females (70.4%), Asian Females (36.2%), NPHI Males (66.9%), and NPHI Females (62.0%), and Females overall (75.1%).</p> <p><u>New Hires</u> FSIS hired 387 employees; using the Qualified Applicant Pool as a benchmark, multiple triggers were identified. Specifically, the Selection Rate for the following groups fell below the rate of qualified applicants: Black Males (9.6%) Qualified Applicants (10.9%); Black Females (14.7%) Qualified Applicants (17.1%); Asian Males (2.1%) Qualified Applicants (2.8%); and Asian Females (4.1%) Qualified Applicants (6.7%). Using the 80 percent rule, an adverse impact was noted for Hispanic Males (70.7%), White Males (76.2%), White Females (73.3%), Black Males (61.0%), Black Females (60.2%), Asian Males (52.2%), and Asian Females (43.2%).</p>

EEO Group(s) Affected by Trigger

EEO Group
Hispanic Males; Black Males and Females; Asian Males and Females; NPHI Males and Females

Barrier Analysis Process

Sources of Data	Source Reviewed? (Yes or No)	Identify Information Collected
Workforce Data Tables	Yes	Total Workforce – Distribution by Race Ethnicity and Sex (Table A1)
Complaint Data (Trends)	Yes	No FEAR Report; iComplaints data relating to the EEO complaints that include bases and claims relevant to awards
Grievance Data (Trends)	No	
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	Not Applicable	The Agency had no findings in FY 2020.
Climate Assessment Survey (e.g., FEVS)	No	The FY 2020 FEVS data was not available prior to the completion of this report.

Sources of Data	Source Reviewed? (Yes or No)	Identify Information Collected
Exit Interview Data	No	
Focus Groups	No	
Interviews	No	
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No	
Other (Please Describe)	Yes	Title VII compliance reviews Applicant Flow data from the USA Staffing database.

Status of Barrier Analysis Process

Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
Yes	Yes

Statement of Identified Barrier(s)

Description of Policy, Procedure, or Practice
<p>A barrier exists that is impacting advancement and hiring for various race and sex categories. This conclusion is based on the disproportionate impact noted for some minority groups.</p> <p><u>Promotions</u></p> <p>A disproportionate impact was noted for Black Males, Black Females, and Asian Females when looking at the selection rate for promotions. The expected range for each race and sex category was established using a 10% variance above and below each category's respective Qualified Applicant Rate. Selection rates lower than the range equated to negative impact. Using this method, the expected range for Black Males was 10.5% to 12.9%; however, the selection rate for Black Males was below the range at 8.3%. The expected range for Asian Females was 3.7% to 4.5%, but the actual selection rate was 1.9%.</p> <p>Using the 80 percent rule, an adverse impact was noted for Black Males (55.7%), Black Females (70.4%), Asian Females (36.2%), NPHI Males (66.9%), and NPHI Females (62.0%), as well as Females overall (75.1%)</p> <p><u>New Hires</u></p> <p>A disproportionate impact was noted for Black Males, Black Females, Asian Males and Asian Females when looking at the selection rate for new hires. The expected range for each race and sex category was established using a 10% variance above and below each category's respective Qualified Applicant Rate. Selection rates lower than the range equated to negative impact. Using this method, the expected range for Black Males was 9.8% to 12.0%; however, the selection rate for Black Males was below the range at 9.6%. The expected range for Black Females was 15.4% to 18.8%, yet the actual selection rate for this group was 14.7%. The expected range for Asian Males was 2.5% to 3.1%, but the actual selection rate was 2.1%. The expected range for Asian Females was 6.0% to 7.4%, but the actual selection rate was 4.1%.</p> <p>Using the 80 percent rule, an adverse impact was noted for Hispanic Males (70.7%), White Males (76.2%), White Females (73.3%), Black Males (61.0%), Black Females (60.2%), Asian Males (52.2%), and Asian Females (43.2%).</p>

Objective(s) and Dates for EEO Plan

Objective	Date Initiated (mm/dd/yyyy)	Target Date (mm/dd/yyyy)	Sufficient Funding & Staffing? (Yes or No)	Modified Date (mm/dd/yyyy)	Date Completed (mm/dd/yyyy)
Improve outreach and recruitment to maximize the quality of the applicant pool	10/01/2020	09/30/2021			
Market FSIS leadership development programs to agency personnel and prospective hires that includes accurate descriptions of the application processes.	10/01/2020	09/30/2021			
Improve outreach to potential participants for leadership development programs	10/01/2020	09/30/2021			

Responsible Official(s)

Title	Name	Performance Standards Address the Plan? (Yes or No)
Assistant Administrator, OM	Frank Mays	Yes
Assistant Administrator, OEED	Soumaya Tohamy	Yes

Planned Activities Toward Completion of Objective

Target Date (mm/dd/yyyy)	Planned Activities	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2021	Complete a “how-to” guide for program and district recruiters. This guide will include resume writing assistance, job application assistance, and ideas on where to advertise for vacancies in the local areas. The FSIS Veteran’s Outreach Coordinator will continue to work with veterans to provide their information to hiring managers for consideration.		

09/30/2021	Use competitive selection methods for the Virtual Escalade Leadership Development Programs in order to promote the quality and fairness of the program.		
09/30/2021	Disseminate Agency leadership development program announcements via numerous methods that include (but, are not limited to): the FSIS Gateway Listserv, Wednesday Newslite, Special Emphasis Program Managers (SEPMs), FSIS EEO Advisory Committee, and graduates of various leadership development programs.		
09/30/2021	Provide virtual and offsite training opportunities to new and experienced FSIS employees to satisfy USDA and FSIS mandates. This includes (but, is not limited to): open-enrollment programs such as the Learning Trove Program (for all employees), the FSIS Gateway Program (for supervisors), the Virtual Escalade Leadership Development Program (for supervisors), the New Supervisor Training Program, and the Experienced Supervisor Training Program.		

Statement of Condition That Was a Trigger for a Potential Barrier:

Source of the Trigger	Specific Workforce Data Table	Narrative Description of Trigger
Large and small cash award participation rate in comparison to the participation rate of the Permanent Workforce.	Total Workforce – Distribution by Race Ethnicity and Sex (Table A1), Employee Recognition and Awards participation rates (Table A13)	<p>During FY 2020, the following occurred as it relates to the distribution of awards to the FSIS workforce:</p> <p>Cash Awards of \$500 and above – 4,059 cash awards of \$500 or more were issued. The award rate for Hispanic females (3.3%), Black males (6.3%), and AI/AN males (0.5%) was lower than their expected participation rate within the permanent workforce.</p> <p>Cash Awards of \$100-\$500 – 1359 cash awards of \$100 - \$500 cash awards were issue. The award rate for Black males (6.0%) and Black females was lower than their expected participation rate within the permanent workforce.</p> <p>Consumer Safety Inspection (CSI) (GS-1862) – The award rate for Hispanic females (3.1%), Black males (6.7%), Black females (11.8%), Asian males (1.9%), AI/AN females (0.7%) in the CSI occupation was lower than their expected participation rate within the permanent workforce.</p>

Source of the Trigger	Specific Workforce Data Table	Narrative Description of Trigger
		<p>Food Inspection (FI) (GS-1863) – The award rate for Hispanic females (6.9%), Black males (6.9%), Asian males (1.6%), and AI/AN males (0.6%) in the FI occupation was lower than their expected participation rate within the permanent workforce.</p> <p>Veterinary Medical Officer (VMO) (GS-0701) – The award rate for Hispanic females (1.5%), AI/AN males (0.0%), AI/AN females (0.3%)</p>

EEO Group(s) Affected by Trigger

EEO Group
<p>Hispanic females; Black males and females; Asian males and females; and AI/AN males and females; as well as females of Two or More Races.</p>

Barrier Analysis Process

Sources of Data	Source Reviewed? (Yes or No)	Identify Information Collected
Workforce Data Tables	Yes	Total Workforce – Distribution by Race Ethnicity and Sex (Table A1); Employee Recognition and Awards participation rates (Table A13); Insight Reports Providing Performance Award Data by Mission Critical Occupation (MCO).
Complaint Data (Trends)	Yes	No FEAR Report; i-Complaint data relating to the EEO complaints that include bases and claims relevant to awards
Grievance Data (Trends)	No	
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	Not Applicable	The Agency had no findings in FY 2020.
Climate Assessment Survey (e.g., FEVS)	No	The FY 2020 FEVS data was not available prior to the completion of this report.
Exit Interview Data	No	

Sources of Data	Source Reviewed? (Yes or No)	Identify Information Collected
Focus Groups	No	
Interviews	No	
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No	
Other (Please Describe)	Yes	Title VII compliance reviews

Status of Barrier Analysis Process

Barrier Analysis Process Completed? (Yes or No)	Barrier(s) Identified? (Yes or No)
Yes	Yes

Statement of Identified Barrier(s)

Description of Policy, Procedure, or Practice
<p>Cash Awards \$500 and Above</p> <p>A disproportionate impact was noted for Hispanic females, Black males and AI/AN males when looking at the distribution of cash awards of \$500 and above. The expected range for each race and sex category was established using a 10% variance above and below each category's respective permanent workforce participation rate. Award rates lower than the range equated to negative impact. Using this method, the expected range for Hispanic females was 4.25% to 5.20%; however, the award rate for Hispanic females exceeded the rate at 3.25%. The expected range for Black Males was 6.97% to 8.52%, yet the actual award rate for this group was 6.03%. The expected range for AI/AN males was 0.8% to 1.0%, but the actual award rate was 0.5%.</p> <p>Cash Awards of \$100-\$500</p> <p>When looking at cash awards of less than \$500, a disproportionate impact was identified for Black males, Black females and AI/AN Males. The expected range for Black males was 7.0% to 8.5%; however, the actual award rate was 6.0%. The expected range for Black females was 14.0% to 17.2%; however, the actual award rate was 12.6%. The expected range for AI/AN males was 0.8% to 0.9%; however, the actual award rate was 0.6%.</p> <p>Cash Awards by MCO</p> <p>When looking at cash award distribution by MCO, all minority groups were disproportionately awarded in one or more of the MCOs.</p> <p>Hispanic Females A disproportionate impact was noted for Hispanic employees in all MCOs. In the CSI occupation, the expected range for Hispanic females was 4.0% to 4.9%; however, their award rate fell below the range at 3.1%. In the FI occupation, the expected range for Hispanic females was 8.1% to 9.9% but their award rate was 6.9%. In the VMO occupation Hispanic females fell below the range of 2.0% to 2.5% with an award rate of 1.5%.</p>

Description of Policy, Procedure, or Practice

Black Males and Females A disproportionate impact was noted for Black employees in two (2) of the MCOs. Specifically, the expected range for Black males in the CSI occupation was 7.3% to 8.9%, but their award rate was 6.7%. For Black females the expected range was 13.6% to 16.7%, but their award rate was 11.8%. In the FI occupation, the expected range for Black males was 7.9% to 9.7%; however, they fell below at 7.2%.

Asian Males and Females: This group was also disproportionately impacted in two (2) of the MCOs. In the CSI occupation, the expected range for Asian males was 2.2% to 2.7%, but their award rate was 1.9%. In the FI occupation, the expected range for Asian males was 1.9% to 2.3%, yet their award rate was only 1.2%. For Asian females, the expected range was 1.3% to 1.6%, but their award rate was 1.1%.

AI/AN Males and Females: A disproportionate impact was identified in the distribution of cash awards for AI/AN employees in two (2) MCOs. In the CSI occupation, the expected range was 1.0% to 1.3% for AI/AN females, but the award rate was 0.8%. When looking at the FI occupation, for AI/AN males the expected range was 0.9% to 1.1%, but the award rate was 0.6%. For the VMO occupation, no cash awards were received by AI/AN males, the expected range was 0.4% to 0.5% for AI/AN males and 0.2% to 0.6% for AI/AN females, but their award rates were both 0.2%.

Objective(s) and Dates for EEO Plan

Objective	Date Initiated (mm/dd/yyyy)	Target Date (mm/dd/yyyy)	Sufficient Funding & Staffing? (Yes or No)	Modified Date (mm/dd/yyyy)	Date Completed (mm/dd/yyyy)
Ensure the consistent and fair administration of the USDA's new two-tier performance management and awards program, under which Achievement Awards, Non-Monetary Awards, Quality Step Increases and Recognition Coins are awarded solely based on accomplishments, with a focus on contributions to FSIS' mission throughout the year and the core values set forth in the FSIS Strategic Plan.	10/01/2020	09/30/2021	Yes		

Ensure sufficient and appropriate funding for cash awards.	10/01/2019	09/30/2021	Yes		
Establish nonmonetary awards programs available to programs.	10/01/2019	09/30/2021	Yes		

Responsible Official(s)

Title	Name	Performance Standards Address the Plan? (Yes or No)
Assistant Administrator, OM	Frank Mays	Yes
Assistant Administrator, OEED	Soumaya Tohamy	Yes

Planned Activities Toward Completion of Objective

Target Date (mm/dd/yyyy)	Planned Activities	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2021	Align employee recognition programs to the Agency's strategic goals in order to balance individual contributions with Agency goals and outcomes		
02/27/2021	Fully Implement Recognition Coin Program for All Program Areas and Districts		
9/30/2021	Implement the FY 2021 Administrator's Awards for Excellence nomination process and publicized in employee publications		
09/30/2021	Continue to manage and monitor the distribution of awards under the new Achievement Awards Process		
09/30/2021	Market the Agency's awards programs through employee publications, EEOACs, and SEPMs to promote the importance and availability of employee recognition		

Report of Accomplishments

Fiscal Year	Accomplishments
2020	<p>In the FY 2019 MD-715 report, barriers in separations and awards were reported for multiple race and sex categories, and an action plan was established to address each barrier. Below provides the progress made in implementing the action plan and the accomplishments achieved by the Agency in FY 2020.</p> <p>Career Development:</p> <p>In support of the Agency’s employee engagement efforts, FSIS led or participated in several career development and training programs that are identified as follows:</p> <ul style="list-style-type: none"> • Formal Mentoring Program- the Agency matched 26 mentors and protégés; • Situational Mentoring Program (<i>self-matched</i>)- 14 mentors and 59 protégé participated in this program; • New Supervisor Sponsorship Program (<i>self-matched</i>)- Received nine (9) sponsors and 40 new supervisor participants; • Virtual Escalade Leadership Development Program- 86 individuals participated in this two-session pilot program; • USDA Senior Executive Candidate Development Program (SES CDP)- Completed by 3 FSIS employees; • FEI program- 6 GS-14 and 6 GS-15 employees were approved to participate in this program; • Experienced Supervisor Training Program (ESTP)- Provided to 45 supervisors; all other experienced supervisors were required to complete a USDA-approved AgLearn ESTP curriculum; • NSTP - Completed by 66 new supervisors (via in-person and through virtual AgLearn modules); • FSIS Gateway- Hosted 12 webinars to 621 supervisors; and • FSIS Learning Trove- Delivered 63 events to 10,479 participants. <p>Communication:</p> <p>FSIS completed the deployment of eDevices to more than 240 slaughter establishments, nationwide. The eDevice initiative gives approximately 1,700 OFO Inspectors the ability to get immediate access to Agency information such as training, emails, policies, and administrative systems, such as Web Time and Attendance.</p>

FSIS continued to support the Department's initiative to develop a OneUSDA Intranet site. In FY 2020, the site underwent beta testing and was evaluated to determine required contracting and staffing support; future funding needs for content maintenance; and codification of content governance and site ownership. The OneUSDA intranet was launched in early FY 2021, with five main sections that include: (1) USDA tools; (2) updates from the Secretary; (3) employee spotlights; (4) news; and a (5) "participate" section that allows employees to access webinars and other interactive resources.

FSIS also supported the USDA call center consolidation efforts (Ask USDA program), designed to be a single location where employees and customers can access USDA services and information. The Agency contributed to the initiative by providing Customer Service Representatives (CSR) to assist the Department. FSIS created and distributed new articles for the Ask USDA knowledge database, providing the necessary content for CSRs to respond to food safety inquiries. FSIS also established a single HR phone number and email address to streamline the process for HR-related inquiries, including those related to RA, special emphasis hiring, and WVPRP/harassment

FSIS made significant progress modernizing its website to make it more task-oriented and user-friendly; at year end, this effort was 92% complete. The website redesign project will ensure that users can find information more easily by reorganizing content into consistent sets of information (regulations, guidelines, data sets, etc.) using taxonomy to link related material so that employees can more easily navigate the site. As part of this effort, the Agency also assessed its content for 508 compliance, which allowed the Agency to correct and remediate any non-compliant documents and resources.

Women's Special Emphasis:

In honor of Woman's Equality Day, the Under Secretary for Food Safety hosted a virtual Town Hall meeting. Agency leadership discussed the history of Women's Equality Day, personal experiences and challenges in the workplace, the female makeup in FSIS, and answered questions submitted by employees. The program was attended by 283 employees and Agency leadership received positive feedback from participants.

In addition, the Agency sponsored a Women's SEP observance in the field that promoted female empowerment in the workplace. The observance, which occurred during the 2nd Quarter, featured information about Women's history, and encouraged employees to attend community outreach activities.

Recognition and Awards:

USDA released DR 4040-430, *Employee Performance and Awards*, in June 2020. Soon thereafter, the Agency formed a workgroup which consisted of various programs within FSIS to determine a rollout of a communications and training strategy for the new awards program. Specifically, the workgroup publicized USDA's mandatory AgLearn training for all FSIS employees; developed a communication plan highlighting the major changes to both the performance management and awards programs; and developed an FSIS User Information message regarding the new performance and awards programs, which was sent to all employees. Additionally, FSIS delivered live

webinars in August (including an evening session) to provide employees an opportunity to ask questions and receive answers from Agency leadership.

In addition, the Agency issued an FSIS Notice to all employees that communicated the method used for issuing performance award allocations. The Notice explained the Agency award distribution methodology to ensure fairness; it also included information regarding the requirement that performance awards not exceed 5% of an employee's salary, and that the Agency remains within its awards threshold.

In FY2020, FSIS was successful in maximizing its awards budget by allocating 2.5% of the Agency's aggregate salaries (USDA's award cap) toward employee performance and recognition awards. FSIS also recalibrated how the awards were issued based on the number of all approved positions, which resulted in a more equitable distribution of awards across all GS-scale positions.

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

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) | Yes X | No |
| b. Cluster GS-11 to SES (PWD) | Yes | No X |

Aggregate representation was 8.31% in the GS-1 to GS-10 cluster and 11.02% in the GS-11 to SES cluster; however, the latter percentage was not significantly below the 12% benchmark to indicate a trigger.

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) | Yes | No X |
| b. Cluster GS-11 to SES (PWTD) | Yes | No X |

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

The Civil Rights Director communicates numerical goals for the employment of PWD/PWTD and presents each program's current PWD/PWTD representation along with recommendations to address disproportionate representation to Agency leadership (the Agency Head, Deputy Administrator, 10 Assistant Administrators, and 10 District Managers). This is communicated annually through the “State of the Agency” briefings with Agency leadership and through workforce analyses that are completed and issued to program areas and districts. Numerical employment goals and current representation are also communicated to program area and district EEOACs and SEPMS; they are also identified in the Agency's annual MD-715 report that is posted on the Agency's website.

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 PWD and PWTD; administer the reasonable accommodation program and special emphasis program; and oversee any other disability hiring and advancement program the agency has in place.

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

1. Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

Yes **X**

No

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

Disability Program Task	# of FTE Staff by Employment Status			Responsible Official (Name, Title, Office, Email)
	Full Time	Part Time	Collateral Duty	
Processing applications from PWD and PWTD	32			Laura Frantes, Assistant Director, Office of Human Resources (OHR), Office of Management (OM) laura.frantes@usda.gov
Answering questions from the public about hiring authorities that take disability information into account	32			Laura Frantes, Assistant Director, OHR, OM laura.frantes@usda.gov

Processing RA requests from applicants and employees	2			Benjamin Tate and Julaine McCabe RA Advisors Program Management and Information Systems Branch, HR Business Systems Division, OM Benjamin.Tate@usda.gov Julaine.McCabe@usda.gov ReasonableAccommodations@usda.gov
Section 508 Compliance	1			Kyna Fernandez, Management Analyst, Portfolio Governance Center Office of the Chief Information Officer kyna.fernandez@usda.gov 508@usda.gov
Architectural Barriers Act Compliance	1			Carlos Batista, Property Branch Chief, Administrative Services Division, OM Carlos.batista@usda.gov
Special Emphasis Program for PWD/PWTD	1			Dr. Robinson Rodgers, Special Emphasis Program Manager NDEAMSEP@usda.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 disability program staff have received. If “no”, describe training planned for the upcoming year.

Yes **X**

No

All Human Resources Specialists processing applications from PWD and PWTD are required to complete Veteran Employment training. The training covers the use of special hiring authorities for veterans, including 30% or more disabled veterans and Schedule A. The RA Advisors stay abreast of pertinent disability employment law authorities.

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.

Yes X

No

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.

The Agency has developed a distribution list of numerous programs and resources that serve PWTD and PWD; information such as vacancies at FSIS and other career information was shared with these groups and programs during FY 2020. The list includes the following: USDA’s Veterans and Disability Employment Program Managers, Department of Veterans Affairs Regional Employment Coordinators, Soldier for Life Transition Assistance Programs, National and State Vocational Rehabilitation Offices, Student Veterans of America, and LinkedIn professional groups for Veterans and Professionals with Disabilities and Centers for College Students with Disabilities located across the country.

FSIS’ Veterans and Disability Recruitment Program Coordinator assisted veterans and candidates with disabilities in the job recruitment process, provided resume guidance, assisted establishing USAJOB accounts, and answered questions on veterans’ preference, non-competitive hiring and the application process. The Coordinator also: used the Workforce Recruitment Program and USAJobs Resume Mining to locate and refer qualified candidates eligible for non-competitive hiring to FSIS positions; shared FSIS student employment vacancies listed in the Workforce Recruitment Program database with disabled students which also included disabled veterans; and maintained a resume repository to retain and manage unsolicited applications of qualified veterans and applicants with disabilities. This recruitment tool was used by HR specialists during strategic recruitment discussions with districts and program areas, and potential applicants were referred to hiring managers for consideration.

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 PWTB for positions in the permanent workforce.

FSIS continued to utilize Schedule A authority and the Veterans Recruitment authority or 30% or More Disabled Veteran authority to recruit disabled candidates and disabled veterans. Agency vacancy announcements available on USAJobs were open to status candidates, veterans, and Schedule A applicants concurrently.

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.

When applicants apply for positions on USAJobs, they indicate whether they are eligible for and are applying under Schedule A authority. When reviewing applications, HR Staffing Specialists are able to determine the applicants' qualifications Schedule A eligibility. Once the review is complete, applicants who are eligible and qualified to be hired under a special hiring authority are referred to the hiring manager for consideration.

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.

Yes **X** No

All hiring managers are required to take Veteran Employment training annually; the training covers the use of special hiring authorities for veterans, including the 30% or more disabled veterans and Schedule A. For new supervisors, training on the use of special hiring authorities was also a part of course content provided at each FSIS New Supervisors Training Program session.

The Veterans and Disability Recruitment Program Coordinator also trained hiring managers on special hiring authorities used to recruit disabled veterans and PWDs. This training also included the use of hiring flexibilities and consideration of disabled veterans, professionals with disabilities and targeted disabilities.

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”, describe the triggers below.

- | | | |
|--|--------------|----|
| a. Qualified Applicants for MCO (PWD) | Yes X | No |
| b. Qualified Applicants for MCO (PWTD) | Yes X | No |

Using the Relevant Applicant Pool as a benchmark, triggers exist for three (3) MCOs for PWD. For GS-1862 CSIs, the rate of Qualified Applicants for PWD (2.5%) was below the Relevant Applicant Pool (8.7%). For GS-1863 FIs, the rate of Qualified Applicants for PWD (0.5%) was below the Relevant Applicant Pool (7.4%). For GS-701 VMOs, the rate of Qualified Applicants for PWD (5.7%) was below the Relevant Applicant Pool (9.2%)

Triggers also exist for three (3) MCO for PWTD. For GS-1862 CSIs, the rate of Qualified Applicants for PWTD (0.3%) was below the Relevant Applicant Pool (2.8%). For GS-1863 FIs, the rate of Qualified Applicants for PWTD (0.0%) was below the Relevant Applicant Pool (2.4%). For GS-701 VMOs, the rate of Qualified Applicants PWTD (0.6%) was below the Relevant Applicant Pool (3.2%).

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”, describe the triggers below.

- | | | |
|------------------------------|--------------|----|
| a. Promotions for MCO (PWD) | Yes X | No |
| b. Promotions for MCO (PWTD) | Yes X | No |

Using the Qualified Applicant Pool as a benchmark, triggers exist for three (3) MCOs for PWD. For GS-1862 CSIs, the rate of Promotions for PWD (1.7%) was below the Qualified Applicant Pool (2.5%). For GS-1863 FIs, the rate of Promotions for PWD (0.0%) was below the Qualified Applicant Pool (0.5%). For GS-701 VMOs, the rate of Promotions for PWD (0.0%) was below the Qualified Applicant Pool (5.7%)

Triggers also exist for one (1) MCO for PWTD. For GS-701 VMOs, the rate of Promotions for PWTD (0.0%) was below the Qualified Applicant Pool (0.6%).

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

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

FSIS' competitive leadership development programs are open to all Agency GS employees and Commissioned Corps Officers who have a minimum performance rating of "Fully Successful," and obtain supervisory acknowledgement of the candidate's intention to compete for program participation. Applications do not contain names or demographic data, and are reviewed and rated by an external contractor to ensure objectivity. For competitive leadership development programs, top scoring applications are selected based on available funding.

B. CAREER DEVELOPMENT OPPORTUNITIES

1. Describe career development opportunities the agency provides to employees.

FSIS New Supervisor Training Program: Participants increase self-awareness and develop new knowledge, perspectives, behaviors, and skills to manage employees within the context of supervision. *(Target Audience: Permanent FSIS Supervisors within their first or second year as a supervisor)*

FSIS Experienced Supervisor Training Program: One-week classroom training and on-line training modules are assigned to assist supervisors in meeting training requirements, increasing knowledge about latest practices, and maintaining skills already developed. *(Target Audience: Permanent FSIS Supervisors with one or more years of supervisory experience)*

FSIS Gateway Program: A Supervisors' Path to Continual Learning: Webinars provide FSIS supervisors with ongoing training and resources to support successful management, mentoring and coaching of employees. *(Target Audience: All FSIS Supervisors)*

FSIS Learning Trove Program: Provides facilitator-led, daytime and evening webinars and traditional classroom instruction that may include assessment tools, books, and videos. *(Target Audience: All FSIS Employees)*

FSIS Mentoring Program: Three-pronged Mentoring Program includes: (1) Formal Mentoring (6-month matched); (2) Situational Mentoring (self-matched); and (3) New Supervisor Sponsorship (self-matched). *(Target Audience: All FSIS Employees)*

FSIS Virtual Escalade Leadership Development Program: Addresses the need for Agency succession planning and enhances Agency leadership competencies by offering development to current and aspiring leaders within FSIS who may assume future formal leadership positions. *(Target Audience: GS-9 through GS-13 Non-supervisors and Supervisors, and Commissioned Corps Offices O-3 and O-4)*

Federal Executive Institute (FEI) - Leadership for a Democratic Society (LDS): Designed to prepare senior-level government executives for complex challenges of leadership through expert instruction and experiential learning. The program develops visionary leaders who can transform their organizations and government. *(Target Audience: GS-15 or equivalent/military officer rank of O-6 or above, and GS-14 employees who have executive-level duties and are granted an OPM waiver to participate.)*

These programs are publicized through the Agency's Wednesday Newsline newsletter, EEOACs, and SEPMs for optimal marketing visibility to employees with disabilities.

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”, describe the trigger(s) in the text box.

- | | | |
|---|--------------|-------------|
| a. Awards, Bonuses, & Incentives (PWD) | Yes | No X |
| b. Awards, Bonuses, & Incentives (PWTD) | Yes X | No |

A trigger was identified for the rate of Time Off Awards of 1-9 hours for PWTD (2.52%) compared to the inclusion rate (2.99%). The rate of Time Off Awards of 9+ hours for PWTD (2.97%) was also below the inclusion rate, however it was within the 10% variance range, and was not considered a trigger.

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”, describe the trigger(s) in the text box.

- | | | |
|-------------------------|-----|-------------|
| a. Pay Increases (PWD) | Yes | No X |
| b. Pay Increases (PWTD) | Yes | No X |

When comparing the rate of Quality Step Increases (QSI) with the inclusion rate, the rate of QSIs for PWD (8.33%) and PWTD (2.98%) was below the inclusion rate for PWD (8.98%) and PWTD (2.99%), however this difference was within the 10% variance, and therefore did not trigger a barrier.

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) | Yes | No | N/A X |
| b. Other Types of Recognition (PWTD) | Yes | No | N/A X |

Non-monetary awards are a form of employee recognition, but distribution of these awards is not tracked.

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, use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box.

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

The Qualified Internal Applicant rate for PWD was below the permanent employment rate in the Relevant Applicant Pool for two (2) grade levels. The Qualified Internal Applicant rate was 5.2% for GS-14’s, while the Relevant Applicant Pool was 10.8%. The Qualified Internal Application rate was 3.3% for GS-15’s, while the Relevant Applicant Pool was 14.0%.

The Internal Selection rate for PWD was consistently below the permanent employment rate in the relevant applicant pool. The internal selection rate was 1.4% for GS-13’s, while the Qualified Internal Applicant Pool was 11.2%. The internal selection rate was 0.0% for GS-14’s, while the Qualified Internal Applicant Pool was 5.2%. The internal selection rate was 0.0% for GS-15’s, while the Qualified Internal Applicant Pool was 3.3%.

Applicant Workflow Data was not available for SES positions.

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)		N/A
ii. Internal Selections (PWTD)		N/A
b. Grade GS-15		

i. Qualified Internal Applicants (PWTDD)	Yes X	No
ii. Internal Selections (PWTDD)	Yes X	No
c. Grade GS-14		
i. Qualified Internal Applicants (PWTDD)	Yes X	No
ii. Internal Selections (PWTDD)	Yes X	No
d. Grade GS-13		
i. Qualified Internal Applicants (PWTDD)	Yes	No X
ii. Internal Selections (PWTDD)	Yes X	No

The Qualified Internal Applicant rate for PTWDD was below the permanent employment rate in the relevant applicant pool for two (2) grade levels. The Qualified Internal Applicant rate was 1.0% for GS-14's, while the Relevant Applicant Pool was 3.2%. The Qualified Internal Application rate was 0.7% for GS-15's, while the Relevant Applicant Pool was 4.2%.

The internal selection rate for PTWDD was consistently below the permanent employment rate in the Qualified Internal Applicant Pool. The internal selection rate was 0.0% for GS-13's, while the Qualified Internal Applicant Pool was 4.5%. The internal selection rate was 0.0% for GS-14's, while the Qualified Internal Applicant Pool was 1.0%. The internal selection rate was 0.0% for GS-15's, while the Qualified Internal Applicant Pool was 0.7%.

Applicant Workflow Data was not available for SES positions.

3. Using the Qualified Applicant Pool as the benchmark, does your agency have a trigger involving PWDD 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 (PWTDD)	N/A	
b. New Hires to GS-15 (PWTDD)	Yes	No X
c. New Hires to GS-14 (PWTDD)	Yes X	No
d. New Hires to GS-13 (PWTDD)	Yes X	No

The new hiring rate for PWTDD was below the Qualified Applicant Pool for two (2) grade levels. The new hire rate was 0.0% for GS-13's, while the Qualified Applicant Pool was 5.5%. The New Hire rate was 0.0% for GS-14's, while the Qualified Applicant Pool was 2.4%.

Applicant Workflow Data was not available for SES positions.

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 (PWTDD)	N/A	
b. New Hires to GS-15 (PWTDD)	Yes	No X

- | | | |
|------------------------------|--------------|----|
| c. New Hires to GS-14 (PWTD) | Yes X | No |
| d. New Hires to GS-13 (PWTD) | Yes X | No |

The new hiring rate for PTWD was below the Qualified Applicant Pool for two (2) grade levels. The new hire rate was 0.0% for GS-13's, while the Qualified Applicant Pool was 1.8%. The new hire rate was 0.0% for GS-14's, while the Qualified Applicant Pool was 3.1%.

Applicant Workflow Data was not available for SES positions.

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) | N/A |
| ii. Internal Selections (PWD) | N/A |

b. Managers

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

c. Supervisors

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

The Qualified Internal Applicant rate for PWD was below the permanent employment rate in the Relevant Applicant Pool for Supervisors and Managers. The Qualified Internal Applicant rate was 9.4% for Supervisors, while the Relevant Applicant Pool was 10.8%. The Qualified Internal Application rate was 3.3% for Managers, while the Relevant Applicant Pool was 14.0%.

The Internal Selection rate for PWD was consistently below the permanent employment rate in the Qualified Applicant Pool. The Internal Selection rate was 1.1% for Supervisors, while the Qualified Applicant Pool was 9.4%. The Internal Selection rate was 0.0% for Managers while the Qualified Applicant Pool was 3.3%.

Applicant Workflow Data was not available for Executive positions.

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) | N/A | |
| ii. Internal Selections (PWTD) | N/A | |

b. Managers

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

c. Supervisors

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

The Qualified Internal Applicant rate for PTWD was below the permanent employment rate in the relevant applicant pool for Managers. The Qualified Internal Application rate was 0.7% for Managers, while the Relevant Applicant Pool was 4.2%.

The Internal Selection rate for PTWD was below the permanent employment rate in the Qualified Applicant Pool for Supervisors and Managers. The Internal Selection rate was 0.0% for Supervisors, while the Qualified Applicant Pool was 3.5%. The Internal Selection rate was 0.0% for Managers, while the Qualified Applicant Pool was 0.7%

Applicant Workflow Data was not available for Executive positions.

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) | N/A | |
| b. New Hires for Managers (PWD) | Yes | No X |
| c. New Hires for Supervisors (PWD) | Yes X | No |

The new hiring rate for PWD was below the Qualified Applicant Pool for Supervisors. The new hire rate was 0.0% for Supervisors, while the Qualified Applicant Pool was 2.4%. Applicant Workflow Data was not available for Executive positions.

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)	N/A	
b. New Hires for Managers (PWTD)	Yes	No X
c. New Hires for Supervisors (PWTD)	Yes X	No

The new hiring rate for PTWD was below the Qualified Applicant Pool for Supervisors. The new hire rate was 0.0% for Supervisors, while the Qualified Applicant Pool was 2.8%. Applicant Workflow Data was not available for Executive positions.

Section V: Plan to Improve Retention of Persons with Disabilities

To be a model employer for PWD, 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”, explain why the agency did not convert all eligible Schedule A employees.

Yes **No X**

One employee did not convert after their 2 years of service ended; however, they continued their employment with the agency under another Excepted Service Appointment at a higher grade level.

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)	Yes	No X
b. Involuntary Separations (PWD)	Yes X	No

The involuntary separation rate for PWD (13.51%) was above the inclusion rate for PWD (8.97%). The voluntary separation for PWD (9.36%) was also above the inclusion rate, but was within the 10% variance range. The total separation rate for PWD (9.93%) was disproportionately higher than the permanent workforce (8.97%).

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) | Yes | No X |
| b. Involuntary Separations (PWTD) | Yes | No X |

The voluntary separation rate for PWTD (3.26%) was above the inclusion rate for PWD (3.02), but was within the 10% variance range. The total separation rate for PWTD (3.06%) was disproportionately higher than the permanent workforce (3.02%), but this was also within the 10% variance range.

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

The Agency does not currently gather nor assess exit interview data, and in FY 2020 FEVS data was not available. Although Title VII employee climate assessment surveys query employees regarding reasons why they may leave the Agency, this information is not tracked by disability status. An assessment of the Agency’s EEO complaint data revealed that removals based on medical inability to perform were taken where RA efforts could not locate a suitable qualified position for the employee. Physical and medical requirements of in-plant positions and the extremely limited availability of alternative qualified positions USDA-wide frequently presents RA challenges.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

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

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

<https://www.fsis.usda.gov/wps/portal/footer/policies-and-links>

2. 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.

FSIS Internet page:

<https://www.fsis.usda.gov/wps/portal/informational/aboutfsis/structure-and-organization/om/om>

FSIS Intranet page:

<https://inside.fsis.usda.gov/fsis/emp/static/centerContent/fsisPage.jsp?keyword=propertyBranch>

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

During FY 2020, the Agency completed deployment of laptops (eDevices) to 240 slaughter establishments nationwide. The eDevice initiative gives approximately 1,700 Office of Field Operations Food Inspectors the shared ability to access USDA email, submit their timesheets by WebTA, and get immediate access to agency policy guidance and trainings. The Office of the Chief Information Officer also transitioned on-going end user activities and support to the FSIS Service Desk and Depot. The eDevice project supports the Agency's Strategic Goal 3: *Achieve Operational Excellence*.

The Agency incorporated Section 508 language in all Information Technology contracting for hardware, software, and support services including the development of applications and systems.

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. Provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Do not include previously approved requests with repetitive accommodations, such as interpreting services.)

The average timeframe for processing initial RA requests for FY 2020 was 15 days, an improvement of 2 days from the FY 2019 average of 17 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.

The Agency continued to use a tracking and recordkeeping system to improve case processing times and to maintain program accountability. A total of 153 cases were processed in FY 2020, reflecting a net increase of 112.5% (+81 cases) over the FY 2019 total. The percentage of timely processed requests was 85%, reflecting an improvement from 73% timely in FY 2019. Continued efforts to improve processing timeframes for RA requests were demonstrated by delivering continued training to supervisors/managers; adding additional managerial review/approval levels above the first level supervisor in the processing of RA requests; and adhering to due dates for Agency receipt of complete employee documentation before closing cases.

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 PAS to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.

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

The Agency actively partnered with the USDA-OHRM and other USDA sub-agencies to establish PAS provider contracts. The implementation of FSIS PAS procedures is pending the issuance of revised FSIS Directive 4306.2 that complies with USDA DR 4300.008, dated 10/27/2020.

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?

Yes **No X**

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?

Yes X 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.

None. The affirmative answer given for question 2 pertained to a settlement agreement.

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?

Yes **No X**

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?

Yes X 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, describe the corrective measures taken by the agency.

None. The affirmative answer given for question 2 pertained to a settlement agreement.
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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?

Yes X No

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

Yes X No

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.

<p>Trigger(s)</p>	<p><i>Triggers for disproportionate impact were identified when employment percentages fell outside a 10% variance range from applicable benchmarks.</i></p> <p><u>New Hires:</u></p> <p><i><u>Total workforce (permanent):</u> Selection rates for PWD (3.98%) and PWTD (1.07%) fell below EEOC's federal employment targets of 12% and 2% respectively.</i></p> <p><i><u>Mission critical occupations (MCOs):</u> Selection rates for PWD in all three MCOs fell below qualified applicant pool benchmarks. Specifically, selection rates for new PWD hires were: 1862-CSI (0%), 0701-Veterinary Medical Science (0%) and 1863-Food Inspection (2.4%) measured against qualified applicant pool benchmarks of 3.4%, 3.1%, and 3.7% respectively.</i></p> <p>For new PWTD hires, the sole selection rate falling below the qualified applicant pool (1.1%) was for 1862-CSI (0%).</p> <p><i><u>Senior Grades (GS-13 to GS-15):</u> New hires at the GS-13 (0%) and GS-14 (0%) levels were below percentages in the qualified applicant pools for both PWD and PWTD</i></p> <p><u>Promotions:</u></p> <p><i><u>MCOs:</u> The percentage of qualified internal PWD and PWTD applicants in MCO candidate pools were below relevant applicant pool benchmarks in all three MCOs (1862, 1863, 0701). Triggers for selection rates for promotions of PWD also exist for all three MCOs. Selection rates for promotions for PWTD were triggered for 0701-Veterinary Medical Science only.</i></p> <p><i><u>Senior Grades (GS-13 to GS-15):</u> The qualified internal applicant rates for PWD and PWTD for promotions to senior grades were triggered in the GS-15 and GS-14 grade candidate pools. The percentage of qualified internal applicants in both grades were below relevant applicant pool benchmarks. The internal selection rate for PWD and PWTD was consistently below the employment rate in the relevant applicant pools for the GS-13, GS-14, and GS-15 grades.</i></p> <p><u>Separations:</u></p> <p><i><u>Involuntary separations:</u> The involuntary separation rate for PWD (13.51%) exceeded the total workforce inclusion rate for PWD (8.97%).</i></p>
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	<p>The total separation rate for PWD (9.93%) was disproportionately higher than their representation in the permanent workforce (8.97%).</p>
<p>Barrier(s)</p>	<p><u>New Hires and Promotions:</u></p> <p>Institutional barriers may exist for positions in MCOs regarding medical qualifications, physical requirements, or job requirements (such as tours of duty, mandatory overtime, or travel requirements) that result in insufficient qualified applicant pools and/or the eventual disqualification of applicants with tentative offers for employment or promotion.</p> <p>An attitudinal barrier may exist among hiring officials that disadvantages disabled candidates from receiving objective consideration for positions, including those in the three MCOs and positions at senior level grades. This attitudinal barrier may continue to exist despite continued training of hiring officials on the use and benefits of special hiring authorities, recurring strategic staffing discussions between HR and hiring officials, and awareness of the EEOC's targeted affirmative employment goals.</p> <p>The position of Selective Placement Program Coordinator (SPPC) was vacant for most of FY20. Consequently, the Agency lacked the expertise required to fill job opportunities with qualified PWDs/PWTDs using the Schedule A hiring authority or to assist applicants with disabilities navigate the non-competitive hiring process.</p> <p><u>Separations:</u></p> <p>Institutional barriers may exist regarding supervisory resistance or misunderstanding regarding the continuing obligation to engage in the interactive RA process; the limited Agency job placement options for employees who become disabled during employment; and supervisory decisions determining if/when accommodations constitute undue Agency hardship. These factors may contribute to the disproportionate percentage of PWD who involuntarily separate.</p>
<p>Objective(s)</p>	<p>Increase the numbers of PWD/PWTD available in the qualified applicant pools and improve percentages of PWD/PWTD hired and promoted with an emphasis on MCOs and senior grade levels to align with appropriate benchmarks.</p> <p>Continue improvements to the RA Program through issuance of a final directive, advertising and promoting the availability of online RA resources, and continuing Agency-wide education and training efforts.</p>

Responsible Official(s)		Performance Standards Address the Plan?
Chief Human Capital Officer, RA Advisors, Chief Training Officer, Hiring Officials, Supervisors and Managers		Yes
Barrier Analysis Process Completed?		Barrier(s) Identified?
Yes		Yes
Sources of Data	Sources Reviewed?	Identify Information Collected
Workforce Data Tables	Yes	Total Workforce – Distribution by Disability (Table B1); Participation rates by GS grades (Tables B4-1 and B4-2); Participation rates for Major Occupations (Table B6); Permanent Hires by Disability (Table B8); Employee Recognition and Awards by Disability (Table B13); Total Separations by Disability (Table B14). Applicant flow data for Tables B-9 Internal Competitive Promotions and B-11 Internal Selections for Senior Level Positions

Complaint Data (Trends)	Yes	No FEAR data; iComplaints data involving failure to accommodate and disparate treatment disability discrimination claims.		
Grievance Data (Trends)	No			
Findings from Decisions (e.g., EEO, Grievance, MSPB, Anti-Harassment Processes)	Not Applicable	There were no findings in FY 2020.		
Climate Assessment Survey (e.g., FEVS)	Yes	Employee surveys were part of the employment Title VII compliance review process conducted on three districts and two program areas.		
Exit Interview Data	No			
Focus Groups	No			
Interviews	No			
Reports (e.g., Congress, EEOC, MSPB, GAO, OPM)	No			
Other:	No			
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2021	Issue revised FSIS Directive 4306.2, that complies with USDA DR 4300.008 dated 10/27/2020; disseminate to entire workforce	Yes		
03/30/2021	Post updated RA/PAS directive, forms, and resources to FSIS internet website and OHR portal	Yes		
09/30/2021	Provide RA training to employees and managers using various formats such as webinars, YouTube, Adobe Connect, and AgLearn	Yes		

09/30/2021	Continue to collect and improve analyses of applicant flow data for employment actions for use in trigger identification and barrier analysis affecting PWD and PWTD	Yes		
09/30/2021	Develop and implement an Agency-wide exit interview process to identify factors, including those identified by and affecting PWD and PWTD that contribute to employee attrition	Yes		
09/30/2021	Increase outreach activities with relevant entities working with and providing services to disabled persons and veterans. Consider whether initiating new contacts and partnerships are feasible and can increase qualified applicant pools	Yes		
09/30/2021	Continue training efforts on special hiring authorities that take disability into account; continue to emphasize the EEOC target employment goals and the availability/benefits of utilizing these hiring authorities during recurring strategic recruitment discussions with hiring officials	Yes		
09/30/2021	Develop and implement a Fellowship program designed to provide employees the opportunity to spend up to 3 months assigned to another program area or to HQ component of their program, to include a shadowing and mentoring program, including PWD and PWTD.	Yes		
09/30/2021	Conduct formal training to educate hiring officials on the advantages of special hiring authorities and the utilization of Workforce Recruitment Program as a recruitment and hiring tool for PWDs/PWTDs.	Yes		

Fiscal Year	Accomplishments																		
2020	<p>Advertised the availability of the OHR portal through Agency communication formats such as the <i>Wednesday Newsline</i> and <i>The Beacon</i>. The portal is used by all FSIS employees and provides information related to RA policy and guidance, forms, resources, and training. The portal can be found at: https://ohrportal.fsis.usda.gov/services/reasonable-accommodation-program/ RA resources were also provided to employees through an Agency computer application for supervisors and Inspection Program Personnel (IPP).</p>																		
2020	<p>To improve the processing times for RA cases and maintain program accountability, the Agency continued to use an RA tracking and recordkeeping system. A total of 153 RA cases were processed, reflecting a net increase of 112.5% (+81 cases) over the FY 2019 total. Average timeframe for processing initial requests was 15 days. The percentage of timely processed requests was 85%, reflecting an improvement from 73% timely in FY 2019. Cases with longer processing times involved multi-faceted requests that extended Agency-employee interactive periods so that individualized assessments to identify effective accommodations could be conducted. Efforts to improve the processing timeframes for RA requests was included: delivery of continued training to supervisors/managers; adding additional managerial review/approval levels above the first level supervisor in the processing of RA requests; and adhering to due dates for Agency receipt of complete employee documentation before closing cases.</p>																		
2020	<p>Provided RA training to the workforce during the events and dates below:</p> <table border="0" data-bbox="407 1150 1393 1493"> <tr> <td>New Supervisory Training Program</td> <td>10/31/2019</td> </tr> <tr> <td>OIEA-Resource Management & Audit Branch meeting</td> <td>11/06/2019</td> </tr> <tr> <td>Springdale Front Line Supervisor (FLS) meeting</td> <td>12/11/2019</td> </tr> <tr> <td>OM All Hands meeting</td> <td>6/18/2020</td> </tr> <tr> <td>Office of the Administrator briefing</td> <td>6/09/2020</td> </tr> <tr> <td>Denver District FLS meeting</td> <td>8/06/2020</td> </tr> <tr> <td>Raleigh District SPHV/SCSI Training</td> <td>9/16/2020</td> </tr> <tr> <td>Des Moines FLS meeting</td> <td>9/29/2020</td> </tr> <tr> <td>FSIS Gateway monthly OM Information Session</td> <td>9/30/2020</td> </tr> </table>	New Supervisory Training Program	10/31/2019	OIEA-Resource Management & Audit Branch meeting	11/06/2019	Springdale Front Line Supervisor (FLS) meeting	12/11/2019	OM All Hands meeting	6/18/2020	Office of the Administrator briefing	6/09/2020	Denver District FLS meeting	8/06/2020	Raleigh District SPHV/SCSI Training	9/16/2020	Des Moines FLS meeting	9/29/2020	FSIS Gateway monthly OM Information Session	9/30/2020
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Des Moines FLS meeting	9/29/2020																		
FSIS Gateway monthly OM Information Session	9/30/2020																		

2020	The Agency was granted access to applicant flow data for employment actions for the first time. The availability of this data enabled the Agency to identify potential triggers impacting PWD and PWTD and takes the appropriate steps to address them.
2020	The Agency utilized its Agency-wide Mentoring Program to strengthen employee core leadership competencies by facilitating a 3-pronged mentoring program, supported by on-line resources. This included formal mentoring, situational mentoring, and new supervisor sponsorship. In total, 52 employees participated in the formal mentoring program that ultimately 26 matched pairs of mentors / protégés.
2020	The Agency established a single HR phone number and email address to streamline the process for HR-related inquiries, including those related to RA, special emphasis hiring, and WVPRP/harassment.
2021	In October 2020, USDA issued DR 4300-008, <i>Reasonable Accommodations and Personal Assistance Services for Employees and Applicants with Disabilities</i> via email to all USDA employees. The distribution also included a video that emphasized the importance of the policy and the procedures therein; links to an RA Toolkit , forms, Frequently Asked Questions; and information about upcoming RA training and webinars for employees, supervisors, and managers.

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

Implementation of the Agency's RA/PAS directive was delayed during FY 2020 pending USDA's issuance of its RA Departmental Regulation issued in October 2020. All other planned activities were either completed or are in an on-going status.

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

In FY 2020, the Agency conducted numerous outreach activities with colleges and universities, agencies, organizations, and groups who work with and provide services to disabled veterans and PWDs. Due to the pandemic, FSIS' attendance at onsite recruitment events was hampered; however, one virtual recruitment event that focused on the recruitment of veterans and disabled veterans was conducted. During the event, the Agency provided guidance to disabled veterans and PWDs about the FSIS recruitment process as well as information completing a resume. The Veterans and Disability Recruitment Coordinator also worked with agencies and organizations in finding qualified non-competitive applicants to fill vacancies in various districts.

In addition, the Veterans and Disability Recruitment Coordinator met with the Soldier for Life Transition Assistance Program Managers at Joint Base Lewis-McChord to provide FSIS career information and to offer pre-apprenticeship and apprenticeship opportunities for transitioning service members, including those with disabilities. FSIS also provided position descriptions and announcements to the Department's Military Veterans Agricultural Liaison to search for qualified applicants to refer for FSIS employment utilizing special hiring authorities. The Veterans and Disability Recruitment Coordinator continued to provide veterans' resumes to HR specialists to share with programs or districts with vacancies.

These efforts collectively increased the disability applicant pool available for consideration to a non-competitive appointment; however, FY 2020 data shows there were fewer Schedule A disability-related appointments compared to FY 2019 and fewer numbers of PWD and PWTD in the permanent workforce.

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.

Multi-year timeframes are needed to realize greater change. The Agency will continue to implement and monitor planned activities and will consider additional strategies to further improve the representation of PWD and PWTD if changes are not realized.

FSIS FY 2020 Hispanic Representation Workforce Analysis

In FY 2017 the U.S. Equal Employment Opportunity Commission (EEOC) and the U.S. Office of Personnel Management (OPM) issued a directive which stated that “[i]n light of the persistent low representation of Hispanic/Latinos in the Federal workforce, the OPM and EEOC agree with a recommendation from the Hispanic Council on Federal Employment that Federal agencies with at least 1,000 full-time equivalent employees should conduct a more focused barrier analysis on Hispanic employment.” Accordingly, FSIS has subsequently conducted an annual barrier analysis of its Hispanic workforce.

In FY 2020, Hispanics represented 10.07% of the *total* FSIS workforce for both permanent and temporary employees. Hispanic females were 4.72% of the workforce, below the CLF representation of 4.79%, and Hispanic males were 5.35% of the workforce, above the CLF representation of 5.17%. When applying a 10% variance to the respective CLF, neither Hispanic females nor males were underrepresented in the FSIS workforce. Hispanics were 10.06% of the Agency’s *permanent* workforce, with Hispanic females accounting for 4.71% and Hispanic males comprising 5.35% of employees.

Hispanic representation on the permanent workforce in FY 2020 was primarily at the GS-7 to GS-10 grades. Representation at the GS-12 through SES levels was:

	GS-12	GS-13	GS-14	GS-15	SES
Female	2.94%	2.99%	2.26%	3.49%	0%
Male	3.86%	2.99%	2..26%	3.49%	0%

Hispanic female and male employment at these grades were below their respective CLF representations; neither were represented in the SES. Both were also represented in all the grades at lower rates than Black and White females and males. The exception was SES where Black females were not represented. Asian female and male representation at these grades was also above the Hispanic female and male representations except at the GS-12 grade level where Asian males were represented at 3.22%; at the GS-13 where Asian female representation was 1.31% and males were represented at 3.49%; and at the GS-15 grade level where Asian females were not represented.

Identified Triggers and Possible Barriers

The Agency also determined that Hispanic females and males were principally represented at the GS-7 to GS-10 grades, underrepresented in the GS-11 grade level, clustered in GS-12 and GS-13 grades, and underrepresented in the GS-14 and GS-15 grade levels; thus, hindering their advancement into leadership and SES positions.

One internal Hispanic male applicant was selected at the GS-14 grade level; no Hispanic internal female applicant was selected at this grade. At both the GS-14 and GS-15 grade levels, qualified Hispanic female and male applicants were below both the CLF and Agency benchmarks. The representation of Hispanic females and males that applied for GS-14 and GS-15 positions was also below both the CLF and Agency benchmarks, with the exception of Hispanic male applicants to the GS-15 level which met both the CLF and Agency benchmarks. This suggests that outreach to Agency Hispanic female and male employees, Hispanic organizations, and at Hispanic-focused outreach/recruitment events may require improvement

to increase the number of them applying for GS-14 positions and Hispanic female applicants to the GS-15 positions since these grades lead to the SES in FSIS.

FSIS Hispanic Representation Root Cause Analysis and Actions Taken

The Agency's mission critical occupations (MCO) and series are: Veterinary Medical Science (VMS) - 0701; CSI - 1862; and Food Inspection (FI) - 1863. When applying a 10% variance from the RCLF, Hispanic females and males were represented within the expected range for all MCOs.

Table 1 shows the FSIS FY 2020 applicant flow data for Hispanic applicants and selections for MCO permanent positions. Hispanic female applicants in the VMS occupation were selected at a rate of 12.00%, above their VMS representation on the Agency workforce of 2.25%. Hispanic males in this occupation were selected at a rate of 4.00%, above their VMS representation on the Agency workforce of 2.59%. Hispanic females qualified for positions in this MCO at a rate of 4.14% and Hispanic males at a rate of 5.52%. In the CSI occupation, Hispanic female applicants were selected at a rate of 7.23%, above their CSI representation on the Agency workforce of 4.43%, and Hispanic males were selected at a rate of 10.50%, above their CSI representation on the Agency workforce of 6.58%. Hispanic females qualified for CSI positions at a rate of 8.45% and Hispanic males at a rate of 11.13%. In the FI occupation, Hispanic female applicants were selected at a rate of 14.63%, above their FI representation on the Agency workforce of 10.66%, and Hispanic males were selected at a rate of 14.15%, above their FI representation on the Agency workforce of 9.03%. Hispanic females qualified for FI positions at a rate of 10.05% and Hispanic males at a rate of 12.94%.

Table 1: FSIS MCO Applicant Flow Data for Hispanic Employees, FY 2020

Applicants for FSIS MCO		Female	Male
Veterinary Medical Science (0701) (Grade Range: GS-12 to GS-15)			
Total Applicants		251	
Applicants Self-Identified			
	<u>Total</u>	119 (47.41%)	132 (52.59%)
	<u>Hispanic</u>	13 (5.18%)	23 (9.16%)
Qualified			
	<u>Total</u>	69 (47.59%)	76 (52.41%)
	<u>Hispanic</u>	6 (4.14%)	8 (5.52%)
Selected			
	<u>Total</u>	16 (64.00%)	9 (36.00%)
	<u>Hispanic</u>	3 (12.00%)	1 (4.00%)
Consumer Safety Inspection (1862) (Grade Range: GS-7 to GS-10)			
Total Applicants		9,660	
Applicants Self-Identified			
	<u>Total</u>	4837 (50.10%)	4823 (49.90%)
	<u>Hispanic</u>	770 (8.00%)	1044 (10.80%)
Qualified			
	<u>Total</u>	3228 (52.74%)	2893 (47.00%)
	<u>Hispanic</u>	517 (8.45%)	681 (11.13%)

Selected			
	Total	367 (52.06%)	338 (48.00%)
	Hispanic	51 (7.23%)	74 (10.50%)
Food Inspection (1863) (Grade Range: GS-5 and GS-7)			
Total Applicants		2,898	
Applicants Self-Identified			
	Total	1325 (45.72%)	1573 (54.28%)
	Hispanic	283 (9.77%)	413 (14.25%)
Qualified			
	Total	760 (48.94%)	793 (51.06%)
	Hispanic	156 (10.05%)	201 (12.94%)
Selected			
	Total	102 (49.76%)	103 (50.24%)
	Hispanic	30 (14.63%)	29 (14.15%)

Table 2 shows that in FY 2020 Hispanic females separated at a rate of 4.17% and Hispanic males at a rate of 6.00%. The separation rate of Hispanic females exceeded their internal competitive promotion selection rate for the MCO of Food Inspection (0%). However, their separation rate was less than their respective selection rates for Veterinary Medical Science (13.04%) and CSI (6.11%). Hispanic males separated at a rate above their internal competitive promotion selection rate for Veterinary Medical Science (4.35%). However, Hispanic males were selected for CSI (9.26%) and Food Inspection (29.41%) at rates above their separation rate.

Looking more closely at Hispanic internal competitive promotion selection rates, 3 Hispanic females were selected for Veterinary Medical Science and 33 for Consumer Safety Inspection. One Hispanic male was selected for Veterinary Medical Science, 50 for Consumer Safety Inspection, and 5 Food Inspection.

Table 2: FSIS Hispanic MCO Internal Competitive Promotions Compared to Separations, FY 2020

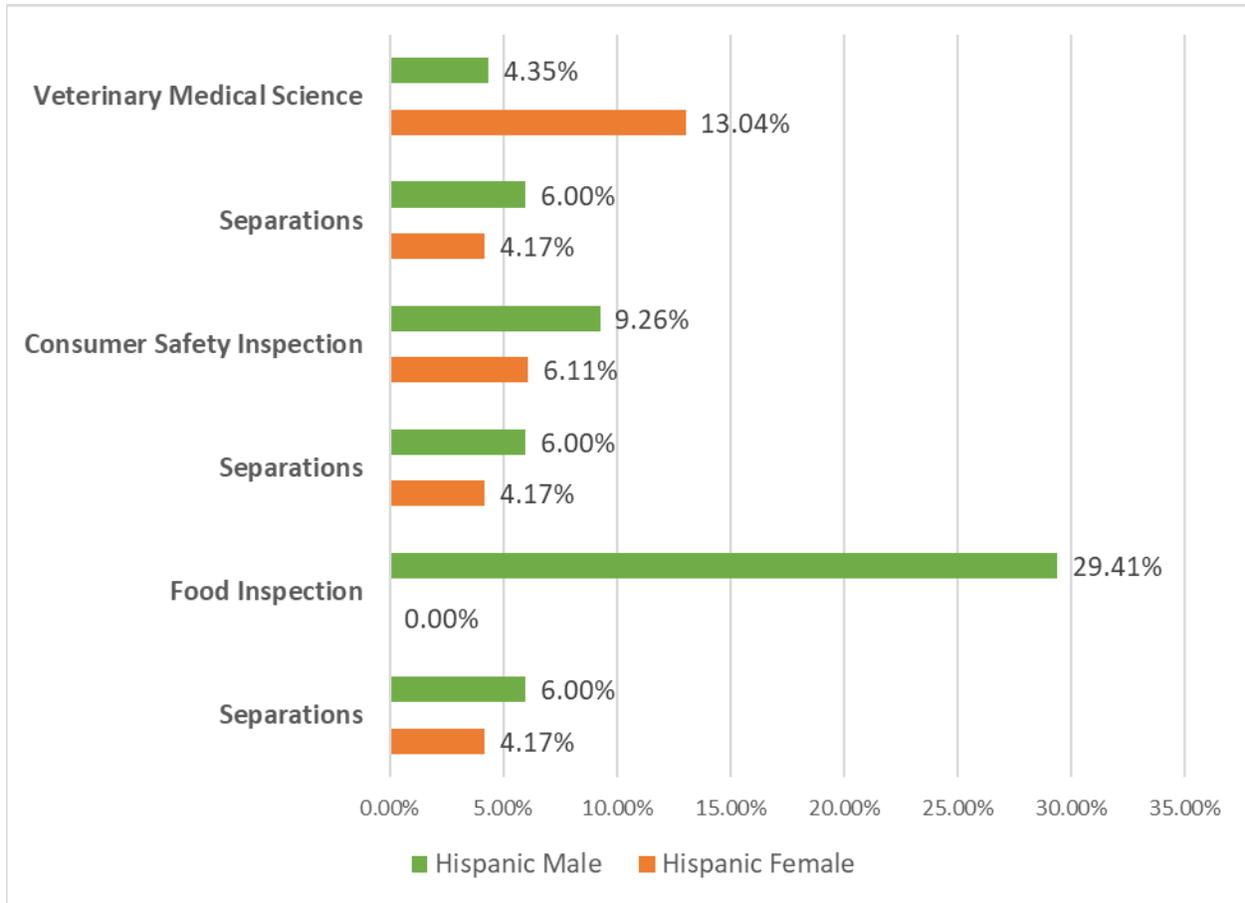


Table 3 shows the number of internal Hispanic applicants selected for permanent GS-13 through GS-15 positions by FSIS during FY 2020. Six (12.50%) Hispanic females were selected for GS-13 positions; the expected CLF representation rate is 4.79%. No Hispanic females were selected for GS-14 and GS-15 grades. Two (4.17%) Hispanic males were selected for GS-13 positions, below the expected CLF representation (5.17%). One (5.56%) Hispanic male was selected at the GS-14 grade, above the expected CLF of 5.17%. No Hispanic males were selected at the GS-15 grade.

Table 3: FSIS Hispanic Internal Selections for GS-13 through GS-15, FY 2020

Grade	Female	Male
GS-13		
Total Applicants	1,152	
<u>Total</u>	573 (49.74%)	579 (50.26%)
<u>Hispanic</u>	63 (5.74%)	84 (7.29%)
Qualified		
<u>Total</u>	245 (52.02%)	226 (47.98%)
<u>Hispanic</u>	27 (5.73%)	30 (6.37%)
Selected		

	<u>Total</u>	31 (64.58%)	17 (35.42%)
	<u>Hispanic</u>	6 (12.50%)	2(4.17%)
GS-14			
Total Applicants		422	
	<u>Total</u>	196 (46.45%)	226 (53.55%)
	<u>Hispanic</u>	11 (2.61%)	19 (4.50%)
Qualified			
	<u>Total</u>	104 (50.00%)	104 (50.00%)
	<u>Hispanic</u>	4 (1.92%)	9 (4.33%)
Selected			
	<u>Total</u>	12 (66.67%)	6 (33.33%)
	<u>Hispanic</u>	0	1 (5.56%)
GS-15			
Total Applicants		232	
	<u>Total</u>	77 (33.19%)	155 (66.81%)
	<u>Hispanic</u>	2 (0.86%)	13 (5.60%)
Qualified			
	<u>Total</u>	41 (36.28%)	72 (63.72%)
	<u>Hispanic</u>	1 (0.88%)	4 (3.54%)
Selected			
	<u>Total</u>	3 (42.86%)	4 (57.14%)
	<u>Hispanic</u>	0	0

One of the issues that may contribute to the underrepresentation is outreach. It is possible that vacancy announcements about positions in FSIS are not reaching potential Hispanic internal and/or external candidates. To address this, during FY 2020, the Agency continued its efforts to increase Hispanic representation in the workforce through several outreach efforts:

- For possible internal candidates, the Agency ensured that vacancy announcements were distributed via email, and supervisors were instructed to ensure that vacancy announcements were also shared with employees with no computer access.
- For external candidates, vacancy announcements were posted and promoted at numerous Hispanic Serving Institutions (HSI) with veterinary and animal science programs. The outreach efforts also focused on other entities, including workforce centers, that have large Hispanic populations. In addition, the Agency utilized its Volunteer Student Program wherein students were provided the opportunity to gain knowledge and experience about the Agency. During FY 2020, the Agency planned to host four Hispanic students under this program; however, due to the COVID-19 pandemic, the Agency was only able to host two students.

Training that may prepare employees for senior grade level positions could also be contributing to underrepresentation; for this reason among others, the Agency has made a variety of leadership and development training available to the FSIS workforce. During the COVID-19 pandemic in FY2020, FSIS shifted from classroom training to virtual training, which led to increased employee participation. The following virtual training and development programs were available to employees: (1) New Supervisor Training Program (NSTP); (2) Experienced Supervisor Training; (3) Escalade Leadership Development Program; (4) Learning Trove Program; and (5) Gateway and Mentoring programs. These programs, which were also available to Hispanics, aimed to assist with career development and advancement

into senior grade levels. A breakdown of Hispanic employees who attended or participated in these trainings is provided below.

Table 3: FSIS Hispanic Employees Training Participation, FY 2020

FSIS Training Program	Hispanic Employees Trained
New Supervisor Training Program Session #1 (OCT-NOV 2020)	2
Experienced Supervisor Training Program	1
Escalade Leadership Development Program	4
Gateway Program	26
Learning Trove Program (<i>includes open-enrollment and customized training</i>)	31
Mentoring Program	7
Total:	71

FSIS Best Practices

In FY 2020, FSIS delivered the mandatory *No FEAR Act* training to the workforce and *Anti-Reprisal* training to FSIS supervisors and managers. FSIS provided this training to both educate and provide guidance to its workforce on the EEO process and the procedures for initiating an EEO complaint. The training was added to employees' learning plans in the USDA department-wide system, AgLearn, for managing training records and activity.

FSIS also conducted analyses of its workforce and briefed the Agency's senior leaders on the workforce profiles for their respective offices. Additionally, FSIS also completed five Title VII compliance reviews and issued them to Agency management. The reviews provide management information that they require in their continuing commitment to further developing a diverse FSIS workforce by fostering the representation of qualified women, minorities, and people with disabilities.

In FY 2020, SEPMs also worked to ensure that the Agency promoted USDA programs and services and addressed the matters relevant to each of the special emphasis programs.



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250

May 22, 2020

USDA Civil Rights Policy Statement

The hallmark of my tenure as Secretary of the U.S. Department of Agriculture (USDA) is to do right and feed everyone and I don't intend for that to be just a hollow creed. This pledge is at the heart of our work, which includes our commitment to protecting the civil rights of all USDA employees and customers.

Doing right means treating all people equally, regardless of an individual's race, color, national origin, religion, sex (including pregnancy, gender identity and sexual orientation), disability, age, genetic information, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). We are part of the same human family, imbued with dignity and worthy of respect. I expect every USDA employee to foster a workplace free from discrimination, harassment, and retaliation so everyone can reach his or her full potential. Workplace harassment will not be tolerated, and managers and supervisors will correct the harassing conduct before it becomes severe or pervasive. Our workplace will be a model for proper enforcement of civil rights protections, not only because it's the law, but also because it's the right thing to do.

Equal employment opportunity covers all personnel/employment programs, management practices, and decisions, including, but not limited to, recruitment/hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation.

Feeding everyone means it doesn't matter what you look like or where you come from, USDA programs are for you. Hunger knows no color or creed. Whether we are responding to disasters with food aid, cultivating sustainable agriculture programs overseas, or improving school meals here at home, at USDA we know food has the power to unite.

When you start with a simple expression of integrity and equality, upholding civil rights and all the freedoms enshrined in our laws is not just compulsory, it becomes intrinsic. For that reason and working together, we will continue to return to our touchstone: Do right ... by everyone ... and feed everyone.

A handwritten signature in blue ink that reads "Sonny Perdue". The signature is fluid and cursive, with the first letters of "Sonny" and "Perdue" being capitalized and prominent.

Sonny Perdue
Secretary



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250

May 22, 2020

USDA ANTI-HARASSMENT POLICY

The U.S. Department of Agriculture (USDA) is committed to creating and maintaining a talented, diverse, and inclusive workforce. USDA provides employment opportunities, programs, and services to the American public in a manner that demonstrates our commitment to fairness, integrity, and equality. In accordance with requirements established by the U.S. Supreme Court¹, this policy applies to USDA employees in their working relationship with Federal employees, non-Federal employees, and the public. It also applies to contractors and individuals employed under other formal agreements with USDA.

My expectation for all employees and contractors is simple: “Do right and feed everyone.” In order to do right, we must prevent workplace harassment and take immediate and appropriate corrective action when it occurs.

Equal Employment Opportunity (EEO) based harassment is unwelcome conduct based on race, color, national origin, religion, sex, disability, age, genetic information, sexual orientation, marital status, familial and/or parental status, income derived from a public assistance program, political beliefs, or gender identity.

EEO based harassment becomes unlawful when tolerating the offensive conduct becomes a condition of continued employment, or the conduct is sufficiently severe or pervasive to create a work environment a reasonable person would consider intimidating, hostile, or abusive. The harasser can be the victim's supervisor, a supervisor in another area, a co-worker, or someone who is not an employee, such as a client or customer.

Non-EEO harassment (including bullying) is any form of unwelcome conduct, pervasive, persistent, and unsolicited verbal, non-verbal, written, or physical conduct that is objectively offensive and could alter the affected employee's terms and conditions of employment.

Harassing conduct, whether directed at an employee or non-employee, may include, but is not limited to, the following actions:

¹ In Burlington Industries, Inc. v. Ellerth, 524 U.S. 742 (1998), and Faragher v. City of Boca Raton, 524 U.S. 775 (1998),

- Engaging in sexual harassment, an egregious form of prohibited harassment and a form of sex discrimination. Sexual harassment includes unwelcome conduct such as sexual advances, requests for sexual favors or dates, remarks about an individual's appearance, discussions, remarks, or jokes of a sexual nature, and other verbal or physical harassment of a sexual nature.
- Using derogatory words, phrases, epithets, gestures, pictures, drawings, slurs, or cartoons not otherwise protected by the First Amendment's guarantee of the right to freedom of speech and the right to religious free exercise.
- Using electronic devices or forms of communication (computers, cellular telephones, tablets, internet, email, and/or other technological equipment) to intimidate, harass, demean, or degrade another (i.e., cyberbullying).
- Retaliation against any individual for reporting matters under this policy, or for an individual's involvement in an inquiry related to such a report.

USDA considers allegations of harassment to be very serious. Employees who witness harassment should immediately report it to their manager, supervisor, any management official in your office or agency, or your Civil Rights Office before the harassment becomes severe or pervasive in the workplace. Individuals who believe they have been subjected to or witnessed harassment in the workplace are encouraged to inform the alleged harasser directly the conduct is unwelcome and must stop. Employees should also report harassment to management at an early stage to prevent its escalation. Reports of harassment need not be in writing or conform to a format. Allegations of EEO and non-EEO harassment will be addressed by a management inquiry. Allegations of EEO harassment may also be addressed as an EEO complaint.

1. A Management Inquiry

The management official receiving the allegation will:

- Immediately contact Human Resources and their Mission Area or Agency Civil Rights Director regarding all allegations of harassment. Reports of harassment must be investigated and addressed in a prompt, impartial, and, to the extent allowed by law, confidential manner.
- Promptly and impartially initiate a management inquiry of the allegation of harassment within 10 business days of the initial report. If the management official receiving the allegation is not in the alleged perpetrator's chain of command, the management official will refer the allegation to the official within the chain of command. The management official may need to undertake immediate measures before completing the inquiry to ensure that further harassment does not occur.
- Report allegations of sexual assault or sexual violence to law enforcement as required by Departmental Regulation 4200-001, Workplace Violence Prevention and Response Program.

2. An Equal Employment Opportunity (EEO) Complaint

Individuals who believe they have been subjected to EEO-based harassment, including sexual harassment, discrimination, or retaliation, may also file an EEO complaint by contacting their Mission Area, Agency or Staff Office EEO Counselor within 45 calendar days of the alleged incident. Failure to do so may result in dismissal of the EEO complaint for untimeliness. The expiration of the 45 calendar-day period does not preclude the individual from reporting the incident to a management official for a management inquiry.

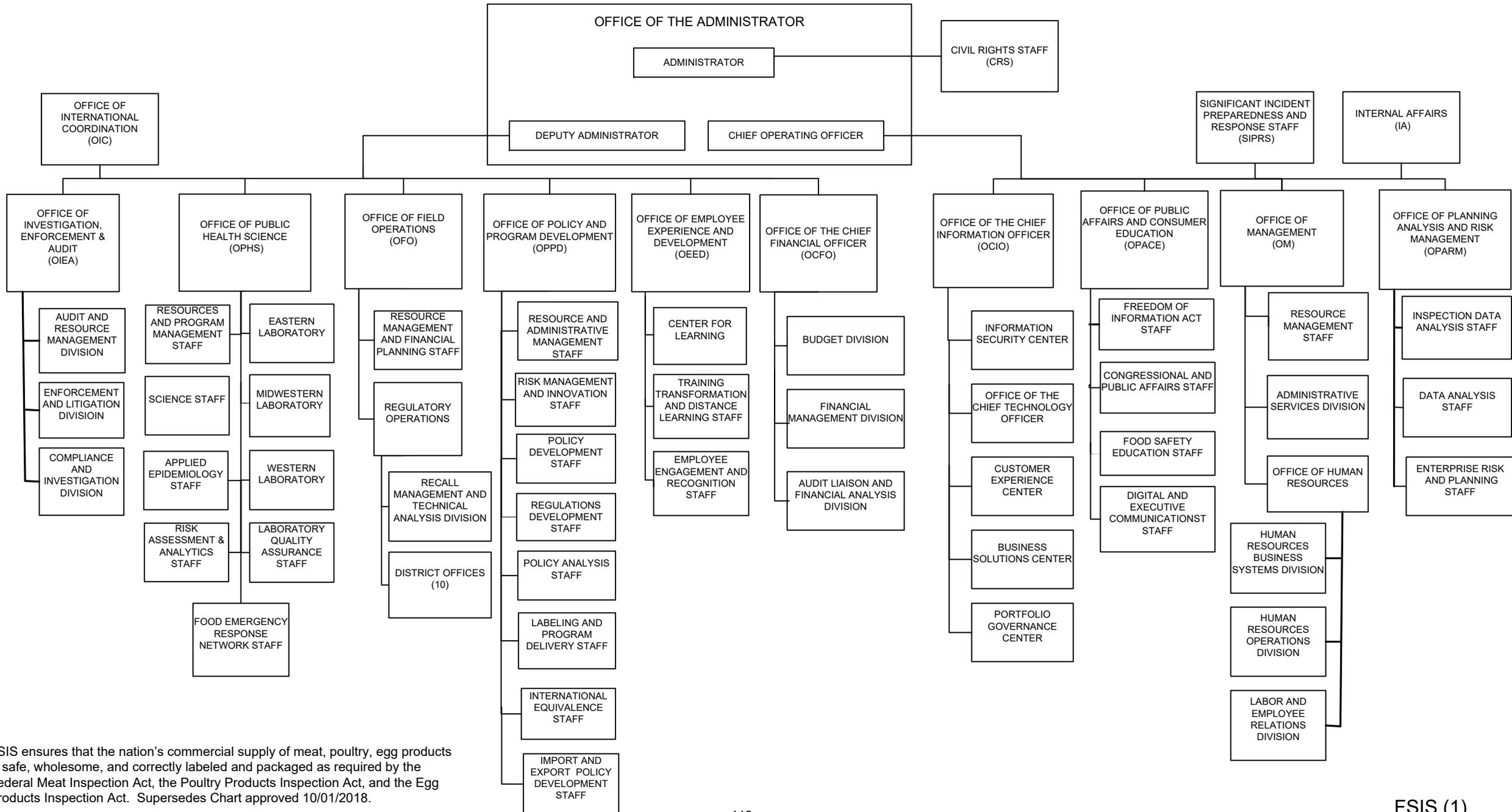
Any individual who reports harassment, initiates a harassment complaint, or provides information related to a harassment complaint or inquiry, will not be subjected to retaliation before, during, or after the inquiry or complaint process. Moreover, any individual who fails to follow the procedures outlined in this policy will be subject to appropriate corrective and/or disciplinary actions.

For direction on filing a grievance related to harassment under the administrative grievance system, see Departmental Regulation, 4070-771, Administrative Grievance System. Additionally, bargaining unit employees may file grievances related to harassment under applicable negotiated procedures for their represented Mission Area or Staff Office.

Every effort will be made to provide all USDA employees with a copy of this policy and complaint procedure and redistribute it annually. USDA is dedicated to ensuring a workplace free of all forms of harassment and discrimination, a workplace where we all can personally and professionally thrive while serving the American public.



Sonny Perdue
Secretary



FSIS ensures that the nation's commercial supply of meat, poultry, egg products is safe, wholesome, and correctly labeled and packaged as required by the Federal Meat Inspection Act, the Poultry Products Inspection Act, and the Egg Products Inspection Act. Supersedes Chart approved 10/01/2018.

PART I - PRE-COMPLAINT ACTIVITIES

INTENTIONALLY LEFT BLANK	COUNSELING	INDIVIDUALS
	TOTAL COMPLETED/ENDED COUNSELING	
C. TOTAL COMPLETED/ENDED COUNSELINGS	140	134
C.1. COUNSELED WITHIN 30 DAYS	40	38
C.2. COUNSELED WITHIN 31 TO 90 DAYS	100	98
C.2.a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS	18	18
C.2.b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR	82	81
C.2.c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY	0	0
C.3. COUNSELED BEYOND 90 DAYS	0	0
C.4. COUNSELED DUE TO REMANDS	0	0
D. PRE-COMPLAINT ACTIVITIES		
D.1. ON HAND AT THE BEGINNING OF THE REPORTING PERIOD	28	28
D.2. INITIATED DURING THE REPORTING PERIOD	129	126
D.3. COMPLETED/ENDED COUNSELINGS	140	134
D.3.a. SETTLEMENTS (MONETARY AND NON-MONETARY)	13	13
D.3.b. WITHDRAWALS/NO COMPLAINT FILED	68	66
D.3.c. COUNSELINGS COMPLETED/ENDED IN REPORTING PERIOD THAT RESULTED IN COMPLAINT FILINGS IN REPORTING PERIOD	55	53
D.3.d. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	4	4
D.4. COUNSELINGS PENDING AT THE END OF THE REPORTING PERIOD	17	17

E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS

	COUNSELING	INDIVIDUALS	AMOUNT
E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS TOTAL	0	0	\$0.00
E.1. COMPENSATORY DAMAGES	0	0	\$0.00
E.2. BACKPAY/FRONTPAY	0	0	\$0.00
E.3. LUMP SUM PAYMENT	0	0	\$0.00
E.4. ATTORNEY FEES AND COSTS	0	0	\$0.00
E.5. Other	0	0	\$0.00
E.6.	0	0	\$0.00

F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS

	COUNSELING	INDIVIDUALS
F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS TOTAL	0	0
F.1. HIRES	0	0
F.1.a. RETROACTIVE	0	0
F.1.b. NON-RETROACTIVE	0	0
F.2. PROMOTIONS	0	0
F.2.a. RETROACTIVE	0	0
F.2.b. NON-RETROACTIVE	0	0
F.3. EXPUNGEMENTS	0	0
F.4. REASSIGNMENTS	0	0
F.5. REMOVALS RESCINDED	0	0
F.5.a. REINSTATEMENT	0	0
F.5.b. VOLUNTARY RESIGNATION	0	0
F.6. ACCOMMODATIONS	0	0
F.7. TRAINING	0	0
F.8. APOLOGY	0	0
F.9. DISCIPLINARY ACTIONS	0	0
F.9.a. RESCINDED	0	0
F.9.b. MODIFIED	0	0
F.10. PERFORMANCE EVALUATION MODIFIED	0	0
F.11. LEAVE RESTORED	0	0
F.12. NEUTRAL REFERENCE	0	0
F.13. Other	0	0
F.14.	0	0

G. ADR SETTLEMENTS WITH MONETARY BENEFITS

	COUNSELING	INDIVIDUALS	AMOUNT
G. ADR SETTLEMENTS WITH MONETARY BENEFITS TOTAL	2	2	\$13,053.56
G.1. COMPENSATORY DAMAGES	0	0	\$0.00
G.2. BACKPAY/FRONTPAY	0	0	\$0.00
G.3. LUMP SUM PAYMENT	1	1	\$1,053.56
G.4. ATTORNEY FEES AND COSTS	1	1	\$12,000.00
G.5. Other	0	0	\$0.00
G.6.	0	0	\$0.00

H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS

	COUNSELING	INDIVIDUALS
H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS TOTAL	12	12
H.1. HIRES	0	0
H.1.a. RETROACTIVE	0	0
H.1.b. NON-RETROACTIVE	0	0
H.2. PROMOTIONS	0	0
H.2.a. RETROACTIVE	0	0
H.2.b. NON-RETROACTIVE	0	0
H.3. EXPUNGEMENTS	2	2
H.4. REASSIGNMENTS	3	3
H.5. REMOVALS RESCINDED	1	1
H.5.a. REINSTATEMENT	0	0
H.5.b. VOLUNTARY RESIGNATION	1	1
H.6. ACCOMMODATIONS	0	0
H.7. TRAINING	3	3
H.8. APOLOGY	0	0
H.9. DISCIPLINARY ACTIONS	0	0
H.9.a. RESCINDED	0	0
H.9.b. MODIFIED	0	0
H.10. PERFORMANCE EVALUATION MODIFIED	1	1
H.11. LEAVE RESTORED	2	2
H.12. NEUTRAL REFERENCE	3	3
H.13. Other	0	0
H.14.	0	0

I. NON-ADR SETTLEMENTS

	COUNSELING	INDIVIDUALS
TOTAL	0	0

PART II - FORMAL COMPLAINT ACTIVITIES

85	A. COMPLAINTS ON HAND AT THE BEGINNING OF THE REPORTING PERIOD
55	B. COMPLAINTS FILED
1	C. REMANDS (sum of lines C1+C2+C3)
1	C.1. REMANDS (NOT INCLUDED IN A OR B)
0	C.2. REMANDS (INCLUDED IN A OR B)
0	C.3. NUMBER OF ADDITIONAL REMANDS IN THIS REPORTING PERIOD THAT ARE NOT CAPTURED IN C.1 OR C.2 ABOVE
0	C.4. ADDITIONAL CLOSURES IN THIS REPORTING PERIOD NOT REFLECTED IN F. OR H. THAT RESULTED FROM REMANDS
141	D. TOTAL COMPLAINTS
135	E. COMPLAINTS IN LINE D THAT WERE NOT CONSOLIDATED
71	F. COMPLAINTS IN LINE E CLOSED DURING REPORT PERIOD
6	G. COMPLAINTS IN LINE D THAT WERE CONSOLIDATED
4	H. COMPLAINTS IN LINE G CLOSED DURING REPORT PERIOD
66	I. COMPLAINTS ON HAND AT THE END OF THE REPORTING PERIOD (Line D - (F+H)) + [(C2 + C3) - C4]
53	J. INDIVIDUALS FILING COMPLAINTS (Complainants)
3	K. NUMBER OF JOINT PROCESSING UNITS FROM CONSOLIDATION OF COMPLAINTS

PART III - AGENCY RESOURCES, TRAINING, REPORTING LINE

A. AGENCY & CONTRACT RESOURCES

	AGENCY		CONTRACT	
	NUMBER	PERCENT	NUMBER	PERCENT
A.1. WORKFORCE				
A.1.a. TOTAL WORK FORCE	8,871			
A.1.b. PERMANENT EMPLOYEES	8,681			
A.2. COUNSELOR	4		0	
A.2.a. FULL-TIME	2	50	0	0
A.2.b. PART-TIME	2	50	0	0
A.2.c. COLLATERAL DUTY	0	0	0	0
A.3. INVESTIGATOR	0		5	
A.3.a. FULL-TIME	0	0	5	100
A.3.b. PART-TIME	0	0	0	0
A.3.c. COLLATERAL DUTY	0	0	0	0
A.4. COUNSELOR/INVESTIGATOR	0		0	
A.4.a. FULL-TIME	0	0	0	0
A.4.b. PART-TIME	0	0	0	0
A.4.c. COLLATERAL DUTY	0	0	0	0

B. AGENCY & CONTRACT STAFF TRAINING

	COUNSELORS		INVESTIGATORS		COUNS/INVESTIG	
	AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT
B.1. NEW STAFF (NS) - TOTAL	0	0	0	0	0	0
B.1.a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS	0	0	0	0	0	0
B.1.b. STAFF RECEIVING 8 OR MORE HOURS, USUALLY GIVEN TO EXPERIENCED STAFF	0	0	0	0	0	0
B.1.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0
B.2. EXPERIENCED STAFF (ES) - TOTAL	4	0	0	5	0	0
B.2.a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS	4	0	0	5	0	0
B.2.b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF	0	0	0	0	0	0
B.2.c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0

C. REPORTING LINE

1.	EEO DIRECTOR'S NAME:	Angela Kelly
1a.	DOES THE AGENCY DIRECTOR REPORT TO THE AGENCY HEAD?	YES X
2.	IF NO, WHO DOES THE EEO DIRECTOR REPORT TO?	
	PERSON	
	TITLE	
3.	WHO IS RESPONSIBLE FOR THE DAY-TO-DAY OPERATION OF THE EEO PROGRAM IN YOUR DEPARTMENT/AGENCY/ORGANIZATION?	
	PERSON	Angela Kelly
	TITLE	Director
4.	WHO DOES THAT PERSON REPORT TO?	
	PERSON	Paul Kiecker
	TITLE	Administrator

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV - BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 1)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											
	RACE						COLOR	RELIGION	REPRISAL	TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN	WHITE	TWO OR MORE RACES						
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	1	1	1	1
B. ASSIGNMENT OF DUTIES	0	1	0	1	1	0	0	0	3	12	6	6
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	1	0	1	0	1	1	1	14	45	23	23
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	1	0	1	0	1	1	1	1	16	6	6
E.3. SUSPENSION	0	0	0	0	0	0	0	0	6	11	6	6
E.4. REMOVAL	0	0	0	0	0	0	0	0	3	9	5	5
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0	0	0	4	9	6	6
E.6Other	0	0	0	0	0	0	0	0	0	0	0	0
E.7	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	1	0	0	0	3	1	1
G. PERF. EVAL./APPRAISAL	0	0	0	2	1	1	0	1	2	14	5	5
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	1	0	7	3	1	6	1	20	84	38	37
I.1. NON-SEXUAL	0	1	0	7	3	1	6	1	17	79	35	34
I.2. SEXUAL									3	5	3	3
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	2	1	0	2	1	3	19	7	7
M. REASSIGNMENT	0	0	0	1	0	0	1	0	3	9	4	4
M.1. DENIED	0	0	0	0	0	0	0	0	1	3	1	1
M.2. DIRECTED	0	0	0	1	0	0	1	0	2	6	3	3
N. REASONABLE ACCOMMODATION									1	6	5	5
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION								0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	3	1	1
R. SEX-STEROTYPING										0	0	0
S. TELEWORK	0	0	0	0	0	1	0	0	0	5	2	2
T. TERMINATION	0	0	0	2	0	0	1	0	0	7	3	3
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	2	1	0	0	0	6	13	8	8
V. TIME AND ATTENDANCE	0	0	0	3	1	1	2	0	4	24	9	9
W. TRAINING	0	0	0	0	0	0	0	0	0	2	1	1
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0
X.1.User Defined - Other 4	0	0	0	0	0	0	0	0	0	0	0	0
X.2.User Defined - Other 3	0	0	0	0	0	0	0	0	0	0	0	0
X.3.User Defined - Other 2	0	0	0	0	0	0	0	0	0	0	0	0
X.4.User Defined - Other 1	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ALL ISSUES BY BASES	0	3	0	21	8	6	13	4	57			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV - BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 1)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											
	RACE						COLOR	RELIGION	REPRISAL	TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	BLACK OR AFRICAN AMERICAN	WHITE	TWO OR MORE RACES						
TOTAL ALL COMPLAINTS FILED BY BASES	0	2	0	12	4	1	8	3	26			
TOTAL ALL COMPLAINANTS BY BASES	0	2	0	11	4	1	8	3	24			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 2)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION												TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE
	SEX			PREGNANCY DISCRIMINATION ACT	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA			
	MALE	FEMALE	LGBT		HISPANIC / LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL				
A. APPOINTMENT/HIRE	0	0	0	0	0	0			0	0	0	0	1	1	1
B. ASSIGNMENT OF DUTIES	1	1	0	0	1	1			1	0	1	0	12	6	6
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME	0	0	0	0	0	0			0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	2	4	0	0	1	2			6	4	7	0	45	23	23
E.1. DEMOTION	0	0	0	0	0	0			0	0	0	0	0	0	0
E.2. REPRIMAND	1	0	0	0	1	1			3	1	3	0	16	6	6
E.3. SUSPENSION	0	2	0	0	0	0			1	1	1	0	11	6	6
E.4. REMOVAL	1	1	0	0	0	0			2	1	1	0	9	5	5
E.5. DISCIPLINARY WARNING	0	1	0	0	0	1			0	1	2	0	9	6	6
E.6. Other	0	0	0	0	0	0			0	0	0	0	0	0	0
E.7	0	0	0	0	0	0			0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			1	0	1	0	3	1	1
G. EVALUATION/APPRaisal	1	1	0	0	0	1			3	0	1	0	14	5	5
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0
I. HARASSMENT	4	11	0	0	1	5			10	4	10	0	84	38	37
I.1. NON-SEXUAL	4	9	0	0	1	5			10	4	10	0	79	35	34
I.2. SEXUAL	0	2	0	0									5	3	3
J. MEDICAL EXAMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	2	1	0	0	0	1			3	1	2	0	19	7	7
M. REASSIGNMENT	0	1	0	0	0	1			1	1	0	0	9	4	4
M.1. DENIED	0	0	0	0	0	0			1	1	0	0	3	1	1
M.2. DIRECTED	0	1	0	0	0	1			0	0	0	0	6	3	3
N. REASONABLE ACCOMMODATION DISABILITY				0						1	4	0	6	5	5
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0
Q. RETIREMENT	0	0	0	0	0	1			1	0	1	0	3	1	1
R. SEX-STEROTYPING	0	0	0										0	0	0
S. TELEWORK	0	0	0	0	0	0			2	0	2	0	5	2	2
T. TERMINATION	0	1	0	0	0	1			1	0	1	0	7	3	3
U. TERMS/CONDITIONS OF EMPLOYMENT	0	1	0	0	0	0			1	1	1	0	13	8	8
V. TIME AND ATTENDANCE	1	2	0	0	0	2			3	1	4	0	24	9	9
W. TRAINING	0	1	0	0	0	0			1	0	0	0	2	1	1
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0
X.1. User Defined - Other 4	0	0	0	0	0	0			0	0	0	0	0	0	0
X.2. User Defined - Other 3	0	0	0	0	0	0			0	0	0	0	0	0	0
X.3. User Defined - Other 2	0	0	0	0	0	0			0	0	0	0	0	0	0
X.4. User Defined - Other 1	0	0	0	0	0	0			0	0	0	0	0	0	0
TOTAL ALL ISSUES BY BASES	11	24	0	0	3	15	0	0	34	13	35	0			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV BASES AND ISSUES ALLEGED IN COMPLAINTS FILED (Part 2)

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION											TOTAL ALL BASES BY ISSUE	TOTAL ALL COMPLAINTS BY ISSUE	TOTAL ALL COMPLAINANTS BY ISSUE	
	SEX			PREGNANCY DISCRIMINATION ACT	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY					GINA
	MALE	FEMALE	LGBT		HISPANIC / LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL				
TOTAL ALL COMPLAINTS FILED BY BASES	7	13	0	0	3	9	0	0	17	6	15	0			
TOTAL ALL COMPLAINANTS BY BASES	7	13	0	0	3	9	0	0	17	6	15	0			

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 1)

ISSUES OF ALLEGED DISCRIMINATION IN SETTELEMENTS	BASES OF ALLEGED DISCRIMINATION IN SETTELEMENTS						COLOR	RELIGION	REPRISAL	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SETTLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED WITH BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES									
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0	1	1	1	9	2	2	0	0	0
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	4	0	1	0	0	4	11	6	6	14	5	5
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	1	0	0	0	0	0	0	3	1	1
E.3. SUSPENSION	0	0	0	1	0	0	0	0	1	3	1	1	2	1	1
E.4. REMOVAL	0	0	0	1	0	0	0	0	2	0	0	0	6	2	2
E.5. DISCIPLINARY WARNING	0	0	0	2	0	0	0	0	1	8	5	5	3	1	1
E.6. Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	1	0	0	0	0	0	0	3	1	1
G. PERF. EVAL./APPRAISAL	0	0	0	0	0	1	0	0	0	0	0	0	5	2	2
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	1	0	4	1	1	3	1	7	46	11	11	69	7	7
I.1. NON-SEXUAL	0	1	0	4	1	1	3	1	6	46	11	11	67	6	6
I.2. SEXUAL									1	0	0	0	2	1	1
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	1	0	0	0	0	1	1	1	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	1	0	0	0	0	3	1	1	0	0	0
M. REASSIGNMENT	0	0	0	2	1	0	2	1	2	10	3	3	8	3	3
M.1. DENIED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	2	1	0	2	1	2	10	3	3	8	3	3
N. REASONABLE ACCOMMODATION									0	0	0	0	3	2	2
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION								0	0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING										0	0	0	0	0	0
S. TELEWORK	0	0	0	1	0	1	0	0	0	0	0	0	6	2	2
T. TERMINATION	0	0	0	1	0	0	0	0	0	6	3	3	2	1	1
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	1	1	0	0	0	2	1	1	1	7	2	2
V. TIME AND ATTENDANCE	0	0	0	2	0	1	2	0	1	0	0	0	22	4	4
W. TRAINING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.1. User Defined - Other 4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.2. User Defined - Other 3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.3. User Defined - Other 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.4. User Defined - Other 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. COUNSELING SETTLEMENT ALLEGATIONS	0	0	0	4	5	0	3	3	7						

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 1)

ISSUES OF ALLEGED DISCRIMINATION IN SETELEMETS	RACE						COLOR	RELIGION	REPRISAL	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SELLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINANTS SETTLED WITH BY ISSUE
	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES									
1.1A. NUMBER OF COUNSELINGS SETTLED	0	0	0	2	2	0	1	1	4						
1.1B. NUMBER OF COUNSELEES SETTLED WITH	0	0	0	2	2	0	1	1	4						
2. COMPLAINT SETTLEMENT ALLEGATIONS	0	1	0	11	0	6	5	0	10						
2.2A. NUMBER OF COMPLAINTS SETTLED	0	1	0	4	0	1	2	0	4						
2.2B. NUMBER OF COMPLAINANTS SETTLED WITH	0	1	0	4	0	1	2	0	4						

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 2)

ISSUES OF ALLEGED DISCRIMINATION IN SETTELEMENTS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SETTLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINTS SETTLED WITH BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL							
	A. APPOINTMENT/HIRE	0	0		0	0	0	0										
B. ASSIGNMENT OF DUTIES	1	1	0	0	1	0			1	1	1	0	9	2	2	0	0	0
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	5	0	0	1	1			5	0	4	0	11	6	6	14	5	5
E.1. DEMOTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0			1	0	1	0	0	0	0	3	1	1
E.3. SUSPENSION	0	2	0	0	0	0			0	0	1	0	3	1	1	2	1	1
E.4. REMOVAL	0	2	0	0	0	0			0	0	1	0	0	0	0	6	2	2
E.5. DISCIPLINARY WARNING	0	1	0	0	1	1			4	0	1	0	8	5	5	3	1	1
E.6. Other	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
E.7	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			1	0	1	0	0	0	0	3	1	1
G. EVALUATION/APPRaisal	0	1	0	0	0	0			1	0	2	0	0	0	0	5	2	2
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	2	8	0	1	2	2			10	1	6	0	46	11	11	69	7	7
I.1. NON-SEXUAL	2	7	0	1	2	2			10	1	6	0	46	11	11	67	6	6
I.2. SEXUAL	0	1	0	0									0	0	0	2	1	1
J. MEDICAL EXAMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0
L. PROMOTION/NON-SELECTION	1	0	0	0	0	0			1	0	0	0	3	1	1	0	0	0
M. REASSIGNMENT	2	1	0	0	1	1			3	1	1	0	10	3	3	8	3	3
M.1. DENIED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	2	1	0	0	1	1			3	1	1	0	10	3	3	8	3	3
N. REASONABLE ACCOMMODATION DISABILITY				0						0	2	0	0	0	0	3	2	2
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING	0	0	0										0	0	0	0	0	0
S. TELEWORK	0	1	0	0	0	0			1	0	2	0	0	0	0	6	2	2
T. TERMINATION	0	1	0	1	0	1			2	0	2	0	6	3	3	2	1	1
U. TERMS/CONDITIONS OF EMPLOYMENT	0	2	0	0	0	0			0	0	2	0	1	1	1	7	2	2
V. TIME AND ATTENDANCE	1	1	0	0	0	2			2	0	2	0	0	0	0	22	4	4
W. TRAINING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.1. User Defined - Other 4	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.2. User Defined - Other 3	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.3. User Defined - Other 2	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
X.4. User Defined - Other 1	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0
1. COUNSELING SETTLEMENT ALLEGATIONS	4	7	0	2	5	2	0	0	16	3	7	0						

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV C - BASES AND ISSUES ALLEGED IN SETTLEMENTS (Part 2)

BASES OF ALLEGED DISCRIMINATION IN SETTLEMENTS

ISSUES OF ALLEGED DISCRIMINATION IN SETELEMETS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER COUNSELING SETTLEMENT ALLEGATIONS	NUMBER COUNSELINGS SETTLED BY ISSUE	NUMBER INDIVIDUALS SETTLED WITH BY ISSUE	NUMBER COMPLAINT SELLEMENT ALLEGATIONS	NUMBER COMPLAINTS SETTLED BY ISSUE	NUMBER COMPLAINANTS SETTLED WITH BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL							
1.1A. NUMBER OF COUNSELINGS SETTLED	2	4	0	1	2	1	0	0	8	1	3	0						
1.1B. NUMBER OF COUNSELEES SETTLED WITH	2	4	0	1	2	1	0	0	8	1	3	0						
2. COMPLAINT SETTLEMENT ALLEGATIONS	3	14	0	0	0	5	0	0	11	0	18	0						
2.2A. NUMBER OF COMPLAINTS SETTLED	2	4	0	0	0	2	0	0	5	0	4	0						
2.2B. NUMBER OF COMPLAINANTS SETTLED WITH	2	4	0	0	0	2	0	0	5	0	4	0						

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 1)

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS						NUMBER OF FADs WITH FINDINGS BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE	# COMPLAINTS ISSUED FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE				
	AMERICAN INDIAN /ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES								
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.6.Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G. PERF. EVAL./APPRAISAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I.1. NON-SEXUAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I.2. SEXUAL									0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M. REASSIGNMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.1. DENIED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION									0	0	0	0	0	0
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMODATION									0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING										0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. TERMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
V. TIME AND ATTENDANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.1.User Defined - Other 4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.2.User Defined - Other 3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.3.User Defined - Other 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
X.4.User Defined - Other 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1. Final Agency Decision Findings	0	0	0	0	0	0	0	0	0					

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 1)

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	RACE						COLOR	RELIGION	REPRISAL	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINEN ISSUED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE	# COMPLAINANTS ISSUED FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	AMERICAN INDIAN /ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN /OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES											
1.1a. Number FADs with Findings	0	0	0	0	0	0	0	0	0								
1.1b. Number Complainants Issued FAD Findings	0	0	0	0	0	0	0	0	0								
2. AJ Decision Findings	0	0	0	0	0	0	0	0	0								
2.2a. Number AJ Decisions With Findings	0	0	0	0	0	0	0	0	0								
3. Final Agency Order Findings Implemented	0	0	0	0	0	0	0	0	0								
3.3a. # of Final Orders (Fos) With Findings Implemented	0	0	0	0	0	0	0	0	0								
3.3b. # of Complainants issued FOs with Findings Implemented	0	0	0	0	0	0	0	0	0								

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 2)

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED	# COMPLAINTS ISSUED FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL									
A. APPOINTMENT/HIRE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
B. ASSIGNMENT OF DUTIES	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
C. AWARDS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
D. CONVERSION TO FULL TIME/PERM STATUS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E. DISCIPLINARY ACTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.1. DEMOTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.2. REPRIMAND	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.3. SUSPENSION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.4. REMOVAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.5. DISCIPLINARY WARNING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.6. Other	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
E.7.	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
F. DUTY HOURS	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
G. EVALUATION/APPRaisal	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
H. EXAMINATION/TEST	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I. HARASSMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I.1. NON-SEXUAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I.2. SEXUAL	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
J. MEDICAL EXAMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L. PROMOTION/NON-SELECTION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M. REASSIGNMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M.1. DENIED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
M.2. DIRECTED	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
N. REASONABLE ACCOMMODATION DISABILITY				0						0	0	0	0	0	0	0	0	0	0	0
O. REINSTATEMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
P. RELIGIOUS ACCOMMODATION													0	0	0	0	0	0	0	0
Q. RETIREMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
R. SEX-STEROTYPING	0	0	0										0	0	0	0	0	0	0	0
S. TELEWORK	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
T. TERMINATION	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
U. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
V. TIME AND ATTENDANCE	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
W. TRAINING	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X. OTHER (Please specify below)	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.1. User Defined - Other 4	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.2. User Defined - Other 3	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.3. User Defined - Other 2	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
X.4. User Defined - Other 1	0	0	0	0	0	0			0	0	0	0	0	0	0	0	0	0	0	0
I. Final Agency Decision Findings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

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PART IV D - BASES AND ISSUES FOUND IN FAD's AND FINAL ORDERS (Part 2)

BASES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS

ISSUES OF DISCRIMINATION FOUND IN FAD's AND FINAL ORDERS	SEX			PDA	NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA	NUMBER FAD FINDINGS BY ISSUE	NUMBER OF FADs WITH FINDINGS BY ISSUE	NUMBER COMPLAINEE ISSUED FAD FINDINGS BY ISSUE	NUMBER AJ DECISION FINDING BY ISSUE	NUMBER AJ DECISION WITH FINDING BY ISSUE	# FINAL ORDER FINDINGS FULLY IMPLEMENTED BY ISSUE	# FINAL ORDERS w/ FINDINGS FULLY IMPLEMENTED FINDINGS	# COMPLAINANTS ISSUED FINAL ORDERS W/ FINDINGS FULLY IMPLEMENTED BY ISSUE
	MALE	FEMALE	LGBT		HISPANIC LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL									
1.1a. Number FADs with Findings	0	0	0	0	0	0	0	0	0	0	0	0								
1.1b. Number Complainants Issued FAD Findings	0	0	0	0	0	0	0	0	0	0	0	0								
2. AJ Decision Findings	0	0	0	0	0	0	0	0	0	0	0	0								
2.2a. Number AJ Decisions With Findings	0	0	0	0	0	0	0	0	0	0	0	0								
3. Final Agency Order Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								
3.3a. # of Final Orders (Fos) With Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								
3.3b. # of Complainants issued FOs with Findings Implemented	0	0	0	0	0	0	0	0	0	0	0	0								

PART V - SUMMARY OF CLOSURES BY STATUTE

70	A.1. TITLE VII
0	A.1.a. PREGNANCY DISCRIMINATION ACT (PDA)
27	A.2. AGE DISCRIMINATION IN EMPLOYMENT ACT (ADEA)
25	A.3. REHABILITATION ACT
2	A.4. EQUAL PAY ACT (EPA)
0	A.5. GENETIC INFORMATION NONDISCRIMINATION ACT (GINA)
124	B. TOTAL BY STATUTES - THIS NUMBER MAY BE LARGER THAN THE TOTAL NUMBER OF COMPLAINTS CLOSED. (A1+A1a +A2+A3+A4+A5)

PART VI - SUMMARY OF CLOSURES BY CATEGORY

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
A. TOTAL NUMBER OF CLOSURES	75	34340	457.87
A.1. WITHDRAWALS	4	1387	346.75
A.1.a. NON-ADR WITHDRAWALS	4	1387	346.75
A.1.b. ADR WITHDRAWALS	0	0	0.00
A.2. SETTLEMENTS	9	2288	254.22
A.2.a. NON-ADR SETTLEMENTS	8	2036	254.50
A.2.b. ADR SETTLEMENTS	1	252	252.00
A.3. FINAL AGENCY ACTIONS	62	30665	494.60
B. FINAL AGENCY DECISIONS WITHOUT AN ADMINISTRATIVE JUDGE DECISION	38	9057	238.34
B.1. FINDING DISCRIMINATION	0	0	0.00
B.2. FINDING NO DISCRIMINATION	24	8652	360.50
B.3. DISMISSAL OF COMPLAINTS	14	405	28.93
C. FINAL AGENCY ORDERS WITH AN ADMINISTRATIVE JUDGE (AJ) DECISION	24	21608	900.33
C.1. AJ DECISION FULLY IMPLEMENTED	24	21608	900.33
C.1.a. FINDING DISCRIMINATION	0	0	0.00
C.1.b. FINDING NO DISCRIMINATION	24	21608	900.33
C.1.c. DISMISSAL OF COMPLAINTS	0	0	0.00
C.2. AJ DECISION NOT FULLY IMPLEMENTED	0	0	0.00
C.2.a. FINDING DISCRIMINATION	0	0	0.00
C.2.a.i. AGENCY APPEALED FINDING BUT NOT REMEDY	0	0	0.00
C.2.a.ii. AGENCY APPEALED REMEDY BUT NOT FINDING	0	0	0.00
C.2.a.iii. AGENCY APPEALED BOTH FINDING AND REMEDY	0	0	0.00
C.2.b. FINDING NO DISCRIMINATION	0	0	0.00
C.2.c. DISMISSAL OF COMPLAINTS	0	0	0.00

PART VI - SUMMARY OF CLOSURES BY CATEGORY (Continued)

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
D. FINAL AGENCY MERIT DECISIONS (FAD) ISSUED	24	833	34.71
D.1. COMPLAINANT REQUESTED IMMEDIATE FAD	6	311	51.83
D.1.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF FAD REQUEST	6	311	51.83
D.1.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND RECEIPT OF FAD REQUEST	0	0	0.00
D.2. COMPLAINANT DID NOT ELECT HEARING OR FAD	14	367	26.21
D.2.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF END OF 30-DAY ELECTION PERIOD	13	301	23.15
D.2.b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND END OF 30-DAY ELECTION PERIOD	1	66	66.00
D.3. HEARING REQUESTED; AJ RETURNED CASE TO AGENCY FOR FAD WITHOUT AJ DECISION (3a+3b)	4	155	38.75
D.3.a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	3	68	22.67
D.3.b. AGENCY ISSUED FAD MORE THAN 60 DAYS AFTER RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE	1	87	87.00
D.4. FINAL AGENCY DECISION ISSUED ON A MIXED CASE (4a+4b)	0	0	0.00
D.4.a. AGENCY ISSUED FAD WITHIN 45 DAYS AFTER INVESTIGATION	0	0	0.00
D.4.b. AGENCY ISSUED FAD MORE THAN 45 DAYS AFTER INVESTIGATION	0	0	0.00

PART VII - SUMMARY OF FORMAL COMPLAINTS CLOSED BY TYPES OF BENEFITS

	NUMBER	AMOUNT
A. TOTAL COMPLAINTS CLOSED WITH BENEFITS	9	
B. TOTAL CLOSURES WITH MONETARY BENEFITS TO COMPLAINANT	3	\$31,000.00
B.1. BACK PAY/FRONT PAY	0	\$0.00
B.2. LUMP SUM PAYMENT	2	\$19,000.00
B.3. COMPENSATORY DAMAGES	0	\$0.00
B.4. ATTORNEY FEES AND COSTS	1	\$12,000.00
D. INTENTIONALLY LEFT BLANK		
E. TOTAL CLOSURES WITH NON-MONETARY BENEFITS TO COMPLAINANT	8	
F. TYPES OF BENEFITS IN NON-MONETARY CLOSURES		
F.1. HIRES	0	0
F.1.a. RETROACTIVE	0	0
F.1.b. NON-RETROACTIVE	0	0
F.2. PROMOTIONS	0	0
F.2.a. RETROACTIVE	0	0
F.2.b. NON-RETROACTIVE	0	0
F.3. EXPUNGEMENTS	0	0
F.4. REASSIGNMENTS	0	2
F.5. REMOVALS RESCINDED	0	0
F.5.a. REINSTATEMENT	0	0
F.5.b. VOLUNTARY RESIGNATION	0	0
F.6. ACCOMMODATIONS	0	2
F.7. TRAINING	1	2
F.8. APOLOGY	0	0
F.9. DISCIPLINARY ACTIONS	0	1
F.9.a. RESCINDED	0	1
F.9.b. MODIFIED	0	0
F.10. PERFORMANCE EVALUATION MODIFIED	1	1
F.11. LEAVE RESTORED	1	1
F.12. NEUTRAL REFERENCE	1	0
F.13. Other	0	0
F.14.	0	0

PART VIII - SUMMARY OF PENDING COMPLAINTS BY CATEGORY

	NUMBER PENDING	NUMBER OF DAYS	AVERAGE DAYS	DAYS PENDING OLDEST CASE	OLDEST DOCKET #
A. TOTAL COMPLAINTS PENDING (SAME AS PART II Line I)	66	32698			
A.1. COMPLAINTS PENDING WRITTEN NOTIFICATION	1	20	20	20	
A.1a. COMPLAINTS PENDING DECISION TO ACCEPT/DISMISS	1	7	7	7	
A.2. COMPLAINTS PENDING IN INVESTIGATION	12	1720	143	1071	
A. 2a. COMPLAINTS PENDING 180 DAY INVESTIGATION NOTICE	0	0	0	0	
A.3. COMPLAINTS PENDING IN HEARINGS	42	27661	658	1877	570-2017-00529X
A.4. COMPLAINTS PENDING A FINAL AGENCY ACTION	10	3290	329	923	

PART IX - SUMMARY OF INVESTIGATIONS COMPLETED

	TOTAL	TOTAL DAYS	AVERAGE
A. INVESTIGATIONS COMPLETED DURING REPORTING PERIOD	43	8533	198.44
AGENCY INVESTIGATIONS			
A.1. INVESTIGATIONS COMPLETED BY AGENCY PERSONNEL	0	0	0.00
A.1.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	0	0	0.00
A.1.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	0	0	0.00
A.1.b.1. TIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.1.b.2. UNTIMELY COMPLETED INVESTIGATIONS	0	0	0.00
A.1.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
A.2. AGENCY INVESTIGATION COSTS	\$0.00		\$0.00
CONTRACT INVESTIGATIONS			
A.3. INVESTIGATIONS COMPLETED BY CONTRACTORS	43	8533	198.44
A.3.a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	25	3418	136.72
A.3.b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	16	4251	265.69
A.3.b.1. TIMELY COMPLETED INVESTIGATIONS	11	2736	248.73
A.3.b.2. UNTIMELY COMPLETED INVESTIGATIONS	5	1515	303.00
A.3.c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	2	864	432.00
A.4. CONTRACTOR INVESTIGATION COSTS	\$178,619.50		\$4,153.94

**PART X - SUMMARY OF ADR PROGRAM ACTIVITIES
 INFORMAL PHASE PRE-COMPLAINT**

A. INTENTIONALLY LEFT BLANK				
B. ADR ACTIONS IN COMPLETED/ENDED COUNSELINGS				
	COUNSELING	INDIVIDUALS		
B.1. ADR OFFERED BY AGENCY	136	131		
B.2. REJECTED BY INDIVIDUAL (COUNSELEE)	46	44		
B.3. INTENTIONALLY LEFT BLANK				
B.4. TOTAL ACCEPTED INTO ADR PROGRAM	90	89		
C. ADR RESOURCES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)				
C.1. INHOUSE	63	63		
C.2. ANOTHER FEDERAL AGENCY	59	59		
C.3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)	0	0		
C.4. MULTIPLE RESOURCES USED (Please specify in a comment box)	0	0		
C.5. FEDERAL EXECUTIVE BOARD	0	0		
C.6. Mediator: Other	4	4		
C.7.	0	0		
	COUNSELING	INDIVIDUALS	DAYS	AVERAGE DAYS
D. ADR TECHNIQUES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)	63	63	3002	47.65
D.1. MEDIATION	63	63	3002	47.00
D.2. SETTLEMENT CONFERENCES	0	0	0	0.00
D.3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
D.4. FACTFINDING	0	0	0	0.00
D.5. FACILITATION	0	0	0	0.00
D.6. OMBUDSMAN	0	0	0	0.00
D.7. PEER REVIEW	0	0	0	0.00
D.8. MULTIPLE TECHNIQUES USED (Please specify in a comment box)	0	0	0	0.00
D.9.	0	0	0	0.00
D.10.	0	0	0	0.00
E. STATUS OF ADR CASES IN COMPLETED/ENDED COUNSELINGS				
	COUNSELING	INDIVIDUALS	DAYS	AVERAGE DAYS
E.1. TOTAL CLOSED	90	89	4289	47.66
E.1.a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	13	13	712	54.00
E.1.b. NO FORMAL COMPLAINT FILED	48	48	1942	40.00
E.1.c. COMPLAINT FILED				
E.1.c.i. NO RESOLUTION	20	20	1081	54.00
E.1.c.ii. NO ADR ATTEMPT (aka Part X.E.1.d)	6	6	401	66.00
E.1.e. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD	3	3	153	51.00

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
 STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
 (REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

PART XI SUMMARY OF ADR PROGRAM ACTIVITIES

FORMAL PHASE (COMPLAINT FILED)

B. ADR ACTIONS IN COMPLAINT CLOSURES	COMPLAINTS	COMPLAINANTS		
B.1. ADR OFFERED BY AGENCY	17	16		
B.2. REJECTED BY COMPLAINANT	14	13		
B.3. INTENTIONALLY LEFT BLANK				
B.4. TOTAL ACCEPTED INTO ADR PROGRAM	3	3		
C. ADR RESOURCES USED IN COMPLAINT CLOSURES (TOTALS)	1	1		
C.1. INHOUSE	1	1		
C.2. ANOTHER FEDERAL AGENCY	0	0		
C.3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY)	0	0		
C.4. MULTIPLE RESOURCES USED (Please specify in a comment box)	0	0		
C.5. FEDERAL EXECUTIVE BOARD	0	0		
C.6. Mediator: Other	0	0		
C.7.	0	0		
	COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
D. ADR TECHNIQUES USED IN COMPLAINT CLOSURES (TOTALS)	1	1	100	100.00
D.1. MEDIATION	1	1	100	100.00
D.2. SETTLEMENT CONFERENCES	0	0	0	0.00
D.3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
D.4. FACTFINDING	0	0	0	0.00
D.5. FACILITATION	0	0	0	0.00
D.6. OMBUDSMAN	0	0	0	0.00
D.7. MINI-TRIALS	0	0	0	0.00
D.8. PEER REVIEW	0	0	0	0.00
D.9. MULTIPLE TECHNIQUES USED (Please specify in a comment box)	0	0	0	0.00
D.10.	0	0	0	0.00
D.11.	0	0	0	0.00
E. STATUS OF CASES IN COMPLAINT CLOSURES	COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
E.1. TOTAL CLOSED	3	3	203	67.67
E.1.a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	1	1	28	28.00
E.1.b. WITHDRAWAL FROM EEO PROCESS	0	0	0	0.00
E.1.c. NO RESOLUTION	1	1	100	100.00
E.1.d. NO ADR ATTEMPT	1	1	75	75.00
2. INTENTIONALLY LEFT BLANK				
F. BENEFITS RECEIVED	COMPLAINTS	COMPLAINANTS	AMOUNT	
F.1. MONETARY (INSERT TOTALS)	1	1	\$12,000.00	
F.1.a. COMPENSATORY DAMAGES	0	0	\$0.00	
F.1.b. BACKPAY/FRONTPAY	0	0	\$0.00	
F.1.c. LUMP SUM	0	0	\$0.00	
F.1.d. ATTORNEY FEES AND COSTS	1	1	\$12,000.00	
F.1.e. Other	0	0	\$0.00	
F.2. NON-MONETARY (INSERT TOTALS)	1	1		
F.2.a. HIRES	0	0		
F.2.a.i. RETROACTIVE	0	0		
F.2.a.ii. NON-RETROACTIVE	0	0		
F.2.b. PROMOTIONS	0	0		
F.2.b.i. RETROACTIVE	0	0		
F.2.b.ii. NON-RETROACTIVE	0	0		
F.2.c. EXPUNGEMENTS	0	0		
F.2.d. REASSIGNMENTS	0	0		
F.2.e. REMOVALS RESCINDED	0	0		
F.2.e.i. REINSTATEMENT	0	0		
F.2.e.ii. VOLUNTARY RESIGNATION	0	0		
F.2.f. ACCOMMODATIONS	0	0		
F.2.g. TRAINING	0	0		
F.2.h. APOLOGY	0	0		
F.2.i. DISCIPLINARY ACTIONS	0	0		
F.2.i.i. RESCINDED	0	0		
F.2.i.ii. MODIFIED	0	0		
F.2.j. PERFORMANCE EVALUATION MODIFIED	1	1		
F.2.k. LEAVE RESTORED	1	1		
F.2.l. NEUTRAL REFERENCE	0	0		
F.2.m. Other	0	0		

PART XII - SUMMARY OF EEO ADR PROGRAM ACTIVITIES

EEO ADR RESOURCES

A. NO LONGER COLLECTED	
B. EMPLOYEES THAT CAN PARTICIPATE IN EEO ADR	8871
C. RESOURCES THAT MANAGE EEO ADR PROGRAM (DOES NOT INCLUDE NEUTRALS AS REPORTED IN PARTS X. & XI.)	3
C.1. IN-HOUSE FULL TIME (40 HOURS EEO ADR ONLY)	3
C.2. IN-HOUSE PART TIME (32 HOURS EEO ADR ONLY)	0
C.3. IN-HOUSE COLLATERAL DUTY (OTHERS/NON-CONTRACT)	0
C.4. CONTRACT (ANOTHER FEDERAL AGENCY/PRIVATE ORGANIZATIONS)	0
	AMOUNT
D. EEO ADR FUNDING SPENT	\$298,000.00

E. EEO ADR CONTACT INFORMATION

E.1. NAME OF EEO ADR PROGRAM DIRECTOR / MANAGER	Angela Kelly
E.2. TITLE	Director
E.3. TELEPHONE NUMBER	301-504-7755
E.4. EMAIL	angela.kelly@usda.gov

F. EEO ADR PROGRAM INFORMATION

	YES	NO
F.1. Does the agency require the alleged responsible management official to participate in EEO ADR?	X	
F.1a. If yes, is there a written policy requiring the participation?	X	
F.2. Does the alleged responsible management official have a role in deciding if the case is appropriate for EEO ADR?		X

CERTIFICATION AND CONTACT INFORMATION

I certify that the EEO complaint data contained in this report, EEOC Form 462, Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints, for the reporting period October 1, 2019 through September 30, 2020 is accurate and complete.

NAME OF CERTIFYING OFFICIAL:	ANGELA KELLY
TITLE OF CERTIFYING OFFICIAL:	CIVIL RIGHTS DIRECTOR
TELEPHONE NUMBER:	(301) 504-7755
E-MAIL:	angela.kelly@fsis.usda.gov
SIGNATURE OF CERTIFYING OFFICIAL: (Enter PIN to serve as your electronic signature)	
DATE:	05-10-2020
NAME OF PREPARER:	Tamara Bond
TITLE OF PREPARER:	EEO Specialist
TELEPHONE NUMBER:	(301) 504-7755
E-MAIL:	tamara.bond@fsis.usda.gov
DATE:	05-10-2020

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS
(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: USDA Food Safety and Inspection Service

REPORTING PERIOD: FY 2020

Form 462 Comments

Part Name	COMMENT(expression left evaluation symbol expression right value1 value2 comment)
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**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A1: TOTAL WORKFORCE - Distribution by Race, Ethnicity, and Sex (Across)

Year = FY 2020

	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females	
Employment Tenure																		
CLF (2010)	%	100	53.2	46.8	6.2	4.5	39	33.7	4.8	5.7	1.9	1.7	0.1	0.1	0.3	0.3	0.8	0.8
Alternative Benchmark	%	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL WORKFORCE																		
Prior FY	#	9,017	4,788	4,229	554	455	3,208	2,058	687	1,464	242	144	9	12	80	85	8	11
	%	100%	53.10%	46.90%	6.14%	5.05%	35.58%	22.82%	7.62%	16.24%	2.68%	1.60%	0.10%	0.13%	0.89%	0.94%	0.09%	0.12%
Current FY	#	8,813	4,664	4,149	472	414	3,094	2,036	683	1,371	239	150	10	11	78	83	88	84
	%	100%	52.92%	47.08%	5.36%	4.70%	35.11%	23.10%	7.75%	15.56%	2.71%	1.70%	0.11%	0.12%	0.89%	0.94%	1.00%	0.95%
Difference	#	-204	-124	-80	-82	-41	-114	-22	-4	-93	-3	6	1	-1	-2	-2	80	73
Ratio Change	%	0.00%	-0.18%	0.18%	-0.79%	-0.35%	-0.47%	0.28%	0.13%	-0.68%	0.03%	0.11%	0.01%	-0.01%	0.00%	0.00%	0.91%	0.83%
Net Change	%	-2.26%	-2.59%	-1.89%	-14.80%	-9.01%	-3.55%	-1.07%	-0.58%	-6.35%	-1.24%	4.17%	11.11%	-8.33%	-2.50%	-2.35%	1000.00%	663.64%
EMPLOYEE GAINS																		
New Hires	#	221	100	121	7	14	56	59	19	32	7	4	0	0	2	4	9	8
	%	100%	45.25%	54.75%	3.17%	6.33%	25.34%	26.70%	8.60%	14.48%	3.17%	1.81%	0.00%	0.00%	0.90%	1.81%	4.07%	3.62%
EMPLOYEE LOSSES																		
Reduction in Force	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Removal	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Retirement	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
PERMANENT WORKFORCE																		
Prior FY	#	8,809	4,697	4,112	486	394	3,144	2,021	679	1,400	235	143	9	12	79	84	65	58
	%	100%	53.32%	46.68%	5.52%	4.47%	35.69%	22.94%	7.71%	15.89%	2.67%	1.62%	0.10%	0.14%	0.90%	0.95%	0.74%	0.66%
Current FY	#	8,622	4,576	4,046	462	404	3,033	2,007	674	1,318	233	148	10	11	78	83	86	75
	%	100%	53.07%	46.93%	5.36%	4.69%	35.18%	23.28%	7.82%	15.29%	2.70%	1.72%	0.12%	0.13%	0.90%	0.96%	1.00%	0.87%
Difference	#	-187	-121	-66	-24	10	-111	-14	-5	-82	-2	5	1	-1	-1	-1	21	17
Ratio Change	%	0.00%	-0.25%	0.25%	-0.16%	0.21%	-0.51%	0.34%	0.11%	-0.61%	0.03%	0.09%	0.01%	-0.01%	0.01%	0.01%	0.26%	0.21%
Net Change	%	-2.12%	-2.58%	-1.61%	-4.94%	2.54%	-3.53%	-0.69%	-0.74%	-5.86%	-0.85%	3.50%	11.11%	-8.33%	-1.27%	-1.19%	32.31%	29.31%
EMPLOYEE GAINS																		
New Hires	#	181	83	98	5	12	47	54	16	19	5	3	0	0	2	4	8	6
	%	100%	45.86%	54.14%	2.76%	6.63%	25.97%	29.83%	8.84%	10.50%	2.76%	1.66%	0.00%	0.00%	1.10%	2.21%	4.42%	3.31%
EMPLOYEE LOSSES																		
Reduction in Force	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Removal	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Retirement	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	#	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	%	100%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TEMPORARY WORKFORCE																		
Prior FY	#	208	91	117	8	8	64	37	8	64	7	1	0	0	1	1	3	6
	%	100%	43.75%	56.25%	3.85%	3.85%	30.77%	17.79%	3.85%	30.77%	3.37%	0.48%	0.00%	0.00%	0.48%	0.48%	1.44%	2.88%
Current FY	#	191	88	103	10	10	61	29	9	53	6	2	0	0	0	0	2	9
	%	100%	46.07%	53.93%	5.24%	5.24%	31.94%	15.18%	4.71%	27.75%	3.14%	1.05%	0.00%	0.00%	0.00%	0.00%	1.05%	4.71%
Difference	#	-17	-3	-14	2	2	-3	-8	1	-11	-1	-1	0	0	-1	-1	-1	-3
Ratio Change	%	0.00%	-2.32%	-2.32%	1.39%	1.39%	-1.17%	-2.61%	0.87%	-3.02%	-0.22%	0.57%	0.00%	0.00%	-0.48%	-0.48%	-0.40%	1.83%
Net Change	%	-8.17%	-3.30%	-11.97%	25.00%	25.00%	-4.69%	-21.62%	12.50%	-17.19%	-14.29%	100%	0%	0%	-100%	-100%	-33.33%	50.00%
EMPLOYEE GAINS																		
New Hires	#	40	17	23	2	2	9	5	3	13	2	1	0	0	0	0	1	2
	%	100%	42.50%	57.50%	5.00%	5.00%	22.50%	12.50%	7.50%	32.50%	5.00%	2.50%	0.00%	0.00%	0.00%	0.00%	2.50%	5.00%
EMPLOYEE LOSSES																		
Reduction in Force	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Removal	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Retirement	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A2: PERMANENT WORKFORCE BY COMPONENT - Distribution by Race, Ethnicity, and Sex (Across)
Year = FY 2020

Employment Tenure for Sub-Components	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females
Permanent Workforce	# 8,622	4,576	4,046	539	468	3,033	2,007	674	1,318	233	148	10	11	78	83	9	11
	% 100%	53.07%	46.93%	6.25%	5.43%	35.18%	23.28%	7.82%	15.29%	2.70%	1.72%	0.12%	0.13%	0.90%	0.96%	0.10%	0.13%
CLF (2010)	% 100	53.2	46.8	6.2	4.5	39	33.7	4.8	5.7	1.9	1.7	0.1	0.1	0.3	0.3	0.8	0.8
Alternative Benchmark	%																
OFFICE OF THE ADMINISTRATOR	# 10	2	8	0	0	2	5	0	2	0	1	0	0	0	0	0	0
	% 100%	20.00%	80.00%	0%	0%	20.00%	50.00%	0%	20.00%	0%	10.00%	0%	0%	0%	0%	0%	0%
OFFICE OF INVESTIGATION, ENFORCEMENT AND AUDIT	# 211	132	79	11	11	99	45	15	17	4	3	0	0	2	1	1	2
	% 100%	62.56%	37.44%	5.21%	5.21%	46.92%	21.33%	7.11%	8.06%	1.90%	1.42%	0%	0%	0.95%	0.47%	0.47%	0.95%
OFFICE OF PUBLIC HEALTH SCIENCE	# 258	120	138	10	8	70	75	20	28	15	23	0	0	0	0	5	4
	% 100%	46.51%	53.49%	3.88%	3.10%	27.13%	29.07%	7.75%	10.85%	5.81%	8.91%	0%	0%	0%	0%	1.94%	1.55%
OFFICE OF POLICY AND PROGRAM OF DEVELOPMENT	# 117	44	73	5	0	30	49	6	19	3	3	0	0	0	2	0	0
	% 100%	37.61%	62.39%	4.27%	0%	25.64%	41.88%	5.13%	16.24%	2.56%	2.56%	0%	0%	0%	1.71%	0%	0%
OFFICE OF FIELD OPERATIONS	# 7,472	4,065	3,407	427	370	2,699	1,660	591	1,132	192	102	10	10	75	76	71	57
	% 100%	54.40%	45.60%	5.71%	4.95%	36.12%	22.22%	7.91%	15.15%	2.57%	1.37%	0.13%	0.13%	1.00%	1.02%	0.95%	0.76%
OFFICE OF EMPLOYEE EXPERIENCE and DEVELOPMENT	# 53	18	35	1	2	13	14	0	18	2	0	0	0	0	0	2	1
	% 100%	33.96%	66.04%	1.89%	3.77%	24.53%	26.42%	0%	33.96%	3.77%	0%	0%	0%	0%	0%	3.77%	1.89%
OFFICE OF PUBLIC AFFAIRS AND CONSUMER EDUCATION	# 49	18	31	1	5	15	13	1	11	1	0	0	0	0	2	0	0
	% 100%	36.73%	63.27%	2.04%	10.20%	30.61%	26.53%	2.04%	22.45%	2.04%	0%	0%	0%	0%	4.08%	0%	0%
OFFICE OF THE CHIEF FINANCIAL OFFICER	# 90	23	67	1	1	16	44	2	16	4	1	0	0	0	2	0	3
	% 100%	25.56%	74.44%	1.11%	1.11%	17.78%	48.89%	2.22%	17.78%	4.44%	1.11%	0%	0%	0%	2.22%	0%	3.33%
SIGNIFICANT INCIDENT PREPAREDNESS AND RESPONSE STAFF	# 8	5	3	0	0	3	3	1	0	1	0	0	0	0	0	0	0
	% 100%	62.50%	37.50%	0%	0%	37.50%	37.50%	12.50%	0%	12.50%	0%	0%	0%	0%	0%	0%	0%
CIVIL RIGHTS STAFF	# 15	3	12	0	0	1	4	1	8	0	0	0	0	0	0	1	0
	% 100%	20.00%	80.00%	0%	0%	6.67%	26.67%	6.67%	53.33%	0%	0%	0%	0%	0%	0%	6.67%	0%
OFFICE OF THE CHIEF INFORMATION OFFICER	# 79	46	33	1	2	19	6	17	14	7	7	0	1	0	0	2	3
	% 100%	58.23%	41.77%	1.27%	2.53%	24.05%	7.59%	21.52%	17.72%	8.86%	8.86%	0%	1.27%	0%	0%	2.53%	3.80%
INTERNAL AFFAIRS	# 11	6	5	2	0	4	4	0	1	0	0	0	0	0	0	0	0
	% 100%	54.55%	45.45%	18.18%	0%	36.36%	36.36%	0%	9.09%	0%	0%	0%	0%	0%	0%	0%	0%
OFFICE OF MANAGEMENT	# 210	79	131	3	5	50	70	19	47	2	4	0	0	1	0	4	5
	% 100%	37.62%	62.38%	1.43%	2.38%	23.81%	33.33%	9.05%	22.38%	0.95%	1.90%	0%	0%	0.48%	0%	1.90%	2.38%
OFFICE OF INTERNATIONAL COORDINATION	# 7	2	5	0	0	2	5	0	0	0	0	0	0	0	0	0	0
	% 100%	28.57%	71.43%	0%	0%	28.57%	71.43%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
OFFICE OF PLANNING, ANALYSIS and RISK MANAGEMENT	# 32	13	19	0	0	10	10	1	5	2	4	0	0	0	0	0	0
	% 100%	40.63%	59.38%	0%	0%	31.25%	31.25%	3.13%	15.63%	6.25%	12.50%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A3-1: OCCUPATIONAL CATEGORIES - Distribution by Race, Ethnicity, and Sex (Across)

Year = FY 2020

Occupational Categories	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White		Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females
						Males	Females										
1. Management																	
	#	101	51	50	2	2	38	29	8	17	3	2	0	0	0	0	0
Executives	%	100%	50.50%	49.50%	1.98%	1.98%	37.62%	28.71%	7.92%	16.83%	2.97%	1.98%	0%	0%	0%	0%	0%
	#	334	200	134	7	12	143	83	28	31	20	5	0	1	2	1	0
Managers	%	100%	59.88%	40.12%	2.10%	3.59%	42.81%	24.85%	8.38%	9.28%	5.99%	1.50%	0%	0.30%	0.60%	0.30%	0%
	#	795	435	360	30	20	328	257	45	66	29	9	0	2	2	6	1
Supervisors	%	100%	54.72%	45.28%	3.77%	2.52%	41.26%	32.33%	5.66%	8.30%	3.65%	1.13%	0%	0.25%	0.25%	0.75%	0.13%
	#	1,230	686	544	39	34	509	369	81	114	52	16	0	3	4	7	1
Total Management	%	100%	55.77%	44.23%	3.17%	2.76%	41.38%	30.00%	6.59%	9.27%	4.23%	1.30%	0%	0.24%	0.33%	0.57%	0.08%
	#	421	187	234	14	15	115	120	33	61	25	32	0	1	0	3	0
2. Professionals	%	100%	44.42%	55.58%	3.33%	3.56%	27.32%	28.50%	7.84%	14.49%	5.94%	7.60%	0%	0.24%	0%	0.71%	0%
	#	207	97	110	9	13	69	66	14	18	5	12	0	0	0	0	1
3. Technicians	%	100%	46.86%	53.14%	4.35%	6.28%	33.33%	31.88%	6.76%	8.70%	2.42%	5.80%	0%	0%	0%	0%	0.48%
	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4. Sales Workers	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	#	107	32	75	3	5	21	35	6	32	2	2	0	0	0	0	1
5. Administrative Support Workers	%	100%	29.91%	70.09%	2.80%	4.67%	19.63%	32.71%	5.61%	29.91%	1.87%	1.87%	0%	0%	0%	0%	0.93%
	#	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
6. Craft Workers	%	100%	100%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7. Operatives	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8. Laborers and Helpers	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	#	8	5	3	2	0	3	3	0	0	0	0	0	0	0	0	0
9. Service Workers	%	100%	62.50%	37.50%	25.00%	0%	37.50%	37.50%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	#	1974	1008	966	67	67	718	593	134	225	84	62	0	4	4	10	5
Permanent Workforce	%	100%	51.06%	48.94%	3.39%	3.39%	36.37%	30.04%	6.79%	11.40%	4.26%	3.14%	0%	0.20%	0.20%	0.51%	0.25%
	#	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alternative Benchmark	%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A4-1: SENIOR PAY & GENERAL SCHEDULE (GS) GRADES - Distribution by Race, Ethnicity, and Sex (Across)

Year = FY 2020

GS/GM/GL GRADES	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females	
																		#
GS-01	# 0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
GS-02	# 1	100%	1	100%	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%
GS-03	# 0	0%	0	0%	0	0%	0	0	0	0%	0	0%	0	0%	0	0%	0	0%
GS-04	# 3	100%	1	33.33%	2	66.67%	0	0%	1	0%	1	0%	1	0%	0	0%	0	0%
GS-05	# 346	100%	157	45.38%	189	54.62%	11	3.18%	23	6.65%	88	25.43%	106	30.64%	26	7.51%	32	9.25%
GS-06	# 23	100%	12	52.17%	11	47.83%	2	8.70%	0	0%	5	21.74%	5	21.74%	4	17.39%	5	21.74%
GS-07	# 1,633	100%	763	46.72%	870	53.28%	129	7.90%	151	9.25%	410	25.11%	331	20.27%	139	8.51%	319	19.53%
GS-08	# 487	100%	223	45.79%	264	54.21%	26	5.34%	24	4.93%	126	25.87%	83	17.04%	48	9.86%	142	29.16%
GS-09	# 3,534	100%	2,045	57.87%	1,489	42.13%	201	5.69%	137	3.88%	1,421	40.21%	748	21.17%	277	7.84%	506	14.32%
GS-10	# 488	100%	318	65.16%	170	34.84%	35	7.17%	18	3.69%	227	46.52%	89	18.24%	40	8.20%	55	11.27%
GS-11	# 106	100%	38	35.85%	68	64.15%	3	2.83%	4	3.77%	25	23.58%	4	39.62%	6	5.66%	12	11.32%
GS-12	# 1,087	100%	549	50.51%	538	49.49%	38	3.50%	25	2.30%	406	37.35%	347	31.92%	62	5.70%	112	10.30%
GS-13	# 533	100%	272	51.03%	261	48.97%	9	1.69%	15	2.81%	188	35.27%	148	27.77%	40	7.50%	84	15.76%
GS-14	# 266	100%	139	52.26%	127	47.74%	4	1.50%	4	1.50%	96	36.09%	73	27.44%	21	7.89%	33	12.41%
GS-15	# 13	100%	6	46.15%	7	53.85%	2	15.38%	1	7.69%	2	15.38%	5	38.46%	1	7.69%	1	7.69%
Total GS Employees	# 8,520	100%	4,524	53.10%	3,996	46.90%	460	5.40%	402	4.72%	2,994	35.14%	1,978	23.22%	666	7.82%	1,301	15.27%
All other (unspecified GS)	# 0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
SES	# 24	100%	13	54.17%	11	45.83%	0	0%	0	0%	10	41.67%	9	37.50%	2	8.33%	1	4.17%
Other Senior Pay	# 73	100%	35	47.95%	38	52.05%	1	1.37%	2	2.74%	26	35.62%	19	26.03%	6	8.22%	17	23.29%
Total Senior Pay	# 97	100%	48	49.48%	49	50.52%	1	1.03%	2	2.06%	36	37.11%	28	28.87%	8	8.25%	17	17.53%
Permanent Workforce	# 8,617	100%	4,572	53.06%	4,045	46.94%	461	5.35%	404	4.69%	3,030	35.16%	2,006	23.28%	674	7.82%	1,318	15.30%
Alternative Benchmark	# 100	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
	# 0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%

NOTE: Totals computed across rows and not down columns.

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A5-1: SALARY - Distribution by Race, Ethnicity, and Sex (Across)

Year = FY 2020

Salary Range	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females	
																		#
Up to \$20,000	#	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
\$20,001-\$30,000	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
\$30,001-\$40,000	#	314	144	170	8	21	82	97	27	27	8	4	1	0	6	3	12	18
	%	100%	45.86%	54.14%	2.55%	6.69%	26.11%	30.89%	8.60%	8.60%	2.55%	1.27%	0.32%	0%	1.91%	0.96%	3.82%	5.73%
\$40,001-\$50,000	#	977	482	495	83	101	241	203	94	142	30	17	4	2	6	12	24	18
	%	100%	49.33%	50.67%	8.50%	10.34%	24.67%	20.78%	9.62%	14.53%	3.07%	1.74%	0.41%	0.20%	0.61%	1.23%	2.46%	1.84%
\$50,001-\$60,000	#	2,009	968	1,041	126	122	588	406	168	449	38	22	0	3	25	23	23	16
	%	100%	48.18%	51.82%	6.27%	6.07%	29.27%	20.21%	8.36%	22.35%	1.89%	1.10%	0%	0.15%	1.24%	1.14%	1.14%	0.80%
\$60,001-\$70,000	#	2,366	1,354	1,012	132	77	982	524	159	345	44	32	3	1	27	26	7	7
	%	100%	57.23%	42.77%	5.58%	3.25%	41.50%	22.15%	6.72%	14.58%	1.86%	1.35%	0.13%	0.04%	1.14%	1.10%	0.30%	0.30%
\$70,001-\$80,000	#	970	602	368	57	33	408	207	91	99	32	14	2	1	7	9	5	5
	%	100%	62.06%	37.94%	5.88%	3.40%	42.06%	21.34%	9.38%	10.21%	3.30%	1.44%	0.21%	0.10%	0.72%	0.93%	0.52%	0.52%
\$80,001-\$90,000	#	410	192	218	17	12	141	138	21	51	8	8	0	2	2	3	3	4
	%	100%	46.83%	53.17%	4.15%	2.93%	34.39%	33.66%	5.12%	12.44%	1.95%	1.95%	0%	0.49%	0.49%	0.73%	0.73%	0.98%
\$90,001-\$100,000	#	396	205	191	9	8	157	126	22	43	14	13	0	0	1	1	2	0
	%	100%	51.77%	48.23%	2.27%	2.02%	39.65%	31.82%	5.56%	10.86%	3.54%	3.28%	0%	0%	0.25%	0.25%	0.51%	0%
\$100,001-\$110,000	#	378	214	164	15	7	143	99	31	42	20	10	0	0	2	3	3	3
	%	100%	56.61%	43.39%	3.97%	1.85%	37.83%	26.19%	8.20%	11.11%	5.29%	2.65%	0%	0%	0.53%	0.79%	0.79%	0.79%
\$110,001-\$120,000	#	242	123	119	5	11	85	61	18	37	10	10	0	0	2	0	3	0
	%	100%	50.83%	49.17%	2.07%	4.55%	35.12%	25.21%	7.44%	15.29%	4.13%	4.13%	0%	0%	0.83%	0%	1.24%	0%
\$120,001-\$130,000	#	165	89	76	2	4	66	46	15	20	4	5	0	0	0	0	2	1
	%	100%	53.94%	46.06%	1.21%	2.42%	40.00%	27.88%	9.09%	12.12%	2.42%	3.03%	0%	0%	0%	0%	1.21%	0.61%
\$130,001-\$140,000	#	132	65	67	1	3	48	32	8	27	6	1	0	1	0	1	2	2
	%	100%	49.24%	50.76%	0.76%	2.27%	36.36%	24.24%	6.06%	20.45%	4.55%	0.76%	0%	0.76%	0%	0.76%	1.52%	1.52%
\$140,001-\$150,000	#	93	45	48	2	2	28	25	7	10	8	7	0	1	0	2	0	1
	%	100%	48.39%	51.61%	2.15%	2.15%	30.11%	26.88%	7.53%	10.75%	8.60%	7.53%	0%	1.08%	0%	2.15%	0%	1.08%
\$150,001-\$160,000	#	77	49	28	2	1	33	16	6	9	8	2	0	0	0	0	0	0
	%	100%	63.64%	36.36%	2.60%	1.30%	42.86%	20.78%	7.79%	11.69%	10.39%	2.60%	0%	0%	0%	0%	0%	0%
\$161,001-\$170,000	#	24	13	11	1	0	10	9	2	0	0	2	0	0	0	0	0	0
	%	100%	54.17%	45.83%	4.17%	0%	41.67%	37.50%	8.33%	0%	0%	8.33%	0%	0%	0%	0%	0%	0%
\$170,001-\$180,000	#	42	20	22	2	2	12	11	3	9	3	0	0	0	0	0	0	0
	%	100%	47.62%	52.38%	4.76%	4.76%	28.57%	26.19%	7.14%	21.43%	7.14%	0%	0%	0%	0%	0%	0%	0%
\$180,001 and Greater	#	24	13	11	1	0	10	9	2	0	0	2	0	0	0	0	0	0
	%	100%	54.17%	45.83%	4.17%	0%	41.67%	37.50%	8.33%	0%	0%	8.33%	0%	0%	0%	0%	0%	0%
Permanent Workforce	#	8,622	4,576	4,046	462	404	3,033	2,007	674	1,318	233	148	10	11	78	83	86	75
	%	100%	53.07%	46.93%	5.36%	4.69%	35.18%	23.28%	7.82%	15.29%	2.70%	1.72%	0.12%	0.13%	0.90%	0.96%	1.00%	0.87%
Alternative Benchmark	#	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A6-1: MISSION-CRITICAL OCCUPATIONS - Distribution by Race, Ethnicity, and Sex (Across)

Year = FY 2020

Mission-Critical Occupations	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females
CONSUMER SAFETY INSPECTION(1862)	# 3,270	1,924	1,355	202	133	1,347	674	258	469	75	38	5	3	36	37	1	1
Occupational CLF/SOC Code	% 100%	58.68%	41.32%	6.16%	4.06%	41.08%	20.56%	7.87%	14.30%	2.29%	1.16%	0.15%	0.09%	1.10%	1.13%	0.03%	0.03%
GS-09	# 3,270	1,924	1,355	202	133	1,347	674	258	469	75	38	5	3	36	37	1	1
FOOD INSPECTION(1863)	# 1,408	856	752	131	157	351	289	125	286	30	23	3	1	14	15	2	1
Occupational CLF/SOC Code	% 100%	46.59%	53.41%	9.30%	11.15%	24.93%	19.11%	8.88%	20.31%	2.13%	1.63%	0.21%	0.07%	0.99%	1.07%	0.14%	0.07%
GS-07	# 1,408	856	752	131	157	351	289	125	286	30	23	3	1	14	15	2	1
VETERINARY MEDICAL SCIENCE(0701)	# 663	350	313	21	14	264	231	37	54	26	7	0	2	1	5	1	0
Occupational CLF/SOC Code	% 100%	52.79%	47.21%	3.17%	2.11%	39.82%	34.84%	5.58%	8.14%	3.92%	1.06%	0%	0.30%	0.15%	0.75%	0.15%	0%
GS-12	# 663	350	313	21	14	264	231	37	54	26	7	0	2	1	5	1	0
CONSUMER SAFETY INSPECTION(1862)	# 932	516	416	64	45	336	162	84	191	18	6	0	2	14	9	0	1
Occupational CLF/SOC Code	% 100%	55.36%	44.64%	6.87%	4.83%	36.05%	17.38%	9.01%	20.49%	1.93%	0.64%	0%	0.21%	1.50%	0.97%	0%	0.11%
GS-08	# 446	198	248	28	26	109	73	44	138	12	4	0	1	5	5	0	1
Occupational CLF/SOC Code	% 100%	44.39%	55.61%	6.28%	5.83%	24.44%	16.37%	9.87%	30.94%	2.69%	0.90%	0%	0.22%	1.12%	1.12%	0%	0.22%
GS-10	# 486	318	168	36	19	227	89	40	53	6	2	0	1	9	4	0	0
FOOD INSPECTION(1863)	# 268	123	145	17	33	70	79	24	26	6	2	1	0	4	4	1	1
Occupational CLF/SOC Code	% 100%	45.90%	54.10%	6.34%	12.31%	26.12%	29.48%	8.96%	9.70%	2.24%	0.75%	0.37%	0%	1.49%	1.49%	0.37%	0.37%
GS-05	# 268	123	145	17	33	70	79	24	26	6	2	1	0	4	4	1	1
VETERINARY MEDICAL SCIENCE(0701)	# 174	101	73	2	4	72	47	13	21	13	0	0	0	1	0	0	1
Occupational CLF/SOC Code	% 100%	58.05%	41.95%	1.15%	2.30%	41.38%	27.01%	7.47%	12.07%	7.47%	0%	0%	0%	0.57%	0%	0%	0.57%
GS-13	# 133	83	50	18	9	42	24	12	7	9	5	1	1	0	4	1	0
CONSUMER SAFETY INSPECTION(1862)	# 133	83	50	18	9	42	24	12	7	9	5	1	1	0	4	1	0
Occupational CLF/SOC Code	% 100%	62.41%	37.59%	13.53%	6.77%	31.58%	18.05%	9.02%	5.26%	6.77%	3.76%	0.75%	0.75%	0%	3.01%	0.75%	0%
GS-07	# 116	79	37	15	5	50	19	9	10	3	2	0	0	1	1	1	0
FOOD INSPECTION(1863)	# 116	79	37	15	5	50	19	9	10	3	2	0	0	1	1	1	0
Occupational CLF/SOC Code	% 100%	68.10%	31.90%	12.93%	4.31%	43.10%	16.38%	7.76%	8.62%	2.59%	1.72%	0%	0%	0.86%	0.86%	0.86%	0%
GS-09	# 62	30	32	6	7	16	19	2	3	4	3	0	0	2	0	0	0
CONSUMER SAFETY INSPECTION(1862)	# 62	30	32	6	7	16	19	2	3	4	3	0	0	2	0	0	0
Occupational CLF/SOC Code	% 100%	48.39%	51.61%	9.68%	11.29%	25.81%	30.65%	3.23%	4.84%	6.45%	4.84%	0%	0%	3.23%	0%	0%	0%
GS-05	# 34	23	11	3	0	16	10	3	1	0	0	0	0	0	0	1	0
FOOD INSPECTION(1863)	# 34	23	11	3	0	16	10	3	1	0	0	0	0	0	0	1	0
Occupational CLF/SOC Code	% 100%	67.65%	32.35%	8.82%	0%	47.06%	29.41%	8.82%	2.94%	0%	0%	0%	0%	0%	2.94%	0%	0%
GS-08	# 31	16	15	0	2	13	10	2	2	1	1	0	0	0	0	0	0
VETERINARY MEDICAL SCIENCE(0701)	# 31	16	15	0	2	13	10	2	2	1	1	0	0	0	0	0	0
Occupational CLF/SOC Code	% 100%	51.61%	48.39%	0%	6.45%	41.94%	32.26%	6.45%	6.45%	3.23%	3.23%	0%	0%	0%	0%	0%	0%
GS-14	# 15	2	13	0	0	2	11	0	1	0	1	0	0	0	0	0	0
VETERINARY MEDICAL SCIENCE(0701)	# 15	2	13	0	0	2	11	0	1	0	1	0	0	0	0	0	0
Occupational CLF/SOC Code	% 100%	13.33%	86.67%	0%	0%	13.33%	73.33%	0%	6.67%	0%	6.67%	0%	0%	0%	0%	0%	0%
GS-11	# 3	3	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0
VETERINARY MEDICAL SCIENCE(0701)	# 3	3	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0
Occupational CLF/SOC Code	% 100%	60.50%	39.50%	1.30%	0.90%	56.10%	36.40%	0.70%	0.80%	0.00%	0.10%	0.10%	0.10%	1.50%	0.80%	0.20%	0.20%
GS-15	# 3	3	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0
Occupational CLF/SOC Code	% 100%	100%	0%	0%	0%	66.67%	0%	33.33%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Internal Competitive Promotions																	
Vacancy Announcements	#																
Relevant Applicant Pool	%																
Internal Applications	#																
Qualified Internal Applicants	#																
Referred Applicants	#																
Interviewed Applicants	#																
Internal Selections	# 1,361	670	691	70	82	383	293	142	250	41	24	2	3	13	16	19	23
	% 100%	49.23%	50.77%	5.14%	6.02%	28.14%	21.53%	10.43%	18.37%	3.01%	1.76%	0.15%	0.22%	0.96%	1.18%	1.40%	1.69%
New Hires																	
Vacancy Announcements	#																
Voluntarily Identified Applicants	#																
Qualified External Applicants	#																
Referred Applicants	#																
Interviewed Applicants	#																
External Selections	# 577	264	313	17	34	154	178	41	52	20	12	1	0	5	11	26	26
	% 100%	45.75%	54.25%	2.95%	5.89%	26.69%	30.85%	7.11%	9.01%	3.47%	2.08%	0.17%	0%	0.87%	1.91%	4.51%	4.51%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A9-1: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Race, Ethnicity, and Sex (Participation Rate)

Awards	Year = FY 2020																	
	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females	
Time-Off Awards																		
Time-Off Awards	#	465	222	243	16	20	170	150	15	51	13	17	0	1	1	2	7	2
Time-Off Awards: 1-10 hours	%	100%	47.74%	52.26%	3.44%	4.30%	36.56%	32.26%	3.23%	10.97%	2.80%	3.66%	0%	0.22%	0.22%	0.43%	1.51%	0.43%
Total Hours	#	3,069	1,428	1,641	106	134	1,091	978	102	385	81	104	0	8	8	16	40	16
Average Hours	#	7	6	7	7	7	6	7	7	8	6	6	0	8	8	8	6	8
Time-Off Awards: 11-20 hours	%	100%	57.48%	42.52%	6.69%	2.76%	42.13%	29.53%	3.54%	9.45%	3.94%	0.79%	0%	0%	0.79%	0%	0.39%	0%
Total Hours	#	4,060	2,336	1,724	274	112	1,714	1,194	144	386	156	32	0	0	32	0	16	0
Average Hours	#	16	16	16	16	16	16	16	16	16	16	16	0	0	16	0	16	0
Time-Off Awards: 21-30 hours	%	100%	48.39%	51.61%	4.84%	0%	40.32%	33.87%	1.61%	9.68%	1.61%	4.84%	0%	0%	0%	1.61%	0%	1.61%
Total Hours	#	1,536	729	807	72	0	606	530	24	148	27	81	0	0	0	24	0	24
Average Hours	#	25	24	25	24	0	24	25	24	25	27	27	0	0	0	24	0	24
Time-Off Awards: 31-40 hours	%	100%	0%	100%	0%	0%	0%	50.00%	0%	50.00%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	#	72	0	72	0	0	0	40	0	32	0	0	0	0	0	0	0	0
Average Hours	#	36	0	36	0	0	0	40	0	32	0	0	0	0	0	0	0	0
Time-Off Awards: 41 or more hours	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Awards																		
Cash Awards: \$500 and Under	#	1,356	728	628	70	58	528	352	82	170	33	24	2	1	8	10	5	13
Total Amount	#	416,902	218,044	198,858	22,111	17,841	156,298	113,269	25,144	51,897	10,605	8,924	292	475	2,617	3,102	977	3,350
Average Amount	#	307	300	317	316	308	296	322	307	305	321	372	146	475	327	310	195	258
Cash Awards: \$501 - \$999	%	100%	53.16%	46.84%	5.48%	3.33%	37.52%	24.40%	6.70%	15.93%	2.06%	1.31%	0.09%	0.14%	0.70%	1.22%	0.61%	0.52%
Total Amount	#	1,555,490	825,092	730,398	85,552	52,718	582,282	379,518	103,912	248,453	30,986	21,094	1,500	2,085	11,048	18,650	9,812	7,880
Average Amount	#	729	727	730	731	743	727	728	727	731	704	753	750	695	737	717	755	716
Cash Awards: \$1000 - \$1999	%	100%	49.27%	50.73%	3.60%	2.72%	35.76%	29.45%	6.41%	14.38%	2.53%	2.92%	0.10%	0.19%	0.49%	0.39%	0.39%	0.68%
Total Amount	#	1,514,576	741,994	772,582	52,911	43,400	544,257	453,323	94,902	211,274	35,393	44,835	1,500	2,597	7,434	5,611	5,597	11,542
Average Amount	#	1,472	1,483	1,480	1,430	1,550	1,479	1,496	1,438	1,428	1,381	1,495	1,500	1,299	1,487	1,403	1,399	1,649
Cash Awards: \$2000 - \$2999	%	100%	52.84%	47.16%	3.98%	1.89%	37.69%	29.17%	6.25%	12.69%	4.17%	2.46%	0%	0%	0.19%	0.57%	0.57%	0.38%
Total Amount	#	1,262,822	660,574	602,248	48,809	27,445	471,376	372,233	78,798	159,053	50,819	31,188	0	0	2,890	7,375	7,882	4,954
Average Amount	#	2,392	2,368	2,419	2,324	2,745	2,369	2,417	2,388	2,374	2,310	2,399	0	0	2,890	2,458	2,627	2,477
Cash Awards: \$3000 - \$3999	%	100%	48.82%	51.18%	1.76%	2.35%	41.76%	32.94%	2.94%	14.12%	1.18%	1.18%	0%	0%	0%	0.59%	1.18%	0%
Total Amount	#	589,444	282,860	306,584	9,386	14,787	242,142	197,161	17,471	84,106	6,582	7,019	0	0	0	3,511	7,279	0
Average Amount	#	3,467	3,408	3,524	3,129	3,697	3,410	3,521	3,494	3,504	3,291	3,510	0	0	0	3,511	3,640	0
Cash Awards: \$4000 - \$4999	%	100%	51.52%	48.48%	2.42%	2.42%	37.58%	30.91%	4.85%	11.52%	6.06%	2.42%	0%	0.61%	0.61%	0.61%	0%	0%
Total Amount	#	736,080	382,581	353,499	17,846	17,124	277,729	223,977	36,142	85,983	48,031	17,238	0	4,985	4,833	4,192	0	0
Average Amount	#	4,461	4,501	4,419	4,462	4,281	4,480	4,392	4,518	4,525	4,603	4,310	0	4,985	4,833	4,192	0	0
Cash Awards: \$5000 or more	%	100%	57.58%	42.42%	3.03%	0%	42.42%	15.15%	6.06%	24.24%	6.06%	3.03%	0%	0%	0%	0%	0%	0%
Total Amount	#	200,258	116,812	83,446	13,461	0	81,870	35,096	10,481	43,084	11,000	5,266	0	0	0	0	0	0
Average Amount	#	6,068	6,148	5,960	13,461	0	5,848	7,019	5,241	5,386	5,500	5,266	0	0	0	0	0	0
Other Awards																		
Quality Step Increases (QSI)	#	23	11	12	1	0	7	11	2	0	1	1	0	0	0	0	0	0
Total Benefit	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Benefit	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance Based Pay Increase	#	168	84	84	6	7	59	52	10	20	6	2	0	1	3	2	0	0
Total Benefit	#	306,784	151,777	155,007	9,072	4,174	108,162	98,755	16,907	35,312	11,392	3,362	0	1,482	5,264	4,762	0	0
Average Benefit	#	1,826	1,807	1,845	1,512	1,759	1,833	1,899	1,691	1,766	1,899	1,681	0	0	1,482	1,755	2,381	0
Permanent Workforce	#	6,390	3,329	3,061	296	209	2,411	1,752	376	878	170	127	5	8	34	51	37	36
Alternative Benchmark	%	100%	52.10%	47.90%	4.63%	3.27%	37.73%	27.42%	5.88%	13.74%	2.66%	1.99%	0.08%	0.13%	0.53%	0.80%	0.58%	0.56%
Alternative Benchmark	#	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alternative Benchmark	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table A9-2: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Race, Ethnicity, and Sex (Inclusion Rate)

Year = FY 2020

Awards	Total	Total Males	Total Females	Hispanic or Latino Males	Hispanic or Latino Females	White Males	White Females	Black or African American Males	Black or African American Females	Asian Males	Asian Females	Native Hawaiian or Other Pacific Islander Males	Native Hawaiian or Other Pacific Islander Females	American Indian or Alaska Native Males	American Indian or Alaska Native Females	Two or more races Males	Two or more races Females
Time-Off Awards																	
Time-Off Awards	#	465	222	243	16	20	170	15	51	13	17	0	1	1	2	7	2
Time-Off Awards: 1-10 hours	%	100%	47.74%	52.26%	3.44%	4.30%	36.56%	32.26%	3.23%	10.97%	2.80%	3.66%	0%	0.22%	0.22%	0.43%	1.51%
Total Hours	#	3,069	1,428	1,641	106	134	1,091	978	102	385	81	104	0	8	8	16	40
Average Hours	#	7	6	7	7	7	6	7	7	8	6	6	0	8	8	8	6
Time-Off Awards: 11-20 hours	%	100%	57.48%	42.52%	6.69%	2.76%	42.13%	29.53%	3.54%	9.45%	3.94%	0.79%	0%	0%	0.79%	0%	0.39%
Total Hours	#	4,060	2,336	1,724	274	112	1,714	1,194	144	386	156	32	0	0	32	0	16
Average Hours	#	16	16	16	16	16	16	16	16	16	16	16	0	0	16	0	16
Time-Off Awards: 21-30 hours	%	100%	48.39%	51.61%	4.84%	0%	40.32%	33.87%	1.61%	9.68%	1.61%	4.84%	0%	0%	0%	1.61%	0%
Total Hours	#	1,536	729	807	72	0	606	530	24	148	27	81	0	0	0	24	0
Average Hours	#	25	24	25	24	0	24	25	24	25	27	27	0	0	0	24	0
Time-Off Awards: 31-40 hours	%	100%	0%	100%	0%	0%	50.00%	0%	50.00%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	#	72	0	72	0	0	40	0	32	0	0	0	0	0	0	0	0
Average Hours	#	36	0	36	0	0	40	0	32	0	0	0	0	0	0	0	0
Time-Off Awards: 41 or more hours	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Awards																	
Cash Awards: \$500 and Under	#	1,356	728	628	70	58	528	352	82	170	33	24	2	1	8	10	5
Total Amount	#	416,902	218,044	198,858	22,111	17,841	156,298	113,269	25,144	51,897	10,605	8,924	292	475	2,617	3,102	977
Average Amount	#	307	300	317	316	308	296	322	307	305	321	372	146	475	327	310	195
Cash Awards: \$501 - \$999	%	100%	53.69%	46.31%	5.16%	4.28%	38.94%	25.96%	6.05%	12.54%	2.43%	1.77%	0.15%	0.07%	0.59%	0.74%	0.37%
Total Amount	#	2,135	1,135	1,000	117	71	801	521	143	340	44	28	2	3	15	26	13
Average Amount	#	1,555,490	825,092	730,398	85,552	52,718	582,282	379,518	103,912	248,453	30,986	21,094	1,500	2,085	11,048	18,650	9,812
Cash Awards: \$1000 - \$1999	%	100%	53.16%	46.84%	5.48%	3.33%	37.52%	24.40%	6.70%	15.93%	2.06%	1.31%	0.09%	0.14%	0.70%	1.22%	0.61%
Total Amount	#	729	727	730	731	743	727	728	727	731	704	753	728	737	717	755	716
Average Amount	#	1,029	507	522	37	28	368	303	66	148	26	30	1	2	5	4	4
Cash Awards: \$2000 - \$2999	%	100%	49.27%	50.73%	3.60%	2.72%	35.76%	29.45%	6.41%	14.38%	2.53%	2.92%	0.10%	0.19%	0.49%	0.39%	0.39%
Total Amount	#	1,514,576	741,994	772,582	52,911	43,400	544,257	453,323	94,902	211,274	35,393	44,835	1,500	2,597	7,434	5,611	5,597
Average Amount	#	1,262,822	660,574	602,248	48,809	27,445	471,376	372,233	78,798	159,053	50,819	31,188	0	0	2,890	7,375	7,882
Cash Awards: \$3000 - \$3999	%	100%	52.84%	47.16%	3.98%	1.89%	37.69%	29.17%	6.25%	12.69%	4.17%	2.46%	0%	0%	0.19%	0.57%	0.57%
Total Amount	#	2,392	2,368	2,419	2,324	2,745	2,369	2,417	2,388	2,374	2,310	2,399	0	0	2,890	2,458	2,627
Average Amount	#	170	83	87	3	4	71	56	5	24	2	2	0	0	0	1	2
Cash Awards: \$4000 - \$4999	%	100%	48.82%	51.18%	1.76%	2.35%	41.76%	32.94%	2.94%	14.12%	1.18%	1.18%	0%	0%	0%	0.59%	1.18%
Total Amount	#	589,444	282,860	306,584	9,386	14,787	242,142	197,161	17,471	84,106	6,582	7,019	0	0	3,511	7,279	0
Average Amount	#	3,467	3,408	3,524	3,129	3,697	3,410	3,521	3,494	3,504	3,291	3,510	0	0	3,511	3,640	0
Cash Awards: \$5000 or more	%	100%	51.52%	48.48%	2.42%	2.42%	37.58%	30.91%	4.85%	11.52%	6.06%	2.42%	0%	0.61%	0.61%	0.61%	0%
Total Amount	#	736,080	382,581	353,499	17,846	17,124	277,729	223,977	36,142	85,983	48,031	17,238	0	4,985	4,833	4,192	0
Average Amount	#	4,461	4,501	4,419	4,462	4,281	4,480	4,392	4,518	4,525	4,603	4,310	0	4,985	4,833	4,192	0
Other Awards	#	33	19	14	1	0	14	5	2	8	2	1	0	0	0	0	0
Quality Step Increases (QSI)	%	100%	47.83%	52.17%	4.35%	0%	30.43%	47.83%	8.70%	0%	4.35%	4.35%	0%	0%	0%	0%	0%
Total Benefit	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Benefit	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance Based Pay Increase	%	100%	50.00%	50.00%	3.57%	4.17%	35.12%	30.95%	5.95%	11.90%	3.57%	1.19%	0%	0%	0.60%	1.79%	1.19%
Total Benefit	#	306,784	151,777	155,007	9,072	12,314	108,162	98,755	16,907	35,312	11,392	3,362	0	0	1,482	5,264	4,762
Average Benefit	#	1,826	1,807	1,845	1,512	1,759	1,833	1,899	1,691	1,766	1,899	1,681	0	0	1,482	1,755	2,381
Permanent Workforce	%	100%	52.10%	47.90%	4.63%	3.27%	37.73%	27.42%	5.88%	13.74%	2.66%	1.99%	0.08%	0.13%	0.53%	0.80%	0.58%
Alternative Benchmark	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV
Table B1: TOTAL WORKFORCE - Distribution by Disability Status**

Employment Tenure by Sub-Component	Year = FY 2020																
	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-09]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
TOTAL WORKFORCE																	
Prior FY	# 9,017	7,833	338	846	284	0	2	117	51	9	6	19	12	3	57	0	8
	% 100%	86.87%	3.75%	9.38%	3.15%	0%	0.02%	1.30%	0.57%	0.10%	0.07%	0.21%	0.13%	0.03%	0.63%	0%	0.09%
Current FY	# 8,813	7,588	431	794	264	0	5	107	48	8	5	18	12	3	52	0	6
	% 100%	86.10%	4.89%	9.01%	3.00%	0%	0.06%	1.21%	0.54%	0.09%	0.06%	0.20%	0.14%	0.03%	0.59%	0%	0.07%
50:1 Goal	%			12.00%	2.00%												
Difference	# -204	-245	93	-52	-20	0	3	-10	-3	-1	-1	-1	0	0	-5	0	-2
Ratio Change	% 0%	-0.77%	1.14%	-0.37%	-0.15%	0%	0.03%	-0.08%	-0.02%	-0.01%	-0.01%	-0.01%	0%	0%	-0.04%	0%	-0.02%
Net Change	% -2.26%	-3.13%	27.51%	-6.15%	-7.04%	0%	150.00%	-8.55%	-5.88%	-11.11%	-16.67%	-5.26%	0%	0%	-8.77%	0%	-25.00%
EMPLOYEE GAINS																	
New Hires	# 219	165	45	9	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	75.34%	20.55%	4.11%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EMPLOYEE LOSSES (Inclusion Rate)																	
Reduction in Force	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Removal	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Retirement	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
PERMANENT WORKFORCE																	
Prior FY	# 8,809	7,659	321	829	279	0	2	115	49	9	6	19	12	3	56	0	8
	% 100%	86.95%	3.64%	9.41%	3.17%	0%	0.02%	1.31%	0.56%	0.10%	0.07%	0.22%	0.14%	0.03%	0.64%	0%	0.09%
Current FY	# 8,622	7,436	411	775	261	0	5	106	46	8	5	18	12	3	52	0	6
	% 100%	86.24%	4.77%	8.99%	3.03%	0%	0.06%	1.23%	0.53%	0.09%	0.06%	0.21%	0.14%	0.03%	0.60%	0%	0.07%
Difference	# -187	-223	90	-54	-18	0	3	-9	-3	-1	-1	-1	0	0	-4	0	-2
Ratio Change	% 0%	-0.70%	1.12%	-0.42%	-0.14%	0%	0.04%	-0.08%	-0.02%	-0.01%	-0.01%	-0.01%	0%	0%	-0.03%	0%	-0.02%
Net Change	% -2.12%	-2.91%	28.04%	-6.51%	-6.45%	0%	150.00%	-7.83%	-6.12%	-11.11%	-16.67%	-5.26%	0%	0%	-7.14%	0%	-25.00%
EMPLOYEE GAINS																	
New Hires	# 179	137	39	3	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	76.54%	21.79%	1.68%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EMPLOYEE LOSSES (Inclusion Rate)																	
Reduction in Force	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Removal	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Retirement	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	# 2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
TEMPORARY WORKFORCE																	
Prior FY	# 208	174	17	17	5	0	0	2	2	0	0	0	0	0	1	0	0
	% 100%	83.65%	8.17%	8.17%	2.40%	0%	0%	0.96%	0.96%	0%	0%	0%	0%	0%	0.48%	0%	0%
Current FY	# 191	152	20	19	3	0	0	1	2	0	0	0	0	0	0	0	0
	% 100%	79.58%	10.47%	9.95%	1.57%	0%	0%	0.52%	1.05%	0%	0%	0%	0%	0%	0%	0%	0%
Difference	# -17	-22	3	2	-2	0	0	-1	0	0	0	0	0	0	-1	0	0
Ratio Change	% 0%	-4.07%	2.30%	1.77%	-0.83%	0%	0%	-0.44%	0.09%	0%	0%	0%	0%	0%	-0.48%	0%	0%
Net Change	% -8.17%	-12.64%	17.65%	11.76%	-40.00%	0%	0%	-50.00%	0%	0%	0%	0%	0%	0%	-100%	0%	0%
EMPLOYEE GAINS																	
New Hires	# 40	28	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	70.00%	15.00%	15.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EMPLOYEE LOSSES (Inclusion Rate)																	
Reduction in Force	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Removal	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Resignation	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Retirement	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Separations	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total separations	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
SCHEDULE A EMPLOYEES IN PERMANENT WORKFORCE																	
Prior FY	# 66	48	4	14	4	0	0	2	0	0	0	0	0	0	2	0	0
	% 100%	72.73%	6.06%	21.21%	6.06%	0%	0%	3.03%	0%	0%	0%	0%	0%	0%	3.03%	0%	0%
Current FY	# 66	47	6	13	2	0	0	1	0	0	0	0	0	0	1	0	0
	% 100%	71.21%	9.09%	19.70%	3.03%	0%	0%	1.52%	0%	0%	0%	0%	0%	0%	1.52%	0%	0%
Difference	# 0	-1	2	1	-2	0	0	-1	0	0	0	0	0	0	-1	0	0
Ratio Change	% 0%	-1.52%	3.03%	-1.52%	-3.03%	0%	0%	-1.52%	0%	0%	0%	0%	0%	0%	-1.52%	0%	0%
Net Change	% 0%	-2.08%	50.00%	-7.14%	-50.00%	0%	0%	-50.00%	0%	0%	0%	0%	0%	0%	-50.00%	0%	0%
EMPLOYEE GAINS																	
New Hires	# 3	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	33.33%	66.67%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
EMPLOYEE LOSSES (Inclusion Rate)																	
Total separations	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table B2: PERMANENT WORKFORCE BY COMPONENT - Distribution by Disability Status

Year = FY 2020

Employment Tenure	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [9-1]	Dwarfism [92]	Significant Disfigurement [93]	
501 Goal	%			12.00%	2.00%													
Permanent	#	8,622	7,436	411	775	261	0	5	106	46	8	5	18	12	3	52	0	
Workforce	%	100%	86.24%	4.77%	8.99%	3.03%	0%	0.06%	1.23%	0.53%	0.09%	0.06%	0.21%	0.14%	0.03%	0.60%	0%	0.07%
OFFICE OF THE ADMINISTRATOR	#	10	8	1	1	0	0	0	0	0	0	0	0	0	0	0	0	
OFFICE OF INVESTIGATION, ENFORCEMENT AND AUDIT	%	100%	80.00%	10.00%	10.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
OFFICE OF PUBLIC HEALTH SCIENCE	#	258	224	7	27	12	0	1	3	2	0	0	1	0	2	3	0	
OFFICE OF POLICY AND PROGRAM OF DEVELOPMENT	%	100%	86.82%	2.71%	10.47%	4.65%	0%	0.39%	1.16%	0.78%	0%	0.39%	0%	0.78%	1.16%	0%	0%	
OFFICE OF FIELD OPERATIONS	#	117	97	1	19	6	0	0	3	2	0	0	0	0	0	0	1	
OFFICE OF EMPLOYEE EXPERIENCE and DEVELOPMENT	%	100%	82.91%	0.85%	16.24%	5.13%	0%	0%	2.56%	1.71%	0%	0%	0%	0%	0%	0%	0.85%	
OFFICE OF PUBLIC AFFAIRS AND CONSUMER EDUCATION	#	7,472	6,503	358	611	206	0	4	91	35	4	5	13	9	0	40	0	
OFFICE OF THE CHIEF FINANCIAL OFFICER	%	100%	87.03%	4.79%	8.18%	2.76%	0%	0.05%	1.22%	0.47%	0.05%	0.07%	0.17%	0.12%	0%	0.54%	0%	
SIGNIFICANT INCIDENT PREPAREDNESS AND RESPONSE STAFF	#	53	39	6	8	3	0	0	0	1	0	0	0	2	0	0	0	
CIVIL RIGHTS STAFF	%	100%	73.58%	11.32%	15.09%	5.66%	0%	0%	0%	1.89%	0%	0%	3.77%	0%	0%	0%	0%	
OFFICE OF THE CHIEF INFORMATION OFFICER	#	49	38	6	5	1	0	0	0	1	0	0	0	0	0	0	0	
INTERNAL AFFAIRS	%	100%	77.55%	12.24%	10.20%	2.04%	0%	0%	0%	2.04%	0%	0%	0%	0%	0%	0%	0%	
OFFICE OF MANAGEMENT	#	90	71	4	15	4	0	0	1	2	1	0	0	0	0	0	0	
OFFICE OF PLANNING, ANALYSIS and RISK MANAGEMENT	%	100%	78.89%	4.44%	16.67%	4.44%	0%	0%	1.11%	2.22%	1.11%	0%	0%	0%	0%	0%	0%	
	#	8	4	0	4	1	0	0	1	0	0	0	0	0	0	0	0	
	%	100%	50.00%	0%	50.00%	12.50%	0%	0%	12.50%	0%	0%	0%	0%	0%	0%	0%	0%	
	#	15	11	1	3	1	0	0	1	0	0	0	0	0	0	0	0	
	%	100%	73.33%	6.67%	20.00%	6.67%	0%	0%	6.67%	0%	0%	0%	0%	0%	0%	0%	0%	
	#	79	68	1	10	1	0	0	0	0	0	0	1	0	0	0	0	
	%	100%	86.08%	1.27%	12.66%	1.27%	0%	0%	0%	0%	0%	1.27%	0%	0%	0%	0%	0%	
	#	11	10	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	90.91%	0%	9.09%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
	#	210	157	19	34	14	0	0	3	2	2	0	1	1	1	4	0	
	%	100%	74.76%	9.05%	16.19%	6.67%	0%	0%	1.43%	0.95%	0.95%	0%	0.48%	0.48%	0.48%	1.90%	0%	
	#	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
	%	100%	85.71%	0%	14.29%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
	#	32	25	3	4	3	0	0	1	0	1	0	1	0	0	0	0	
	%	100%	78.13%	9.38%	12.50%	9.38%	0%	0%	3.13%	0%	3.13%	0%	3.13%	0%	0%	0%	0%	

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV
Table B3-1: OCCUPATIONAL CATEGORIES - Distribution by Disability (Across)**
Year = FY 2020

Occupational Categories	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
1. Management	# 101	86	2	13	6	0	0	3	1	0	1	1	0	0	0	0	0
Executives	% 100%	85.15%	1.98%	12.87%	5.94%	0%	0%	2.97%	0.99%	0%	0.99%	0.99%	0%	0%	0%	0%	0%
Managers	# 334	284	20	30	8	0	0	2	1	2	0	1	0	0	2	0	0
	% 100%	85.03%	5.99%	8.98%	2.40%	0%	0%	0.60%	0.30%	0.60%	0%	0.30%	0%	0%	0.60%	0%	0%
Supervisors	# 795	705	13	77	26	0	2	15	0	2	0	1	0	0	6	0	0
	% 100%	88.68%	1.64%	9.69%	3.27%	0%	0.25%	1.89%	0%	0.25%	0%	0.13%	0%	0%	0.75%	0%	0%
Total Management	# 1,230	1,075	35	120	40	0	2	20	2	4	1	3	0	0	8	0	0
	% 100%	87.40%	2.85%	9.76%	3.25%	0%	0.16%	1.63%	0.16%	0.33%	0.08%	0.24%	0%	0%	0.65%	0%	0%
	# 421	361	16	44	14	0	0	0	0	0	0	0	0	0	1	0	1
	% 100%	85.75%	3.80%	10.45%	3.33%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.24%	0%	0.24%
2. Professionals	# 207	176	2	29	12	0	0	2	0	0	0	0	2	1	3	0	0
	% 100%	85.02%	0.97%	14.01%	5.80%	0%	0%	0.97%	0%	0%	0%	0.97%	0.48%	1.45%	0%	0%	0%
	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3. Technicians	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4. Sales Workers	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5. Administrative Support Workers	# 107	74	6	27	13	0	1	0	0	0	0	1	2	4	0	0	0
	% 100%	69.16%	5.61%	25.23%	12.15%	0%	0.93%	0%	0%	0%	0%	0.93%	1.87%	3.74%	0%	0%	0%
	# 1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6. Craft Workers	# 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	# 0	0	0	0	0	0	0	2	1	0	2	1	0	0	0	0	0
7. Operatives	# 0	0	0	0	0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
8. Laborers and Helpers	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	# 8	7	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
9. Service Workers	# 8	7	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	87.50%	0%	12.50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
501 Goal	%			12.00%	2.00%												

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table B4-1: GENERAL SCHEDULE (GS) GRADES - Distribution by Disability (Across)

Year = FY 2020

GS/GM/GL GRADES	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]	
																		#
GS-01	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
GS-02	#	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
GS-03	#	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
GS-04	#	3	2	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0
	%	100%	66.67%	0%	33.33%	33.33%	0%	0%	0%	0%	0%	0%	0%	33.33%	0%	0%	0%	0%
GS-05	#	414	300	96	18	4	0	2	1	0	0	0	0	0	0	1	0	0
	%	100%	72.46%	23.19%	4.35%	0.97%	0%	0.48%	0.24%	0%	0%	0%	0%	0%	0.24%	0%	0%	0%
GS-06	#	24	14	1	9	6	0	1	0	1	0	0	1	0	1	2	0	0
	%	100%	58.33%	4.17%	37.50%	25.00%	0%	4.17%	0%	4.17%	0%	4.17%	0%	4.17%	8.33%	0%	0%	0%
GS-07	#	1,716	1,470	127	119	38	0	20	6	1	0	0	5	1	5	0	0	0
	%	100%	85.66%	7.40%	6.93%	2.21%	0%	1.17%	0.35%	0.06%	0%	0.29%	0.06%	0.29%	0%	0%	0%	0%
GS-08	#	487	444	11	32	7	0	1	4	0	1	0	0	0	1	0	0	0
	%	100%	91.17%	2.26%	6.57%	1.44%	0%	0.21%	0.82%	0%	0.21%	0%	0%	0%	0.21%	0%	0%	0%
GS-09	#	3,549	3,097	110	342	115	0	1	45	26	1	2	10	4	0	22	0	4
	%	100%	87.26%	3.10%	9.64%	3.24%	0%	0.03%	1.27%	0.73%	0.03%	0.06%	0.28%	0.11%	0%	0.62%	0%	0.11%
GS-10	#	488	434	16	38	13	0	0	8	2	0	0	0	0	2	0	0	1
	%	100%	88.93%	3.28%	7.79%	2.66%	0%	0%	1.64%	0.41%	0%	0%	0%	0%	0.41%	0%	0.20%	0%
GS-11	#	109	94	6	9	2	0	1	0	0	0	0	0	0	1	0	0	0
	%	100%	86.24%	5.50%	8.26%	1.83%	0%	0.92%	0%	0%	0%	0%	0%	0%	0.92%	0%	0%	0%
GS-12	#	1,104	969	22	113	42	0	2	16	4	2	2	3	1	0	12	0	0
	%	100%	87.77%	1.99%	10.24%	3.80%	0%	0.18%	1.45%	0.36%	0.18%	0.18%	0.27%	0.09%	0%	1.09%	0%	0%
GS-13	#	534	448	29	57	16	0	5	2	2	0	2	2	0	3	0	0	0
	%	100%	83.90%	5.43%	10.67%	3.00%	0%	0.94%	0.37%	0.37%	0%	0.37%	0.37%	0%	0.56%	0%	0%	0%
GS-14	#	267	219	10	38	12	0	3	4	1	0	1	0	0	3	0	0	0
	%	100%	82.02%	3.75%	14.23%	4.49%	0%	1.12%	1.50%	0.37%	0%	0.37%	0%	0%	1.12%	0%	0%	0%
GS-15	#	14	10	0	4	2	0	0	1	0	0	0	0	0	0	0	0	1
	%	100%	71.43%	0%	28.57%	14.29%	0%	0%	7.14%	0%	0%	0%	0%	0%	0%	0%	0%	7.14%
Total GS	#	8,711	7,501	429	781	258	0	5	104	47	8	4	17	12	3	52	0	6
Employees	%	100%	86.11%	4.92%	8.97%	2.96%	0%	0.06%	1.19%	0.54%	0.09%	0.05%	0.20%	0.14%	0.03%	0.60%	0%	0.07%
SES	#	24	22	0	2	1	0	0	1	0	0	0	0	0	0	0	0	0
	%	100%	91.67%	0%	8.33%	4.17%	0%	4.17%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other Senior Pay	#	73	61	2	10	5	0	0	2	1	0	1	1	0	0	0	0	0
	%	100%	83.56%	2.74%	13.70%	6.85%	0%	0%	2.74%	1.37%	0%	1.37%	1.37%	0%	0%	0%	0%	0%
Total Senior Pay	#	97	83	2	12	6	0	0	3	1	0	1	1	0	0	0	0	0
	%	100%	85.57%	2.06%	12.37%	6.19%	0%	0%	3.09%	1.03%	0%	1.03%	1.03%	0%	0%	0%	0%	0%
GS-1 to GS-10	#																	
	%																	
GS-11 to SES	#																	
	%																	
501 Goal	%				12.00%	2.00%												

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV
Table B5-1: SALARY - Distribution by Disability (Across)**

Year = FY 2020

Salary Range	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]	
																		#
Up to \$20,000	#	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
\$20,001-\$30,000	#	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
\$30,001-\$40,000	#	314	221	86	7	0	0	0	0	0	0	0	0	0	0	0	0	0
	%	100%	70.38%	27.39%	2.23%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
\$40,001-\$50,000	#	977	825	96	56	12	0	1	0	4	0	0	0	2	5	0	0	0
	%	100%	84.44%	9.83%	5.73%	1.23%	0%	0.10%	0%	0.41%	0%	0%	0%	0.20%	0.51%	0%	0%	0%
\$50,001-\$60,000	#	2,005	1,761	61	187	69	0	2	9	40	1	0	1	4	1	10	0	1
	%	100%	87.66%	3.04%	9.31%	3.43%	0%	0.10%	0.45%	1.99%	0.05%	0%	0.05%	0.20%	0.05%	0.50%	0%	0.05%
\$60,001-\$70,000	#	2,366	2,085	64	217	81	0	0	24	23	2	2	8	5	0	14	0	3
	%	100%	88.12%	2.70%	9.17%	3.42%	0%	0%	1.01%	0.97%	0.08%	0.08%	0.34%	0.21%	0%	0.59%	0%	0.13%
\$70,001-\$80,000	#	970	852	37	81	18	0	0	1	12	0	0	1	0	4	0	0	0
	%	100%	87.84%	3.81%	8.35%	1.86%	0%	0%	0.10%	1.24%	0%	0%	0.10%	0%	0.41%	0%	0%	0%
\$80,001-\$90,000	#	410	344	19	47	15	0	0	1	3	1	0	2	0	7	0	1	0
	%	100%	83.90%	4.63%	11.46%	3.66%	0%	0%	0.24%	0.73%	0.24%	0%	0.49%	0%	1.71%	0%	0.24%	0%
\$90,001-\$100,000	#	396	344	8	44	20	0	2	1	7	0	1	1	1	7	0	0	0
	%	100%	86.87%	2.02%	11.11%	5.05%	0%	0.51%	0.25%	1.77%	0%	0.25%	0.25%	0%	1.77%	0%	0%	0%
\$100,001-\$110,000	#	378	332	11	35	9	0	0	2	3	1	0	1	1	0	1	0	0
	%	100%	87.83%	2.91%	9.26%	2.38%	0%	0%	0.53%	0.79%	0.26%	0%	0.26%	0.26%	0%	0.26%	0%	0%
\$110,001-\$120,000	#	242	216	10	16	8	0	0	1	5	2	0	0	0	0	0	0	0
	%	100%	89.26%	4.13%	6.61%	3.31%	0%	0%	0.41%	2.07%	0.83%	0%	0%	0%	0%	0%	0%	0%
\$120,001-\$130,000	#	165	131	7	27	9	0	0	2	4	0	1	1	1	0	0	0	0
	%	100%	79.39%	4.24%	16.36%	5.45%	0%	0%	1.21%	2.42%	0%	0.61%	0.61%	0.61%	0%	0%	0%	0%
\$130,001-\$140,000	#	132	104	6	22	6	0	0	2	0	0	0	1	0	3	0	0	0
	%	100%	78.79%	4.55%	16.67%	4.55%	0%	0%	1.52%	0%	0%	0%	0.76%	0%	2.27%	0%	0%	0%
\$140,001-\$150,000	#	93	75	4	14	3	0	0	1	2	0	0	0	0	0	0	0	0
	%	100%	80.65%	4.30%	15.05%	3.23%	0%	0%	0%	2.15%	0%	0%	0%	0%	0%	0%	0%	0%
\$150,001-\$160,000	#	77	67	2	8	4	0	0	0	0	1	0	2	0	1	0	0	0
	%	100%	87.01%	2.60%	10.39%	5.19%	0%	0%	0%	0%	1.30%	0%	2.60%	0%	1.30%	0%	0%	0%
\$161,001-\$170,000	#	42	35	0	7	4	0	0	1	1	0	1	0	0	0	0	0	1
	%	100%	83.33%	0%	16.67%	9.52%	0%	0%	2.38%	2.38%	0%	2.38%	0%	0%	0%	0%	0%	2.38%
\$180,001 and Greater	#	24	21	0	3	1	0	0	0	1	0	0	0	0	0	0	0	0
	%	100%	87.50%	0%	12.50%	4.17%	0%	0%	0%	4.17%	0%	0%	0%	0%	0%	0%	0%	0%
\$01 Goal	%				12.00%	2.00%												

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table B9-1: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Disability (Participation Rate)

Year = FY 2020

Recognition and Awards	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
Permanent Workforce	# 6,367	5,528	101	619	205	0	2	67	45	0	0	13	7	2	45	0	7
	% 100%	98.21%	1.79%	11.00%	3.64%	0%	0.04%	1.19%	0.80%	0%	0%	0.23%	0.12%	0.04%	0.80%	0%	0.12%
Time-Off Awards: 1-10 hours	# 802	401	401	51	12	0	1	2	3	0	0	1	0	0	3	0	1
	% 100%	96.86%	3.14%	12.32%	2.90%	0%	0.24%	0.72%	0.72%	0%	0%	0.24%	0%	0%	0.72%	0%	0.24%
Total Hours	# 2,724	2,622	102	345	82	0	4	26	20	0	0	4	0	0	20	0	8
Average Hours	# 7	7	0	7	7	0	4	9	7	0	0	4	0	0	7	0	8
Time-Off Awards: 11-20 hours	# 436	218	218	28	6	0	0	4	4	0	0	0	0	0	2	0	0
	% 100%	96.46%	3.54%	12.39%	2.65%	0%	0%	1.77%	0%	0%	0%	0%	0%	0.88%	0%	0%	0%
Total Hours	# 3,616	3,486	130	444	100	0	0	68	0	0	0	0	0	0	32	0	0
Average Hours	# 16	16	1	16	17	0	0	17	0	0	0	0	0	0	16	0	0
Time-Off Awards: 21-30 hours	# 106	53	53	6	3	0	0	3	0	0	0	0	0	0	0	0	0
	% 100%	94.64%	5.36%	10.71%	5.36%	0%	0%	5.36%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 1,389	1,311	78	147	75	0	0	75	0	0	0	0	0	0	0	0	0
Average Hours	# 25	25	1	25	25	0	0	25	0	0	0	0	0	0	0	0	0
Time-Off Awards: 31-40 hours	# 4	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 72	72	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	# 36	36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards: 41 or more hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Awards	# 2,330	1,165	1,165	125	44	0	1	8	18	3	1	1	2	0	7	0	3
	% 100%	100%	0%	10.73%	3.78%	0%	0.09%	0.69%	1.55%	0.26%	0.09%	0.09%	0.17%	0%	0.60%	0%	0.26%
Total Amount	# 376,966	356,967	19,999	39,936	12,970	0	350	2,180	5,185	1,229	292	365	730	0	1,836	0	803
Average Amount	# 324	306	0	319	295	0	350	273	288	410	292	365	365	0	262	0	268
Cash Awards: \$501 - \$999	# 3,780	1,890	1,890	192	73	0	0	26	13	5	0	7	2	2	16	0	2
	% 100%	100%	0%	10.16%	3.86%	0%	0%	1.38%	0.69%	0.26%	0%	0.37%	0.11%	0.11%	0.85%	0%	0.11%
Total Amount	# 1,414,396	1,375,276	39,120	141,094	53,727	0	0	18,920	9,568	3,474	0	5,278	1,481	1,423	12,083	0	1,500
Average Amount	# 749	728	0	735	736	0	0	728	736	695	0	754	741	712	755	0	750
Cash Awards: \$1000 - \$1999	# 1,750	875	875	104	31	0	0	12	5	2	0	0	1	0	11	0	0
	% 100%	94.59%	5.41%	11.24%	3.35%	0%	0%	1.30%	0.54%	0.22%	0%	0%	0.11%	0%	1.19%	0%	0%
Total Amount	# 1,364,597	1,295,000	69,597	149,979	45,045	0	0	18,104	6,706	2,775	0	0	1,097	0	16,363	0	0
Average Amount	# 1,475	1,480	80	1,442	1,453	0	0	1,509	1,341	1,388	0	0	1,097	0	1,488	0	0
Cash Awards: \$2000 - \$2999	# 898	449	449	61	19	0	0	4	3	1	1	3	1	0	5	0	1
	% 100%	96.15%	3.85%	13.06%	4.07%	0%	0%	0.86%	0.64%	0.21%	0.21%	0.64%	0.21%	0%	1.07%	0%	0.21%
Total Amount	# 1,119,079	1,075,131	43,947	143,744	43,477	0	0	8,440	7,536	2,297	2,068	7,092	2,960	0	11,019	0	2,065
Average Amount	# 2,390	2,399	98	2,356	2,288	0	0	2,110	2,512	2,297	2,068	2,364	2,960	0	2,204	0	2,065
Cash Awards: \$3000 - \$3999	# 298	149	149	19	7	0	0	3	1	1	1	1	0	0	0	0	0
	% 100%	98.68%	1.32%	12.58%	4.64%	0%	0%	1.99%	0.66%	0.66%	0.66%	0.66%	0%	0%	0%	0%	0%
Total Amount	# 522,510	515,519	6,991	66,934	24,346	0	0	9,897	3,236	3,848	3,603	3,762	0	0	0	0	0
Average Amount	# 3,460	3,460	47	3,523	3,478	0	0	3,299	3,236	3,848	3,603	3,762	0	0	0	0	0
Cash Awards: \$4000 - \$4999	# 296	148	148	15	4	0	0	2	0	1	1	0	0	0	0	0	0
	% 100%	98.67%	1.33%	10.00%	2.67%	0%	0%	1.33%	0%	0.67%	0.67%	0%	0%	0%	0%	0%	0%
Total Amount	# 669,357	660,617	8,740	66,723	17,715	0	0	9,331	0	4,192	4,192	0	0	0	0	0	0
Average Amount	# 4,462	4,464	59	4,448	4,429	0	0	4,666	0	4,192	4,192	0	0	0	0	0	0
Cash Awards: \$5000 or more	# 56	28	28	4	1	0	0	0	1	0	0	0	0	0	0	0	0
	% 100%	96.55%	3.45%	13.79%	3.45%	0%	0%	0%	3.45%	0%	0%	0%	0%	0%	0%	0%	0%
Total Amount	# 170,813	165,313	5,500	29,445	5,500	0	0	0	5,500	0	0	0	0	0	0	0	0
Average Amount	# 5,890	5,904	196	7,361	5,500	0	0	0	5,500	0	0	0	0	0	0	0	0
Other Awards	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Quality Step Increases (QSI)	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Benefit	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Benefit	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance Based Pay Increase	# 300	150	150	14	5	0	0	2	1	0	0	0	1	0	1	0	0
	% 100%	97.40%	2.60%	9.09%	3.25%	0%	0%	1.30%	0.65%	0%	0%	0.65%	0%	0.65%	0%	0.65%	0%
Total Benefit	# 279,486	272,604	6,882	27,298	11,426	0	0	6,176	1,212	0	0	0	2,556	0	1,482	0	0
Average Benefit	# 1,815	1,817	46	1,950	2,285	0	0	3,088	1,212	0	0	0	2,556	0	1,482	0	0

**U. S. DEPARTMENT OF AGRICULTURE
FOOD SAFETY INSPECTION SRV**

Table B9-2: EMPLOYEE RECOGNITION AND AWARDS - Distribution by Disability (Inclusion Rate)

Year = FY 2020

Recognition and Awards	Total	No Disability [05]	Not Identified [01]	Disability [02-03, 06-99]	Persons With Targeted Disability	Developmental Disability [02]	Traumatic Brain Injury [03]	Deaf or Serious Difficulty Hearing [19]	Blind or Serious Difficulty Seeing [20]	Missing Extremities [31]	Significant Mobility Impairment [40]	Partial or Complete Paralysis [60]	Epilepsy or Other Seizure Disorders [82]	Intellectual Disability [90]	Significant Psychiatric Disorder [91]	Dwarfism [92]	Significant Disfigurement [93]
Permanent Workforce	# 6,367	5,528	101	619	205	0	2	67	45	0	0	13	7	2	45	0	7
	% 100%	98.21%	1.79%	11.00%	3.64%	0%	0.04%	1.19%	0.80%	0%	0%	0.23%	0.12%	0.04%	0.80%	0%	0.12%
Time-Off Awards: 1-10 hours	# 802	401	401	51	12	0	1	2	3	0	0	1	0	0	3	0	1
	% 100%	96.86%	3.14%	12.32%	2.90%	0%	0.24%	0.72%	0.72%	0%	0%	0.24%	0%	0%	0.72%	0%	0.24%
Total Hours	# 2,724	2,622	102	345	82	0	4	26	20	0	0	4	0	0	20	0	8
Average Hours	# 7	7	0	7	7	0	4	9	7	0	0	4	0	0	7	0	8
Time-Off Awards: 11-20 hours	# 436	218	218	28	6	0	0	4	4	0	0	0	0	0	2	0	0
	% 100%	96.46%	3.54%	12.39%	2.65%	0%	0%	1.77%	0%	0%	0%	0%	0%	0%	0.88%	0%	0%
Total Hours	# 3,616	3,486	130	444	100	0	0	68	0	0	0	0	0	0	32	0	0
Average Hours	# 16	16	1	16	17	0	0	17	0	0	0	0	0	0	16	0	0
Time-Off Awards: 21-30 hours	# 106	53	53	6	3	0	0	3	0	0	0	0	0	0	0	0	0
	% 100%	94.64%	5.36%	10.71%	5.36%	0%	0%	5.36%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 1,389	1,311	78	147	75	0	0	75	0	0	0	0	0	0	0	0	0
Average Hours	# 25	25	1	25	25	0	0	25	0	0	0	0	0	0	0	0	0
Time-Off Awards: 31-40 hours	# 4	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 72	72	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	# 36	36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Time-Off Awards: 41 or more hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	% 0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Hours	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Awards	# 2,330	1,165	1,165	125	44	0	1	8	18	3	1	1	2	0	7	0	3
	% 100%	100%	0%	10.73%	3.78%	0%	0.09%	0.69%	1.55%	0.26%	0.09%	0.09%	0.17%	0%	0.60%	0%	0.26%
Total Amount	# 376,966	356,967	19,999	39,936	12,970	0	350	2,180	5,185	1,229	292	365	730	0	1,836	0	803
Average Amount	# 324	306	0	319	295	0	350	273	288	410	292	365	365	0	262	0	268
Cash Awards: \$501 - \$999	# 3,780	1,890	1,890	192	73	0	0	26	13	5	0	7	2	2	16	0	2
	% 100%	100%	0%	10.16%	3.86%	0%	0%	1.38%	0.69%	0.26%	0%	0.37%	0.11%	0.11%	0.85%	0%	0.11%
Total Amount	# 1,414,396	1,375,276	39,120	141,094	53,727	0	0	18,920	9,568	3,474	0	5,278	1,481	1,423	12,083	0	1,500
Average Amount	# 749	728	0	735	736	0	0	728	736	695	0	754	741	712	755	0	750
Cash Awards: \$1000 - \$1999	# 1,750	875	875	104	31	0	0	12	5	2	0	0	1	0	11	0	0
	% 100%	94.59%	5.41%	11.24%	3.35%	0%	0%	1.30%	0.54%	0.22%	0%	0%	0.11%	0%	1.19%	0%	0%
Total Amount	# 1,364,597	1,295,000	69,597	149,979	45,045	0	0	18,104	6,706	2,775	0	0	1,097	0	16,363	0	0
Average Amount	# 1,475	1,480	80	1,442	1,453	0	0	1,509	1,341	1,388	0	0	1,097	0	1,488	0	0
Cash Awards: \$2000 - \$2999	# 898	449	449	61	19	0	0	4	3	1	1	3	1	0	5	0	1
	% 100%	96.15%	3.85%	13.06%	4.07%	0%	0%	0.86%	0.64%	0.21%	0.21%	0.64%	0.21%	0%	1.07%	0%	0.21%
Total Amount	# 1,119,079	1,075,131	43,947	143,744	43,477	0	0	8,440	7,536	2,297	2,068	7,092	2,960	0	11,019	0	2,065
Average Amount	# 2,390	2,399	98	2,356	2,288	0	0	2,110	2,512	2,297	2,068	2,364	2,960	0	2,204	0	2,065
Cash Awards: \$3000 - \$3999	# 298	149	149	19	7	0	0	3	1	1	1	1	0	0	0	0	0
	% 100%	98.68%	1.32%	12.58%	4.64%	0%	0%	1.99%	0.66%	0.66%	0.66%	0.66%	0%	0%	0%	0%	0%
Total Amount	# 522,510	515,519	6,991	66,934	24,346	0	0	9,897	3,236	3,848	3,603	3,762	0	0	0	0	0
Average Amount	# 3,460	3,460	47	3,523	3,478	0	0	3,299	3,236	3,848	3,603	3,762	0	0	0	0	0
Cash Awards: \$4000 - \$4999	# 296	148	148	15	4	0	0	2	0	1	1	0	0	0	0	0	0
	% 100%	98.67%	1.33%	10.00%	2.67%	0%	0%	1.33%	0%	0.67%	0.67%	0%	0%	0%	0%	0%	0%
Total Amount	# 669,357	660,617	8,740	66,723	17,715	0	0	9,331	0	4,192	4,192	0	0	0	0	0	0
Average Amount	# 4,462	4,464	59	4,448	4,429	0	0	4,666	0	4,192	4,192	0	0	0	0	0	0
Cash Awards: \$5000 or more	# 56	28	28	4	1	0	0	0	1	0	0	0	0	0	0	0	0
	% 100%	96.55%	3.45%	13.79%	3.45%	0%	0%	0%	3.45%	0%	0%	0%	0%	0%	0%	0%	0%
Total Amount	# 170,813	165,313	5,500	29,445	5,500	0	0	0	5,500	0	0	0	0	0	0	0	0
Average Amount	# 5,890	5,904	196	7,361	5,500	0	0	0	5,500	0	0	0	0	0	0	0	0
Other Awards	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Quality Step Increases (QSI)	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Benefit	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Benefit	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance Based Pay Increase	# 300	150	150	14	5	0	0	2	1	0	0	0	1	0	1	0	0
	% 100%	97.40%	2.60%	9.09%	3.25%	0%	0%	1.30%	0.65%	0%	0%	0.65%	0%	0.65%	0%	0.65%	0%
Total Benefit	# 279,486	272,604	6,882	27,298	11,426	0	0	6,176	1,212	0	0	0	2,556	0	1,482	0	0
Average Benefit	# 1,815	1,817	46	1,950	2,285	0	0	3,088	1,212	0	0	0	2,556	0	1,482	0	0