

DOD DNGB Nevada National Guard

For period covering October 1, 2020 to September 30, 2021

<b>PART A</b> Department or Agency Identifying Information	<b>1. Agency</b>	<b>1.</b> DOD DNGB Nevada National Guard
	<b>1.a</b> 2nd level reporting component	
	<b>2. Address</b>	<b>2.</b> 2460 Fairview Drive
	<b>3. City, State, Zip Code</b>	<b>3.</b> Carson City, NV 89701
	<b>4. Agency Code</b>   <b>5. FIPS code(s)</b>	<b>4.</b> NGNV   <b>5.</b> 32510

<b>PART B</b> Total Employment	<b>1.</b> Enter total number of permanent full-time and part-time employees	<b>1.</b> 350
	<b>2.</b> Enter total number of temporary employees	<b>2.</b> 161
	<b>3. TOTAL EMPLOYMENT [add lines B 1 through 2]</b>	<b>4.</b> 511

<b>PART C</b> Agency Official(s) Responsible For Oversight of EEO Program(s)	Title Type	Name	Title
	Head of Agency	Ondra Berry	Adjutant General
	Principal EEO Director/Official	Mr. Kenneth DuPree II	Director of Equal Opportunity
	Women's Program Manager (SEPM)	Ms. Amy Klima	J9 Director
	Disability Program Manager (SEPM)	Amanda Willis	Employee Relations Specialist
	Reasonable Accommodation Program Manager	Amanda Willis	Employee Relations Specialist

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<b>PART D</b> List of Subordinate Components Covered in This Report	Subordinate Component and Location (City/State)	Country	Agency Code
<b>EEOC FORMS and Documents</b>	<b>Required</b>	<b>Uploaded</b>	
Organization Chart	Y	Y	
EEO Policy Statement	Y	Y	
Alternative Dispute Resolution Procedures	Y	Y	
Agency Strategic Plan	Y	Y	
Personal Assistance Services Procedures	Y	Y	
Reasonable Accommodation Procedure	Y	Y	
Anti-Harassment Policy and Procedures	Y	Y	
Disabled Veterans Affirmative Action Program (DVAAP) Report	N	N	
EEO Strategic Plan	N	N	
Federal Equal Opportunity Recruitment Program (FEORP) Report	N	N	
Human Capital Strategic Plan	N	N	
Results from most recent Federal Employee Viewpoint Survey or Annual Employee Survey	N	N	
Diversity Policy Statement	N	Y	

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**EXECUTIVE SUMMARY: MISSION**

**Mission:** In our commitment to Diversity, Equity and Inclusion, we welcome people from all backgrounds and seek to understand and appreciate the various customs and values diversifying our force. Our commitment to work toward a culture that values diversity requires that we create, promote and maintain activities which further our understanding of all individuals and groups. We continue to develop and communicate policies that discourage intolerance and discrimination, and improve morale and productivity through visible and active command initiatives as an integral part of the Mission Readiness of the NVNG.

**Vision:** Soldier and Airman centric, mission ready, community oriented, and relevant to the multi-domain operating environment. The Nevada National Guard's policy to implement a strong affirmative employment program and to provide Equal Employment Opportunity for all in the areas of recruitment, hiring, promotions, transfers, reassignments, training, benefits, separation, and in all policies affecting the treatment of National Guard Title 32 and Title 5 employees. Equal Employment Opportunity continues to be a high priority to the Adjutant General in Nevada. This past year had focus on enforcing his statewide goal of ensuring an equal opportunity and diverse workforce that fosters dignity and respect for all soldiers, airmen and civilians.

The State Equal Employment Manager (SEEM) is the State Diversity and Inclusion Manager and administratively manages the Nevada Joint Diversity Executive Council (JDEC). The JDEC is chaired by the Army Land Component Commander. The Army Land Component Commander is also the Region VII representative on the National Guard Bureau Diversity Executive Committee. The State has published a State Diversity Strategic Plan and the council meets regularly with management controls in place to ensure active measures are being taken to meet strategic objectives. The NVNG Joint Diversity Executive Council (JDEC) meets quarterly to work Diversity & Inclusion initiatives. Because the JDEC is comprised of the most senior leaders within the organization, the programs and practices receive high visibility and are constantly improving.

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EXECUTIVE SUMMARY: ESSENTIAL ELEMENT A-F

**Essential Element A – Demonstrated commitment from agency leadership.**

The Nevada National Guard continues command emphasis to reach our goal of parity to identify minority and female populations and target that audience with recruiting efforts. To best reach the State's growing diverse population, our goal is to target underrepresented areas.

Our goals is to truly become a community partner and show what the Guard has to offer to all ethnic and cultural groups by emphasizing community support and outreach.

The Adjutant General for the Nevada National Guard, MG Ondra Berry, has an EEO and Sexual Harassment policy statement in place. Employees are informed about EEO policies and programs through a variety of methods including New Hire Orientation, web sites, training sessions and electronic bulletin boards throughout the State. Managers and supervisors are expected to support the agency's EEO program in a variety of ways. Appropriate actions are taken and a system is in place to address EEO concerns throughout the agency.

The goal of leadership is to ensure our Soldiers, Airmen and Civilians are operating in a positive environment that embraces diversity and diversity of thought; is free of harassment due to race, gender, sexual orientation or spiritual beliefs.

The organization is committed to resolve problems/disagreements and other conflicts in the workplace as they arise. The agency has established an effective Alternative Dispute Resolution/Mediation program supported by twenty trained mediators. The agency encourages mediation for resolution in all matters. In addition the agency ensures a workplace that is free from all forms of discrimination, harassment and retaliation.

The NVNG demonstrates its commitment and support of EEO programs through the assignment of fulltime personnel in EEO functional areas. The EEO Manager position is located in the Joint Force Headquarters (State) under the J9 (Director of Warrior, Wellness, and Family Support). This position is under the general supervision of the J9, with

direct access and advisory responsibility to the Adjutant General (TAG) on all Equal Employment Opportunity (EEO) and diversity management issues. SEEM has direct access and advisory responsibility to Head of Agency. This meets intent of 29 CFR §1614.102(b)(4) which enables the SEEM to be responsible for agency program in accordance with 29 CFR §1614.102(c). As explained in the MD715 report, the SEEM is administratively assigned to the J9. The SEEM has access to the TAG on all duties and responsibilities relating to the SEEM. There is no actual or perceived conflict of interest within the NVNG based on this relationship.

Two part time/drill status Army National Guard (ARNG) members and one part time/drill status Air National Guard (ANG) Military Equal Opportunity (MEO) professionals work to administer Military EO policy. EEO and Anti-Harassment policy letters are signed and distributed throughout the organization. The policies included statements pertaining to the discriminatory bases, the prohibition of harassment and reprisal, and the importance of fostering a climate of dignity, fairness and respect. The collaborating efforts of this team ensure we attain a Model EEO Program.

**Essential Element B – Integration of EEO into the agency's strategic mission.**

The agency's Diversity Strategic Plan incorporates the fundamentals of the EEO program. The Adjutant General continued to demonstrate leadership in support of EEO principles and Diversity & Inclusion initiatives in the strategic plans and daily operations of the organization. His senior leaders are appointed as members of the JDEC, and contribute to the identification and monitoring of goals that meet the agency's strategic mission.

**Essential Element C – Management and program accountability.**

For FY 21 our full time force is composed of dual-status technicians, title 5 employees and Active Guard Reserve (AGR) personnel. Leaders of the NVNG are committed to maintaining a workplace free of discriminatory violations or harassment.

**Employees, supervisors and managers are aware of the penalties for being found to perpetuate discriminatory behavior or for taking personnel actions based upon a prohibited basis. Annual self-assessments are**

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**conducted**  
**to evaluate the effectiveness and efficiency of the EEO program. The EEO Office has established a close working relationship that allows for upfront involvement and information sharing in Human Resources Office programs including Staffing, Employee Relations, Employee Development and Labor Relations. The SEEM administers the Alternative Dispute Resolution program, recruits new mediators and provides professional development and continuing education opportunities for current mediators. Annually, the organization reviews the Merit Promotion Program Plan and plans are in place to develop of an Employee Recognition Plan.**

EEOC Form 715, EEOC 462 Report, and all other EEO reports were appropriately discussed, prepared, and submitted in support of program accountability guidelines.

The demographics of our Military Labor Force (MLF) continue to reflect the State of Nevada's demographics. The NVNG Full Time manning predominately authorizes appointments for excepted service which requires technicians to maintain their military membership. Because of the Dual Status requirement the employees must meet military standards to remain employed. From this military labor force, we recruit full time employees to our technician T32 and Title 5 workforce. Trained EEO counselors are in place and provided annual refresher training.

A continual barrier identified is the under representation of minorities and women in the T32 technician workforce that is comparable to the Military Labor Force (MLF). The goal is to continue working with Army and Air National Guard recruiters to increase underrepresented groups in the Military Labor Force therefore increasing opportunities of technician employment for our minority and women members of the guard.

Training is conducted within the first year of appointment. This training includes the tenants of EEO with practical exercises to assist supervisors and managers on resolving conflicts as they arise. Workplace harassment, ADR and Reasonable Accommodation are also provided during this training. A "State of the Agency" brief is scheduled annually with the agency head to provide information on the annual reports and recommendations to eliminate any barriers identified. The SEEM communicates regularly with HRO Benefits & Entitlements and Labor Relations specialist to monitor trends in the areas of the Employee Awards, Development and Training Program as well as the compliance of the Merit Systems Protection Board and Labor Relations findings. The agency allocates sufficient funding for EEO Programs including Professional Development, Refresher Training, Alternative Dispute Resolution (ADR) and EEO Training. The EEO Manager is also the coordinator for the Special Emphasis Program and an active member of the State Diversity Committee. The EEO Manager is actively involved with many local diversity organizations.

**Reasonable Accommodation Policy:**

A. Standard Operating Procedure (SOP) for Processing Requests for Reasonable Accommodation (RA) and Personal Assistance Services (PAS) was published December 1, 2018. This document was also submitted to EEOC for review. The EEO and office has established a Reasonable Accommodation and Personal Assistant Services request and operating policy and procedures. The complaint processing guide incorporates formal complaint and subsequent appellate processes and attempt to establish firewalls between the Disability Program/ Reasonable Accommodation Request processes, legal reviews of complaints, and establish training programs to ensure supervisors and employee's understand and can identify when a reasonable accommodation is being requested. The agency provides reasonable accommodations per the accommodation policy. This included utilization of the Computer/Electronic Accommodation Program (CAP) as much as possible in order to be responsive to requests and defer costs even in light of CAP removing the sit-to-stand stations as part of their program. The staff Occupational Health Nurse is involved in workplace accommodations and ergonomics. No complaints were filed against the agency regarding reasonable accommodation in FY21. Our Human Resources Specialist for Benefits is appointed as the collateral duty Disability Program Manager (DPM) and will attended the DPM course in 2021.

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**Employment of PWD/PWTD:**

Background: 32 USC 709-Technicians: employment, use, status (Federal Technician Act of 1968). During the reporting period of FY 19, the Nevada National Guard federal technician workforce was codified under the provisions of 32 USC 709:

(b) Except as authorized in subsection (c), a person employed under subsection (a) must meet each of the following requirements: (1) Be a military technician (dual status) as defined in section 10216(a) of title 10. (2) Be a member of the National Guard. (3) Hold the military grade specified by the Secretary concerned for that position. (4) While performing duties as a military technician (dual status), wear the uniform appropriate for the member's grade and component of the armed forces.

Military technician dual status position authorized by this law is outside the competitive service and requires the employee to be a member of the National Guard (military service). Thus mandating the prerequisite of military enlistment or commissioning into the Armed Forces. To qualify as a member of the military, an enlistee or officer candidate must meet entry military medical fitness regulatory standards (fitness for duty in the reserve component) and upon induction into military service, the member must maintain military medical fitness regulatory standards or be separated through an applicable medical evaluation board/physical evaluation board process. If a federal technician loses military membership because of a disqualifying medical condition, then the federal technician is terminated from their technician position.

Title 32 employees are controlled under 32 USC 709-Federal Technician Act of 1968. Military medical fitness standards control qualification for title 32 federal technician dual status employment. Noteworthy, neither veteran's preference nor schedule A hiring authorities are applicable in the Title 32 military technician excepted service hiring process. 29 CFR 1614 as it pertains to the establishment of numerical goals for PWD/PWTD is not applicable to the Title 32 military technician workforce.

Part J. Plan to Recruit and Hire Individuals with Disabilities. There was not a regulatory basis for the agency to use programs and resources that identify applicants who are eligible to be appointed under hiring authorities in FY 19 MD715 reporting period as this agency was a Title 32 military labor force as addressed previously. Again, we are regulatory constrained (barrier) in considering only title 5 excepted service new hires under veteran's preference hiring authority and schedule A. Since FY 19, the agency has established a plan to gradually increase the number of PWD and PWTD in its Title 5 workforce. A plan could focus on increasing the agencies use of authorized hiring authorities to take disability in to account, considering disability status as positive factors in hiring, promotion or assignment decisions to the extent permitted by law. The NVNG has a contract program called Work for Warriors who work with all veterans to assist them with employment. This program is a source to recruit individuals with disabilities to the Title 5 vacancy positions that are being recruited by the Nevada National Guard.

We encouraged our Title 5 workforce to honestly report their status in order to assist us in attaining our goals. The following PWD/PWTD goal attainment for FY 21 reporting year which is 28% PWD and 5% PWTD. This data is only among the Title 5 employees. If you combine the Title 32 employees with the Title 5 employees then we are 7/ below 1% of the 12/2% goal for FY 21 and will always below 1%. On the B tables the Title 32 and 5 numbers are combined which puts the NVNG below the 12/2% goal. To add to this success, we have a robust new employee in processing where we are encouraging and capturing self-identification of a disability on SF256 for all Title 5 hires. These practices in FY21 is enabling the NVNG to successfully identify and hire job applicants with disabilities. The NVNG is marching forward to achieve model agency status for PWD/PWTD employment among the Title 5 population.

There could be reluctance on the part of these title 5 excepted service employees to self-report on SF256 and or thru the online mybiz application in concern that a disability disclosure would negatively impact their military medical qualification resulting in military separation. Sustained education over a period of time, a cultural attitude and change will be needed to properly capture data as it pertains to achieving PWD/PWTD goals. Many of our current Title 5 employees converted from a previous Dual Status and many of them remain a traditional member of the

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Nevada National Guard. Therefore these civilian employees must continue to maintain physical and readiness standards required by the military. These Title 5 employees are not likely to have any of the disabilities on the SF Form 256. Considering the fact that many T5 employees are still traditional members of the national guard, it is noteworthy that we have 28/5% PWD/PWTD among our Title 5 employees.

The NVNG continued to coordinate with the Work for Warrior (W4W) Program, a program that assists guard members and veterans with employment opportunities. Work For Warriors is a free federally funded employment program open to all National Guardsmen, Reservists and their immediate family, as well as Gold Star families and Veterans in need. This is a contract program consisting of a team of employment specialists who assist veterans and current guard members in gaining employment throughout the state. Work for Warriors employment Specialists are themselves veterans and are skilled in resume development, coaching on job searches and employer relations. The Employment team also assists individuals in gaining employment as a Title 32 Technician or Title 5 employee with the Nevada National Guard. They assist candidates through the entire employment process, from start to finish. Work for Warriors Nevada has employment coordinators located in 4 offices in both the Las Vegas and Reno metro areas. Commitment to helping Guard Members, Veterans, and their family members begin meaningful careers that fit their skills, knowledge, and abilities. This is accomplished through one on one assistance and partnerships with local businesses and organizations. This program has become a retention tool to retain military members because they were able to find employment and not leave the Nevada Guard to move out of state for employment. The Work for Warriors team partnered with the NVNG Human Resources Office to assist guardsmen in preparing resumes for Technician, Title 5 and AGR positions. W4W also assisted the NVNG HR department in recruiting veterans and disabled veterans into the vacant Title 5 positions. This raised the quantity and quality of applicants and opened more opportunities for military members to have full time employment in the guard. The NVNG has established goals for hiring PWD/PWTD among its Title 5 employees. Additionally the agency will work to hire Schedule A applicants for open Title 5 positions.

**Essential Element D – Proactive prevention of unlawful discrimination.**

**The agency policies and practices support program operations. The program infrastructure provides visibility to EEO programs and practices. The State Equal Employment Manager has collateral duty appointments for the required Equal Employment Counselors and Special Emphasis Program Managers. All new employees attend an initial orientation session (conducted twice a month) and receive training on No FEAR Act, EEO and Harassment. Each new employee is provided copies of the agency policy memorandums during new employee orientation.**

**When supervisor training (initial or refresher) is provided, supervisors receive training on EEO, No FEAR Act, Harassment, Reasonable Accommodation and ADR/Mediation during the Supervisor training course. Supervisor training is conducted regularly, emphasizing the supervisor's roles and responsibilities in eliminating attitudes, behaviors, and practices that would adversely impact organizational cohesiveness. Generational training is also provided during Supervisor Training in an effort facilitate understanding of generational dynamics. Our commitment to work toward a culture that values diversity requires that we create, promote and maintain activities which further our understanding of all individuals and groups. We continue to develop and communicate policies that discourage intolerance and discrimination, and improve morale and productivity through visible and active command initiatives as an integral part of the mission readiness of the NVNG.**

## Status of Policies:

a. Nevada National Guard Joint Civilian Discrimination Complaint Instruction guide (NVMD 9600) was published on 1 Nov 2017 and will be updated when new leadership comes in. The EEO policy was updated July 2019. We

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currently post quarterly No FEAR information on our external or public website and the data is reported to the EEOC through the annual 462 report.

b. policies for the prevention of Sexual Harassment, Equal Opportunity/Equal Employment Opportunity and complaint procedures are maintained on NVNG web site and internal SharePoint.

Additionally, we conduct the annual Defense Equal Opportunity Climate Survey (DEOCS) in all of our military units, which covers the majority of our full-time employees. The organization has a subscription to Survey Monkey and it is available to any agency who wishes to conduct an in house workplace survey. In 2019 utilized Survey Monkey for exit surveys for all full-time employees leaving our organization to collect feedback.

Our Army National Guard military personnel are required to take Equal Opportunity and Sexual harassment training biennially and this training is tracked in DTMS for ARNG and recorded in the Annual Narrative and Statistical Report. The Air National Guard trains annually in HRE/POSH and this information is recorded and reported in the Wing annual report.

Anti-Harassment is currently combined with the Prevention of Sexual Harassment, EO and EEO policies.

Barrier Analysis: Our agency showed under-representation in all demographics regarding females and we are underrepresented

in all categories regarding minorities as well. Our full-time personnel are reflective of the military labor force and our recruitment efforts are inclusive in marketing and branding to most minority areas in order to increase our demographics or the available pool in all areas.

**Essential Element E – Efficiency.**

The agency ensures that new EEO counselors receive 32 hours of training and receive the 8 hours of refresher training on an annual basis as required in accordance with the EEO Management Directive MD-110. Also, the agency provides the aggrieved person with timely EEO counseling and written notification of his/hers rights and responsibilities. The agency offers an ADR program during the pre-complaint and formal complaint stages of the EEO Process. EEOC form 462 is submitted on an annual basis and used as a tool for trend analysis.

The fulltime EEO and MEO professionals are assigned at the major organizations, assisting leaders in the fair and impartial administration of the complaint and alternative dispute resolution (ADR) processes.

ADR techniques are trained, offered and utilized to resolve a wide range of conflicts throughout the organization.

The EEO office tracks and monitors all complaints and general EEO requests for assistance. The fulltime EEO professionals initiate and assist in the smooth operation of complaints adjudication. Leaders of the NVNG are committed to maintaining a workplace free of discriminatory violations or harassment. The SEEM has prepared the 2021 EEOC Form 715 Tables 1-5 and Parts A-J as required by the MD 715 for a workforce population of 511 employees. The Agency will post the FedSEP automatically generated Affirmative Action Plan on the agencies external website as required.

**Essential Element F – Responsiveness and Legal Compliance.**

The agency is in full EEO compliance with the law, including EEOC regulations, orders and other written instructions. Legal Counsel and EEO Manager comply with all EEOC standards and actions. Several items in MD-715 have been to include data collection and analysis systems; complaint tracking and monitoring; tracking recruitment efforts and analyzing potential barriers.

NVNG EEO professionals are trained on the requirements of this Element. The EEO Manager attends the annual EXCEL and FDR conference in order to maintain current knowledge. Our Deputy HRO, Labor Relations and legal counsel also attend.

a. SEEM partners with the Judge Advocate General Corps (JAG) when processing formal complaints to ensure compliance with time frames set by EEOC. JAG assists the SEEM when coordinating EEO Investigators and ensure that the adjudication function of its complaint resolution process are separate from its legal defense arm of the agency. SEEM maintains a tracking system for all complaints. This agency uses collateral EEO counselors for pre-complaint processing and counseling complaints. Adjutant General as the Agency Head has final settlement authority. The state Staff Judge Advocate (SJA) handles all EEO legal reviews and is also the agency representative in complaints. This agency has not, during this reporting period, processed any formal



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EEO complaints, been issued an Equal Employment Opportunity Commission (EEOC) order or administrative decision. If an order is issued, the agency will take all necessary steps to comply. Final agency decision (FAD) authority is held by the head of the agency or the Adjutant General for the NVNG. We no longer fall under NGB authority or coordination for EEO procedures or complaints.

EXECUTIVE SUMMARY: WORKFORCE ANALYSES

Table A1, TOTAL WORKFORCE: FY19: 499, FY 20: 424, FY 21: 511

**Total Workforce Increase:**Female +17 (24% total), W/female +5 (15% total), Hispanic/Latino male +5 (38% total), 2+ Races male +9 (16% total), 2+ Races female +4 (17% total)

**Total Workforce Decrease:** Native Hawaiian/PI no change at 0% total. Permanent Workforce, there was a drop of 2+ females of -1. Temporary workforce increased significantly from 126 to 161 and of the increase of 35 temporary employees, 9 of them females, 23 white males.

Table A2: TOTAL WORKFORCE BY COMPONENT:

Primary source of applicants is from the Military Labor Force for all positions because of the Dual Status requirement. Data shows lower representation of full time technicians in all minorities compared to our total guard population. Trend since 2011. Analysis of this data is comparison to the Military Labor Force (ARNG, ANG) and the technician workforce.

- i. of this data is comparison to the Military Labor Force (ARNG, ANG) and the technician workforce. Primary source of applicants is the MLF for all positions because of the Dual Status requirement. Data shows lower representation of full time technicians in all minorities compared to our total guard population. Trend since 2011. Male population of technicians is 78%, NVNG 76%. Trend since 2011. Female Tech FY 21=48% and NVNG=24%. White male Tech population 55%. FY 21 W/M Tech is 53%. (FY 20=54%) (FY19=57%). White female Tech population 15%. FY 21 W/F Tech is 15%. (FY 20=17%), (FY19=17%). Upward trend and percentage went down due to the overall number has gone up. All minority/female representation in Tech workforce is close in comparison to Guard members. Hisp Male: Tech=7%, NVNG 5%. Hisp Female: Tech= 6%, NVNG=2% . Black Male: Tech=6%, NVNG=2%. Black Female: Tech=7%, NVNG=<1%. Asian Male: Tech=2%, NVNG=3%.

Table A3, OCCUPATIONAL CATEGORIES. Professional occupational code:

- i. Occ Code: Males-74%, (FY 20=78%) most are white. Women=26%, (FY 20=22%) Positions are pilots, flight engineers, accountants, computer programmer, auditors. Craft Workers Occ Code: Males-92%, most are white. Women=8% (FY20=10%). Positions are auto and aircraft mechanic, equipment repairers. Administrative Occ Code: Males-56%. Female-44 %. Positions are accounting, auditors, computer operators, human resources.

Barriers. Non Traditional career fields are auto and aircraft mechanic, equipment repairers, flight engineer, pilots, accountants, computer programmer. Lower minority and female representation of DSGs in this MOS/AFSC reduces applicant pool for hiring or promotion. Career field is not common for women or minorities. Continual low numbers of women and minorities in higher grades. Recommendations. Continue minority and women DSG recruiting for these positions. Continued monitoring of applicant flow. Continue to promote women and minorities to higher grades.

Table A4 (Perm, Temp) Participation Rates for General Schedule (GS).

GS-11 is the largest grade category in the NV Perm. workforce, with 70% (FY20-73%) males GS-11, 30% (FY20-27%) females. The highest number of females are at the GS-11 level but GS 11-12 levels are increasing . (FY 18 GS-9 females majority). At the higher levels (GS 13-15), males (white) fill 23 of the 27 positions. (FY20=20 of 24) positions. 1 GS 13 is Asian male. Higher grade temp positions are filled by males, lower grade by female.

EXECUTIVE SUMMARY: WORKFORCE ANALYSES

a. B1. TOTAL WORKFORCE DISTRIBUTION BY DISABILITY.

The NVNG full time force is predominantly made up of dual-status technicians that must maintain their military membership to be an employee of the NVNG. Military members must maintain physical standards which would likely disqualify persons with disabilities (PWD) and persons with targeted disabilities (PWTD) from gaining military membership. Our percentages of PWD and PWTD are below the federal benchmark but with the transition for National Guard agencies to hire Title 5 federal civilian employees, this will widen our labor pool for the upcoming year and provide opportunities to establish an effective affirmative action plan to recruit PWD and PWTD but only among our title 5 workforce.

A. FY21, 26 (28%) **Title 5** employees reported a disability through MYBiz. Goal is 12%. PWTD: 5 (5%) reported a targeted disability. Goal is 2%. In Jan 2021 we resurvey only Title 5 employee workforce. Encouraged Title 5 workforce to honestly report their status in order to assist us in attaining our goals. If you combine the Title 32 employees with the Title 5 employees then we are at 7%/1% of the 12/2% goal. This does not exempt us from having a program of recruiting, hiring, and advancement of persons with disabilities. If we added this number of Title 5 to the T32 workforce numbers, the disabilities numbers would be below 1%.

T5 Employees are not always aware of self-identification in My Biz to update their status. T5 employees are DSGs and may not report their disability. Recommendations. Develop strategies for maintaining current and accurate data on self-identified individuals with disabilities. Encourage employees (T5) to accurately report status on MY BIZ. Resurvey T5 employees to collect accurate data. For FY 20 reporting period, we will resurvey all employees for updated disability data. The Disability Program Manager is collateral duty.

EXECUTIVE SUMMARY: ACCOMPLISHMENTS

ACCOMPLISHMENTS

The Nevada National Guard won National Guard Bureau Excellence in Diversity Awards for four years. The NGB Excellence in Diversity Awards are presented to outstanding National Guard individuals, organizations, states and territories for significant contributions to diversity and inclusion initiatives.

This reporting year, the NVNG engaged in an annual Women's Day event. The Nevada National Guard hosted two Women's Day Events. This event draws crowds of more than 250 Guard members at the Nevada Office of the Adjutant General in Carson City and again highlighted our commitment toward creating a more inclusive force. This event is dedicated to educating our member's on women's experiences and encouraging women to be in leadership roles within our organization ongoing commitment to promote diversity and inclusion. While celebrating one observance per month, we held observance events to increase awareness through diversity in under-represented groups. Including having a month to recognize all the world's cultures to give everyone a broad perspective on global diversity and culture. These events has included ethnic food tasting, entertainment for various cultural backgrounds like Polynesian dancers, and resource tables that demonstrate the different cultures. Many display booths represented cultures from around the world. The Tonga booth invited people from the local community who cooked the tasty dishes from their island nation for all to sample. Special Emphasis/Observance information is provided to all employees via email distribution and posting in all facilities as well as posted to the internal website and public media for all EO practitioners, commanders, employees and units to access.

The Nevada National Guard has maintained a partnership program with the country of Tonga since 2013. Tonga and Fiji are the State Partnership Program countries for the Nevada National Guard and we continue with a long term relationship with members of the Tongan community. The State Partnership Program continues to open communication between the leadership of the country of Tonga and the Nevada National Guard.

Nevada continues to focus on recruiting quality service members, retaining our current force, increasing its diversity in under-represented groups such as women, Native Americans and Hispanic population groups and managing the overall attrition within its ranks. In Nevada the mission and success of our Recruiting and Retention teams (Air and Army) greatly impacts our military labor force; again, upon which we draw the majority of our full time workforce.

EXECUTIVE SUMMARY: PLANNED ACTIVITIES

## PLANNED ACTIVITIES

Web Site Posting: We have posted all policies on our internal web sites and integrated the information into our new employee orientation briefs and our Supervisor Trainings. Pursuant to 29 C.F.R. § 1614.203(d)(1)(ii), the State Human Resource Offices have control over staff and training resources and Part H of the next MD715 will address staffing status as well as identify the responsible official(s) to oversee compliance with the Architectural Barrier Act. We continue to update and upgrade the public site, share point and GKO site. The State Human Resource Office will also develop staffing and training strategies as well as plans for community outreach to organizations that assist PWD in securing employment. However the uniqueness of the NVNG due to its military work force structure and its requirements for federal employment. The NVNG's goals with PWD recruiting for the future Title 5 only workforce is proactive and will be oriented to more schedule A hiring.

Major initiatives for the Nevada National Guard's EEO program include a continuation of data analysis and tracking of trends in order to identify and analyze barriers. Nevada's goal is to continue to recruit our technician workforce that reflects our national Guard Soldiers and Airmen and the communities they serve. The number of positions and scope of work provide enormous potential for anyone seeking employment with the NVNG. Continuous attention to the efforts of career enhancements and the distribution of that information is key towards realizing the NVNG EEO vision. The primary direction of the NVNG EEO program this year is to continue its information management communications, improve the professional knowledge base, and increase the focus on recruitment of women and minorities through the Special Emphasis program.

The State Equal Employment Manager (SEEM) works closely with the Staffer in HRO for effective tracking of applicant data. This data will include how many applications were received for job openings and applicant data such as gender, race, ethnicity, and how many were qualified vs. not qualified. By continuing to gather and trend this information, it may show potential barriers in the qualification, selection, and hiring process.

In conclusion, the Nevada National Guard will make all efforts to meet regulatory requirements and submit our annual Management Directive 715 with all required data tables and part data to reflect the efforts to be a model agency.

The National Guard must be a diverse team, representative of the community and nation it serves and defends. The National Guard needs leaders and a workforce equipped with diverse cultural awareness to execute the mission globally. The National Guard envisions a culture that values, measures and promotes fairness, dignity and worth of every member as a measure of enhancing readiness. By having all our managers, supervisors, EEO officials, and staff members play an active role in the implementation and success of this Affirmative Plan of Equal Employment Opportunity, it will become an excellent management strategy in successfully fulfilling our mission.

The Adjutant General's vision is to have "The most professional, competent, and reliable state National Guard organization in the United States of America." We will continue to enhance our organization by continuing to value our personnel and diversifying our military and full time work force through retention and recruiting efforts to reflect our state's population. Each team member of our full-time force has been tasked to strive for a balanced and diverse work force mirroring the demographics of the great State of Nevada. The Nevada National Guard is an equal opportunity employer and we support and challenge all of our employees to rise to their fullest potential. This is not just based on regulatory requirements, but imbedded and aligned within our organizational values as well as my priorities and vision.

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

[Redacted] am the  
(Insert Name Above) (Insert official title/series/grade above)

Principal EEO Director/Official for

[Redacted]  
(Insert Agency/Component Name above)

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

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

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

\_\_\_\_\_  
Signature of Principal EEO Director/Official  
Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agency Head or Agency Head Designee



\_\_\_\_\_  
Date

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Agency Self-Assessment Checklist



Essential Element: A Demonstrated Commitment From agency Leadership

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	A.1. The agency issues an effective, up-to-date EEO policy statement.				
	A.1.a. 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", please provide the annual issuance date in the comments column. [see MD-715, II(A)]	X			EEO policy letter issued Nov 4, 2021. 11/4/2021
	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)] If the EEO policy statement covers any additional bases (e.g., marital status, veteran status and political affiliation), please list them in the comments column.	X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	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)]	X			
	A.2.a.2. Reasonable accommodation procedures? [see 29 CFR § 1614.203(d)(3)]	X			
	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, Special Emphasis Program Managers, and EEO Director? [see 29 C.F.R § 1614.102(b)(7)]	X			Public site <a href="https://nv.ng.mil/Pages/Departments/EEO.aspx">https://nv.ng.mil/Pages/Departments/EEO.aspx</a>
	A.2.b.2. Written materials concerning the EEO program, laws, policy statements, and the operation of the EEO complaint process? [see 29 CFR §1614.102(b)(5)]	X			Public Site <a href="https://nv.ng.mil/Pages/Departments/EEO.aspx">https://nv.ng.mil/Pages/Departments/EEO.aspx</a>
	A.2.b.3. Reasonable accommodation procedures? [see 29 CFR § 1614.203(d)(3)(i)] If so, please provide the internet address in the comments column.	X			Quarterly slide briefing for supervisor training class. Public site <a href="https://nv.ng.mil/Pages/Departments/EEO.aspx">https://nv.ng.mil/Pages/Departments/EEO.aspx</a>
	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", please provide how often and the means by which such training is delivered.	X			Quarterly slide briefing for supervisor training class and during new hire orientation
	A.2.c.2. ADR process? [see MD-110, Ch. 3(II)(C)] If "yes", please provide how often.		X		No policy exists however slide ADR briefing for supervisor training class and new hire orientation
	A.2.c.3. Reasonable accommodation program? [see 29 CFR § 1614.203(d)(7)(ii)(C)] If "yes", please provide how often.	X			Quarterly, slide briefing for supervisor training class and new hire orientation



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A.2.c.4. Anti-harassment program? [see EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors (1999), § V.C.1] If “yes”, please provide how often.	X		Quarterly slide briefing for supervisor training class. and new hire orientation	
A.2.c.5. Behaviors that are inappropriate in the workplace and could result in disciplinary action? [5 CFR §2635.101(b)] If “yes”, please provide how often.	X		Quarterly slide briefing for supervisor training class and new hire orientation	
 <b>Compliance Indicator</b>	A.3. The agency assesses and ensures EEO principles are part of its culture.		<b>Measure Has Been Met</b>  Yes      No      N/A	<b>For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report</b>
 <b>Measures</b>				
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 one or two examples in the comments section. .	X		Annual diversity and inclusion awards, along with SEPM awards are tools to recognize our members. Awards program being developed.	
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]'	X		Agency is currently using the Defense Equal Opportunity Climate Survey (DEOCS) and has used survey monkey as an exit tool. DEOCS was primary for the part time force although dual-status members would provide information about their full time work experience in the survey. FEVS was planned for FY 21 but was not accomplished.	

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

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	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.				
	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)]	X			In accordance with the Elijah J Cummings Act the State Equal Employment Manager (SEEM) now changed to the title of the Director of Equal Opportunity (DEO) reports to the Adjutant General (TAG).
	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 programmatic offices? If "yes," please provide the title of the agency head designee in the comments.			X	the Director of Equal Opportunity (DEO) reports to the Adjutant General (TAG).
	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)]	X			
	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]	X			Email and monthly meeting
	B.1.c. During this reporting period, did the EEO Director present to the head of the agency, 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", please provide the date of the briefing in the comments column.	X			May 2020 (EEO Specialist-Current Director onboarded Jun 2021)
	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)]		X		Only attend Army Personnel briefing

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	B.2. The EEO Director controls all aspects of the EEO program.				
	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)] If not, identify the office with this authority in the comments column.	X			
	B.2.b. Is the EEO Director responsible for overseeing the completion of EEO counseling? [see 29 CFR §1614.102(c)(4)]	X			
	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.]	X			
	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.]	X			
	B.2.e. Is the EEO Director responsible for ensuring compliance with EEOC orders? [see 29 CFR §§ 1614.102(e); 1614.502]	X			
	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)]	X			
	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); (c)(3)]			X	No subordinate level components
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures	B.3. The EEO Director and other EEO professional staff are involved in, and consulted on, management/personnel actions.	Yes	No	N/A	
	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)]	X			
	B.3.b. Does the agency's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column.	X			Demonstrated commitment. Agency strategic mission; Management accountability

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 Compliance Indicator	 Measures	Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
	B.4. The agency has sufficient budget and staffing to support the success of its EEO program.				
	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 a self-assessment of the agency for possible program deficiencies? [see MD-715, II(D)]	X			
	B.4.a.10. to effectively manage its reasonable accommodation program? [see 29 CFR §1614.203(d)(4)(ii)]	X			
	B.4.a.11. to ensure timely and complete compliance with EEOC orders? [see MD-715, II(E)]	X			
	B.4.a.2. to enable the agency to conduct a thorough barrier analysis of its workforce? [see MD-715, II(B)]	X			
	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)]	X			
	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, please identify the type(s) of training with insufficient funding in the comments column.	X			
	B.4.a.5. to conduct thorough, accurate, and effective field audits of the EEO programs in components and the field offices, if applicable? [see 29 CFR §1614.102(c)(2)]			X	No field office components
	B.4.a.6. to publish and distribute EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures)? [see MD-715, II(B)]	X			
	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, please identify the systems with insufficient funding in the comments section.	X			
	B.4.a.8. to effectively administer its special emphasis programs (such as, Federal Women's Program, Hispanic Employment Program, and People with Disabilities Program Manager)? [5 USC § 7201; 38 USC § 4214; 5 CFR § 720.204; 5 CFR § 213.3102(t) and (u); 5 CFR § 315.709]	X			
	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]	X			
	B.4.b. Does the EEO office have a budget that is separate from other offices within the agency? [see 29 CFR § 1614.102(a)(1)]	X			
	B.4.c. Are the duties and responsibilities of EEO officials clearly defined? [see MD-110, Ch. 1(III)(A), 2(III), & 6(III)]	X			
	B.4.d. Does the agency ensure that all new counselors and investigators, including contractors and collateral duty employees, receive the required 32 hours of training, pursuant to Ch. 2(II) (A) of MD-110?	X			
	B.4.e. Does the agency ensure that all experienced counselors and investigators, including contractors and collateral duty employees, receive the required 8 hours of annual refresher training, pursuant to Ch. 2(II)(C) of MD-110?	X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	B.5. The agency recruits, hires, develops, and retains supervisors and managers who have effective managerial, communications, and interpersonal skills				
	B.5.a. Pursuant to 29 CFR §1614.102(a)(5), have all managers and supervisors received orientation, training, and advice on their responsibilities under the following areas under the agency EEO program:				
	B.5.a.1. EEO complaint process? [see MD-715(II)(B)]	X			
	B.5.a.2. Reasonable Accommodation Procedures? [see 29 CFR § 1614.102(d)(3)]	X			
	B.5.a.3. Anti-harassment policy? [see MD-715(II)(B)]	X			
	B.5.a.4. Supervisory, managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications? [see MD-715, II(B)]	X			
	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)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	N/A	
	B.6. The agency involves managers in the implementation of its EEO program.				
	B.6.a. Are senior managers involved in the implementation of Special Emphasis Programs? [see MD-715 Instructions, Sec. I]	X			
	B.6.b. Do senior managers participate in the barrier analysis process? [see MD-715 Instructions, Sec. I]	X			
	B.6.c. When barriers are identified, do senior managers assist in developing agency EEO action plans (Part I, Part J, or the Executive Summary)? [see MD-715 Instructions, Sec. I]	X			
	B.6.d. Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans? [29 CFR §1614.102(a)(5)]	X			

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Essential Element: C Management and Program Accountability

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.1. The agency conducts regular internal audits of its component and field offices.			N/A	
	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", please provide the schedule for conducting audits in the comments section.			X	No subordinate components
	C.1.b. Does the agency regularly assess its component and field offices on their efforts to remove barriers from the workplace? [see 29 CFR §1614.102(c)(2)] If "yes", please provide the schedule for conducting audits in the comments section.			X	No subordinate components
	C.1.c. Do the component and field offices make reasonable efforts to comply with the recommendations of the field audit? [see MD-715, II(C)]			X	No subordinate components

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 Compliance Indicator	Measures	Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
	C.2. The agency has established procedures to prevent all forms of EEO discrimination.				
	C.2.a. Has the agency established comprehensive anti-harassment policy and procedures that comply with EEOC's enforcement 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)]	X			
	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]	X			
	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)]	X			
	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)]	X			
	C.2.a.4. Does the agency ensure that the EEO office informs the anti-harassment program of all EEO counseling activity alleging harassment? [See Enforcement Guidance, V.C.]	X			
	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? [see Complainant v. Dep't of Veterans Affairs, EEOC Appeal No. 0120123232 (May 21, 2015); Complainant v. Dep't of Defense (Defense Commissary Agency), EEOC Appeal No. 0120130331 (May 29, 2015)] If "no", please provide the percentage of timely-processed inquiries in the comments column.	X			
	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)]	X			
	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)]	X			
	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)]	X			
	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)]	X			
	C.2.b.3. Does the agency ensure that job applicants can request and receive reasonable accommodations during the application and placement processes? [see 29 CFR §1614.203(d)(1)(ii)(B)]	X			
	C.2.b.4. Do the reasonable accommodation procedures clearly state that 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? [see 29 CFR §1614.203(d)(3)(i)(M)]	X			
	C.2.b.5. Does the agency process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If "no", please provide the percentage of timely-processed requests, excluding ongoing interpretative services, in the comments column.	X			
	C.2.c. Has the agency established procedures for processing requests for personal assistance services that comply with EEOC's regulations, enforcement guidance, and other applicable executive orders, guidance, and standards? [see 29 CFR §1614.203(d)(6)]	X			
	C.2.c.1. Does the agency post its procedures for processing requests for Personal Assistance Services on its public website? [see 29 CFR §1614.203(d)(5)(v)] If "yes", please provide the internet address in the comments column.	X			<a href="https://nv.ng.mil/Pages/footer/NoFEAR.aspx">https://nv.ng.mil/Pages/footer/NoFEAR.aspx</a>

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.3. The agency evaluates managers and supervisors on their efforts to ensure equal employment opportunity.				
	C.3.a. Pursuant to 29 CFR §1614.102(a)(5), do all managers and supervisors have an element in their performance appraisal that evaluates their commitment to agency EEO policies and principles and their participation in the EEO program?		X		Planned for FY 22
	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/conflicts, including the participation in ADR proceedings? [see MD-110, Ch. 3.I]	X			
	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)]	X			
	C.3.b.3. Ensure a workplace that is free from all forms of discrimination, including harassment and retaliation? [see MD-715, II(C)]	X			
	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]	X			
	C.3.b.5. Provide religious accommodations when such accommodations do not cause an undue hardship? [see 29 CFR §1614.102(a)(7)]	X			
	C.3.b.6. Provide disability accommodations when such accommodations do not cause an undue hardship? [ see 29 CFR §1614.102(a)(8)]	X			
	C.3.b.7. Support the EEO program in identifying and removing barriers to equal opportunity?. [see MD-715, II(C)]	X			
	C.3.b.8. Support the anti-harassment program in investigating and correcting harassing conduct?. [see Enforcement Guidance, V.C.2]	X			
	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)]	X			
	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)]	X			
	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)]	X			





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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.4. The agency ensures effective coordination between its EEO program and Human Resources (HR) program.				

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)]	X			
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]	X			
C.4.c. Does the EEO office have timely access to accurate and complete data (e.g., demographic data for the workforce, applicants, training programs, etc.) required to prepare the MD-715 workforce data tables? [see 29 CFR §1614.601(a)]	X			
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)]	X			
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)]	X			
C.4.e.2. Develop and/or conduct outreach and recruiting initiatives? [see MD-715, II(C)]	X			
C.4.e.3. Develop and/or provide training for managers and employees? [see MD-715, II(C)]	X			
C.4.e.4. Identify and remove barriers to equal opportunity in the workplace? [see MD-715, II(C)]	X			
C.4.e.5. Assist in preparing the MD-715 report? [see MD-715, II(C)]	X			



 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.5. Following a finding of discrimination, the agency explores whether it should take a disciplinary action.				

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 Douglas v. Veterans Administration, 5 MSPR 280 (1981)]	X			
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", please state the number of disciplined/sanctioned individuals during this reporting period in the comments.	X			No incidents during this reporting periods.
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 (e.g., post mortem to discuss lessons learned)? [see MD-715, II(C)]	X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	C.6. The EEO office advises managers/supervisors on EEO matters.				
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", please identify the frequency of the EEO updates in the comments column.		X			Annual
C.6.b. Are EEO officials readily available to answer managers' and supervisors' questions or concerns? [see MD-715 Instructions, Sec. I]		X			

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Essential Element: D Proactive Prevention

 Compliance Indicator		Measure Has Been Met			
 Measures		Yes	No	N/A	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
D.1.a. Does the agency have a process for identifying triggers in the workplace? [see MD-715 Instructions, Sec. I]		X			
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; and/or external special interest groups? [see MD-715 Instructions, Sec. I]		X			
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)]		X			
 Compliance Indicator		Measure Has Been Met			
 Measures		Yes	No	N/A	For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
D.2.a. Does the agency have a process for analyzing the identified triggers to find possible barriers? [see MD-715, (II)(B)]		X			
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)]		X			
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)]		X			
D.2.d. Does the agency regularly review the following sources of information to find barriers: complaint/grievance data, exit surveys, employee climate surveys, focus groups, affinity groups, union, program evaluations, anti-harassment program, special emphasis programs, and/or external special interest groups? [see MD-715 Instructions, Sec. I] If "yes", please identify the data sources in the comments column.		X			Complaint data, exit surveys,

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	D.3. The agency establishes appropriate action plans to remove identified barriers.			N/A	
	D.3.a. Does the agency effectively tailor action plans to address the identified barriers, in particular policies, procedures, or practices? [see 29 CFR §1614.102(a)(3)]	X			
	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)]	X			
	D.3.c. Does the agency periodically review the effectiveness of the plans? [see MD-715, II(D)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures	D.4. The agency has an affirmative action plan for people with disabilities, including those with targeted disabilities.	Yes	No	N/A	
	D.4.a. Does the agency post its affirmative action plan on its public website? [see 29 CFR §1614.203(d)(4)] If yes, please provide the internet address in the comments.	X			<a href="https://nv.ng.mil/Pages/footer/NoFEAR.aspx">https://nv.ng.mil/Pages/footer/NoFEAR.aspx</a>
	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)]	X			On all Title 5 positions.
	D.4.c. Does the agency ensure that disability-related questions from members of the public are answered promptly and correctly? [see 29 CFR §1614.203(d)(1)(ii)(A)]	X			
	D.4.d. Has the agency taken specific steps that are reasonably designed to increase the number of persons with disabilities or targeted disabilities employed at the agency until it meets the goals? [see 29 CFR §1614.203(d)(7)(ii)]	X			

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Agency Self-Assessment Checklist





Essential Element: E Efficiency

 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.1. The agency maintains an efficient, fair, and impartial complaint resolution process.				
E.1.a. Does the agency timely provide EEO counseling, pursuant to 29 CFR §1614.105?		X			
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)?		X			
E.1.c. Does the agency issue acknowledgment letters immediately upon receipt of a formal complaint, pursuant to MD-110, Ch. 5(I)?		X			
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(I)? If so, please provide the average processing time in the comments.		X			No acceptance/dismissal letters issued during the reporting year. If we had one, it would be within the 60 day time frame.
E.1.e. Does the agency ensure that all employees fully cooperate with EEO counselors and EEO personnel in the EEO process, including granting routine access to personnel records related to an investigation, pursuant to 29 CFR §1614.102(b)(6)?		X			
E.1.f. Does the agency timely complete investigations, pursuant to 29 CFR §1614.108?		X			
E.1.g. If the agency does not timely complete investigations, does the agency notify complainants of the date by which the investigation will be completed and of their right to request a hearing or file a lawsuit, pursuant to 29 CFR §1614.108(g)?		X			
E.1.h. When the complainant did not request a hearing, does the agency timely issue the final agency decision, pursuant to 29 CFR §1614.110(b)?		X			
E.1.i. Does the agency timely issue final actions following receipt of the hearing file and the administrative judge's decision, pursuant to 29 CFR §1614.110(a)?		X			
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", please describe how in the comments column.				X	Do not use contractors.
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)]		X			
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)]		X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.2. The agency has a neutral EEO process.				
	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)] If "yes", please explain.	X			Legal counsel is available outside the agency defensive function.
	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", please identify the source/location of the attorney who conducts the legal sufficiency review in the comments column.	X			Legal counsel is available outside the agency defensive function. this attorney is available in NV.
	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)]	X			
	E.2.d. Does the agency ensure that its agency representative does not intrude upon EEO counseling, investigations, and final agency decisions? [see MD-110, Ch. 1(IV)(D)]	X			
	E.2.e. If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints? [see EEOC Report, Attaining a Model Agency Program: Efficiency (Dec. 1, 2004)]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures	E.3. The agency has established and encouraged the widespread use of a fair alternative dispute resolution (ADR) program.	Yes	No	N/A	
	E.3.a. Has the agency established an ADR program for use during both the pre-complaint and formal complaint stages of the EEO process? [see 29 CFR §1614.102(b)(2)]	X			
	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)]	X			
	E.3.c. Does the Agency encourage all employees to use ADR, where ADR is appropriate? [See MD-110, Ch. 3(IV)(C)]	X			
	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)]	X			
	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)]	X			
	E.3.f. Does the agency annually evaluate the effectiveness of its ADR program? [see MD-110, Ch. 3(II)(D)]	X			

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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	E.4. The agency has effective and accurate data collection systems in place to evaluate its EEO program.				
	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)]	X			
	E.4.a.2. The race, national origin, sex, and disability status of agency employees? [see 29 CFR §1614.601(a)]	X			
	E.4.a.3. Recruitment activities? [see MD-715, II(E)]	X			
	E.4.a.4. External and internal applicant flow data concerning the applicants' race, national origin, sex, and disability status? [see MD-715, II(E)]	X			
	E.4.a.5. The processing of requests for reasonable accommodation? [29 CFR §1614.203(d)(4)]	X			
	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]	X			
	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]	X			
 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures	E.5. The agency identifies and disseminates significant trends and best practices in its EEO program.	Yes	No	N/A	
	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.	X			regular trend analysis with data.
	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.	X			other federal agency MD 75
	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)]	X			

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Agency Self-Assessment Checklist

Essential Element: F Responsiveness and Legal Compliance



 <b>Compliance Indicator</b>		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 <b>Measures</b>	F.1. The agency has processes in place to ensure timely and full compliance with EEOC orders and settlement agreements.				
	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)]	X			
	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)]	X			
	F.1.c. Are there procedures in place to ensure the timely and predictable processing of ordered monetary relief? [see MD-715, II(F)]	X			
	F.1.d. Are procedures in place to process other forms of ordered relief promptly? [see MD-715, II(F)]	X			
	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)]	X			
 <b>Compliance Indicator</b>		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 <b>Measures</b>		Yes	No	N/A	
	F.2.a. Does the agency timely respond and fully comply with EEOC orders? [see 29 CFR §1614.502; MD-715, II(E)]	X			
	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)]	X			
	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]	X			
	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)]	X			
	F.2.a.4. Pursuant to 29 CFR §1614.502, does the agency promptly provide EEOC with the required documentation for completing compliance?	X			



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 Compliance Indicator		Measure Has Been Met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	N/A	
 Measures	F.3. The agency reports to EEOC its program efforts and accomplishments.				
	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)]	X			
	F.3.b. Does the agency timely post on its public webpage its quarterly No FEAR Act data? [see 29 CFR §1614.703(d)]	X			

Essential Element:  Other

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Plan to Attain Essential Elements

PART H.1

Brief Description of Program  
Deficiency:

A.2.c.2. ADR process? [see MD-110, Ch. 3(II)(C)] If "yes", please provide how often.

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Plan to Attain Essential Elements

PART H.2

Brief Description of Program Deficiency:	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)]
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Does the EEO Director regularly participate in senior-level staff meetings concerning personnel, budget, technology, and other workforce issues? [see MD-715, II(B)] On the Army side, monthly meeting are held to include the DEO. The Air side has now included DEO to attend meeting moving forward since January 2022.

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
10/01/2019	09/30/2021	09/30/2021	01/01/2022	Implemented in FY 22 On the Army side, monthly meeting are held to include the DEO. The Air side has now included DEO to attend meeting moving forward since January 2022.

Responsible Officials

Title	Name	Standards Address the Plan?
Human Resources Officer	John Krueger	Yes

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2020	FY 20 the HRO office will incorporate EEO into more strategic planning workshops.	Yes	09/30/2020	09/30/2020

Accomplishments

Fiscal Year	Accomplishment
2019	EEO has been incorporated into the strategic planning and staffing meetings in FY 20

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Plan to Attain Essential Elements

PART H.3

Brief Description of Program Deficiency: B.3.b. Does the agency's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column.

B.3.b Does the agency's current strategic plan reference EEO / diversity and inclusion principles? [see MD-715, II(B)] If "yes", please identify the EEO principles in the strategic plan in the comments column. Demonstrated commitment. Agency strategic mission; Management accountability

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
10/01/2019	09/30/2020	09/30/2020	09/30/2020	NVNG Strategic plan will be updated in FY 20. EEO will be incorporated in the plan. The current strategic plan includes diversity.

Responsible Officials

Title	Name	Standards Address the Plan?
Equal Employment Manager	Alicia Nyland	Yes

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
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Accomplishments

Fiscal Year	Accomplishment
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Plan to Attain Essential Elements

PART H.4

Brief Description of Program Deficiency:	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)]
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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)]

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
10/01/2019	09/30/2020	09/30/2020	09/30/2020	Implemented in FY 20.

Responsible Officials

Title	Name	Standards Address the Plan?
Human Resource Officer	John Krueger	Yes

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
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Accomplishments

Fiscal Year	Accomplishment
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Plan to Attain Essential Elements

PART H.5

Brief Description of Program Deficiency: 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)]

Response provided in the executive summary. The NVNG demonstrates its commitment and support of EEO programs through the assignment of fulltime personnel in EEO functional areas. The EEO Manager position is located in the Joint Force Headquarters (State) under the J1 (Director of Manpower & Personnel). This position is under the general supervision of the J1, with direct access and advisory responsibility to the Adjutant General (TAG) on all Equal Employment Opportunity (EEO) and diversity management issues. SEEM has direct access and advisory responsibility to Head of Agency. This meets intent of 29 CFR §1614.102(b)(4) which enables the SEEM to be responsible for agency program in accordance with 29 CFR §1614.102(c). As explained in the MD715 report, the SEEM is administratively assigned to the HRO. The SEEM has access to the TAG on all duties and responsibilities relating to the SEEM. There is no actual or perceived conflict of interest within the NVNG based on this relation

Objectives for EEO Plan

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
10/01/2019	09/30/2021	09/30/2021	09/30/2021	No change is planned for the reporting process. SEEM has direct access and advisory responsibility to Head of Agency. This meets intent of 29 CFR §1614.102(b)(4) which enables the SEEM to be responsible for agency program in accordance with 29 CFR §1614.102(c). NDAA for FY 21 changed the reporting process for the EEO Manager.

Responsible Officials

Title	Name	Standards Address the Plan?
Equal Employment Manager	Alicia Nyland	Yes

Planned Activities

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2020	No change is planned for the reporting process. SEEM has direct access and advisory responsibility to Head of Agency. This meets intent of 29 CFR §1614.102(b)(4) which enables the SEEM to be responsible for agency program in accordance with 29 CFR §1614.102(c).	Yes	09/30/2020	09/30/2020

Accomplishments

Fiscal Year	Accomplishment
2019	Access to the head of the agency remains in effect.

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**Plan to Attain Essential Elements**

**PART H.6**

Brief Description of Program Deficiency:	C.3.a. Pursuant to 29 CFR §1614.102(a)(5), do all managers and supervisors have an element in their performance appraisal that evaluates their commitment to agency EEO policies and principles and their participation in the EEO program?
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Pursuant to 29 CFR §1614.102(a)(5), do all managers and supervisors have an element in their performance appraisal that evaluates their commitment to agency EEO policies and principles and their participation in the EEO program? EEO principles and participation is being monitored on performance appraisals for FY22.

**Objectives for EEO Plan**

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
05/01/2022	05/01/2022			EEO principles and participation is being monitored on performance appraisals for FY22.

**Responsible Officials**

Title	Name	Standards Address the Plan?
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**Planned Activities**

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
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**Accomplishments**

Fiscal Year	Accomplishment
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**Objectives for EEO Plan**

Date Initiated	Target Date	Date Modified	Date Completed	Objective Description
10/01/2021	09/30/2020			will be initiated in FY 20

**Responsible Officials**

Title	Name	Standards Address the Plan?
Deputy Human Resources Officer	Gene Dieters	Yes

**Planned Activities**

Target Date	Planned Activity	Sufficient Staffing & Funding?	Modified Date	Completion Date
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**Accomplishments**

Fiscal Year	Accomplishment
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Plan to Attain Essential Elements

PART H.7

Brief Description of Program  
Deficiency:

OTHER. OTHER

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)]  
EEO Director reports and supervised by agency head (TAG).



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Plan to Eliminate Identified Barriers

PART I.1

<b>Source of the Trigger:</b>	Workforce Data (if so identify the table)				
<b>Specific Workforce Data Table:</b>	Workforce Data Table - A3				
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?	Non Traditional career fields are auto and aircraft mechanic, equipment repairers, flight engineer, pilots, accountants, computer programmer. Lower minority and female representation of DSGs in this MOS/AFSC reduces applicant pool for hiring or promotion. Career field is not common for women or minorities. Continual low numbers of women and minorities in higher grades.				
<b>STATEMENT OF BARRIER GROUPS:</b>	<i>Barrier Group</i> All Women				
<b>Barrier Analysis Process Completed?:</b>	Y				
<b>Barrier(s) Identified?:</b>	Y				
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	<b>Barrier Name</b>	<b>Description of Policy, Procedure, or Practice</b>			
	Professional Occupational codes	Continue minority and women DSG recruiting for these positions as temps. Continued monitoring of applicant flow. Continue to promote women and minorities to higher grades. Provide awareness through Women's events and organizations to network with women in these positions.			
<b>Objective(s) and Dates for EEO Plan</b>					
<b>Date Initiated</b>	<b>Target Date</b>	<b>Sufficient Funding / Staffing?</b>	<b>Date Modified</b>	<b>Date Completed</b>	<b>Objective Description</b>
05/01/2022	07/01/2022	Yes			Continue minority and women DSG recruiting for these positions as temps. Continued monitoring of applicant flow. Continue to promote women and minorities to higher grades. Provide awareness through Women's events and organizations to network with women in these positions.
<b>Responsible Official(s)</b>					
<b>Title</b>		<b>Name</b>		<b>Standards Address The Plan?</b>	
SEPM		Kenneth DuPree II		Yes	

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Plan to Eliminate Identified Barriers

Planned Activities Toward Completion of Objective

Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
08/31/2022	Multicultural Day, having a women's booth to encourage women to enter these career fields. Reach out to community organizations to participate in our multicultural event.	Yes		

Report of Accomplishments

Fiscal Year	Accomplishments
2022	Attended Veteran's Women's conference to partner for our multicultural event in promoting women in non traditional careers.

**MD-715 – Part J**  
**Special Program Plan**  
**for the Recruitment, Hiring, Advancement, and**  
**Retention of Persons with Disabilities**

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

**Section I: Efforts to Reach Regulatory Goals**

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

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

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

In previous reporting years the, Nevada National Guard (NVNG) employed Dual Status Title 32 technicians who must maintain their military status to be an employee for the NVNG. Military members must maintain physical standards which would predominantly disqualify them as persons with a disability. The NVNG reports data based on the Title 5 workforce only. See comments in the Executive Summary. The Title 5 workforce allows for recruiting and employment opportunities for PWD. Or Title 5 workforce percentage of PWD is 23% and Targeted is 4%.

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

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

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

The NVNG reports data based on the Title 5 workforce only. See comments in the Executive Summary. Title 5 employee percentages of PWTD is 4% for FY 20.

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

Disability Program Manager works with Staffing personnel on this goal. Staffing personnel were trained in FY 20.

**Section II: Model Disability Program**

Pursuant to 29 C.F.R. § 1614.203(d)(1), agencies must ensure sufficient staff, training and resources to recruit and hire persons with disabilities and persons with targeted disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

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

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

Answer    Yes

Continual training. goal to enroll employees more staff Disability Managers program course.

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	0	0	1	Jasmin Herrera Employment Specialist jasmin.herrera.civ@mail.mil
Answering questions from the public about hiring authorities that take disability into account	0	0	1	Jasmin Herrera Employment Specialist jasmin.herrera.civ@mail.mil
Processing reasonable accommodation requests from applicants and employees	0	0	1	Amanda Willis Employee Relations amanda.willis.civ@mail.mil
Section 508 Compliance	0	0	1	Alicia Nyland EEO Manager Alicia.l.nyland.civ@mail.mil
Architectural Barriers Act Compliance	0	0	1	Alicia Nyland EEO Manager alicia.l.nyland.civ@mail.mil
Special Emphasis Program for PWD and PWTD	0	0	1	Amanda Willis Employee Relations amanda.willis.civ@mail.mil

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

Answer Yes

Disability Program manager course. In FY20 three staff members from the staffing section in HRO attended the DPM attended Special Emphasis Program Manager Course. Plan for further professional development in FY 21 to attend EXCEL conference.

**B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM**

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

Answer Yes

**Section III: Plan to Recruit and Hire Individuals with Disabilities**

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

**A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES**

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

For our Title 5 applicants we are able to accept applicants with veterans status. It is likely that the veterans we hire will have a disability and able to complete the SF 256 form. This adds to our numbers of PWD and PWTD among our Title 5 employees.

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

The National Guard is not allowed to hire anyone under Schedule A hiring authority.

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

The National Guard is not allowed to hire anyone under Schedule A hiring authority.

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

Answer No

Hiring authority is not available to the National Guard.

**B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS**

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

The Work for Warriors helps veterans find employment and this includes the national guard. they are a source of hiring veterans and perhaps veterans with disabilities. They employee can complete the SF 256 to help increase our numbers.

**C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)**

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

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

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

- a. New Hires for MCO (PWD) Answer N/A
- b. New Hires for MCO (PWTD) Answer N/A

MCO positions not available to Tiltle 5.

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

- a. Qualified Applicants for MCO (PWD) Answer N/A
- b. Qualified Applicants for MCO (PWTD) Answer N/A

MCO positions not available to Tiltle 5.

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

- a. Promotions for MCO (PWD) Answer N/A
- b. Promotions for MCO (PWTD) Answer N/A

program is not available.

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

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

**A. ADVANCEMENT PROGRAM PLAN**

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

Advancement program is available to all employees.

**B. CAREER DEVELOPMENT OPPORTUNITES**

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

All professional development opportunities are available to all employees.

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

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (#)	Selectees (#)	Applicants (#)	Selectees (#)
Internship Programs						
Fellowship Programs						
Mentoring Programs						
Coaching Programs						
Training Programs						
Detail Programs						
Other Career Development Programs						

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

- a. Applicants (PWD) Answer N/A
- b. Selections (PWD) Answer N/A

NOT MEASURED FOR FY. Program is not utilized in our organization.

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

- a. Applicants (PWTD) Answer N/A
- b. Selections (PWTD) Answer N/A

NOT MEASURED FOR FY. Program is not utilized in our organization.

### C. AWARDS

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

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

NOT MEASURED FOR FY. We don't report this table.

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

- a. Pay Increases (PWD) Answer No
- b. Pay Increases (PWTD) Answer No

NOT MEASURED FOR FY. We don't report this table.

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

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

NOT MEASURED FOR FY. We don't report this table.

### D. PROMOTIONS

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

- a. SES
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- b. Grade GS-15
  - i. Qualified Internal Applicants (PWD) Answer N/A

ii. Internal Selections (PWD)	Answer	N/A
c. Grade GS-14		
i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A
d. Grade GS-13		
i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. SES		
i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A
b. Grade GS-15		
i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A
c. Grade GS-14		
i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A
d. Grade GS-13		
i. Qualified Internal Applicants (PWTD)	Answer	N/A
ii. Internal Selections (PWTD)	Answer	N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. New Hires to SES (PWD)	Answer	N/A
b. New Hires to GS-15 (PWD)	Answer	N/A
c. New Hires to GS-14 (PWD)	Answer	N/A
d. New Hires to GS-13 (PWD)	Answer	N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. New Hires to SES (PWTD)	Answer	N/A
b. New Hires to GS-15 (PWTD)	Answer	N/A
c. New Hires to GS-14 (PWTD)	Answer	N/A
d. New Hires to GS-13 (PWTD)	Answer	N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. Executives		
i. Qualified Internal Applicants (PWD)	Answer	N/A
ii. Internal Selections (PWD)	Answer	N/A

b. Managers

i. Qualified Internal Applicants (PWD) Answer N/A

ii. Internal Selections (PWD) Answer N/A

c. Supervisors

i. Qualified Internal Applicants (PWD) Answer N/A

ii. Internal Selections (PWD) Answer N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. Executives

i. Qualified Internal Applicants (PWTB) Answer N/A

ii. Internal Selections (PWTB) Answer N/A

b. Managers

i. Qualified Internal Applicants (PWTB) Answer N/A

ii. Internal Selections (PWTB) Answer N/A

c. Supervisors

i. Qualified Internal Applicants (PWTB) Answer N/A

ii. Internal Selections (PWTB) Answer N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. New Hires for Executives (PWD) Answer N/A

b. New Hires for Managers (PWD) Answer N/A

c. New Hires for Supervisors (PWD) Answer N/A

NOT MEASURED FOR FY. We don't report this table.

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

a. New Hires for Executives (PWTB) Answer N/A

b. New Hires for Managers (PWTB) Answer N/A

c. New Hires for Supervisors (PWTB) Answer N/A

NOT MEASURED FOR FY. We don't report this table.

Section V: Plan to Improve Retention of Persons with Disabilities

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

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

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

Answer No

Not able to hire Schedule A employees with a disability into the competitive service.

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

a. Voluntary Separations (PWD) Answer No



b.Involuntary Separations (PWD)

Answer No

NOT MEASURED FOR FY. We don't report this table.

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

a.Voluntary Separations (PWTB)

Answer No

b.Involuntary Separations (PWTB)

Answer No

NOT MEASURED FOR FY. We don't report this table.

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

NOT MEASURED FOR FY. Exit interviews did not reveal any information to this question.

## B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

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

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

<https://nv.ng.mil/nvng/SitePages/home.html>

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

<https://nv.ng.mil/nvng/SitePages/home.html>

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

The Nevada National Guard (NVNG) is a military organization. The full time employees of the NVNG have been predominantly military as part of the Title 32 Dual Status Technician agreement with a small portion of the full time staff as Title 32 Competitive Status. With the transition to hiring a small percentage of our full time force in a Title 5 status, opportunities to hire PWD will increase our organizations recruitment pool.

## C. REASONABLE ACCOMMODATION PROGRAM

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

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

Under 30 days for processing.

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.

DPM contact information posted on internal sites. Supervisors are trained during the Supervisor Training Class.

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

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

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

The Nevada National Guard (NVNG) is a military organization. The full time employees of the NVNG have been predominantly military as part of the Title 32 Dual Status Technician agreement with a small portion of the full time staff as Title 32 Competitive Status. With the transition to hiring a small percentage of our full time force in a Title 5 status, opportunities to hire PWD will increase our organizations recruitment pool.

## Section VI: EEO Complaint and Findings Data

### A. EEO COMPLAINT DATA INVOLVING HARASSMENT

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

Answer No

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

Answer No

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

No reports during the FY.

### B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

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

Answer No

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

Answer No

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

No reports during the FY. The National Guard does not hire Schedule A.

## Section VII: Identification and Removal of Barriers

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

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

Answer No

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

Answer N/A

3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments

<b>Source of the Trigger:</b>	Workforce Data (if so identify the table)				
<b>Specific Workforce Data Table:</b>	Workforce Data Table - B1				
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?	Prohibited from Schedule A hiring.				
<b>STATEMENT OF BARRIER GROUPS:</b>	<i>Barrier Group</i> People with Disabilities				
<b>Barrier Analysis Process Completed?:</b>	Y				
<b>Barrier(s) Identified?:</b>	Y				
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	<b>Barrier Name</b>		<b>Description of Policy, Procedure, or Practice</b>		
	NDAA does not allow the NG to hire schedule A		NDAA does not allow the NG to hire schedule A		
<b>Objective(s) and Dates for EEO Plan</b>					
<b>Date Initiated</b>	<b>Target Date</b>	<b>Sufficient Funding / Staffing?</b>	<b>Date Modified</b>	<b>Date Completed</b>	<b>Objective Description</b>
<b>Responsible Official(s)</b>					
<b>Title</b>		<b>Name</b>		<b>Standards Address The Plan?</b>	
<b>Planned Activities Toward Completion of Objective</b>					
<b>Target Date</b>	<b>Planned Activities</b>			<b>Sufficient Staffing &amp; Funding?</b>	<b>Modified Date</b>
<b>Report of Accomplishments</b>					
<b>Fiscal Year</b>	<b>Accomplishments</b>				

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

Prohibited from Schedule A hiring.

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

Prohibited from Schedule A hiring.

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.

Prohibited from Schedule A hiring.