

**RICHLAND OPERATIONS OFFICE**  
**OFFICE OF RIVER PROTECTION**  
**DISABLED VETERAN AFFIRMATIVE ACTION PROGRAM (DVAAP)**  
**ACCOMPLISHMENT REPORT**

OCTOBER 1, 2003 - SEPTEMBER 30, 2004

**INTRODUCTION**

The Richland (RL) Operations Office and the Office of River Protection (ORP) Veterans Advisory Council was formed approximately six and a half years ago in FY 98 to champion the Disabled Veterans Affirmative Action Program and to advise RL/ORP management on veterans' issues and progress. This first of a kind organization in DOE has established a new look for Diversity and equal employment opportunity at Hanford. In this short time, the Council has stimulated other special emphasis programs at RL/ORP by establishing a cutting edge web site and teaming with other special emphasis programs for joint celebrations. The Council has been exceptionally innovative in communicating with employee veterans as well as all employees regarding veteran's celebrations. The Veteran's Council also accomplished numerous diverse professional and civic activities in FY 2004 that were much appreciated and enjoyed by not only veterans, but all employees that will continue in FY 2005.

The Veteran's Council again did an outstanding community outreach job partnering with local veterans organizations, their efforts included helping co-sponsor the VFW's second annual middle school Patriot's Pen Essay and high school Voice of Democracy contests, helping organize and coordinate the 7<sup>th</sup> Annual Hanford/Tri-Cities 2003 Veterans commemorative event, providing timely and informative updates to the veterans web site, sharing resources with other RL/ORP Special Emphasis Programs to help make their events more effective, helping attain veterans preference training for staff and submitted interesting and informative veterans articles to the weekly electronic employee newsletter.

In regards to our other goals, the Hanford site is progressing towards an "EM Closure Site Status" thus there were almost no opportunities to attain the employment/promotion goals established for FY 2004. Our office only had 4 new hires and 2 promotions opportunities in FY 2004.

We did meet our goal of selecting a disabled veteran into a formal executive/leadership developmental program. Recognizing that our external hires will again be limited, our strategies and efforts will be dedicated to providing internal advancement and developmental program opportunities for >30% disabled veterans during FY2005.

Another continuing strategy is to provide OPM veterans preference training to selecting officials to help them better understand and utilize the special hiring authorities for veterans and ways of utilizing local training resources to improve the opportunities for disabled veterans in their respective organizations. In addition, all RL/ORP managers and supervisors will continue to be provided with a biographical data sheet on all RL/ORP disabled veterans wishing to participate

in order to provide potential selecting officials with a better understanding of disabled veterans' professional/military backgrounds, education and career desires that they can affect at the local level.

Also as stated previously, the Veterans Committee will continue to provide leadership and support at numerous commemorative events throughout the year, partnering with various local and regional Veteran's Organizations, Hanford Contractors and Community Agencies to help make them successful. Lastly, the RL/ORP Veterans Advisory Council will continue to work with the EEO office towards enhancing and updating the current DOE disabled veterans affirmative action policy at Hanford, to assist in making the local Disabled Veterans Affirmative Action Program (DVAAP) as required by law (5 CFR, Chapter 1, Subpart C, Section 720.301 – 720.305) more effective and to provide advice and assistance on veterans issues within RL/ORP.

### **DVAAP OBJECTIVES**

The main objectives of the DVAAP are the following: 1) assess the employment status of disabled veterans (with emphasis on those veterans who are >30 disabled) within RL/ORP; (2) promote employment/advancement opportunities for disabled veterans with a focus on GS-13-15 positions; (3) promote efforts that will assure that disabled veterans are included in ongoing recruiting efforts; (4) promote efforts that will assure that disabled veterans, including Vietnam Era veterans, are afforded an equal opportunity to compete for merit promotions, awards, and training opportunities; (5) maintain ongoing evaluation systems capable of determining program status and direction through assessment of internal data collection and analysis.

### **DISABLED VETERANS EMPLOYMENT**

	<b>(9/30/03)</b>	<b>(9/30/02)</b>	<b>(9/30/01)</b>	<b>(9/30/01)</b>	<b>(9/30/00)</b>
10-Point Veterans (other)	1	1	1	1	1
10-Point Veterans (<30% compensatory)	6	9	10	12	13
10-Point Veterans (30%+ compensatory)	6	4	7	9	8
Total Disabled Veterans	13	14	18	22	22
Total RL/ORP Employees	376	453	460	504	513

### **DISABLED VETERANS RECRUITMENT**

	<b>FY 2004</b>	<b>FY 2003</b>	<b>FY 2002</b>	<b>FY 2001</b>	<b>FY 2000</b>
10-Point Veterans (other)	0	0	0	0	0
10-Point Veterans (<30% compensatory)	0	1	0	1	0
10-Point Veterans (30%+ compensatory)	0	0	0	1	0
Total Outside Hiring Actions	4	8	4	39	24

### **DISABLED VETERANS PROMOTIONS (Permanent)**

	<b>FY 2004</b>	<b>FY 2003</b>	<b>FY 2002</b>	<b>FY 2001</b>	<b>FY 2000</b>
10-Point Veterans (other)	0	0	0	0	0
10-Point Veterans (<30% compensatory)	0	0	0	2	0
10-Point Veterans (30%+ compensatory)	0	0	0	0	1
Total Permanent Promotions	2	20	37	51	75

### **DISABLED VETERANS PROMOTIONS (Temporary)**

	<b>FY 2004</b>	<b>FY 2003</b>	<b>FY 2002</b>	<b>FY 2001</b>	<b>FY 2000</b>
10-Point Veterans (other)	0	0	0	0	0
10-Point Veterans (<30% compensatory)	0	0	0	0	0
10-Point Veterans (30%+ compensatory)	0	0	0	0	2
Total Temporary Promotions	0	1	14	14	14

### **ACCOMPLISHMENTS FOR FY 2004**

The following activities were accomplished during FY 2004:

- In FY 2004 the Veteran's Council with support from RL/ORP Management and in conjunction with Fairchild Air Force Base established Washington States first Veterans Service Center/Retirees Activities Office. The office which is staffed 100% by volunteers provides much needed support to current and former Hanford Veterans, especially during the current military campaign. This office has been so successful that RL/ORP was awarded a prestigious National Diversity "Best Practices" Award at the 2004 National DOE Diversity Conference in Pittsburg, Pennsylvania and numerous other accolades by Washington State Government Officials.
- Marketing efforts by the Veteran's Council and HRM/EEO staff have more disabled veterans applying for the internal and limited external vacancy/promotion announcements.
- The Veterans Advisory Council has continued to enhance its own Web Page on RL/ORP's HRM Home Page, providing veterans and disabled veterans pertinent information regarding Federal employment benefits and the local Disabled Veterans Affirmative Action Program (DVAAP) plan. The Council's efforts have pioneered the way for other RL/ORP special emphasis programs to establish their own web sites as well.

- The RL/ORP Veterans Advisory Council participated for the seventh consecutive year with the Hanford site-wide Diversity Council, which is comprised of Hanford contractors and subcontractors, enterprise companies, and community veteran's organizations to coordinate annual veteran's commemorative events. The RL/ORP Council Chairman has led planning efforts for the program for the past six years.
- The Council partnered with the local Veterans of Foreign Wars on the third annual Hanford youth essay contest. The competition gave middle school children of Hanford employees the opportunity to participate in the Patriot's Pen Contest and high school children of Hanford employees the opportunity to participate in the VFW's Voice of Democracy Contest. This was a very beneficial partnership that received significant media attention in the community since the Hanford winner went on to win the Post, District and State contests.
- The RL/ORP Veterans Advisory Council has worked to establish win-win relationships with community and regional veteran's organizations. The Council has met with and developed a close relationship with representatives of the Department of Veterans Affairs, Walla Walla Veterans Hospital, the Tri-Cities Clinic, the local Disabled American Veterans Chapter and local chapters of the Veterans of Foreign Wars and the American Legion.
- RL again supported a Council member's attendance at a National Veterans Conference.
- The Council has utilized Friday Facts For Feds and the Hanford Reach in communicating with Hanford employees. The Council's pioneering communications efforts have offered a model for other special emphasis programs to emulate.

### **OPPORTUNITIES FOR IMPROVEMENT IN FY 2005**

- Internal Placement Opportunities in FY 2005 **FY 2005 GOAL(s):** (1) Develop advancement strategies so >30% disabled veterans are more competitive when future internal vacancies opportunities arise. (2) Provide pamphlets to RL/ORP managers, HRM staff and Veterans Advisory Council members on veteran's preference in the hiring process and disabled veterans affirmative action programs.
- An area that RL/ORP will focus on in FY 2005 is the limited career development program area for >30% disabled veterans. **FY 2005 GOAL:** Consideration of lateral candidates in RL/ORP for career development and broadening experience opportunities; and provide local opportunities for career development, especially for Hanford's >30% disabled veterans
- The RL/ORP EEO Office will continue current data collection efforts and analysis regarding veterans and disabled veterans and provide it to the Veterans Advisory Council. **FY 2005 GOAL:** Utilize HRM data collection system to retrieve data for FY 2005 regarding veterans for promotions, awards, training and career development.

- During the past three years a few disabled veterans have left Hanford employment. Exit interviews indicated that their departures were as a result of a lack of career development and career opportunities or retirements. **FY 2005 Goal:** Continue to review and develop exit interview feedback strategies for retention of >30% disabled veterans.

In summary, for FY 2004 we will continue our successful strategies on partnerships with veteran's organizations and community outreach, recruitment and employee communications. Additionally, greater efforts will be expended to develop more effective strategies and focus on advancement and developmental opportunities for disabled veterans.

Signed by

Santos U. Ortega,  
EEO Manager

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