

United States Department of Agriculture



Natural Resources Conservation Service  
Civil Rights Division  
5601 Sunnyside Avenue  
Room 1-1120A, Mail Stop 5472  
Beltsville, Maryland 20705

SUBJECT: EOP – Fiscal Year 2008 Annual Equal Employment Opportunity  
Program, Management Directive -715 (MD-715)

DEC 9 2008

TO: Regional Assistant Chiefs  
Deputy Chiefs and Associate Deputy Chiefs  
State Conservationists  
Director, Human Resource Management Division  
Human Capital Officer

File Code: 230

Attached is the Agency's Fiscal Year 2008 MD-715, formally known as the Affirmative Employment Program report. The purpose of the MD-715 is to provide EEOC with an annual update of NRCS' activities initiated and implemented in accordance with Title VII and affirmative obligations under Section 501 of the Rehabilitation Act. The MD-715: is government-initiated and mandated; it is compliance-based and relies on statistical comparisons of various demographic groups; contains goals and timetables designed to bring the level of participation for minorities, women, and persons with disabilities into parity with relevant and available labor force applicant pool; and reflects the FY 2008 progress made to mitigate and/or eliminate barriers that impede employment opportunities for minorities, women, and persons with disabilities.

While Affirmative Employment Programs are a reaction to low participation rates, managing diversity initiatives are proactive. Some of the human resource issues addressed by properly managing diversity may be indirectly related to EEO and affirmative action concerns. The main focus of managing diversity is to find productivity gains through respecting, valuing, hiring and using the differences people bring to the workplace.

Please note that the FY 2008 MD-715 can be accessed on the Civil Rights Division website if you would like additional copies. If you have any questions regarding the MD-715, please feel free to contact me at 301-504-2180 or via email [joseph.hairston@wdc.usda.gov](mailto:joseph.hairston@wdc.usda.gov).

A handwritten signature in black ink that reads "Joseph E. Hairston".

JOSEPH E. HAIRSTON  
Director  
Civil Rights Division

Attachment

cc:  
Chief, NRCS  
Associate Chief, NRCS



**United States Department of Agriculture**

**Natural Resources Conservation Service**

**Civil Rights Division**

**Federal Agency Annual EEO Program Report**

**Management Directive – 715**

**Fiscal Year 2008**

*The purpose of the MD-715 is to provide policy guidance and standards for establishing and maintaining effective affirmative programs of Equal Employment Opportunity programs and activities in compliance with civil rights laws and USDA regulations, policies, and goals.*

United States Department of Agriculture



Natural Resources Conservation Service  
Civil Rights Division  
5601 Sunnyside Avenue  
Room 1-1120A, Mail Stop 5472  
Beltsville, Maryland 20705

---

DEC 02 2008

SUBJECT: Fiscal Year 2008 Annual Equal Employment Opportunity Program Status Report - Management Directive -715

TO: Elaine Ho  
Director  
Office of Diversity  
Office of the Assistant Secretary for Civil Rights

In accordance with the Equal Employment Opportunity Commission's Management Directive-715, attached is the Natural Resources Conservation Service (NRCS) fiscal year 2008 Annual Equal Employment Opportunity Program Status Report.

If you have any questions, please contact Joseph E. Hairston, Director of the NRCS, Civil Rights Division, at 301-504-2180.

A handwritten signature in black ink, appearing to read "Arlen L. Lancaster".

Arlen L. Lancaster  
Chief

Attachment

# Table of Contents

Agency Identifying Information (Parts A-D): **pages 4-5**

Executive Summary (Part E): **pages 6-25**

Certification of establishment of EEO Programs (Part F): **pages - 26**

Agency self assessment checklist – Essential Elements (Part G): **pages 27-39**

EEO Plan to attain essential elements of a model EEO program (Part H): **pages 40-45**

EEO Plan to eliminate identified barriers (Part I): **pages 46-56**

Special program plan for the recruitment, hiring and advancement of individuals with targeted disabilities (Part J): **pages 57-58**

Supporting data documentation from 462 Report; Complaint Processing Program Deficiencies; ADR; and Reasonable Accommodations: **pages 59-65**

Appendix: **pages 66-82**

A. Acronyms;

B. Definitions;

C. 2008 Disabled Veterans Affirmative Action Program Plan and Accomplishments Report

D. NRCS Relevant EEO Policy Statements;

E. Organizational Chart

Workforce data tables: **pages 83-162**

Table A1: Total workforce - Distribution by race/ethnicity and sex

Table A2: Workforce by component -Distribution by race/ethnicity and sex

Table A3-1: Occupational categories (rates across)

Table A3-2: Occupational categories (rates down)

Table A4-1: Participation rates for general schedule (GS) grades

Table A4-2: Participation rates for general schedule (GS) grades

Table A5-1: Participation rates for wage grades

Table A5-2: Participation rates for wage grades

Table A6: Participation rates for major occupations

Table A7: Applicant Flow Data for Major Occupations (Not Captured)

Table A8: New Hires by Type of Appointment

Table A9: Selection for Internal Competitive Promotions for Major Occupations (Not Captured)

Table A10: Non-Competitive Promotion Time In Grade (Not Captured)

Table A11: Internal Selections for Senior Level Positions (Permanent Employees)

Table A12: Participation in Career Development (Not Captured)

Table A13: Employee Recognition & Awards

Table A14: Separations by Type of Separations

Table B1: Total workforce - Distribution by Disability

Table B2: Total workforce by Component

Table B3-1: Occupational categories Distribution by Disability

Table B3-2: Occupational categories Distribution by Disability

Table B4-1: Participation rates for general schedule (GS) by Disability

Table B4-2: Participation rates for general schedule (GS) by Disability

Table B5-1: Participation rates for wage grades (WG) by Disability

Table B5-2: Participation rates for wage grades (WG) by Disability

Table B6: Participation rates for major occupations by Disability

Table B7: Applicants and Hires by Disability (Not Captured)

Table B8: New Hires by Type of Appointment by Disability

Table B9: Selections for Internal Competitive Promotions by Disability  
(Major Occupations)

Table B10: Non-Competitive Promotions Time in Grade by Disability

Table B11: Internal Selections for Senior Level Positions by Disability  
(Not Captured)

Table B12: Participation in Career Development by Disability

Table B13: Employee Recognition & Awards

Table B14: Separations by Type of Separation

<b>EEOC FORM 715-01 PART A - D</b>		<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>		
<b>For period covering October 1, 2007, to September 30, 2008.</b>				
<b>PART A</b> Department or Agency Identifying Information	<b>1. Agency</b>		1. U.S. Department of Agriculture	
	1.a. 2 <sup>nd</sup> level reporting component		Natural Resources Conservation Service	
	1.b. 3 <sup>rd</sup> level reporting component			
	1.c. 4 <sup>th</sup> level reporting component			
	<b>2. Address</b>		2. 1400 Independence Avenue, SW	
	<b>3. City, State, Zip Code</b>		3. Washington, DC 20020	
	4. CPDF Code	5. FIPS code(s)	4. DA	5. 16
<b>PART B</b> Total Employment	1. Enter total number of permanent full-time and part-time employees		1. 11,148	
	2. Enter total number of temporary employees		2. 730	
	3. Enter total number employees paid from non-appropriated funds		3.	
	<b>4. TOTAL EMPLOYMENT [add lines B 1 through 3]</b>		4. 11,878	
<b>PART C</b> Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		Arlen L. Lancaster Chief, Natural Resources Conservation Service	
	2. Agency Head Designee		Dana D. York Associate Chief, Natural Resources Conservation Service	
	3. Principal EEO Director/Official Official Title/series/grade		Joseph E. Hairston Director, Civil Rights Division	
	4. Title VII Affirmative EEO Program Official		Samora Bennerman-Johnson Branch Chief, Affirmative Employment and Compliance Branch	
	5. Section 501 Affirmative Action Program Official		Clifford Denshire Disability Employment Program Manager	
	6. Complaint Processing Program Manager		Michelle A. Cottom Branch Chief, Complaints Branch	
	7. Other Responsible EEO Staff		Barbara Taylor MD-715 Program Manager	
			Sharyn Alvarez, National Federal Women's Program Manager	
Angela Biggs, National Asian American Special Emphasis Program Manager				
Bennie Clark, National Black Emphasis Program Manager				

		<b>Carol Crouch, National American Indian Alaska Native Special Emphasis Program Manager</b>	
<b>EEOC FORM 715-01 PART A - D</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>		
<b>PART D</b> List of Subordinate Components Covered in This Report	<b>Subordinate Component and Location (City/State)</b>	<b>CPDF and FIPS codes</b>	
<b>EEOC FORMS and Documents Included With This Report</b>			
*Executive Summary [FORM 715-01 PART E], that includes:	✓	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	✓
Brief paragraph describing the agency's mission and mission-related functions	✓	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement	✓
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	✓	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	✓
Summary of Analysis of Work Force Profiles including net change analysis and comparison to RCLF	✓	*Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]	✓
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	✓	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	✓
Summary of EEO Plan action items implemented or accomplished	✓	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues	✓
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]	✓	*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects	n/a
*Copies of relevant EEO Policy Statement(s) and/or excerpts from revisions made to EEO Policy Statements	✓	*Organizational Chart	✓

<b>EEOC FORM 715-01 PART E</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>	
<p style="text-align: center;"><b>EXECUTIVE SUMMARY</b></p>		

**Mission:** *Helping People Help the Land.* NRCS provides products and services that enable people to be good stewards of the Nation’s soil, water, and related natural resources on non-Federal lands. NRCS role is to provide technical and federal financial assistance to help customers care for the land. As a result of the Agency’s assistance, land managers and communities take a comprehensive approach to the use and protection of soil, water, and related resources in rural, suburban, urban, and developing areas.

**Vision:** *Productive Lands – Healthy Environment.* Maintain a landscape in which a productive agricultural sector and a high quality environment are both achieved.

**Organizational Information:** NRCS is a technical Agency of the United States Department of Agriculture (USDA). Since 1935, NRCS (originally called the Soil Conservation Service) continues to provide leadership in a partnership effort to help America's private land owners and managers conserve their soil, water, and other natural resources.

The Secretary of Agriculture organized NRCS in 1994 through authority provided in the Federal Crop Insurance Reform and the Department of Agriculture Reorganization Act of 1994. NRCS combines the authorities of the former Soil Conservation Service as well as additional programs that provide federal financial assistance for natural resource conservation.

NRCS employees provide technical assistance based on sound science and suited to a customer's specific needs. NRCS provides federal financial assistance for many conservation activities wherein participation in our programs is voluntary. People who make decisions about natural resources use and management on non-Federal lands are the Agency’s primary customers such as: farmers; ranchers; private sector members who support agriculture production and natural resources; government entities with natural resource use and management responsibilities; and non-profit organizations whose mission aligns with natural resource management aspects. NRCS reaches out to all segments of the agricultural community, including underserved and socially disadvantaged farmers and ranchers, to ensure that Agency programs and services are accessible to everyone.

The NRCS science and technology activities provide technical expertise in such areas as animal husbandry and clean water, ecological sciences, engineering, resource economics, and social sciences. The Agency provides expertise in soil science and leadership for soil surveys and for the National Resources Inventory, which assesses natural resource conditions and trends in the United States. The Agency also provides technical assistance to foreign governments, and participates in international scientific and technical exchanges.



**Location and Scope:** Headquartered at Washington, DC, NRCS covers all fifty states and the U.S. Territories, and through our international program services we have people serving in Iraq and Afghanistan.

## **AGENCY SELF ASSESSMENT SUMMARY OF THE “ESSENTIAL ELEMENTS”**

### ***A. Demonstrated commitment from agency leadership***

**Strengths:** NRCS issued the Civil Rights Policy Statement declaring NRCS’ position against discrimination based on race, color, religion, national origin, sex, age, disability, and reprisal. This affirmed that all NRCS employees and customers shall be treated with respect, dignity and equality, while providing a professional work environment that delivers program services in a fair, equitable and respectful manner. NRCS issued the Anti-Harassment Policy which enforces the fact that all supervisors and employees must have the knowledge they need in order to immediately respond to and report harassing behavior. The policy statements were distributed to all employees through the NRCS website, the NRCS National Publication, and via email.

The NRCS Civil Rights Division (CRD) provided sexual harassment, religious accommodations, EEO Compliant Processing, Conflict Resolution Process, and reasonable accommodations training to supervisors, managers and employees to ensure that they communicate and support all the civil rights policies throughout the ranks. State offices provide various civil rights training during all-employees’ meetings to inform their employees about penalties for unacceptable behavior. All employees completed the USDA mandatory training on reasonable accommodation, sexual harassment, and the NO FEAR Act through AgLearn.

Materials are made available to all employees, applicants, and customers; information is available via the CRD Web site informing them of the availability of a process of its information on the EEO complaint process and civil rights programs. CRD conducted 12 Civil Rights (CR) Compliance reviews during FY 2008 wherein compliance was noted regarding NRCS policy for prominently displaying civil rights policies and posters.

NRCS requires that annual performance appraisals for managers and supervisors include an evaluation of their contributions to USDA’s commitment to CR and equal opportunity (EO) and adherence to its CR policy. Annual performance appraisals for all SES-level supervisors and managers include an element evaluating their compliance and commitment to CR and EEO.

All NRCS employees have a stand-alone CR critical performance element which incorporates the Agency’s CR policies, and provides the accountability necessary to ensure that customers and employees are treated fairly and equitably. Performance standards for new employees are put in place within 30 days of entering duty; and current employee performance plans are effective within 30 days of the last performance cycle.

All Special Emphasis Program Managers (SEPM) and members of Civil Rights Advisory Committees (CRACs) who have CR as a collateral duty, have an addendum to their position descriptions to include CR collateral assignments. All collateral SEPMs and the CRAC

Chairperson in each organizational unit report directly to the Deputy Equal Employment Officer for that unit.

The Agency's CRD program is allocated sufficient resources and funding to ensure success of its operation. The CRD Director has the authority to ensure implementation of Agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity.

The Agency's CRD produces a quarterly newsletter entitled "The Civil Rights Chronicle." This newsletter is disseminated to all NRCS employees and is instrumental in providing and increasing an awareness of CR and EEO related matters. The newsletter is also available on the Agency's CRD website.

**Deficiencies:** New hires are not provided a copy of the EEO policy during orientation; and employees are not provided a copy of the EEO policy when promoted into supervisory positions. CRD will provide a notice to the HRMD requiring a copy of the EEO policy statement be provided to new employees and new supervisors agency-wide.

#### ***B. Integration of EEO into the agency's strategic mission***

**Strengths:** NRCS incorporated CR and EEO goals and obligations into the Agency's FY 2005-2010 Strategic Plan. EEO Officials were involved during deliberations prior to major decisions regarding recruitment strategies, vacancy projections, succession planning, and other workforce changes. As a result of weekly meetings between the CRD Director and Chief's office more involvement occurred during FY 2008 of the CRD during Agency deliberations prior to decisions regarding recruitment, strategies, selections, awards, etc. to ensure that CR and EEO concerns are integrated into the Agency's strategic mission.

The NRCS CRD Director reports directly to the Associate Chief of NRCS and functions as a member of the National Leadership (senior management team) and actively participates in all EEO/CR decision-making processes. The CRD management and staff are adequately trained to carry out their responsibilities, assuring the integrity of the Civil Rights program.

The CRD Director also serves as an advisor to the NRCS National Civil Rights Committee (NCRC). The NCRC Chairperson is appointed by the NRCS Chief and serves at his or her discretion. The NCRC members are representative of all Agency employees in various occupations, grade levels, race, sex, national origin, disability status, sexual orientation, and geographical locations within the organizational unit. The NCRC Chairperson consists of a State Conservationist, a Director of a National Technology Support Center (NTSC), a Director of the Pacific Basin or Caribbean Area, a Deputy Chief, a Regional Assistant Chief, or a National Headquarters Division Director. The NCRC membership consists of a male and female from each of the following groups: White, Black, Hispanic, American Indian/Alaska Native (AIAN), Asian American Pacific Islanders (AAPI), and Persons with Disabilities.

The NCRC performs the following functions:

A. Serves as an advisory body to the NRCS Chief to promote and assist in meaningful and effective affirmative action consistent with the goals and objectives set forth by management.

B. Provides feedback on the performance in equal opportunity and civil rights compliance, by identifying areas of weakness, and making recommendations for improvement.

C. Identifies emerging areas needing special attention by the Chief and NRCS top management.

D. Makes recommendations to the Chief regarding policies, practices, and procedures as they affect equal opportunity NRCS-wide.

CRD serves as a resource to managers and supervisors by providing direction, guidance and monitoring of key activities to achieve a diverse workplace free of barriers to equal opportunity. The Agency maintains three fulltime National Special Emphasis Program Managers (NSEPMs): the Hispanic Emphasis Program Manager (HEPM), the Federal Women Program Manager (FWPM), and the Disability Emphasis Program Manager (DEPM) who report to the CRD Director. There are also three collateral National SEPMs: the AAPI SEPM, AIAN SEPM, and the Black Emphasis Program Manager (BEPM) who also report to the CRD Director in regards to their collateral duty equal opportunity duties and responsibilities. The National SEPMs also provide technical advice to employees, management officials, and the Human Resources Division regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.

**Deficiencies:** The CRD Director does not report directly to the Chief.

### ***C. Management and program accountability***

**Strengths:** The NRCS CRD established General Manual 230, Part 402A, “*Civil Rights Accountability*” that requires appropriate disciplinary and/or corrective actions to be taken against those employees who engage in discriminatory behavior or Civil Rights-related misconduct. Managers and supervisors are held accountable for failure to take appropriate action in response to any findings of discrimination, reprisal, Civil Rights violations, or related misconduct. When there is a finding of discrimination or misconduct, procedures are established whereby the Human Resources Management Division (HRMD) coordinates with the appropriate supervisor regarding appropriate disciplinary action.

Additionally, the Employee and Labor Relations Team, HRMD, facilitated the Agency’s execution of the accountability requirements by achieving timely compliance with the Office of Special Counsel’s (OSC) 2302(c) Certification Program. All NRCS managers and supervisors were trained regarding their responsibilities under the whistleblower protection provisions of Title 5.

In accordance with the statutory obligations mandated by the No Fear Act of 2002, the OSC Certification process also required dissemination of information about anti-discrimination, whistleblower, and retaliation laws to current and new employees and the placement of informational posters at Agency facilities. All actions necessary to receive the OSC Certification were completed. By letter dated December 29, 2005, the OSC certified the Agency’s completion

of the program and statutory compliance requirements and as a result, NRCS is one of few agencies within USDA to achieve compliance.

The Alternative Dispute Resolution (ADR) program is a component of the Agency's CRD. The reason for the merger is to resolve discriminatory issues and allegations of conflict early and effectively at the lowest level if possible.

Procedures are in place to track and monitor reasonable accommodations through a full time DEPM positioned within the CRD.

**Deficiencies:** Although the Agency reviews disability accommodation decisions/actions, there is minimal actions regarding the trends and analyzes on reasonable accommodations due to the lack of a full-time reasonable accommodation specialist. The Agency will re-structure the reasonable accommodations functions according to the anticipated Departmental policy regarding Mission Areas Designees.

#### ***D. Proactive prevention of unlawful discrimination***

**Strengths:** The NRCS EEO Official (CRD Director) provides regular updates to the Associate Chief and Agency senior officials/leaders on EEO-related matters. The CRD Director, along with the HRMD and Outreach Directors, coordinates the development and implementation of EEO plans with all appropriate Agency managers. The CRD Director, as a member of the Position Management Committee (PMC), is involved in reviewing the Agency's Merit Promotion Program Policy and Procedures, Employee Recognition Awards Program, and Employee Development/Training Programs, for barriers that may be impeding full participation in the aforementioned programs by all groups.

Managers and supervisors are held accountable to take corrective actions on identified barriers that may hinder progress in creating and maintaining an environment free from discrimination, harassment on all protected bases, including, but not limited to, sexual harassment or intimidation of an employee or an applicant for employment. However, during the upcoming fiscal years focus will be on working together with all senior managers/officials (NHQ and field) in implementing action plans to eliminate identified barriers.

The Agency's CRD conducted national compliance reviews of its States to assess NRCS' compliance with Equal Opportunity laws and regulations. During the reviews, the following trend analyses of the States were collected and analyzed: workforce profile by RSNOD; workforce major occupation by RSNOD; workforce grade level distribution by RSNOD; workforce compensation and reward system by RSNOD; and the effects of management/personnel policies, procedures and practices by RSNOD. Additional analyses were conducted as needed when disparities were noted. Action summaries of review activities, including a copy of each review report, findings, corrected actions, and recommendations was provided to the NRCS Chief, Regional Assistant Chiefs (RACs), and the USDA, Director of the Office of Adjudication and Compliance (OAC) at the end of the Fiscal Year via a FY 2008 CR Compliance Review Summary report.

In addition to the Civil Rights Compliance Review trend and analysis reports, Senior Management (Deputy Chiefs excluded) including each State Conservationists are provided a monthly EEO complaint trend and analysis report which identifies EEO complaint activity for the official's respective area. Scheduled for the upcoming fiscal year, senior officials will receive quarterly trends and analysis reports regarding affirmative employment which will include RSNO data for the following: work force profile; awards; hires; promotions; and separations.

National Headquarters, HRMD conducted compliance reviews. HRMD used comprehensive compliance review worksheets in order to thoroughly document their findings. The reviews focused on Merit Promotion, Delegated Examining, and Position Classification. All compliance reviews were beneficial in that HRMD was able to provide feedback to the states on a variety of issues. The State offices were provided a comprehensive list of procedural and regulatory actions that needed correcting. HRMD typically provides 60 days for all action to be corrected and reported to their office.

USDA and NRCS CR and EEO Policy Statements and other EEO-related statements (i.e., sexual harassment, reasonable accommodations, etc.) are provided to all employees through email and available through the Agency's website.

In FY 2008, the Agency's CRD produced the first training plan for NRCS managers, supervisors, and employees. The training plan provided an overview of the various training sessions conducted by CRD. A new training plan is scheduled to be developed each fiscal year hereafter and may be accessed on the Agency's CRD Website. Managers, supervisors, and employees were trained on their responsibilities under the procedures of reasonable accommodations, preventing and eliminating workplace harassment, preventing retaliation, and sexual harassment. CRD provides a variety of "Lunch and Learn" training sessions to all NRCS employees, customers, and partners. The training assists participants in understanding, preventing, and correcting discrimination in employment and program administration. The knowledge and practice of nondiscriminatory laws and policies in the Federal sector improve the Agency's ability to meet its organizational goals and objectives, and also enhances the morale of the workforce.

Managers, supervisors and employees are encouraged to resolve EEO issues at the lowest level, and utilize the Agency's ADR (mediation for EEO issues/complaints); the Employee Assistance Program; and other workplace conflict resolution programs. The participation of managers and supervisors are required in the ADR process for EEO disputes. During FY 2008, good faith efforts were made repeatedly to resolve the EEO complaints throughout the Informal and Formal process. One hundred percent of complainants at both the Informal and Formal stages were offered ADR. NRCS employees are contacted by an ADR Specialist within two (2) days of receiving a signed election form from the NRCS Civil Rights Office.

**Deficiencies:** As of FY 2008, the Agency continues to report 'on-going' plans to eliminate barriers. During FY 2008, the Agency's CRD and HRD met regarding barrier elimination and succinct action plans are being developed to address the 'on-going' plans.

USDA has an adequate system for collecting employee data by Race and National Origin (RNO) and disability codes necessary for the MD-715. USDA is not currently collecting applicant flow data. The Office of Management and Budget (OMB) has yet to approve any form for the

collection of applicant flow data, despite the requirement for that information in the annual MD-715 report. USDA would need to move forward corporately to develop a form and then receive approval from OMB to use it. Currently no USDA agencies are collecting applicant flow data. In addition, OPM does not collect data from applicants. This matter was brought to the attention of the Mission Area Personnel Officers (MAPO) and discussions were held, however, no action has been taken to move forward.

RNO, gender and disability data for NRCS employees is collected and maintained for the purpose of reporting and monitoring employment trends. The Agency utilizes the data to determine low participation and making recommendations for improvement.

The Agency's HRMD and CRD are working on acquiring an automated system software system that will track applicant pool by race, sex, national origin, and disability. The estimated date for implementing an applicant pool data system is the FY 2009 4th Qtr.

### ***E. Efficiency***

**Strengths:** NRCS has a full-time National DEPM who coordinates and assists with processing requests for reasonable accommodations in all major components of the Agency. The requests for reasonable accommodations are fulfilled after review by the Departmental Medical Officer and responsible Agency personnel.

NRCS has sufficient staffing, funding, and authority to comply with the timeframes in accordance with the regulations for processing informal EEO complaints of employment discrimination.

NRCS utilizes the Department's enterprise system, iComplaints, for complaint tracking and monitoring which identifies and tracks the status of the EEO complaint process stages. iComplaints permitted the Complaints Manager to identify/analyze the location, status, and length of time elapsed at each stage of the Agency's complaints resolution process; the issues and the bases of the complaints; the aggrieved individuals/complainants that involved management officials; and other information necessary to analyze complaint activity aimed at increasing the effectiveness of the agency's EEO program.

The Agency also implemented an internal tracking system to improve its EEO processing efficiency. For example, regarding the timeliness of investigations, wherein the Agency could determine when a contractor consistently did not meet the regulatory timeframes. The Agency did not re-hire contractors that failed to meet the time requirements.

In accordance with EEO Management Directive MD-110, NRCS ensured that experienced counselors and contract investigators received the required 32 hours of training and the annual 8-hour refresher training.

**Deficiencies:** The Agency does not exercise total control over the Dismiss/Acceptance stage or the Final Agency Decision stage of the EEO process. Both cited stages are under the purview of the Department's OAC. These processes impede the Agency's ability to timely complete investigations and render decisions in the regulatory timeframes.

## ***F. Responsiveness and legal compliance***

**Strengths:** NRCS was in compliance with federal EEO statues and regulations, policy guidance, and other applicable written instructions with respect to our responsiveness and legal compliance. NRCS follows USDA and EEOC reporting requirements and complies with all EEO orders and directives. The Agency ensures completion of all ordered corrective actions and timely submits its compliance reports to EEOC.

Processing of monetary agreements is done by the responsible NHQ and/or State Official. Documentation for completing compliance is promptly provided and reviewed by CRD.

**Deficiencies:** There are no weaknesses to this element.

## **SUMMARY OF ANALYSIS OF WORK FORCE PROFILES**

### ***Data Base Information***

a. In accordance with the instructions received from the USDA, Assistant Secretary for Civil Rights, Office of Diversity, unless otherwise noted, NRCS utilized the data tables provided by the Department's eVersity database (one of three subcomponents of the Department's database enterprise system). eVersity data provides all of the analysis, tracking, management, reporting, and document generation functionality required by Federal departments and agencies to develop and manage EEO plans. The Agency's official backup database source is the National Finance Center (NFC).

b. This report used the National Civilian Labor Force (NCLF), Relevant/Occupational Civilian Labor Force (RCLF), and the NRCS workforce as the comparison tools.

c. *Appendix: A. Acronyms B. Definitions C. FY 2008 Disability Veterans Affirmative Action Program Plan and Accomplishments Report D. NRCS EEO Policy statements and E. Organizational Chart*

### ***Workforce Composition***

The FY 2008 NRCS total workforce which consists of permanent (11,148) and temporary (730) employees decreased by 438 employees from 12,316 in FY 2007 to 11,878 in FY 2008. Males represented 7,866 (66.2 %), females represented 4,012 (33.8 %), and minorities represented 1,906 (16.04%) of NRCS' workforce. Compared to 4,118 (33.4%) females and 1,978 (16.06%) minorities during FY 2007, overall this was a slight increase in females of .4% although the total number of females decreased by 106; and a slight decrease of .2% (difference of 72) minorities. The participation rates for Hispanic males and females; AAPI males and females; Blacks/African American males and females; and White females remained below the NCLF. The AAPI male and female representation exceeded the NCLF.

There were a total of 3,281 (27.6%) White females in FY 2008, compared to 3,366 (27.3%) in FY 2007, which shows a slight increase of .3% although the total of White female employees decreased by 85. White males make up majority of the workforce with 6,691 (56.3%) employees.

There was a decrease of 281 (.3%) White males from FY 2007 to FY 2008; however, the representation remained constant.

In FY 2008, there were 517 (4.3%) Black/African American males, compared to 551 (4.5%) in FY 2007; a decrease of 34 (.2%) employees. Black/African American females totaled 374 (3.2%) in FY 2008, compared to 394 (3.2%) in FY 2007; a decrease of 20 employees while representation remained constant.

Hispanic/Latino males totaled 345 (2.9%) in FY 2008, compared to 351 (2.9%) employees in FY 2007. Although there was a decrease of six (6) employees, the overall representation remained constant at 2.9%. In FY 2008, Hispanic/Latino females totaled 181 (1.5%) compared with 177 (1.4%) in FY 2007; an increase of four (4) or .1%.

There were 104 (.9%) AAPI males in FY 2008, compared to 101 (.8%) in FY 2007; an increase of three (3) employees and .1% representation. AAPI females in FY 2008 represented 74 (.6%) compared to 79 (.6%) in FY 2007; a slight decrease of five (5) employees, but a constant representation.

AIAN males represented 209 (1.8%) in FY 2008 compared to 223 (1.8%) in FY 2007. Although there was a slight decrease of 14 AIAN males, the representation remained constant. There were 102 (.9%) AIAN females in FY 2008 and 102 (.8%) in FY 2007; a slight representation increase of .1%.

General Schedule (GS) grades represented 99.4 % (11,809), General Manager (GM) grades represented .3% (34), Wage Grade (WG) represented .07 % (8), and Senior Executive Service (SES) represented .23 % (27) of NRCS' workforce.

### ***Disability Workforce***

Of the 11,878 total employee workforce, there were a total of 789 (6.6%) employees with reported disabilities<sup>1</sup> in FY 2008; of this total 116 (1%) had targeted disabilities<sup>2</sup>. In FY 2007, there were a total of 864 (7%) employees with disabilities; of this total 127 (1%) had targeted disabilities. In FY 2008, compared to FY 2007, the number of employees with disabilities decreased by 75 (.4%); targeted disabilities decreased by 11, but the representation remained constant at 1%. NRCS targeted disabilities participation rate remained below the federal high of 2.27%.

During the annual self-assessment, while performing barrier analysis it was discovered that NRCS has made a concerted effort to increase the Agency's disabled workforce by hiring disabled veterans. It was also noted that individuals hired do not always list their disability on the SF-256, Self-Identification of Handicap.

---

<sup>1</sup> Reported disabilities are all disabilities which are specifically self-identified by the employee, including those disabilities which are considered "targeted." Data collected for reported disabilities does not include the "01" (disability not identified) code.

<sup>2</sup> Targeted disabilities are identified as follows: deafness, blindness, missing limbs, partial paralysis, total paralysis, convulsive disorder, mental retardation, mental illness and distortion of limb/spine.



## ***Major Occupations***

NRCS employs over 11,800 civilian employees in highly specialized occupations with emphases in Soil Conservation, Soil Conservation Technician, Soil Scientist, Rangeland Management Specialist, Biologist, Engineer, and Engineering Technician.

The major occupation data indicated the following groups represent lower participation according to the RCLF:

a. **Soil Conservationist**

- White males
- AAPI males and females

b. **Soil Conservationist Technician**

- White females
- Hispanic males and females
- Black males and females
- AAPI males and females

c. **Soil Scientist**

- Hispanic males and females
- White females
- Black females
- AAPI males and females

d. **General Biologist**

- Hispanic females
- White females
- Black females
- AAPI males and females

e. **Engineer Technician**

- Hispanic males and females
- Black males and females
- AAPI males and females

f. **Civil Engineering**

- Hispanic females
- White females
- Black females

- AAPI males and females

Overall women and minorities within the Agency’s major occupations continued to represent lower participation rates compared to White males. Compared to FY 2007, White males demonstrated a decrease in the participation rate in only one major occupation field which was Soil Conservationist.

***Personnel Activity***

**Summary Analysis of Promotions**

The non-competitive promotion data indicated that 9.70% (1,148; 706 males and 442 females) of the workforce received a promotion in FY 2008 compared to 16.27% (1,982; 1,206 males and 776 females) in FY 2007. The FY 2008 numbers include employees that have not designated a Race or National Origin. The promotion distribution was as follows: (NFC data)

<b>Total: 1148</b>	<b>Female</b>	<b>Men</b>
<b>Black</b>	<b>57</b>	<b>50</b>
<b>Hispanic</b>	<b>27</b>	<b>34</b>
<b>AAPI</b>	<b>14</b>	<b>10</b>
<b>AI/AN</b>	<b>13</b>	<b>19</b>
<b>White</b>	<b>331</b>	<b>593</b>

In FY 2008, of the 1148 non-competitive promotions, there were 10% (115) individuals with reported disabilities; of those 115, seven (7) were employees with targeted disabilities. As a result, NRCS is partnering with organizations and entities targeting individuals with disabilities in an effort to at least meet the participation rates of the disability community in the Federal Sector.

**Summary Analysis of Separations**

The separation data with a total of 11,878 employees indicated that 5.4% (640; 451 males and 189 females) separated from NRCS in FY 2008 compared to 1.45% (177; 107 males and 70 females) in FY 2007. Of the 640 separations, there were 11.4% (73) individuals with reported disabilities who separated; and 1.4% (9) with targeted disabilities.

<b>Total: 640</b>	<b>Female</b>	<b>Men</b>
<b>Black</b>	<b>16</b>	<b>28</b>
<b>Hispanic</b>	<b>1</b>	<b>3</b>
<b>AAPI</b>	<b>5</b>	<b>3</b>

<b>AI/AN</b>	<b>5</b>	<b>18</b>
<b>White</b>	<b>162</b>	<b>399</b>

Of the above separations 92.6% (593) were voluntary, 3 (.5 %) involuntary, and 44 (6.9%) unknown. Human Resources with the assistance of the CRD is currently developing an Exit Survey and will be reviewing separation data in FY 2009 to determine reasons the separation rates were above specific participation rates.

In FY 2008, individuals with disabilities represented 73 (11.4%) of employees who separated, an increase of 56 from FY 2007 wherein there were no separations of individuals with targeted disabilities. The data revealed that NRCS lost individuals with targeted disabilities at a rate statistically un-equivalent to the participation rate within the workforce.

### **Summary Analysis of Hiring**

The hiring data showed that NRCS hired 607 new employees in FY 2008, 362 permanent and 245 temporary employees; of these hired 314 (51.7%) were males and 293 (48.3%) were females. The Agency hired 20 permanent and 13 temporary employees with reported disabilities for a total of 33 (5.4%) of the new hires. Of the 33, 6 (1%) reported targeted disabilities. According to the data below, NRCS had less than expected hiring rates of minorities:

<b>Total: 607</b>	<b>Female</b>	<b>Men</b>
<b>Black</b>	<b>23</b>	<b>14</b>
<b>Hispanic</b>	<b>20</b>	<b>24</b>
<b>AAPI</b>	<b>8</b>	<b>8</b>
<b>AI/AN</b>	<b>9</b>	<b>11</b>
<b>White</b>	<b>233</b>	<b>257</b>

### **Summary Analysis of Awards**

In FY 2008, cash awards across NRCS remained largely representative of workforce profile population - White males and White females combined received 81.3% of the total dollar amount awarded, \$6,325,709. RSNO data breakdown is as follows for the total amount awarded:

	<b>Female</b>	<b>Male</b>
<b>White</b>	<b>\$1,698,161</b>	<b>\$3,449,963</b>
<b>Black</b>	<b>306,150</b>	<b>294,648</b>
<b>Hispanic</b>	<b>99,502</b>	<b>180,874</b>

<b>AA/PI</b>	<b>51,670</b>	<b>71,912</b>
<b>AI/AN</b>	<b>48,357</b>	<b>124,472</b>

The average amount for cash awards in the \$100-\$500 category was \$368.89; the males' average was \$370.91 and females averaged \$365.74. White males and females, Black females, AIAN males, and AAPI females were awarded below the average. For the greater than \$501 category, the average was \$1,170.95; the males average was \$1,172.91 and females averaged \$1,167.17. White males and females, Hispanic males and females, AIAN females and AAPI females were below the average.

There were a total of 480 individuals with disabilities awarded cash awards for a total of \$378,654 between both dollar amount categories. Of the 480 employees, 60 reported targeted disabilities for a total amount of \$48,338. The average in the \$100 to \$500 category was \$352.02 which is \$16.57 less of the workforce's average; and in the greater than \$501 category, the average was \$1,067.67 which is \$124.26 less of the workforce's average. The targeted disability employees' average was \$357 for the \$100 to \$500 category; and \$1047.21 for the \$501 greater than category.

There were a total of 282 Quality Step Increases (QSI) with White males and females receiving a higher proportion of the awards, 78%. The RSNO data for the total number of QSIs received is as follows:

	<b>Female</b>	<b>Male</b>
<b>White</b>	<b>79</b>	<b>140</b>
<b>Black</b>	<b>18</b>	<b>8</b>
<b>Hispanic</b>	<b>7</b>	<b>11</b>
<b>AAPI</b>	<b>4</b>	<b>4</b>
<b>AI/AN</b>	<b>5</b>	<b>6</b>

**SUMMARY OF EEO PLAN OBJECTIVES PLANNED TO ELIMINATE IDENTIFIED BARRIERS OR CORRECT PROGRAM DEFICIENCIES**

As a result of the Agency's self assessment, NRCS identified weaknesses (program deficiencies), potential barriers and barriers to attaining a Model EEO Program status for the Agency as described in EEOC MD-715. NRCS identified the objectives below to eliminate the potential barriers and correct programmatic weaknesses. In addition, Part I also includes significant efforts and initiatives management has planned/scheduled during the upcoming fiscal years to achieve Model EEO Program status by eliminating barriers.

## *Identified Program Deficiencies and Potential Barriers*

1. Persons with disabilities are under-utilized within the Agency. Efforts and initiatives to correct this observation include:
  - a. Build relationships with organizations whose mission is focused on helping persons with disabilities to find employment.
  - b. Build partnerships and collaborate with academic institutions, affinity and advocacy groups, employee resource groups, associations and organizations committed to increasing employment opportunities for persons with disabilities.
  - c. Develop informational packet for managers that will provide readily available guidance and resources to selecting officials on Reasonable Accommodations procedures and guidelines.
  - d. Distribute updated Agency Reasonable Accommodation procedures, meet with supervisors and managers to ensure they are informed of the updated procedures and continue training on Reasonable Accommodation for NRCS managers and supervisors.
  - e. Emphasize to management officials the importance of providing Reasonable Accommodations to qualified individuals with a disability.
  - f. Participate in career fairs and conduct on-campus training sessions on how to apply for Federal employment targeted at persons with a disability.
  - g. Project an image of being an employer of choice and build a reputation as one of the best places to work for individuals with a disability.
  - h. Promote use of the Career Enhancement Program to encourage the promotion of all lower-graded employees within the Agency, including persons with targeted disabilities.
  - i. Recruit consistent with the objectives of Executive Order 13163, Increasing the Opportunity for Individuals with Disabilities to be Employed in the Federal Government.
  - j. Support EEOC's Freedom to Compete and **LEAD** (Leadership for the Employment of Americans with Disabilities) initiatives.
  - k. Take full advantage of the inherent capabilities of DisabilityInfo.gov. Use the full range of Office of Personnel Management Hiring Authorities and Flexibilities such as the Schedule A authority and other resources to attract, recruit, hire and place persons with disabilities, with major emphasis placed on persons with targeted disabilities.

1. Use the Work Force Recruitment Program for College Students with Disabilities and other such programs that provide internship opportunities to college students majoring in fields related to Agency occupations.
  - m. The DEPM will provide oversight of the program agency- wide through periodic reviews of statistical data, inclusion of the program in any personnel management evaluations or civil right reviews which may be conducted throughout the year, and similar oversight activities.
2. Women, minorities, and persons with disabilities are employed in the Agency's mission critical positions at levels below their availability in mission critical RCLF. To correct this observation, the Agency will continue to:
  - a. Emphasize the use of the CRACs and/or designated EEO personnel representatives to increase outreach activities to technical populations, with a focus on attracting sources with significant female and minority populations.
  - b. Utilize local print media for job announcements with a 'sell' to women, minorities, and persons with disabilities strategy, visits to secondary and trade school career days and state fairs; strategies for targeting distribution of vacancy announcements within local area; and utilize HR recruiters nation-wide.
3. Women and minorities continue to have a low participation rate in Agency grade groups above GS-12. To reverse this trend:
  - a. The HRMD will continue to partner with recruiters to attend professional recruitment events at minority target schools and other associated conventions, conferences, and career fairs to reach eligible female and minority technical series (mission critical) job applicants.
  - b. Continue to facilitate diversity training to increase managers' interpersonal skills and build cultural competencies required to effectively communicate with and lead a diverse workforce. Training will also cover penalties for unacceptable behavior.
  - c. Continue to engage with NRCS Human Resources and senior leaders to ensure EEO is invited to Agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes.
4. There appears to be an imbalance in the distribution of Agency Incentive Awards. Racial/Ethnic minorities are not represented in the distribution consistent with their participation rates. To address this observation:
  - a. The Agency's Chief Human Capital Officer and the Civil Rights/EEO Director will continue to meet regularly to specifically address the Agency's Employee Recognition Awards Program and Procedures.

- b. The Agency will utilize its reporting system to provide a report to senior officials including State Conservationists outlining any inconsistencies in awards distribution.

## **SUMMARY OF EEO PLAN ACTION ITEMS IMPLEMENTED OR ACCOMPLISHED**

### **Awards/Recognition**

- The Agency continued to develop award/recognition reports to evaluate award distribution. The reports allow the Agency to ensure awards are being distributed in a fair and equitable manner. Additionally, through Performance Management training courses the Agency emphasized that supervisors recognize and award employees in an equitable manner.

### **Civil Rights Advisory Committees (CRAC)**

- As recognized in previous fiscal years, the Agency continued to encourage and assist with the establishment of new/reactivated state CRACs wherein CRD assist by providing training, policy and recommendations regarding CR and EEO concerns/activities.
- Policy established, NRCS General Manual, Title 230 'Equal Opportunity', Part 404, CRACs roles and responsibilities.
- Each state continued to utilize its CRAC to advise management on issues regarding EEO, CR – program delivery responsibilities, diversity, outreach, recruitment efforts, special emphasis programs, and the impact of recommendations on diverse groups within their specific district. CRACs are continuously analyzing the demographic information in their districts to help determine where to focus recruitment and education efforts.

### **Compliance**

- The Agency successfully completed on-site compliance/management reviews to determine compliance with Civil Rights/EEO rules and regulations. Final reports determined that little or no corrective action was needed for the majority of the offices reviewed.
- Ensured CR and EEO in business relationships with minorities, women and small and disadvantaged business owners, service disabled veterans, tribal resources, and persons with disabilities in all USDA contracting activities.
- The Agency timely completed and submitted all of the required 2008 Farm Bill and Agency Civil Rights Impact Analysis (CRIAs) regarding: program regulatory changes; office closures and relocations; and organizational restructures. No adverse impact was noted, and no additional follow-up was required.

### **Disability/Reasonable Accommodations**

- The Agency updated and disseminated General Manual, Title 230 'Equal Opportunity', Part 405 Subpart C 'Section 504 Nondiscrimination on the Basis of Persons with Disabilities' and Subpart D 'Section 508 Nondiscrimination on the Basis of Persons with Disabilities' which includes the *Employment of People with Disabilities* (including

Disabled Veterans) information on special placement programs and non-competitive procedures for hiring employees with disabilities.

- During FY 2008, the Agency scheduled to develop a Recruitment and Outreach plan geared to hiring people with disabilities which includes the design of a retention plan for employees with disabilities.
- All Agency employees were required and successfully completed mandatory CR training on “Reasonable Accommodation Procedures” as set forth in DR 4120-001.
- The Agency is piloting program software to enhance and uniform Section 508 for compliance.

### **EEO Compliant Processing Efficiency**

- The Agency continued to focus on improving the quality of timeliness of its EEO complaint processing. Timeliness of EEO Counselor reports and investigations is a performance standard for all EEO Specialist within the Agency’s CRD.
- The Agency conducted training for resolving and responding management officials which established protocols (roles and responsibilities) for adhering to document requests. As a result, improvement was in the streamlining of the procedures for collecting required information, and ensures that contract investigators receive the documents/information in sufficient time to shorten the turnaround time for completed investigation reports.
- CRD continued to demonstrate good faith efforts in addressing complaints at the lowest level by utilizing ADR in the pre-complaint and formal complaint processes. The Agency maintained a cadre of collateral duty mediators to provide ADR services in a timely manner. All ADR request are responded to within 2 days of signed mediation forms receipt.
- Agency policy was enforced regarding management requirement to participate in ADR for EEO mediations.

### **Employee CR and EEO Awareness/Customer Service**

- The CRD was more visible at various conferences and leadership meetings/events during FY 2008. These opportunities increases CR and EEO awareness and introduced and provided refresher of the CRD initiatives to employees nationwide.
- CRD produced a quarterly newsletter entitled “The Civil Rights Chronicle.” The newsletter was disseminated to all NRCS employees and was instrumental in educating, orienting, and increasing employee awareness regarding CR and EEO matters.
- NRCS regularly updated its Civil Rights/EEO internet and intranet web-sites to provide related information to employees and customers. Updated information includes, but not limited to: required postings, compliance requirements, Civil Rights Division contact information, and other Civil Rights/EEO related sites.



## Recruitment, Hiring and Retention

- The Agency's annual recruitment business plan includes a schedule of events and schools based on anticipated recruitment needs, past results at such events, and the Agency's budget. NRCS recruitment strategies are based on several planning documents, including the Federal Equal Opportunity Recruitment Plan (FEORP) Report and workforce profile documentation. The information provides each Agency program area with data on low participation and competency/skills gaps. Along with the recruitment plan, these resources provide the Agency with the necessary tools to implement appropriate recruitment strategies aimed at diverse populations.
- NRCS state SEPMs and HR personnel recruiters continued to be involved in the local and state soil science and engineering associates as participants/attendees and speakers to top practicing conservationists and engineers who may be exploring a career change. Recruiters also participated in student and special emphasis employment programs to help build and diversify the applicant pool for future employment opportunities.
- 2008 Student and Internship Data for NRCS included:
  - Career Experience: 150 students, 75 females and 49 minorities
  - Career Intern: 99 students, 47 females and 18 minorities
  - HACU students: 2 females, 0 male
  - Student Temp Employment: 101 students, 52 females, 39 minorities
  - Summer Intern: 6 students, 2 females, 2 minorities
  - Student Volunteer: 665 students, 356 females, 73 minorities
  - 1890s Scholars: 7 students, 3 females, 5 minorities
  - Students with disabilities: 2 students, 0 females, 1 minority
  - Conversions to CC or Career Appointments: 41 total, 15 females, 12 minorities
  - Conversions to CC or Career Appointments from 1890s: 7 total, 5 females, 3 minorities
  - Conversions to CC or Career Appointments from Career Interns & PMI: 39 total, 20 females, 8 minorities
- Recruiters represent the Agency at over 100 events annually, which include:
  - Colleges of Ag Business and Engineering
  - Four-year colleges with Science and Agriculture programs, including a number of Historically Black Colleges and Universities (HBCU) and Hispanic Serving Institutions (HSI)
  - State, Regional and National Engineering Conferences
  - National Diversity Conferences, e.g., Hispanic Association of Colleges and Universities (HACU), Federal Asian Pacific American Council (FAPAC), American Indian Sciences and Engineering Society (AISES), Minorities in Agriculture, Natural Resources & Related Sciences (MANRRS), League of United Latin American Citizens (LULAC), etc.
- The Agency continued to participate in special emphasis recruitment events (e.g. Hispanic, African American, Native American, and Asian events) to increase awareness of our employment opportunities in these communities.

- NRCS continued building relations with campus placement centers at HBCUs and HSIs by ensuring they have current information on careers with the Agency.
- The Agency is exploring recruitment incentives to increase participation rates for newly hired minorities, women and persons with disabilities.
- The Agency utilized the USDA/1890 National Scholars, HACU Intern, and Washington Internships for Native Students (WINS) programs to recruit and convert students to Career Conditional Appointments.

### **Rehabilitation Act Program Accomplishments**

- The emphasis on disability employment and awareness continued throughout FY 2008 although the Agency experienced decreases in the numbers of employees with disabilities at grade levels 12 through SES that partially offset a decrease in the number of employees at grade levels 1 through 11.
- Publications. Articles on disability issues were published in various agency newsletters. The articles included such topics as emergency preparedness for persons with disabilities, disability awareness, disability etiquette, and the successes of the Workforce Recruitment Program.
- Reasonable Accommodation (RA)
  - The Disability Employment Program Manager (DEPM) and/or Coordinator provided guidance on RA cases directly to managers and supervisors within all of the Agency's program areas.
  - The DEPM participated in teleconferences and meetings wherein the lecture on RA, included information on new RA cases and other relevant case law; the National DEPM shared information with the State's DEPMs through quarterly teleconferences.
  - The Agency timely processed 27 employee RA requests, granting 22 (this does not include sign language interpreter request.)

### **Training/Career Enhancement**

- In FY 2008, the Agency's CRD produced the first training plan for NRCS managers, supervisors and employees. The training plan provides an overview of the various training sessions conducted by CRD subject matter experts. A new training plan is scheduled to be developed each fiscal year as a result of the positive outcome and feedback from the FY 2008 plan. A medley of methods were utilized to conduct the training i.e., onsite, teleconferencing, and/or video conferencing.
- The Agency developed and implemented a National Leadership Program for high performing GS-12 through GS-14 level employees. The program concentrates on

leadership competencies, strategic thinking and vision, leveraging diversity, developing others, political savvy, partnering and a portfolio of foundational competencies. In the spirit of 'Leaders Growing Leader', coaches, mentors and behavioral interviewers will be recruited from the Executive, State Conservationists, Center Directors, Division Directors ranks.

- NRCS is contracting with OPM to complete a leadership competency study for all levels of leaders to develop a leadership succession plan.
- NRCS maintained and shared its updated Civil Rights/EEO video library with the Agency workforce, as well as with Federally-Assisted and Conducted State Programs partners to assist in meeting related training needs and compliance requirements.
- CRD provided a variety of Lunch and Learn training sessions to employees, supervisors, managers, customers, and partners. The training assisted participants in understanding, preventing and correcting discrimination in employment and program delivery. A listing of the Lunch and Learn topics include ADR; Reasonable Accommodations; Conflict Management; Preventing a Hostile Work Environment; Prevention of Sexual Harassment; Religious Discrimination in the Workplace; CR Compliance and Program Delivery; Disability Awareness; and Workforce Diversity. The schedule and description of the courses is on the Agency's CRD website.

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

I,  am the

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

Principal EEO Director/Official for   
(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.



<span style="background-color: #cccccc; display: inline-block; width: 200px; height: 30px;"></span>	<span style="background-color: #cccccc; display: inline-block; width: 100px; height: 30px;"></span>
Signature of Principal EEO Director/Official Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.	Date

<span style="background-color: #cccccc; display: inline-block; width: 200px; height: 30px;"></span>	<span style="background-color: #cccccc; display: inline-block; width: 100px; height: 30px;"></span>
Signature of Agency Head or Agency Head Designee	Date



<b>EEOC FORM 715-01 PART G</b>		<i>U.S. Equal Employment Opportunity Commission</i> <b>FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>		
Natural Resource Conservation Service (NRCS)		For period covering October 1, 2007, to September 30, 2008.		
<b>AGENCY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS</b>				
<b>Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP</b> Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.				
 <b>Compliance Indicator</b>	<b>EEO policy statements are up-to-date.</b>	<b>Measure has been met</b>	<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>		<b>Yes</b>	<b>No</b>	
Was the EEO policy Statement issued within 6 - 9 months of the installation of the Agency Head? If no, provide an explanation. March 5, 2007.		✓		
During the current Agency Head's tenure, has the EEO policy Statement been re-issued annually? If no, provide an explanation.		✓		
Are new employees provided a copy of the EEO policy statement during orientation?			✓	CRD will provide a memo to the HRMD requiring a copy of the EEO policy statement be provided to new employees agency-wide (completed by March 2009). Note policy statement is available on the Agency's website.
When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?			✓	CRD will provide a memo to the HRMD requiring a copy of the EEO policy statement be provided to new supervisors agency-wide (completed by March 2009). Note policy statement is available on the Agency's website.
 <b>Compliance Indicator</b>	<b>EEO policy statements have been communicated to all employees.</b>	<b>Measure has been met</b>	<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>		<b>Yes</b>	<b>No</b>	
Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?		✓		

Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?		✓		
Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]		✓		
 <b>Compliance Indicator</b>	<b>Agency EEO policy is vigorously enforced by agency management.</b>	<b>Measure has been met</b>	<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>		<b>Yes</b>	<b>No</b>	
Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:		✓		
resolve problems/disagreements and other conflicts in their respective work environments as they arise?		✓		
address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?		✓		
support the agency's EEO program through allocation of mission personnel to participate in community outreach and recruitment programs with private employers, public schools and universities?		✓		
ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?		✓		
ensure a workplace that is free from all forms of discrimination, harassment and retaliation?		✓		
ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications ?		✓		
ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?		✓		
ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?		✓		
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?		✓		
Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.				Employees are informed by various methods such as training; staff meetings; NRCS Standards of Conduct; EEO policies; and Employee Relations policies – all policies published and posted on the



			Agency's website. Ethics training was provided and completion required by all employees during FY 2008.	
Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?	✓			
Have managers and supervisor been trained on their responsibilities under the procedures for reasonable accommodation?	✓			
<b>Essential Element B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION</b> <b>Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices and supports the agency's strategic mission.</b>				
 <b>Compliance Indicator</b>	<b>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>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Is the EEO Director under the direct supervision of the agency head? <b>[see 29 CFR §1614.102(b)(4)]</b> For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)		✓		EEO Director reports to the Associate Chief who reports directly to the Chief (Agency Head).
Are the duties and responsibilities of EEO officials clearly defined?	✓			
Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?	✓			
If the agency has 2 <sup>nd</sup> level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?	✓			
If the agency has 2 <sup>nd</sup> level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting components?	✓			
If not, please describe how EEO program authority is delegated to subordinate reporting components.				
 <b>Compliance Indicator</b>	<b>The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of</b>	<b>Measure has been met</b>		<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</b>
 <b>Measures</b>		<b>Yes</b>	<b>No</b>	







	<b>EEO programs and are involved in, and consulted on, management/personnel actions.</b>			<b>report</b>
Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?		✓		
Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		✓		
Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections for training/career development opportunities, and other workforce changes?		✓		
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 re-alignments?		✓		
Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? <b>[see 29 C.F.R. § 1614.102(b)(3)]</b>		✓		
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the agency's strategic mission?		✓		
 <b>Compliance Indicator</b>	<b>The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		✓		
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		✓		
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		✓		
Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		✓		









Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		✓		
People With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		✓		
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		✓		
 <b>Compliance Indicator</b>	<b>The agency has committed sufficient budget to support the success of its EEO Programs.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems		✓		
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)		✓		
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?		✓		
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?		✓		
Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?		✓		
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?		✓		
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? <b>[see 29 C.F.R. § 1614.102(b)(5)]</b>		✓		
Is there sufficient funding to ensure that all employees have access to this training and information?		✓		
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:		✓		
for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?		✓		
to provide religious accommodations?		✓		
to provide disability accommodations in accordance with the agency's written procedures?		✓		





in the EEO discrimination complaint process?		✓		
to participate in ADR?		✓		
<b>Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY</b> <b>This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program and Plan.</b>				
<b>Compliance Indicator</b>	<b>EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each manager's or supervisor's area or responsibility.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		✓		
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include Agency Counsel, Human Resource Officials, Finance, and the Chief information Officer?		✓		
<b>Compliance Indicator</b>	<b>The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		✓		
Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full participation in the program by all groups?		✓		
Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		✓		
<b>Compliance Indicator</b>	<b>When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?		✓		





Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?	✓			
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?			N/A	
If so, cite number found to have discriminated and list penalty /disciplinary action for each type of violation.				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?	✓			
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.?	✓			
<b>Essential Element D: PROACTIVE PREVENTION</b> <b>Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.</b>				
 <b>Compliance Indicator</b>	<b>Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?		✓		During FY 2008, CRD and HRD met to discuss the collaboration to address the continued 'on-going' plans to addresses program deficiencies and barriers.
When barriers are identified, do senior managers develop and implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?	✓			
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?	✓			
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?	✓			
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?	✓			
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?	✓			
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?	✓			

Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		✓		
 <b>Compliance Indicator</b>	<b>The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Are all employees encouraged to use ADR?		✓		
Is the participation of supervisors and managers in the ADR process required?		✓		
<b>Essential Element E: EFFICIENCY</b> <b>Requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.</b>				
 <b>Compliance Indicator</b>	<b>The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		✓		
Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD-715 and these instructions?		✓		
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		✓		
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		✓		
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		✓		
 <b>Compliance Indicator</b>	<b>The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	

Does the agency use a complaint tracking and monitoring system that allows identification of the location, and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		✓		
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		✓		
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		✓		
If yes, briefly describe how: NRCS has established Standing Operating Procedures and Statement of Work for all Contractors and NRCS have the flexibility to use any Contractor on the GSA Schedule. If the timeframes are not adhered to on a consistent basis they are removed from NRCS' Contractor list and NRCS use another vendor.				
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		✓		
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		✓		
 <b>Compliance Indicator</b>	<b>The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Are benchmarks in place that compares the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		✓		
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?		✓		
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		✓		
Does the agency complete the investigations within the applicable prescribed time frame?			✓	NRCS does not have total control of this function. USDA OAC exercises the jurisdiction for accept/dismiss which impacts timeframes for investigations.

When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?			✓	As with the accept/dismiss function, OAC exercises total control of the FAD process. The Agency is not responsible for adjudication.
When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		✓		
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		✓		
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		✓		
 <b>Compliance Indicator</b>	<b>There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		✓		
Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?		✓		
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?		✓		
Does the responsible management official directly involved in the dispute have settlement authority?			✓	Agency practice that the RMO's immediate supervisor serves as the RO.
 <b>Compliance Indicator</b>	<b>The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the EEOC?		✓		
Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?		✓		

Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?		✓		
Do the agency's EEO programs address all of the laws enforced by the EEOC?		✓		
Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?		✓		
Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 standards?		✓		
Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?		✓		
 <b>Compliance Indicator</b>	<b>The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO complaints?		✓		
Does the agency discrimination complaint process ensure a neutral adjudication function?		✓		
If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?			✓	Not Applicable the USDA Office of Adjudication and Compliance is responsible for this function.
<b>Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE</b> <b>This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.</b>				
 <b>Compliance Indicator</b>	<b>Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
	Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative Judges?	✓		

 <b>Compliance Indicator</b>	<b>The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.		<input checked="" type="checkbox"/>		
Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		<input checked="" type="checkbox"/>		
Are procedures in place to promptly process other forms of ordered relief?		<input checked="" type="checkbox"/>		
 <b>Compliance Indicator</b>	<b>Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.</b>	<b>Measure has been met</b>		<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>		<b>Yes</b>	<b>No</b>	
Is compliance with EEOC orders encompassed in the performance standards of any agency employees?		<input checked="" type="checkbox"/>		
If so, please identify the employees by title in the comments section, and state how performance is measured.		CR Director; stand alone CR/EEO performance standard		
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		<input checked="" type="checkbox"/>		
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.				
Have the involved employees received any formal training in EEO compliance?		<input checked="" type="checkbox"/>		
Does the agency promptly provide to the EEOC the following documentation for completing compliance:		<input checked="" type="checkbox"/>		
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?		<input checked="" type="checkbox"/>		
Awards: A narrative statement by an appropriate agency official stating the dollar amount and the criteria used to calculate the award?		<input checked="" type="checkbox"/>		
Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate agency official of total monies paid?		<input checked="" type="checkbox"/>		
Compensatory Damages: The final agency decision and evidence of payment, if made?		<input checked="" type="checkbox"/>		



Training: Attendance roster at training session(s) or a narrative statement by an appropriate agency official confirming that specific persons or groups of persons attended training on a date certain?	✓		
Personnel Actions (e.g., Reinstatement, Promotion, Hiring, Reassignment): Copies of SF-50s	✓		
Posting of Notice of Violation: Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available.	✓		
Supplemental Investigation: 1. Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request or agency's transmittal letter).	✓		
Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing.	✓		
Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement.	✓		
Civil Actions: A complete copy of the civil action complaint demonstrating same issues raised as in compliance matter.	✓		
Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.	✓		

Footnotes:

1. See 29 C.F.R. § 1614.102.

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

<b>EEOC FORM 715-01 PART H</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>		<b>For period covering October 1, 2007, to September 30, 2008.</b>
<b>EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF A MODEL EEO PROGRAM</b>		
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	The total number of employees in NRCS has decreased from 12,316 in 2007 to 11,878 in 2008. The number of women, minorities and persons with disabilities in all major job categories continues to be low in participation rate.	
OBJECTIVE:	Begin increasing the number of females, minorities and persons with disabilities in order to reverse the current trend of low participation rates in these areas.	
RESPONSIBLE OFFICIAL:	Civil Rights Director; Human Resources Management Division Director; Regional Assistant Chiefs; and Human Capital Officer	
DATE OBJECTIVE INITIATED:	January 1, 2009	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2009	

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Develop a specific recruitment plan for increasing the number of women, minorities and persons with disabilities in the NRCS workforce.	August 1, 2009
Implement the Human Capital Strategic Plan for Recruitment and Retention as outlined in the agency's report.	September 30, 2009
Train managers and supervisors on the MD-715.	September 30, 2009
Develop a modification or amendment to the Relocation Service Program (NRCS Bulletin No. 250-9-17) and Public Law 98-151 (allowing ALL qualified USDA employees entitlements to Relocation Services) including Pacific Basin and Native Hawaiian employees.	September 30, 2009
Design and implement a tracking system for all Human Resources offices to use in order to retrieve and analyze data regarding the RSNOD of applicants and documenting the actions of selecting officials and activities of recruiters. Reports of findings will be sent to the Human Resources and Civil Rights Divisions on a quarterly basis; data analyzed; and findings compiled in the annual performance report.	September 30, 2009

The NRCS AISES recruiting cadre members distributed NRCS career brochures, employment, STEP and SCEP opportunity materials to over 500 college students and approximately 70 high school students. During the NRCS concurrent session, *Helping the People Help the Land: a Universe of Opportunities*, there were 43 college students and 14 high school students that attended the NRCS concurrent session. The cadre recruited for every NRCS state that submitted a job through the Career Intern Program (CIP), STEP, or SCEP opportunity in their state.

The recruiting cadre documented meaningful contacts (sign-ins, resumes & interviews) with 183 students and collected 43 resumes and conducted 39 student interviews. At this time over 33 high quality candidates are being considered for employment or SCEP positions with NRCS. All the collected resumes and interview sheets will be distributed to State Conservationists, AI/AN SEPM's and the Human Resource offices in each state.

Attendees for the conference included; 568 college students, 169 high school students, 518 professionals and 411 exhibitors. This recruiting event was a huge success for NRCS; however, this event could not have taken place without the support of State Conservationists who provided financial support for the NRCS Lapis sponsorship and covered travel expenses for the AISES cadre members.

#### 1890s Colleges and University Information:

Below are just some of the colleges career fairs that Black Emphasis Program Managers participated in 2008:

Indiana Black Expo

Thurgood Marshall 7<sup>th</sup> Annual Leadership Conference and Career Fair

Met with Fort Valley(GA) State College Liaison about student recruitment and job opportunities with NRCS

Delaware State University Fall Career Fair

Delaware State University Career Exploration Day Job Fair

National Scholarship Service College Fair (CO)

Fresno (CA) City College Job Fair

Fresno (CA) State University Career Day

Langston University Career Fair (OK)

Kentucky State University Career Fair

Attended MANNRS Conference

John F. Kennedy High School (ND)

North Dakota State University

Lincoln (MO) University

<b>EEOC FORM 715-01 PART H</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>	
<b>EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF A MODEL EEO PROGRAM</b>		
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	There is low participation and in some cases no participation of women, minorities and persons with disabilities in agency leadership positions.	
OBJECTIVE:	Establish a national internal leadership program comprised of training and promotion opportunities designed to attract qualified women, minorities and people with disabilities. Retentions will improve as opportunities for advancement improve.	
RESPONSIBLE OFFICIAL:	Civil Rights Director; Human Resources Management Division Director; and Human Capital Officer.	
DATE OBJECTIVE INITIATED:	January 1, 2009	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2009	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
Gain commitment to diversity from agency leaders and selecting officials through diversity training.	September 30, 2009	
Determine the feasibility of establishing more developmental level positions (GS-7 and GS-9) in order to locate and recruit applicants that may have the educational requirements, but not the experience to qualify at higher grade levels, in order to position these employees to fill in behind more experienced employees in the same field who leave the Agency.	September 30, 2009	
Design and implement a tracking system for all Human Resources offices to use in order to retrieve and analyze data regarding the RSNOD of applicants and documenting the actions of selecting officials and activities of recruiters. Recommend that reports of findings be sent to the Human Resources and Civil Rights Divisions on a quarterly basis; and analyzed and compiled into the annual performance report.	September 30, 2009	

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE**

Natural Resources Conservation Service established a National Leadership Development Program (NLDP) in 2008. The NLDP is a 15-month Service-wide program open to all individuals with time in grade at the GS-13 and GS 14 levels and exceptional GS-12s. The NLDP includes formal training away from the home unit, developmental work experiences, needs assessment, mentoring and self-directed learning. The NLDP assists participants in preparing themselves for leadership positions. 2008 accomplishments: NRCS gained approval on the proposal to develop and launch the program. The program design and National Employee Development Center Team formed. National Bulletin announcing program and application deadline was August 28, 2008. Recruited program participants, behavioral interviewers, coaches and mentors. Secured primary program vendors. Scheduled residential sessions, interview, coach and mentor training dates.

The first NLDP class begins in the Fall of 2008 and ends in the Spring of 2010. There is no tuition for the program, but travel expenses will be paid by the nominating unit.

Pilot Mentoring Partnerships for Conservation Leaders – The Earth Care Connection (ECC), USA and NRCS Mentoring Partnership for Conservation Leadership, Pilot Recognition Ceremony for the 12 mentoring pairs was held in March 27, 2008. The ceremony highlighted the year-long experiences and accomplishments of the Coaches, Mentors and Protégés. The morning session consisted of recognition by the Chief of NRCS and the afternoon session consisted of mentoring motivation message from a retired Senior Executive Service employee and a lessons learned session facilitated by the ECC program manager. Feedback from this session will be used to develop the mentoring component of the National Leadership Development Program.

<b>EEOC FORM 715-01 PART H</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>
--	---

<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>
---	--

**EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF A MODEL EEO PROGRAM**

STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	The total number of employees in NRCS has decreased from 12,316 in 2007 to 11,878 in 2008. The number of women and minorities and persons with disabilities in all major job categories continues to be significantly low in participation rate.	
OBJECTIVE:	Retain a diverse workforce by implementing a national retention plan.	
RESPONSIBLE OFFICIAL:	Regional Assistant Chief, Director of Civil Rights and Director of Human Resources; and Human Capital Officer.	
DATE OBJECTIVE INITIATED:	January 1, 2009	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2009	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
National SEPMs partner with the Human Capital Officer to complete work on the Strategic Plan for Retention as outlined in the Human Capital Strategic Plan report through joint quarterly meetings.	March 1, 2009	
Determine the feasibility of establishing more developmental level positions (GS-7 and GS-9) in order to locate and recruit applicants that may have the educational requirements, but not the experience to qualify at higher grade levels, in order position these employees to fill in behind more experienced employees in the same field who leave the Agency.	June 15, 2009	
Identify those series which have the highest turnover rate and determine if applicable pay incentives (i.e. retention allowance) would be effective in retaining these employees.	June 15, 2009	
Identify those series which are most difficult to fill and determine if pay incentives (i.e. special salary rates, relocation bonuses, etc) would increase the applicant pools for these positions.	June 15, 2009	

<p><b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b></p> <p>Natural Resources Conservation Service established a team to develop effective strategies to recruit and retain a diverse and highly skilled workforce. The team that consists of the Director of Civil Rights, the Human Capital Officer, staff from the Outreach division and field staff are using the OPM's "Career Patterns – A 21<sup>st</sup> Century Approach to Attracting Talent" as a resource guide.</p>
--

<b>EEOC FORM 715-01 PART H</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>		<b>For period covering October 1, 2007, to September 30, 2008.</b>
<b>EEO PLAN TO ATTAIN THE ESSENTIAL ELEMENTS OF A MODEL EEO PROGRAM</b>		
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	There is a low participation rate and in some cases no participation of women, minorities and persons with disabilities in agency leadership positions. Not all agency leaders are committed to ensuring a diverse workforce.	
OBJECTIVE:	Develop and establish a national internal recruitment program designed to attract qualified women, minorities and people with disabilities to be comprised of training and promotion opportunities.	
RESPONSIBLE OFFICIAL:	Civil Rights Director; Human Resources Management Division Director	
DATE OBJECTIVE INITIATED:	January 1, 2009	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2009	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
Gain commitment to diversity from agency leaders and selecting officials through diversity training.	September 30, 2009	
Design and implement a tracking system for all Human Resources offices to use in order to retrieve and analyze data regarding the RSNOD of the applicants applying for positions under Merit Promotion. Recommend that reports of findings be sent to the Human Resources Management Division on a quarterly basis.	September 30, 2009	
Create a leadership development program for women, minorities and persons with disabilities that include participation in detail opportunities, to serve on core agency planning teams and committees in order to gain development experiences.	September 30, 2009	
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b>		
<p>Natural Resources Conservation Service established a National Leadership Development Program (NLDP) in 2008. The NLDP is a 15-month Service-wide program open to all individuals with time in grade at the GS-13 and GS 14 levels and exceptional GS-12s. The NLDP includes formal training away from the home unit, developmental work experiences, needs assessment, mentoring and self-directed learning. The NLDP assists participants in preparing themselves for leadership positions. 2008 accomplishments: NRCS gained approval on the proposal to develop and launch the program. The program design and National Employee Development Center Team formed. National Bulletin announcing program and application deadline was August 28, 2008. Recruited program participants, behavioral interviewers, coaches and mentors. Secured primary program vendors. Scheduled residential sessions, interview, coach and mentor training dates.</p> <p>The first NLDP class begins in the Fall of 2008 and ends in the Spring of 2010. There is not tuition for the program, but travel expenses will be paid by the nominating unit.</p>		

<b>EEOC FORM 715-01 PART I</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>
--	---

<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>
---	--

**EEO PLAN TO ELIMINATE IDENTIFIED BARRIER**

<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>There is low participation and in some cases no participation of women, minorities and persons with disabilities in agency leadership positions and agency major occupations. Managers, supervisors, Civil Rights Division and Human Resources Management staff are responsible for identifying and eliminating barriers to equal access to employment.</p>
--	--

<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Analysis of the Total Workforce (Table A1), illustrating distribution by Race/Ethnicity and Sex.</p>
--	---

<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Managers and supervisors have not been involved in the training and development of solutions to identified barriers to equal employment opportunity.</p>
---	---

<p><b>OBJECTIVE:</b> State the alternative or revised</p>	<p>Provide MD-715 and diversity training to all leaders, supervisors and selecting officials and accountability measures to determine accomplishments. Create and implement a leadership development program for women, minorities and persons with disabilities. To ensure that managers, supervisors and human resources staff</p>
---	--



agency policy, procedure or practice to be implemented to correct the undesired condition.	are included when barriers are being identified by civil rights division.
<b>RESPONSIBLE OFFICIAL:</b>	Civil Rights Director; Human Resources Management Division Director; Regional Assistant Chiefs
<b>DATE OBJECTIVE INITIATED:</b>	January 1, 2009
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	September 30, 2009

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE</b>
Provide mandatory training to all leaders, supervisors and selecting officials on diversity and MD-175.	September 30 2009
National Headquarters should continue to review panels and assist in the selection of the Mid level managers to ensure that diversity is met throughout the agency.	January 1, 2009
Develop and create a leadership development program that consists of developmental assignments to women, minorities and persons with disabilities.	March 1, 2009
Strengthen partnerships with groups that can assist us in improving diversity in the agency	September 30, 2009
Use the applicant tracking feature of Quick-Hire to track and identify applicant pool to ensure that Hispanics are applying and being selected for positions throughout the agency	May 1, 2009
Review and modify, if necessary, the civil rights element of the performance appraisals for employees in positions serving as selecting officials and training officials, to reflect the requirement of achieving a diverse workforce. In addition, ensure that the Regional Assistant Chiefs are aware of this policy as it pertains to the performance of State Conservationists by reviewing the element with them.	May 1, 2009

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE**

Natural Resources Conservation Service established a National Leadership Development Program (NLDP) in 2008. The NLDP is a 15-month Service-wide program open to all individuals with time in grade at the GS-13 and GS 14 levels and exceptional GS-12s. The NLDP includes formal training away from the home unit, developmental work experiences, needs assessment, mentoring and self-directed learning. The NLDP assists participants in preparing themselves for leadership positions. 2008 accomplishments: NRCS gained approval on the proposal to develop and launch the program. The program design and National Employee Development Center Team formed. National Bulletin announcing program and application deadline was August 28, 2008. Recruited program participants, behavioral interviewers, coaches and mentors. Secured primary program vendors. Scheduled residential sessions, interview, coach and mentor training dates.

The first NLDP class begins in the Fall of 2008 and ends in the Spring of 2010. There is no tuition for the program, but travel expenses will be paid by the nominating unit.

Two Hispanics, one male and one female, completed the one-year pilot mentoring program, Earth Care Connection.

Two White women, one Black male and two Hispanic males are in the USDA Senior Executive Service Training

Program. One Hispanic male is currently eligible for a Senior Executive Service position.

<b>EEOC FORM 715-01 PART I</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>	
<b>EEO PLAN TO ELIMINATE IDENTIFIED BARRIER</b>		
<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The total number of employees in NRCS has decreased from 12,316 in 2007 to 11,878 in 2008. The number of women, minorities and persons with disabilities in all major job categories continues to be significantly low in participation rate.</p>	
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Analysis of the Total Workforce (Table A1), illustrating distribution by Race/Ethnicity and Sex.</p>	
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>NRCS continues to focus on the technical and professional development of women, minorities, persons with disabilities. The Agency did not have a national recruitment plan in place for FY 2008.</p>	
<p><b>OBJECTIVE:</b> State the alternative or revised</p>	<p>A task force has been established to develop and implement a national recruitment policy. The task force members include the Civil Rights Director, Human Resources Management Division Director, Human Capital Officer and the Outreach Division Director. Development and implement accountability measures to track and report the progress of</p>	

agency policy, procedure or practice to be implemented to correct the undesired condition.	recruitment efforts. NRCS implemented a comprehensive Human Capital Plan wherein human capital objectives from the Proud-to-Be VI goals are included in the draft Agency National Business Plan for FY 2009. In addition an Implementation Plan has been drafted in conjunction with the 5-year Investment Strategy.
<b>RESPONSIBLE OFFICIAL:</b>	Civil Rights Director; Human Resources Management Division Director: and Human Capital Officer.
<b>DATE OBJECTIVE INITIATED:</b>	January 1, 2009
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	September 30, 2009

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE</b>
Develop and implement a national recruitment policy, strategy and cadre.	June 30, 2009
Design and implement a tracking system for all Human Resources offices to use in order to retrieve and analyze data regarding the RSNOD (applicant flow data) of the applicants applying for positions under Merit Promotion.	September 30, 2009
Design and mass-produce media material aimed at women, minorities and persons with disabilities promoting NRCS major occupation positions.	September 30, 2009
Work to promote employment opportunities across the country by assisting states with travel costs for student trainee positions.	May 31, 2009
Continue to support women, minority and personal with disability professional organizations whose purpose is to identify, implement and promote appropriate and effective recruitment strategies affecting the entire agency.	March 1, 2009
Develop and implement specific recruitment plans for women, minorities and persons with disabilities.	September 30, 2009
<b>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</b>	
<p>NRCS analyzed results of the Federal Human Capital Survey (FHCS) results and implement actions to improve results for NRCS and distributed them to senior leadership. Results also distributed to State Human Resources staff for local distribution. NRCS also analyzed 2007 Annual Employee Survey results and discussed them at the Chief's Executive Leadership Team meeting. The discussion included accountability for improvements of survey results in targeted areas in supervisory performance standards.</p> <p>NRCS BEPMs recruited at college career fairs:  Indiana Black Expo  Thurgood Marshall 7<sup>th</sup> Annual Leadership Conference and Career Fair  Met with Fort Valley(GA) State College Liaison about student recruitment and job opportunities with NRCS  Delaware State University Fall Career Fair  Delaware State University Career Exploration Day Job Fair  National Scholarship Service College Fair (CO)  Fresno (CA) City College Job Fair  Fresno (CA) State University Career Day  Langston University Career Fair (OK)</p>	

Kentucky State University Career Fair  
Attended MANNRS Conference  
John F. Kennedy High School (ND)  
North Dakota State University  
Lincoln (MO) University  
New Mexico State University  
University of Texas at El Paso  
Texas A&M in Kingsville  
University of Puerto Rico at Mayaguez  
California Polytechnic University in Pomona

NRCS employees who are members of the American Indian Sciences and Engineering Society (AISES) attended their annual recruiting event and distributed NRCS career brochures, employment, STEP and SCEP opportunity materials to over 500 college students and approximately 70 high school students. During the NRCS concurrent session, *Helping the People Help the Land; a Universe of Opportunities*, there were 43 college students and 14 high school students that attended the NRCS concurrent session. The cadre recruited for every NRCS state that submitted a job through the Career Intern Program (CIP), STEP, or SCEP opportunity in their state.

The recruiting cadre documented meaningful contacts (sign-ins, resumes & interviews) with 183 students and collected 43 resumes and conducted 39 student interviews. At this time over 33 high quality candidates are being considered for employment or SCEP positions with NRCS. All the collected resumes and interview sheets will be distributed to State Conservationists, AI/AN SEPM's and the Human Resource offices in each state.

Attendees for the conference included; 568 college students, 169 high school students, 518 professionals and 411 exhibitors. This recruiting event was a huge success for NRCS; however, this event could not have taken place without the support of State Conservationists who provided financial support for the NRCS Lapis sponsorship and covered travel expenses for the AISES cadre members.

#### 2008 Student and Internship Data for NRCS

Career Experience: 150 students, 75 females and 49 minorities

Career Intern: 99 students, 47 females and 18 minorities

HACU students: 2 females, 0 male

Student Temp Employment: 101 students, 52 females, 39 minorities

Summer Intern: 6 students, 2 females, 2 minorities

Student Volunteer: 665 students, 356 females, 73 minorities

1890s Scholars: 7 students, 3 females, 5 minorities

Students with disabilities: 2 students, 0 females, 1 minority

Conversions to CC or Career Appointments: 41 total, 15 females, 12 minorities

Conversions to CC or Career Appointments from 1890s: 7 total, 5 females, 3 minorities

Conversions to CC or Career Appointments from Career Interns & PMI: 39 total, 20 females, 8 minorities

<b>EEOC FORM 715-01 PART I</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>	
<b>EEO PLAN TO ELIMINATE IDENTIFIED BARRIER</b>		
<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>NRCS is losing highly qualified employees to retirement, other Federal Agencies and the private sector. However, the low participation rate of minorities, women and persons with disabilities continues. Between FY 2007 and FY 2008 there were a total of 640 separations. In FY 2007 there were 177 separations; a difference of 463 employees in one FY.</p>	
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Analysis of the Total Workforce (Table A1).</p>	
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>NRCS practices require that employees are mobile within the agency. It is expected that in order to move up the ladder employees will have to relocate. Family circumstances such as two-career couples and children in school make relocation less attractive.</p>	
<p><b>OBJECTIVE:</b></p> <p>State the alternative or revised agency policy,</p>	<p>Retain a diverse workforce by implementing a national retention plan. Increase outreach efforts, develop resume building, effective KSA writing, and effective interviewing techniques workshops. Implementation Plan has been drafted in conjunction with the 5-year Investment Strategy.</p>	

procedure or practice to be implemented to correct the undesired condition.	
<b>RESPONSIBLE OFFICIAL:</b>	Regional Assistant Chief, Director of Civil Rights and Director of Human Resources and Human Capital Officer.
<b>DATE OBJECTIVE INITIATED:</b>	January 1, 2009
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	September 30, 2009

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE (Must be specific)</b>
Determine the feasibility of establishing more developmental level positions (GS-5 and GS-7) in order to locate and recruit applicants that may have the educational requirements, but not the experience to qualify at higher grade levels, in order to groom these employees to fill in behind more experienced employees in the same field who leave the Agency.	January 30, 2009
Include in vacancy announcements advertised through USAJobs information that illustrates persons with a targeted disability are eligible to apply for the positions.	March 30, 2009
Identify those series which have the highest turnover rate and determine if such any pay incentives (i.e. retention allowance) would be effective in retaining these employees	July 30, 2009
Identify those series which are most difficult to fill and determine if pay incentives (i.e. special salary rates, relocation bonuses, etc) would increase the applicant pools for these positions.	July 30, 2009

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE**

In 2006, the National Federal Women's Program Manager (NFWPM) created a presentation called "Writing Effective KSAs." Since then, this two-hour workshop along with a corresponding hand book has been given to several groups of employees. This workshop has been given to NRCS employees in National Headquarters, Maryland, California, and Minnesota and has also been provided at NRCS employee organization meetings. Over 500 books has been printed and distributed and the presentation has been scanned and emailed to over 300 special emphasis program managers for distribution to all employees in their states. The presentation has also been given to employees at other USDA agencies and was the subject of the September, 2008, USDA Diversity Lunch and Learn Series.

The NFWPM created a special two-part workshop based on the "Writing Effective KSAs" format for employees impacted by a recent A-76 process. The workshop was more intensive and structured for employees who had no recent experience in applying for jobs. The presentation was given to 38 employees who were women and minorities.

The NFWPM has worked with individuals assisting them by reviewing their resumes, applications and KSAs in an effort to help employees improve their ability to make job panels and gain interviews.

<b>EEOC FORM 715-01 PART I</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</b>	
<b>Natural Resource Conservation Service (NRCS)</b>	<b>For period covering October 1, 2007, to September 30, 2008.</b>	
<b>EEO PLAN TO ELIMINATE IDENTIFIED BARRIER</b>		
<p><b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b></p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The total number of employees in NRCS has decreased from 12,316 in 2007 to 11,878 in 2008. The number of minorities, women and persons with disabilities in all major job categories continues to be low in participation rate.</p>	
<p><b>BARRIER ANALYSIS:</b></p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Analysis of the Total Workforce (Table A1), illustrating distribution by Race/Ethnicity and Sex.</p>	
<p><b>STATEMENT OF IDENTIFIED BARRIER:</b></p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>NRCS continues to focus on the technical and professional development of women, minorities, persons with disabilities.</p>	
<p><b>OBJECTIVE:</b> State the alternative or revised</p>	<p>A task force has been established to develop and implement a national recruitment policy. The task force members include the Civil Rights Director, Human Resources Management Division Director, Human Capital Officer and the Outreach Division Director. Development and implement accountability measures to track and report the progress of recruitment efforts. NRCS implemented a comprehensive Human Capital Plan wherein</p>	



agency policy, procedure or practice to be implemented to correct the undesired condition.	human capital objectives from the Proud-to-Be VI goals are included in the draft Agency National Business Plan for FY 2009.  NRCS contracted with OPM to assist in developing competency models for the Agency's three largest mission critical occupations (458, 470, and 457).
<b>RESPONSIBLE OFFICIAL:</b>	Civil Rights Director; Human Resources Management Division Director: and Human Capital Officer.
<b>DATE OBJECTIVE INITIATED:</b>	January 1, 2009
<b>TARGET DATE FOR COMPLETION OF OBJECTIVE:</b>	September 30, 2009

<b>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</b>	<b>TARGET DATE</b>
Determine the feasibility of establishing more developmental level positions (GS-5 and GS-7) in order to locate and recruit applicants that may have the educational requirements, but not the experience to qualify at higher grade levels, in order to groom these employees to fill in behind more experienced employees in the same field who leave the Agency.	January 30, 2009
Include in vacancy announcements advertised through USAJobs information that illustrates persons with a targeted disability are eligible to apply for the positions.	March 30, 2009
Identify those series which have the highest turnover rate and determine if such any pay incentives (i.e. retention allowance) would be effective in retaining these employees	July 30, 2009
Identify those series which are most difficult to fill and determine if pay incentives (i.e. special salary rates, relocation bonuses, etc) would increase the applicant pools for these positions.	July 30, 2009

**REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE**

OPM is currently finalizing the rating scale for assessments of the occupational series 458. NRCS is partnering with the USDA Forest Service to complete the 470 series. The number of employees trained in mission critical occupations for FY 2008 is approximately 5000; of which 1000 employees received training in classroom instructor led sessions and approximately 4000 employees trained using distance learning formats. A total of \$440,500 has been invested in FY 2008 towards deliver of courses in mission critical areas.

Participated in the following career fairs and created a database of students for 2<sup>nd</sup> level agency heads (State Conservationists) to utilize to increase representation of Hispanics in the total workforce:

- New Mexico State University,
- University of Texas at El Paso,
- Texas A&M in Kingsville, 3 students were offered jobs in Oklahoma
- University of Puerto Rico at Mayaguez,
- California Polytechnic University in Pomona,

NRCS Hispanic Emphasis Program Manager in Indiana participated in the 7<sup>th</sup> Annual Latinos Count Conference in Fort Wayne. Indiana HEPM is also a member of Northern Indiana Hispanic Leadership Coalition and works with them to recruit minorities to NRCS. HEPM also worked with "Radio Sabor Latino" with the purpose of reaching out and communicating with the Hispanic community about NRCS and job opportunities available.

Below are just some of the colleges career fairs that Black Emphasis Program Managers participated in 2008:

Indiana Black Expo  
Thurgood Marshall 7<sup>th</sup> Annual Leadership Conference and Career Fair  
Met with Fort Valley(GA) State College Liaison about student recruitment and job opportunities with NRCS  
Delaware State University Fall Career Fair  
Delaware State University Career Exploration Day Job Fair  
National Scholarship Service College Fair (CO)  
Fresno (CA) City College Job Fair  
Fresno (CA) State University Career Day  
Langston University Career Fair (OK)  
Kentucky State University Career Fair  
Attended MANNRS Conference  
John F. Kennedy High School (ND)  
North Dakota State University  
Lincoln (MO) University

The NRCS AISES recruiting cadre members distributed NRCS career brochures, employment, STEP and SCEP opportunity materials to over 500 college students and approximately 70 high school students. During the NRCS concurrent session, *Helping the People Help the Land; a Universe of Opportunities*, there were 43 college students and 14 high school students that attended the NRCS concurrent session. The cadre recruited for every NRCS state that submitted a job through the Career Intern Program (CIP), STEP, or SCEP opportunity in their state.

The recruiting cadre documented meaningful contacts (sign-ins, resumes & interviews) with 183 students and collected 43 resumes and conducted 39 student interviews. At this time over 33 high quality candidates are being considered for employment or SCEP positions with NRCS. All the collected resumes and interview sheets will be distributed to State Conservationists, AI/AN SEPM's and the Human Resource offices in each state.

Attendees for the conference included; 568 college students, 169 high school students, 518 professionals and 411 exhibitors. This recruiting event was a huge success for NRCS; however, this event could not have taken place without the support of State Conservationists who provided financial support for the NRCS Lapis sponsorship and covered travel expenses for the AISES cadre members.

In March 2008 information on accessing the Workplace Recruitment Program database was provided to all NRCS DEPMs and Human Resource Managers, providing detailed information on over 1800 students.

Resumes of persons with targeted disabilities were provided to all collateral duty Disability Emphasis Program Managers, Veteran Emphasis Program Managers (DEPM, VEPM) and the NRCS selective placement coordinator for consideration.

Training and specific information was provided to collateral duty DEPMs & VEPMs during teleconferences with the National DEPM on how to search for qualified individuals with targeted disabilities.

NRCS FWPMs attended career fairs at the following colleges and universities:

University of Hawaii at Manoa  
Hawaii Pacific University  
Penn State University  
Allen Community College, Kansas  
University of Georgia  
Hartford College, CT  
Wenatchee Community College, WA  
Cornell University  
University of Maine  
Oregon State University, Women's Center  
Washington State University, Women's Center

<b>EEOC FORM 715-01 PART J</b>	<b>U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities</b>						
--	---	--	--	--	--	--	--

<b>PART I Department or Agency Information</b>	1. Agency	1.U.S. Department of Agriculture
	1.a. 2 <sup>nd</sup> Level Component	1.a. Natural Resources Conservation Service
	1.b. 3 <sup>rd</sup> Level or lower	1.b.

<b>PART II Employment Trend and Special Recruitment for Individuals With Targeted Disabilities</b>	Enter Actual Number at the ...	... beginning of FY.		... end of FY.		Net Change	
		Number	%	Number	%	Number	Rate of Change
	Total Work Force	12316	100.00%	11,878	100.00%	-438	-3.7%
	Reportable Disability	864	7.01%	789	6.65%	-75	-9.5%
	Targeted Disability*	127	1.03%	116	.98%	-11	-9.5%
* If the rate of change for persons with targeted disabilities is not equal to or greater than the rate of change for the total workforce, a barrier analysis should be conducted (see below).							
1. Total Number of Applications Received From Persons With Targeted Disabilities during the reporting period.							
2. Total Number of Selections of Individuals with Targeted Disabilities during the reporting period.							

**PART III Participation Rates In Agency Employment Programs**

Other Employment/Personnel Programs	TOTAL	Reportable Disability		Targeted Disability		Not Identified		No Disability	
		#	%	#	%	#	%	#	%
3. Competitive Promotions									
4. Non-Competitive Promotions	1189	58	4.88	5	.42	15	1.26	1115	93.78
5. Employee Career Development Programs									
5.a. Grades 5 - 12	10145	825	8.13	97	.95	198	1.95	9320	91.86
5.b. Grades 13 - 14	871	76	8.72	7	.80	20	.022	795	91.27
5.c. Grade 15/SES	142	7	4.92	0	0	5	3.52	135	95.07
6. Employee Recognition and Awards	8332	546	6.55	80	.96	112	1.34	7669	92.04
6.a. Time-Off Awards (Total hrs	6739	433	6.43	169	2.51	40	.59	6266	92.98

awarded)									
6.b. Cash Awards (total \$\$\$ awarded)	6095312	379739	6.23	48918	.8	91739	1.51	5622574	92.24
6.c. Quality-Step Increase	282	19	6.74	3	1.06	3	1.06	260	92.2

<b>EEOC FORM 715-01</b> Part J	Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities
<b>Part IV</b> Identification and Elimination of Barriers	Agencies with 1,000 or more permanent employees MUST conduct a barrier analysis to address any barriers to increasing employment opportunities for employees and applicants with targeted disabilities <b>using FORM 715-01 PART I</b> . Agencies should review their recruitment, hiring, career development, promotion, and retention of individuals with targeted disabilities in order to determine whether there are any barriers.
<b>Part V</b> Goals for Targeted Disabilities	<p>Agencies with 1,000 or more permanent employees are to use the space provided below to describe the strategies and activities that will be undertaken during the coming fiscal year to maintain a special recruitment program for individuals with targeted disabilities and to establish specific goals for the employment and advancement of such individuals. For these purposes, targeted disabilities may be considered as a group. Agency goals should be set and accomplished in such a manner as will effect measurable progress from the preceding fiscal year. Agencies are encouraged to set a goal for the hiring of individuals with targeted disabilities that is at least as high as the anticipated losses from this group during the next reporting period, with the objective of avoiding a decrease in the total participation rate of employees with disabilities.</p> <p>Goals, objectives and strategies described below should focus on internal as well as external sources of candidates and include discussions of activities undertaken to identify individuals with targeted disabilities who can be (1) hired; (2) placed in such a way as to improve possibilities for career development; and (3) advanced to a position at a higher level or with greater potential than the position currently occupied.</p>

**SUPPORTING DATA DOCUMENTATION FROM 462 REPORT;**  
**COMPLAINT PROCESSING PROGRAM DEFICIENCIES; ADR;**  
**AND REASONABLE ACCOMMODATIONS**

*Program Status for NRCS Complaints*

**Pre-Complaints:** There were 67 pre-complaints initiated and 21 pre-complaints were on hand at the beginning of the reporting period. Seventy-two pre-complaints were completed and of the 72, 10 were settled, 18 were withdrawn, there were 41 counseling completed during the reporting period that resulted in formal complaints filed. At the end of FY 2008 there were 3 decisions to file complaints pending and 16 counseling pending.

**Formal Complaints:** There were 42 formal complaints filed and 109 complaints on hand at the beginning of the reporting period. Of the 151 complaints none of the complaints were remand or consolidated. Sixty-four complaints were closed and 87 complaints were on hand at the end of the fiscal year. During the formal process, time of counseling through closure of the complaint, the trend analysis revealed complaints processing exceeded regulatory time frames, but at an improvement rate over FY 2007.

## Bases Summary

Complaints by Bases	Comparative Data				
	Previous Fiscal Year Data				
<i>Note: Complaints can be filed alleging multiple bases. The sum of the bases may not equal total complaints filed.</i>	2004	2005	2006	2007	
Appointment/Hire	2	6	2	0	1
Assignment of Duties	5	16	6	8	5
Awards	3	0	0	2	1
Conversion to Full-time	0	0	0	0	0
<b>Disciplinary Action</b>					
Demotion	2	4	0	1	1
Reprimand	1	2	2	1	4
Suspension	0	0	0	1	1
Other	0	1	0	0	0
Duty Hours	1	0	0	0	0
Evaluation Appraisal	1	6	4	5	2
Examination/Test	0	0	0	0	1
<b>Harassment</b>					
Non-Sexual	5	15	13	20	17
Sexual	1	2	1	2	4
Pay (Including Overtime)	0	0	0	1	0
Promotion/Non-Selection	17	18	24	21	8
<b>Reassignment</b>					
Denied	0	1	0	0	0
Directed	2	6	2	3	3
Reasonable Accommodation	1	2	1	4	4
Reinstatement	1	1	0	0	0
Retirement	0	1	0	0	0
Termination	2	5	4	3	1
Terms/Conditions of Employment	6	15	4	1	0
Time and Attendance	0	2	1	2	5
Training	1	4	2	0	3
Other	8	15	22	23	12

**Issues Summary**

Complaints by Issue	Comparative Data				
	Previous Fiscal Year Data				
<i>Note: Complaints can be filed alleging multiple bases. The sum of the bases may not equal total complaints filed.</i>	2004	2005	2006	2007	2008
Appointment/Hire	2	6	2	0	1
Assignment of Duties	5	16	6	8	5
Awards	3	0	0	2	1
Conversion to Full-time	0	0	0	0	0
<b>Disciplinary Action</b>					
Demotion	2	4	0	1	1
Reprimand	1	2	2	1	4
Suspension	0	0	0	1	1
Other	0	1	0	0	0
Duty Hours	1	0	0	0	0
Evaluation Appraisal	1	6	4	5	2
Examination/Test	0	0	0	0	1
<b>Harassment</b>					
Non-Sexual	5	15	13	20	17
Sexual	1	2	1	2	4
Pay (Including Overtime)	0	0	0	1	0
Promotion/Non-Selection	17	18	24	21	8
<b>Reassignment</b>					
Denied	0	1	0	0	0
Directed	2	6	2	3	3
Reasonable Accommodation	1	2	1	4	4
Reinstatement	1	1	0	0	0
Retirement	0	1	0	0	0
Termination	2	5	4	3	1
Terms/Conditions of Employment	6	15	4	1	0
Time and Attendance	0	2	1	2	5
Training	1	4	2	0	3
Other	8	15	22	23	12

**Discrimination Finding Summary**

Findings of Discrimination Rendered by Basis	Comparative Data									
	Previous Fiscal Year Data									
<b>Note: Complaints can be filed alleging multiple bases. The sum of the bases may not equal total complaints and findings.</b>	2004		2005		2006		2007		2008	
	#	%	#	%	#	%	#	%	#	%
<b>Total Number Findings</b>	1		2		1		0		1	
Reprisal	1	100	1	50	0	0	0	0	0	100
Sex	0	0	2	100	0	0	0	0	0	100
Age	0	0	1	50	1	100	0	0	0	100
Disability	0	0	1	50	0	0	0	0	0	0
<b>Findings After Hearing</b>										
	0		1		1		0			
Reprisal	0	0	1	100	0	0	0	0	0	100
Sex	0	0	1	100	0	0	0	0	0	100
National Origin	0	0	0	0	0	0	0	0	0	0
Age	0	0	0	0	1	100	0	0	0	100
<b>Findings Without Hearing</b>										
	1		0		0		0			
Reprisal	1	100	0	0	0	0	0	0	0	0



**Discrimination Finding Summary**

<b>Findings of Discrimination Rendered by Issue</b>	<b>Comparative Data</b>									
	<b>Previous Fiscal Year Data</b>									
	<b>2004</b>		<b>2005</b>		<b>2006</b>		<b>2007</b>		<b>2008</b>	
	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
<b>Total Number Findings</b>	1		2		1		0		0	
Assignment of Duties	0	0	1	50	0	0	0	0	0	0
<b>Disciplinary Action</b>										
Evaluation Appraisal	0	0	1	50	0	0	0	0	0	0
<b>Harassment</b>										
Non-Sexual	0	0	2	100	0	0	0	0	0	100
Pay (Including Overtime)	0	0	0	0	1	100	0	0	0	100
Promotion/Non-Selection	1	100	0	0	0	0	0	0	0	0
<b>Reassignment</b>										
Denied	1	100	0	0	0	0	0	0	0	0
Other - User Defined	1	100	0	0	0	0	0	0	0	100
<b>Findings After Hearing</b>										
Harassment	0		1		1		0		0	
Non-Sexual	0	0	1	100	0	0	0	0	0	100
Pay (Including Overtime)	0	0	0	0	1	100	0	0	0	100
<b>Findings Without Hearing</b>										
Appointment/Hire	0	0	0	0	0	0	0	0	0	0
Assignment of Duties	0	0	1	100	0	0	0	0	0	0
Evaluation Appraisal	0	0	1	100	0	0	0	0	0	0
Examination/Test	0	0	0	0	0	0	0	0	0	0
<b>Harassment</b>										
Non-Sexual	0	0	1	100	0	0	0	0	0	0
Promotion/Non-Selection	1	100	0	0	0	0	0	0	0	0
<b>Reassignment</b>										
Denied	1	100	0	0	0	0	0	0	0	0
Other - User Defined	1	100	0	0	0	0	0	0	0	0

### ***Alternate Dispute Resolution***

There were 64 offers to participate in ADR during the informal process in FY 2008; 39 aggrieved declined to participate; 4 offers were declined by the Agency; and 21 was accepted into the ADR program. Five ADR ended with settlements and benefits. Three ADR ended with no resolution.

### ***Monetary Payouts***

The total cost for ADR settlements with monetary benefits during the informal process were \$42,000.00 lump sum payment. During the formal process closures with monetary benefits to complainant was \$306,702.24 with \$288,497.84 being a lump sum payment; \$18,204.40 being compensatory damages; \$48,800.00 for attorney fees and cost; and \$33,850.87 in contractor investigation

### ***Investigative Costs***

There were 37 investigations completed during this reporting period; 28 of which were timely investigated in 180 days or less, 7 which were untimely investigated in 181 - 360 days, and 2 completed in 361 days or more. The total cost of the contractor investigation costs was \$33,850.87. NRCS continues to utilize its automated tracking system to ensure NRCS is processing complaints in a timely manner. NRCS continues to utilize its automated tracking system to ensure NRCS is processing complaints in a timely manner. The investigations that exceeded the required 180 days are attributed to the delay in OAC's accept/dismiss responsible function of the formal complaint. NRCS will continue to work with our liaison at OAC to overcome these barriers. The costs of the investigations are not affected by any delay in processing as there is a set fee in each complaint.

### ***Corrective/Plan of Actions***

#### **Review of ADR data:**

ADR is offered to all employees during the Pre-complaint (informal) and Formal stage of the EEO process. The decision to elect ADR is determined by the complainant. However, statutes prohibit mediating complaints alleging sexual harassment and workplace violence.

#### **Harassment Training:**

Through the results of trend analysis, CRD determined the type of training to fit the needs identified. This training was provided to all NRCS managers/supervisors and employees.

The training modules implemented included such topics as ADR Awareness, Conflict Management and Effective Communication, Sexual Harassment, Non-Sexual Harassment and Preventing a Hostile Work Environment.

### ***Persons with Disabilities/Reasonable Accommodations***

Type of Accommodation Requested	Number Requested	Number Granted	Value of Accommodations (\$)
Accessible Parking Space	4	3	N/A
Dragon Naturally speaking software	3	3	200.00 **
Telework	4	4	N/A
Promotion	1	0	N/A
Approval to Drive GOV	3	3	N/A
Adjustable compute desk and Keyboard Tray and Ergo chair	1 2	0 2	N/A 500.00
ATV Left hand controls	1	1	250.00
Larger Flat Screen Monitors	2	2	450.00
Flexible Leave	4	4	N/A
Sign Language Interpreters	Ongoing	As needed	6,000.00 to 10,000.00
Relocation	2	0	N/A

\*\* denotes items provided through The Department of Defense's Computer/Electronics Accommodations Program

Via a 2002 Memorandum of Understanding between the Department of Defense and the USDA

## MD-715 report Acronyms List

ADR – Alternative Dispute Resolution  
AI/ANEPM – Asian American/Pacific Islander Emphasis Program, American Indian/Alaska  
Native Emphasis Program Manager  
AISES – American Indian Sciences and Engineering Society  
BEPM – Black Emphasis Program Manager  
CEP – Career Enhancement Program  
CR – Civil Rights  
CRAC – Civil Rights Advisory Committee  
CRD – Civil Rights Division  
CRIA – Civil Rights Impact Analysis  
DEPM – Disability Emphasis Program Manager  
DR – Departmental Regulations  
EEOC – Equal Employment Opportunity Commission  
EEO – Equal Employment Opportunity  
EO – Equal Opportunity  
FAPAC – Federal Asian Pacific American Council  
FEORP – Federal Equal Opportunity Recruitment Plan  
FWPM – Federal Women Program Manager  
GM – General Manager  
GS – General Schedule  
HACU – Hispanic Association of Colleges and Universities  
HBCU – Historically Black Colleges and Universities  
HEPM – Hispanic Emphasis Program Manager  
HR – Human Resources  
HRMD – Human Resource Management Division  
HSI – Hispanic Serving Institutions  
LEAD – Leadership for the Employment of Americans with Disabilities  
LULAC – League of United Latin American Citizens  
MANRRS – Minorities in Agriculture, Natural Resources and Related Sciences  
MD – Management Directive  
NCLF – National Civilian Labor Force  
NCRC – National Civil Rights Committee  
NFC – National Finance Center  
NHQ – National Headquarters  
NRCS – Natural Resources Conservation Service  
NSEPM – National Special Emphasis Program Manager  
OAC – Office of Adjudication and Compliance  
OMB – Office of Management and Budget  
OPM – Office of Personnel Management  
OSC – Office of Special Counsel  
PMC – Position Management Committee

RA – Reasonable Accommodation  
RAC – Regional Assistant Chief  
RCLF – Relevant/Occupational Civilian Labor Force  
RSNOD – Race, Sex, National Origin and Disability  
SES – Senior Executive Service  
SEPM – Special Emphasis Program Manager  
USDA – United States Department of Agriculture  
WINS – Washington Internships for Native Students  
WG – Wage Grade

## APPENDIX B

### MD-715 report Definitions List

(The following definitions apply to Management Directive 715)

- **Administrative Support Workers** – Includes all clerical-type work regardless of level of difficulty, where the activities are predominately non-manual though some manual work not directly involved with altering or transporting the products included. Includes: bookkeepers, collectors (bills an accounts), messenger and office helpers, stenographers, typist and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.
- **Applicant Flow Data** - Information reflecting characteristics of the pool of individuals applying for an employment opportunity.
- **Barrier** - An agency policy, principle, practice or condition that limits or tends to limit employment opportunities for members of a particular gender, race or ethnic background or for an individual (or individuals) based on disability status.
- **Civilian Labor Force** - Persons 16 years of age and over, except those in the armed forces, who are employed or are unemployed and seeking work.
- **Craft Workers (Skilled)** – Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators who are not members of management, mechanics and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and model makers, stationary engineers, tailors, arts occupations, hand painters, coaters, bakers, decorating occupations, and kindred workers.
- **Disability** - For the purpose of statistics, recruitment, and targeted goals, the number of employees in the workforce who have indicated having a disability on an Office of Personnel Management Standard Form (SF) 256. For all other purposes, the definition contained in 29 C.F.R. parts 1630.2 applies.
- **EEO Groups** - Members of groups protected under Title VII of the Civil Rights Act and other Federal guidelines. Includes White Men, White Women, Black Men, Black Women, Hispanic Men, Hispanic Women, Asian Men, Asian Women, Native American Men, Native Hawaiian Other Pacific Islander Men, Native Hawaiian Other Pacific Islander Women, and Persons with Disabilities.

- **Employees** - Members of the agency's permanent or temporary workforce, whether full or part-time and whether in competitive or excepted service positions.
- **Employment Decision:** Any decision affecting the terms and conditions of an individual's employment, including but not limited to hiring, promotion, disciplinary action and termination.
- **Federal Categories (Fed9)** - For the first time EEOC is requiring agencies to report their workforce data by aggregating it into nine employment categories. These categories are more consistent with those EEOC uses in private sector enforcement and will permit better analysis of trends in the federal workplace than previous categories used. The Commission has created a Census/OPM Occupation Cross-Classification Table by OPM Occupational Code (crosswalk) which assists agencies in determining the categories in which to place a position through use of the position's OPM or SOC codes or the OPM or Census Occupation Title. The crosswalk may be accessed at the Commission's website.
- **Fiscal Year** - The period from October 1 of one year to September 30 of the following year.
- **Goal** - Under the Rehabilitation Act, an identifiable objective set by an agency to address or eliminate barriers to equal employment opportunity or to address the lingering effects of past discrimination.
- **Laborers (Unskilled)** - Workers in manual occupations which generally require no special training who perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. Includes: garage laborers, car washers and greasers, ground keepers and gardeners, farm workers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operations, and kindred workers.
- **Major Occupation** - Agency occupations that are mission related and heavily populated, relative to other occupations within the agency.
- **Officials and Manager** – Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual offices, programs, division or other units or special phases of an agency's operations. In the federal sector, this category is further broken out into four sub-categories: **(1) Executive/Senior-Level, (2) Mid-Level, (3) First-Level and (4) Other.** When an employee is classified as a supervisor or manager, that employee should be placed in the Officials and Managers category rather than in the category in the crosswalk that they would otherwise be placed in based on the on their OPM occupational code. Those employees classified as supervisors or managers who are at the GS-12 level or below should be placed in the **First-Level** sub-category of Officials and Managers, those at the GS-13 or 14 should be in the **Mid-Level** sub-category and those at GS-15 or in the SES should be in the **Executive/Senior-Level** sub-category. An agency may also choose to place employees who have significant policy-making responsibilities, but do not supervise other employees, in these three sub-categories. The fourth category called "**Other**" contains

employees in a number of different occupations which are primarily business, financial and administrative in nature and do not have supervisory or significant policy responsibilities. For example, Administrative Officers (OPM Code 0341) are appropriately placed in the “**Other**” sub-category.

- **Operatives (Semiskilled)** - Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto mechanic, plumbers, bricklayers, carpenters, electricians, machinists, mechanics, building trades, metalworking trades, printing trades, etc.), operatives, attendants (auto service and parking), blasters, chauffeurs, delivery workers, sewer and stitchers, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilier and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and weaving machine operators, welders and flame cutters, electrical and electronic equipment assemblers, butchers and meat cutters, inspectors, testers and graders, hand packers and packagers, and kindred workers.
- **Professionals** - Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, personnel and labor relations specialists, physical scientists, physicians, social scientists, teachers, surveyors, and kindred workers.
- **Reasonable Accommodations** - Generally, any modification or adjustment to the work environment, or to the manner or circumstances under which work is customarily performed, that enables an individual with a disability to perform the essential functions of a position or enjoy equal benefits and privileges of employment as are enjoyed by similarly situated individuals without a disability.
- **Relevant Labor Force** - The source from which an agency draws or recruits applicants for employment or an internal selection such as a promotion.
- **Sales** - Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales workers, insurance agents and brokers, real estate agents and brokers, stock and bond sales-workers, demonstrators, sales workers and sales clerks, grocery clerks, and cashiers/checkers, and kindred workers.
- **Service workers** - Workers in both protective and non-protective service occupations. Includes: attendants (hospital and other institutions, professional and personal service, including nurses aides, and orderlies), barbers, char workers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection, guards, door-keepers, stewards, janitors, police officers and detectives, porters waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.



- **Technicians** - Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through two years of post high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job-training. Includes: computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

#### DATABASE NOTES

1. The data for this report reflects the organization as of October 1, 2008. The HR database of records, the National Finance Center (NFC) and eVersity was used to obtain the data. It is recognized that the databases contain anomalies that affect the data reporting. The variance didn't appear severe enough to affect the calculations.
2. Applicant pool dataset is not available, limiting conclusion on data tables.

## MD-715 FY 2008 DVAAP Plan

NATURAL RESOURCES CONSERVATION SERVICE  
DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM (DVAAP) PLAN  
Fiscal Year (FY) 2009

### 1. AUTHORITY AND PURPOSE

Pursuant to section 403 of the Vietnam Era Readjustment Assistance Act of 1974, as amended (38 U.S.C. 2014), and section 307 of the Civil Rights Reforms Act of 1978 (5 U.S.C. 3112), and section 307 of the Civil Rights Reform Act of 1978 (5 U.S.C. 3112), the Natural Resources Conservation Service (NRCS) is required to have an up to date affirmative action plan to promote employment and advancement opportunities for qualified disabled veterans. Accordingly, the purpose of this document is to serve as the agency's Disabled Veteran Affirmative Action Program (DVAAP) Plan for FY 2009.

### 2. PLAN COVERAGE

The DVAAP Plan covers all NRCS offices: National Headquarters (NHQ), Regional Offices, State Offices, Centers, and Field Offices. This plan also includes specific affirmative actions to be taken by all offices, as appropriate, to promote the employment and advancement of disabled veterans. All employing offices are required to have a copy of the current NRCS DVAAP plan to facilitate the implementation of agency policy, to carry out their responsibilities under the national plan, and to accomplish all program objectives and goals as established by NHQ.

### 3. POLICY

It is the policy of NRCS to promote equal employment and advancement opportunities for disabled veterans, especially those who are 30 percent or more disabled. NRCS is committed to the employment of and advancement opportunities for disabled veterans regardless of race, color, religion, sex, national origin, disability, age, marital status, political beliefs, familiar status or any other non-merit reason, as we are an equal opportunity employer.

### 4. PROGRAM LEADERSHIP AND RESPONSIBILITY

The responsibility for the success of the DVAAP is permeated throughout all levels of the agency.

- A. Overall responsibility for the development and implementation of this action plan is assigned to the Director of the Human Resource Management Division. The Director is

designated by the NRCS DVAAP Manager. The day to day operations of the DVAAP are assigned to a Personnel Management Specialist in the Human Resources Management Division. The DVAAP Manager's responsibilities include providing guidance and assistance to the Human Resources staff, supervisors and managers, employees and applicants, distributing the DVAAP Plan throughout the Agency, analyzing employment data on veterans, publicizing the program and preparing the various reports related to the employment of veterans.

- B. The overall management of the Agency's Disability Employment Program is delegated to the Civil Rights Division. The National Disability Employment Program Manager (NDEPM) is assigned to that office. The National DEPM is responsible for coordinating the Disability Awareness Program to ensure that managers, supervisors, and employees have a full understanding of the program. In this endeavor, that individual also provides support and assistance to the awareness of the DVAAP.
- C. Regional Assistant Chiefs and State Conservationists are responsible for the success of the program in their respective areas. This includes ensuring vacancy announcements are open to disabled veterans, providing accommodations when necessary to employ disabled veterans, and publicizing the program through various media.
- D. Human Resources Managers are responsible for implementing, evaluating and monitoring the DVAAP within their respective State. This includes publicizing the program through job fair, seminars, newsletters, and all employee meetings.
- E. Disability and Veterans Employment Program Managers are responsible for coordinating the awareness of the Disabilities Program including the DVAAP, within their respective State and region. They serve as a link between the program operations in the State and National DEPM. They assist in recruitment efforts for the DVAAP and provide on-going assistance to employees and applicants, as required.
- F. All managers and supervisors are responsible for providing Equal Employment Opportunity for disabled veterans.

## 5. PROGRAM ASSESSMENT

Reorganization, cost cutting, downsizing, administrative convergence and the National Performance Review (NPR) initiative continue to strongly impact recruitment activities.

A continuing appraisal of the program will be made throughout the year using the personnel management evaluation system of monitoring and evaluation workforce statistical data.

## 6. RECRUITMENT/OUTREACH/ADVANCEMENT ACTIVITIES

It is NRCS' objective to utilize various recruitment initiatives, when possible, to inform disabled veterans of vacancies within the agency and to obtain qualified applicants for those positions.

## A. External Recruitment

Although there is limited recruitment, Human Resources Officers, Veterans Employment Program Managers (VEPM) and DEPM's should continue to establish and maintain contacts with veteran's organizations, such as: the Veterans Employment Service of the Department of Veterans Affairs; and other similar organizations which foster the employment of disabled veterans.

Servicing human resources officers are also encouraged to utilize the U.S. Office of Personnel Management (OPM) and the Department of Veterans Affairs automated applicant databases to identify qualified candidates in those instances where active recruitment is conducted. Additionally, they should participate in special events such as career days, Veterans job fairs, and conferences that promote awareness of the DVAAP.

The Agency is aware that many veterans are currently attending post secondary educational institutions. Therefore, where possible, recruitment efforts should be targeted to include veterans when conducting general recruiting at those venues.

## B. Internal Recruitment

All employees, including disabled veterans, are to be notified of vacancies that will be filled through placement and provided with information about procedures to follow in order to be considered for positions. This includes regular vacancies, as well as, vacancies to be filled through career enhancement or similar programs.

All servicing personnel offices are requested to utilize electronic national resume databases. Each servicing personnel office is encouraged to obtain a user code to utilize the OPM nationwide automated resume databases: Job Ready Disabled Veterans Connection (JRDBC) and the OPM/Social Security Administration, Project Able Resume Bank, in order to search for qualified candidates with disabilities.

The Department of Veteran Affairs's Veteran Benefits Administration's Vocational Rehabilitation and Employment (VR & E) Program is a national employment resource for employers. The VR & E Service provides effective vocational rehabilitation services to veterans with service-connected disabilities. Thereby enabling our injured soldiers, sailors, airmen, and other veterans with disabilities, a seamless transition from military service, to successful rehabilitation, and on to suitable employment after service to our Nation.

## C. Special Appointing Authorities

VEPMs, DEPMs and servicing human resources offices will remind managers of the availability of special hiring authorities, such as the Veterans Readjustment Appointment (VRA) Authority and the hiring authority for veterans with 30 percent or more disability. Any new appointing authorities resulting from new legislation will be incorporated into this plan as they arise during the reporting period.

Managers will be encouraged to give consideration for using all appropriate authorities when filling positions.

#### D. Vacancy Announcements

Servicing personnel offices are required to accept applications from persons eligible for consideration under special hiring authorities (including VRA, appointment of veterans with 30 percent or more disability etc.) at all times. Vacancy announcements will include a statement that voluntary applications from persons who want to be considered under special hiring will be accepted and considered at all times.

#### E. Special Events

Servicing personnel offices should participate in special events, such as career days, veterans' job fairs, employer seminars, conferences, etc. that promote awareness of the DVAAP.

#### F. Unpaid Training or Work Experience

Disabled veterans may work for a Federal agency while in training in accordance with the requirements in 38 U.S.C. Chapter 31 (Veterans Administration Vocational Rehabilitation). Subsequently, a veteran may receive a non-competitive appointment to a vacancy for which he or she is qualified when training is completed. Placement does not have to be in the agency in which training was received.

### 7. MONITORING, REVIEW, AND EVALUATION

The DVAAP Manager will provide oversight of the program agency-wide through periodic reviews of statistical data, inclusion of the program in any personnel management evaluations or civil right reviews which may be conducted throughout the year, and similar oversight activities.

## FY 2008 STATISTICS FOR DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM

---

### ALL DISABLED VETERANS

# ACCESSIONS	11
--------------	----

# PROMOTIONS 12

# SEPARATIONS 19

#### VETERANS WITH 30% OR MORE DISABILITY

# ACCESSIONS 7

# PROMOTIONS 10

# SEPARATIONS 3

### FY '08 DVAAP Accomplishments Report

- ◆ DVAAP was provided to all State Human Resources
- ◆ DVAAP was provided to all collateral duty DEPMs and VEPMs
- ◆ Two teleconferences were held with VEPMs reinforcing the need to develop contacts with veterans' organizations - one teleconference included Mr. Herbert Thomas Jr., Employment Coordinator with US Department of Veterans Affairs, Vocational Rehabilitation and Employment Services
- ◆ NRCS-NY/HR & VSEPM continued to actively recruit at 17 career fairs during FY2008
- ◆ Made contact with NY Air National Guard and US Army (Ft Drum) on recruiting veterans separating from service
- ◆ Conducted (to occur NLT Sept 23rd) in-house cultural/diversity awareness of Veteran's Programs and VSEPM duties to all NRCS-NY employees
- ◆ NRCS position brochures provided to 6 Louisiana Universities
- ◆ In Hawaii: October 18, 2007 – University of Hawaii Manoa career fair
  - October 19, 2007 - Hawaii Pacific University career fair
  - November 7, 2007 - Kapolei High School class presentation
  - January 24, 2008 - University of Hawaii Manoa class presentation
  - February 28, 2008 - University of Hawaii Manoa career fair
  - April 12, 2008 - Waikiki Aquarium Earth Day fair
  - May 17, 2008 - Ocean Festival at Kapiolani Park
  - May 22, 2008 - Ag in the City fair
  - June 24, 2008 - Federal Executive Board annual conference
  - July 29, 2008 - Hawaii Conservation Conference
  - August 12, 2008 - Asian Pacific Islander Conference
  - August 27, 2008 - Coral Reef Conference
  - September 4, 2008 - Hawaii Agriculture Conference

- ◆ New Mexico Human Resources attended the following:
  - October 2007 - New Mexico State University
  - April 2008 - Leeward Community College job fair open to the public
- ◆ Provided the packets to our North Dakota National Guard, Job Service, and three major universities (University of North Dakota (UND), North Dakota State University (NDSU), and Minot State University (MSU))
- ◆ Ohio contacted 2 veterans on NRCS careers and hiring and 3 Veterans Administration Employment Coordinators covering the State
- ◆ August 4, 2008 – emailed vacancy announcement information for GS-0458-5, Soil Conservation Tech, to Mr. Scott Silvay, Veteran’s Employment Coordinator, Des Moines, IA
- ◆ South Carolina utilized the Veteran’s Administration Non Paid Work Experience (NPWE) Apprenticeship Program where VA pays during an apprenticeship; hired a 30% disabled veteran resulting from that program - employee was converted to a VRA appointment as an Administrative Assistant
- ◆ Puerto Rico participated in 3 job fairs this year - two in the University of Puerto Rico and one in the PR Interamerican University
- ◆ Minnesota:
  - hired a vet this week from a vacancy announcement – DEU
  - Human Resources attended the Government Job Fair and Career Fair at the University of Minnesota this past year All of our announcements comply with veterans’ preference information as applicable
- ◆ Indiana:
  - Contacted Indiana Department of Veterans Affairs about Hire a Hoosier Vet Job Fair
  - Member of Committee to Develop Indiana’s 2008 – 2012 Recruitment Plan
  - Represented NRCS at the Vincennes University Careers in Agriculture Course
  - National FFA convention - worked NRCS booth and discussed job opportunities with participants
  - Represented NRCS at Hire a Hoosier Vet Job Fair attended by 225 Veterans
- ◆ Texas employed the following number of applicants with veterans preference: 4 5PT Veterans, 1 10PT Veteran
- ◆ Alabama hires Effective Date: 04/27/08 Procurement Technician, GS-1106-06, Effective Date: 05/11/08 Soil Conservation Technician, GS-0458-04, Effective Date: 09/14/08 - ASCE, GS-0810-12

## **APPENDIX D**

### **NRCS RELATED EEO POLICY STATEMENTS**





United States Department of Agriculture

Office of the Secretary  
Washington, D.C. 20250

### Civil Rights Policy Statement

As Secretary of Agriculture, I fully support the Department of Agriculture's (USDA) civil rights, equal employment opportunity, and diversity policies. I am firmly committed to ensuring that we treat each other and all of USDA's customers with respect, dignity, and equality. This is my commitment, and I expect all USDA employees to do their part in translating this commitment into meaningful action.

To help us achieve our mission and live up to the high standard of being known as the "People's Department," we must work together. I take responsibility for leading the way, and my policy is simple and explicit—zero tolerance of any unlawful discrimination, harassment, or reprisal. All USDA employees, applicants, customers, and stakeholders must and will have equal access to the opportunities, programs, and services offered by this great Department.

I expect our executives, managers, and supervisors to lead by example and to effectively embrace, manage, and leverage diversity within the Agency. Recognizing that our employees are our greatest asset, we must strive to reflect the diversity of American society at all levels, and cultivate an inclusive workplace environment where the uniqueness, background, and experience of every employee is appreciated and valued.

A handwritten signature in blue ink, appearing to read "E. Schafer".

Edward T. Schafer  
Secretary

An Equal Opportunity Employer



Natural Resources Conservation Service  
P.O. Box 2890  
Washington, D.C. 20013

---

FEB 08 2008

SUBJECT: EOP - Civil Rights Policy Statement

TO: All NRCS Employees

File Code: 230

This Civil Rights statement affirms my pledge to ensure that the Natural Resources Conservation Service (NRCS) treats its employees and customers with respect, dignity, and equality, while providing a professional work environment that delivers program services in a fair, equitable, and respectful manner.

As Chief, I am committed to creating and supporting a workplace that reflects the diversity of the Nation we serve.

All NRCS employees share in the responsibility for creating and maintaining a workplace free from discrimination, harassment, and retaliation. This must be our vision, mission, goal, and commitment. Your support and commitment to this Civil Rights statement will enable NRCS to fulfill its mission of "Helping People Help the Land."

A handwritten signature in black ink, appearing to read "Arlen L. Lancaster".

Arlen L. Lancaster  
Chief

*Helping People Help the Land*

An Equal Opportunity Provider and Employer



United States Department of Agriculture



Natural Resources Conservation Service  
P.O. Box 2890  
Washington, D.C. 20013

NOV 07 2007

SUBJECT: EOP - NRCS Anti-Harassment Policy Statement

TO: All NRCS Employees

File Code: 230

The Natural Resources Conservation Service (NRCS) is committed to providing a working environment that is free of sexual and nonsexual harassment. This policy statement serves as a reminder to all employees that harassment of any kind will not be tolerated.

Harassment is defined as any unwelcome verbal or physical conduct based on any characteristic protected by law when:

- The behavior can reasonably be considered to adversely affect the work environment;
- An employment decision which is based on the employee's acceptance or rejection of such conduct; or
- The conduct culminates in a tangible employment action (i.e., a supervisor's harassment results in a significant change in employment status or benefits, such as demotion, termination, failure to promote).

Harassment includes:

- Slurs, negative stereotyping, jokes, threatening, intimidating or hostile acts that relate to race, color, religion, ethnicity, national origin, gender, political beliefs, sexual orientation, age, disability, marital, or familial status; and
- Written, electronic, or graphic material that denigrates or shows hostility or aversion towards an individual or group because of race, color, religion, ethnicity, national origin, gender, sexual orientation, age, disability, marital or familial status.

Any employee who is subjected to, or witnesses conduct which is unwelcome and perceived to be harassment, or receives a report of alleged harassment should immediately report the incident(s) to his/her supervisor, or to an NRCS supervisor or manager, and/or the NRCS Civil Rights Division, at 1-866-NRCS-395. Individuals found to have discriminated will be subject to disciplinary action.

For additional information on this policy, please reference General Manual Title 230, Part 401, Subpart G.

A handwritten signature in black ink, appearing to read "Arlen L. Lancaster".

Arlen L. Lancaster  
Chief

*Helping People Help the Land*

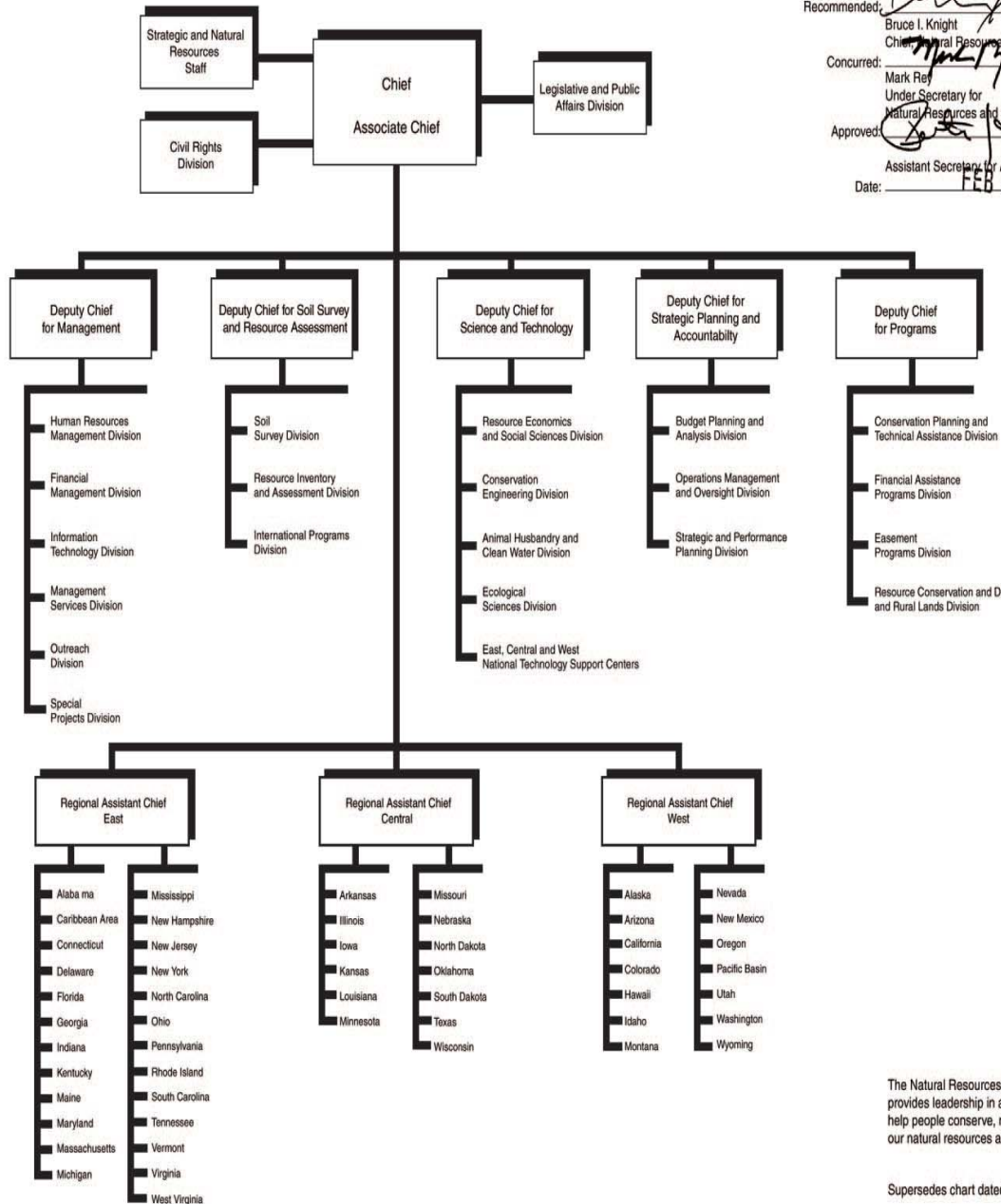
An Equal Opportunity Provider and Employer

# APPENDIX E

## ORGANIZATIONAL CHART

United States  
Department of  
Agriculture

Natural  
Resources  
Conservation  
Service



Recommended: *Bruce I. Knight*  
 Bruce I. Knight  
 Chief, Natural Resources Conservation Service

Concurred: *Mark Reff*  
 Mark Reff  
 Under Secretary for  
 Natural Resources and Environment

Approved: *Gregory J. Johnson*  
 Gregory J. Johnson  
 Assistant Secretary for Administration

Date: FEB 12 2006

The Natural Resources Conservation Service provides leadership in a partnership effort to help people conserve, maintain, and improve our natural resources and environment.

Supersedes chart dated 04/06/04

**Table A1: TOTAL WORKFORCE - Distribution by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
<b>Total</b>																	
FY 2007 #	12316	8198	4118	351	177	6972	3366	551	394	223	102	101	79	0	0	0	0
FY 2007 %	100.0	66.56	33.44	2.85	1.44	56.61	27.33	4.47	3.2	1.81	0.83	0.82	0.64	0.0	0.0	0.0	0.0
FY 2008 #	11878	7866	4012	345	181	6691	3281	517	374	209	102	104	74	0	0	0	0
FY 2008 %	100.0	66.22	33.78	2.9	1.52	56.33	27.62	4.35	3.15	1.76	0.86	0.88	0.62	0.0	0.0	0.0	0.0
CLF % (2000)	100.0	53.23	46.77	6.17	4.52	39.03	33.74	4.84	5.66	0.34	0.32	1.92	1.71	0.06	0.05	0.88	0.76
Difference #	-438	-332	-106	-6	4	-281	-85	-34	-20	-14	0	3	-5	0	0	0	0
Ratio Change %	0.0	-0.34	0.34	0.05	0.08	-0.28	0.29	-0.12	-0.05	-0.05	0.03	0.06	-0.02	0.0	0.0	0.0	0.0
Net Change %	-3.56	-4.05	-2.57	-1.71	2.26	-4.03	-2.53	-6.17	-5.08	-6.28	0.0	2.97	-6.33	0.0	0.0	0.0	0.0
<b>Permanent</b>																	
FY 2007 #	11517	7842	3675	338	161	6664	2975	528	372	214	95	98	72	0	0	0	0
FY 2007 %	100.0	68.09	31.91	2.93	1.4	57.86	25.83	4.58	3.23	1.86	0.82	0.85	0.63	0.0	0.0	0.0	0.0
FY 2008 #	11148	7540	3608	332	167	6410	2924	499	355	201	91	98	71	0	0	0	0
FY 2008 %	100.0	67.64	32.36	2.98	1.5	57.5	26.23	4.48	3.18	1.8	0.82	0.88	0.64	0.0	0.0	0.0	0.0
Difference #	-369	-302	-67	-6	6	-254	-51	-29	-17	-13	-4	0	-1	0	0	0	0
Ratio Change %	0.0	-0.45	0.45	0.05	0.1	-0.36	0.4	-0.1	-0.05	-0.06	0.0	0.03	0.01	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Net Change %	-3.2	-3.85	-1.82	-1.78	3.73	-3.81	-1.71	-5.49	-4.57	-6.07	-4.21	0.0	-1.39	0.0	0.0	0.0	0.0
<b>Temporary</b>																	
FY 2007 #	799	356	443	13	16	308	391	23	22	9	7	3	7	0	0	0	0
FY 2007 %	100.0	44.56	55.44	1.63	2.0	38.55	48.94	2.88	2.75	1.13	0.88	0.38	0.88	0.0	0.0	0.0	0.0
FY 2008 #	730	326	404	13	14	281	357	18	19	8	11	6	3	0	0	0	0
FY 2008 %	100.0	44.66	55.34	1.78	1.92	38.49	48.9	2.47	2.6	1.1	1.51	0.82	0.41	0.0	0.0	0.0	0.0
Difference #	-69	-30	-39	0	-2	-27	-34	-5	-3	-1	4	3	-4	0	0	0	0
Ratio Change %	0.0	0.1	-0.1	0.15	-0.08	-0.06	-0.04	-0.41	-0.15	-0.03	0.63	0.44	-0.47	0.0	0.0	0.0	0.0
Net Change %	-8.64	-8.43	-8.8	0.0	-12.5	-8.77	-8.7	21.74	-13.64	11.11	57.14	100.0	-57.14	0.0	0.0	0.0	0.0
<b>Non-Appropriated</b>																	
FY 2007 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 2007 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FY 2008 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 2008 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Difference #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ratio Change %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Net Change %	-3.31	-4.01	-1.86	-1.81	3.59	-3.96	-1.74	-5.81	-4.79	-6.47	-4.4	0.0	-1.41	0.0	0.0	0.0	0.0

**Table A2: TOTAL WORKFORCE BY COMPONENT - Distribution by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
TOTAL - FY 2008 #	11148	7540	3608	332	167	6410	2924	499	355	201	91	98	71	0	0	0	0
TOTAL - FY 2008 %	100.0	67.64	32.36	2.98	1.5	57.5	26.23	4.48	3.18	1.8	0.82	0.88	0.64	0.0	0.0	0.0	0.0
CLF % (2000)	100.0	53.23	46.77	6.17	4.52	39.03	33.74	4.84	5.66	0.34	0.32	1.92	1.71	0.06	0.05	0.88	0.76
Office of The Secretary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office of The Secretary %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
AGR. Marketing Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGR. Marketing Service %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
AGR. RESEARCH SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGR. RESEARCH SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
RURAL HOUSING SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RURAL HOUSING SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
RISK MANAGEMENT AGENCY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RISK MANAGEMENT AGENCY %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FOREIGN AGR. SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FOREIGN AGR. SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFFICE OF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
COMMUNICATIONS																	
OFFICE OF COMMUNICATIONS %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFF. OF THE GENERAL COUNSEL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF. OF THE GENERAL COUNSEL %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
RURAL UTILITIES SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RURAL UTILITIES SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FOREST SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FOREST SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
ECONOMIC RESEARCH SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ECONOMIC RESEARCH SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NATL AGRL STATISTICS SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NATL AGRL STATISTICS SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NATURAL RESOURCES CONSV SERVICE	11148	7540	3608	332	167	6410	2924	499	355	201	91	98	71	0	0	0	0
NATURAL RESOURCES CONSV SERVICE %	100.0	67.64	32.36	2.98	1.5	57.5	26.23	4.48	3.18	1.8	0.82	0.88	0.64	0.0	0.0	0.0	0.0
COOP STATE RES, EDUC & SERV	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
COOP STATE RES, EDUC & SERV %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
OFF. OF THE INSPECTOR GENERAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF. OF THE INSPECTOR GENERAL %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FOOD AND NUTRITION SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FOOD AND NUTRITION SERVICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
RURAL BUSINESS & COOP DEV SERV	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RURAL BUSINESS & COOP DEV SERV %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
ANIMAL/PLANT HEALTH INSP. SERV.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ANIMAL/PLANT HEALTH INSP. SERV. %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GIPSA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GIPSA %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FOOD SAFETY & INPECTION SRV	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FOOD SAFETY & INPECTION SRV %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFFICE OF THE CHIEF ECONOMIST %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFF. OF BUDGET & PROGRAM ANAL.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF. OF BUDGET & PROGRAM ANAL. %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFFICE OF THE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
CHIEF FIN OFC																	
OFFICE OF THE CHIEF FIN OFC %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
DEPARTMENTAL ADMINISTRATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEPARTMENTAL ADMINISTRATION %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFFICE OF CIVIL RIGHTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFFICE OF CIVIL RIGHTS %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFF OF EXECUTIVE SECRETARIAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF OF EXECUTIVE SECRETARIAT %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FARM SERVICE AGENCY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FARM SERVICE AGENCY %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
HOMELAND SECURITY OFFICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOMELAND SECURITY OFFICE %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
OFFICE OF THE CHIEF INFO OFFCR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFFICE OF THE CHIEF INFO OFFCR %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NATIONAL APPEALS DIVISION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NATIONAL APPEALS DIVISION %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
POLICY ANALYSIS & COORD CTR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
POLICY ANALYSIS & COORD CTR %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NAT SHEEP INDSTRY IMPRVMT CTR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NAT SHEEP INDSTRY IMPRVMT CTR %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table A3-1: OCCUPATIONAL GROUPS - Distribution by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Executive/Senior Level Officials and Managers #	108	80	28	5	0	55	21	15	7	4	0	1	0	0	0	0	0
Executive/Senior Level Officials and Managers %	100.0	74.07	25.93	4.63	0.0	50.93	19.44	13.89	6.48	3.7	0.0	0.93	0.0	0.0	0.0	0.0	0.0
Mid-Level Officials and Managers #	361	264	97	14	7	203	66	33	18	10	5	4	1	0	0	0	0
Mid-Level Officials and Managers %	100.0	73.13	26.87	3.88	1.94	56.23	18.28	9.14	4.99	2.77	1.39	1.11	0.28	0.0	0.0	0.0	0.0
First-Level Officials and Managers #	648	508	140	27	4	438	116	27	11	10	6	6	3	0	0	0	0
First-Level Officials and Managers %	100.0	78.4	21.6	4.17	0.62	67.59	17.9	4.17	1.7	1.54	0.93	0.93	0.46	0.0	0.0	0.0	0.0
Other Officials and Managers #	565	247	318	19	16	175	201	39	85	9	7	5	9	0	0	0	0
Other Officials and Managers %	100	44	56	3	3	31	36	7	15	2	1	1	2	0	0	0	0
Total Officials and Managers #	1682	1099	583	65	27	871	404	114	121	33	18	16	13	0	0	0	0
Total Officials and Managers %	100.0	65.34	34.66	3.86	1.61	51.78	24.02	6.78	7.19	1.96	1.07	0.95	0.77	0.0	0.0	0.0	0.0
Professionals #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Technicians #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Sales Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Sales Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Office and Clerical #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office and Clerical %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Craft Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operatives #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Laborers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Service Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Workforce #	1682	1099	583	65	27	871	404	114	121	33	18	16	13	0	0	0	0
Total Workforce %	100.0	65.34	34.66	3.86	1.61	51.78	24.02	6.78	7.19	1.96	1.07	0.95	0.77	0.0	0.0	0.0	0.0

**Table A3-2: OCCUPATIONAL GROUPS - Distribution by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Executive/Senior Level Officials and Managers #	108	80	28	5	0	55	21	15	7	4	0	1	0	0	0	0	0
Executive/Senior Level Officials and Managers %	6.42	7.28	4.8	7.69	0.0	6.31	5.2	13.16	5.79	12.12	0.0	6.25	0.0	0.0	0.0	0.0	0.0
Mid-Level Officials and Managers #	361	264	97	14	7	203	66	33	18	10	5	4	1	0	0	0	0
Mid-Level Officials and Managers %	21.46	24.02	16.64	21.54	25.93	23.31	16.34	28.95	14.88	30.3	27.78	25.0	7.69	0.0	0.0	0.0	0.0
First-Level Officials and Managers #	648	508	140	27	4	438	116	27	11	10	6	6	3	0	0	0	0
First-Level Officials and Managers %	38.53	46.22	24.01	41.54	14.81	50.29	28.71	23.68	9.09	30.3	33.33	37.5	23.08	0.0	0.0	0.0	0.0
Other Officials and Managers #	565	247	318	19	16	175	201	39	85	9	7	5	9	0	0	0	0
Other Officials and Managers %	33.59	22.47	54.55	29.23	59.26	20.09	49.75	34.21	70.25	27.27	38.89	31.25	69.23	0.0	0.0	0.0	0.0
Total Officials and Managers #	1682	1099	583	65	27	871	404	114	121	33	18	16	13	0	0	0	0
Total Officials and Managers %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	0.0	0.0	0.0
Professionals #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Technicians #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Sales Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
%																	
Office and Clerical #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office and Clerical %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Craft Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operatives #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Laborers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Service Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Workforce #	1682	1099	583	65	27	871	404	114	121	33	18	16	13	0	0	0	0
Total Workforce %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table A4-1P: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - PERMANENT by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 01 #	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
GS - 01 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	13	8	5	0	1	5	4	2	0	1	0	0	0	0	0	0	0
GS - 02 %	100.0	61.54	38.46	0.0	7.69	38.46	30.77	15.38	0.0	7.69	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 03 #	40	21	19	1	0	15	16	2	2	1	1	2	0	0	0	0	0
GS - 03 %	100.0	52.5	47.5	2.5	0.0	37.5	40.0	5.0	5.0	2.5	2.5	5.0	0.0	0.0	0.0	0.0	0.0
GS - 04 #	164	75	89	7	8	49	64	15	11	1	5	3	1	0	0	0	0
GS - 04 %	100.0	45.73	54.27	4.27	4.88	29.88	39.02	9.15	6.71	0.61	3.05	1.83	0.61	0.0	0.0	0.0	0.0
GS - 05 #	284	106	178	6	10	87	149	2	12	3	3	8	4	0	0	0	0
GS - 05 %	100.0	37.32	62.68	2.11	3.52	30.63	52.46	0.7	4.23	1.06	1.06	2.82	1.41	0.0	0.0	0.0	0.0
GS - 06 #	395	169	226	2	5	149	189	11	23	5	5	2	4	0	0	0	0
GS - 06 %	100.0	42.78	57.22	0.51	1.27	37.72	47.85	2.78	5.82	1.27	1.27	0.51	1.01	0.0	0.0	0.0	0.0
GS - 07 #	1406	846	560	35	36	731	464	47	42	29	8	4	10	0	0	0	0
GS - 07 %	100.0	60.17	39.83	2.49	2.56	51.99	33.0	3.34	2.99	2.06	0.57	0.28	0.71	0.0	0.0	0.0	0.0
GS - 08 #	485	376	109	19	6	318	83	13	14	20	1	6	5	0	0	0	0
GS - 08 %	100.0	77.53	22.47	3.92	1.24	65.57	17.11	2.68	2.89	4.12	0.21	1.24	1.03	0.0	0.0	0.0	0.0
GS - 09 #	1612	963	649	58	27	796	525	75	67	19	18	15	12	0	0	0	0
GS - 09 %	100.0	59.74	40.26	3.6	1.67	49.38	32.57	4.65	4.16	1.18	1.12	0.93	0.74	0.0	0.0	0.0	0.0
GS - 10 #	26	23	3	3	0	18	2	0	1	1	0	1	0	0	0	0	0
GS - 10 %	100.0	88.46	11.54	11.54	0.0	69.23	7.69	0.0	3.85	3.85	0.0	3.85	0.0	0.0	0.0	0.0	0.0
GS - 11 #	2536	1789	747	80	31	1557	624	87	56	49	21	16	15	0	0	0	0
GS - 11 %	100.0	70.54	29.46	3.15	1.22	61.4	24.61	3.43	2.21	1.93	0.83	0.63	0.59	0.0	0.0	0.0	0.0
GS - 12 #	3145	2399	746	82	31	2101	608	144	69	48	20	24	18	0	0	0	0
GS - 12 %	100.0	76.28	23.72	2.61	0.99	66.8	19.33	4.58	2.19	1.53	0.64	0.76	0.57	0.0	0.0	0.0	0.0



	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 13 #	564	416	148	15	8	330	111	48	23	13	4	10	2	0	0	0	0
GS - 13 %	100.0	73.76	26.24	2.66	1.42	58.51	19.68	8.51	4.08	2.3	0.71	1.77	0.35	0.0	0.0	0.0	0.0
GS - 14 #	304	215	89	12	3	161	54	33	27	5	5	4	0	0	0	0	0
GS - 14 %	100.0	70.72	29.28	3.95	0.99	52.96	17.76	10.86	8.88	1.64	1.64	1.32	0.0	0.0	0.0	0.0	0.0
GS - 15 #	140	106	34	11	1	73	25	17	8	3	0	2	0	0	0	0	0
GS - 15 %	100.0	75.71	24.29	7.86	0.71	52.14	17.86	12.14	5.71	2.14	0.0	1.43	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (Unspecified GS) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Executive Service #	24	18	6	0	0	13	6	2	0	2	0	1	0	0	0	0	0
Senior Executive Service %	100.0	75.0	25.0	0.0	0.0	54.17	25.0	8.33	0.0	8.33	0.0	4.17	0.0	0.0	0.0	0.0	0.0

**Table A4-1T: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - TEMPORARY by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 01 #	34	11	23	1	1	7	18	1	2	2	2	0	0	0	0	0	0
GS - 01 %	100.0	32.35	67.65	2.94	2.94	20.59	52.94	2.94	5.88	5.88	5.88	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	55	19	36	2	3	16	29	0	2	0	2	1	0	0	0	0	0
GS - 02 %	100.0	34.55	65.45	3.64	5.45	29.09	52.73	0.0	3.64	0.0	3.64	1.82	0.0	0.0	0.0	0.0	0.0
GS - 03 #	194	75	119	1	2	64	104	8	11	2	2	0	0	0	0	0	0
GS - 03 %	100.0	38.66	61.34	0.52	1.03	32.99	53.61	4.12	5.67	1.03	1.03	0.0	0.0	0.0	0.0	0.0	0.0
GS - 04 #	166	79	87	4	6	65	74	5	3	2	2	3	2	0	0	0	0
GS - 04 %	100.0	47.59	52.41	2.41	3.61	39.16	44.58	3.01	1.81	1.2	1.2	1.81	1.2	0.0	0.0	0.0	0.0
GS - 05 #	106	45	61	1	0	40	59	1	0	2	1	1	1	0	0	0	0
GS - 05 %	100.0	42.45	57.55	0.94	0.0	37.74	55.66	0.94	0.0	1.89	0.94	0.94	0.94	0.0	0.0	0.0	0.0
GS - 06 #	41	23	18	0	1	23	17	0	0	0	0	0	0	0	0	0	0
GS - 06 %	100.0	56.1	43.9	0.0	2.44	56.1	41.46	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 07 #	50	27	23	3	0	24	22	0	0	0	1	0	0	0	0	0	0
GS - 07 %	100.0	54.0	46.0	6.0	0.0	48.0	44.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 08 #	5	1	4	0	0	1	4	0	0	0	0	0	0	0	0	0	0
GS - 08 %	100.0	20.0	80.0	0.0	0.0	20.0	80.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 09 #	40	24	16	0	1	23	14	1	0	0	1	0	0	0	0	0	0
GS - 09 %	100.0	60.0	40.0	0.0	2.5	57.5	35.0	2.5	0.0	0.0	2.5	0.0	0.0	0.0	0.0	0.0	0.0
GS - 10 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
GS - 10 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 11 #	15	9	6	1	0	7	6	1	0	0	0	0	0	0	0	0	0
GS - 11 %	100.0	60.0	40.0	6.67	0.0	46.67	40.0	6.67	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 12 #	8	3	5	0	0	3	5	0	0	0	0	0	0	0	0	0	0
GS - 12 %	100.0	37.5	62.5	0.0	0.0	37.5	62.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 13 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
GS - 13 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 14 #	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
GS - 14 %	100.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 15 #	3	3	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0
GS - 15 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (Unspecified GS) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Executive Service #	3	1	2	0	0	1	2	0	0	0	0	0	0	0	0	0	0
Senior Executive Service %	100.0	33.33	66.67	0.0	0.0	33.33	66.67	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table A4-2P: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - PERMANENT by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 01 #	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
GS - 01 %	0.01	0.01	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	13	8	5	0	1	5	4	2	0	1	0	0	0	0	0	0	0
GS - 02 %	0.12	0.11	0.14	0.0	0.6	0.08	0.14	0.4	0.0	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 03 #	40	21	19	1	0	15	16	2	2	1	1	2	0	0	0	0	0
GS - 03 %	0.36	0.28	0.53	0.3	0.0	0.23	0.55	0.4	0.56	0.5	1.1	2.06	0.0	0.0	0.0	0.0	0.0
GS - 04 #	164	75	89	7	8	49	64	15	11	1	5	3	1	0	0	0	0
GS - 04 %	1.48	1.0	2.47	2.11	4.79	0.77	2.19	3.02	3.1	0.5	5.49	3.09	1.41	0.0	0.0	0.0	0.0
GS - 05 #	284	106	178	6	10	87	149	2	12	3	3	8	4	0	0	0	0
GS - 05 %	2.56	1.41	4.94	1.81	5.99	1.36	5.11	0.4	3.38	1.51	3.3	8.25	5.63	0.0	0.0	0.0	0.0
GS - 06 #	395	169	226	2	5	149	189	11	23	5	5	2	4	0	0	0	0
GS - 06 %	3.55	2.25	6.27	0.6	2.99	2.33	6.48	2.22	6.48	2.51	5.49	2.06	5.63	0.0	0.0	0.0	0.0
GS - 07 #	1406	846	560	35	36	731	464	47	42	29	8	4	10	0	0	0	0
GS - 07 %	12.65	11.26	15.55	10.57	21.56	11.44	15.9	9.48	11.83	14.57	8.79	4.12	14.08	0.0	0.0	0.0	0.0
GS - 08 #	485	376	109	19	6	318	83	13	14	20	1	6	5	0	0	0	0
GS - 08 %	4.36	5.0	3.03	5.74	3.59	4.98	2.84	2.62	3.94	10.05	1.1	6.19	7.04	0.0	0.0	0.0	0.0
GS - 09 #	1612	963	649	58	27	796	525	75	67	19	18	15	12	0	0	0	0
GS - 09 %	14.5	12.82	18.02	17.52	16.17	12.46	17.99	15.12	18.87	9.55	19.78	15.46	16.9	0.0	0.0	0.0	0.0
GS - 10 #	26	23	3	3	0	18	2	0	1	1	0	1	0	0	0	0	0
GS - 10 %	0.23	0.31	0.08	0.91	0.0	0.28	0.07	0.0	0.28	0.5	0.0	1.03	0.0	0.0	0.0	0.0	0.0
GS - 11 #	2536	1789	747	80	31	1557	624	87	56	49	21	16	15	0	0	0	0
GS - 11 %	22.82	23.81	20.74	24.17	18.56	24.37	21.38	17.54	15.77	24.62	23.08	16.49	21.13	0.0	0.0	0.0	0.0
GS - 12 #	3145	2399	746	82	31	2101	608	144	69	48	20	24	18	0	0	0	0
GS - 12 %	28.3	31.93	20.71	24.77	18.56	32.88	20.84	29.03	19.44	24.12	21.98	24.74	25.35	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 13 #	564	416	148	15	8	330	111	48	23	13	4	10	2	0	0	0	0
GS - 13 %	5.07	5.54	4.11	4.53	4.79	5.16	3.8	9.68	6.48	6.53	4.4	10.31	2.82	0.0	0.0	0.0	0.0
GS - 14 #	304	215	89	12	3	161	54	33	27	5	5	4	0	0	0	0	0
GS - 14 %	2.74	2.86	2.47	3.63	1.8	2.52	1.85	6.65	7.61	2.51	5.49	4.12	0.0	0.0	0.0	0.0	0.0
GS - 15 #	140	106	34	11	1	73	25	17	8	3	0	2	0	0	0	0	0
GS - 15 %	1.26	1.41	0.94	3.32	0.6	1.14	0.86	3.43	2.25	1.51	0.0	2.06	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (Unspecified GS) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Executive Service #	24	18	6	0	0	13	6	2	0	2	0	1	0	0	0	0	0
Senior Executive Service %	0.22	0.24	0.17	0.0	0.0	0.2	0.21	0.4	0.0	1.01	0.0	1.03	0.0	0.0	0.0	0.0	0.0
Total #	11115	7513	3602	331	167	6390	2918	496	355	199	91	97	71	0	0	0	0
Total %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table A4-2T: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - TEMPORARY by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 01 #	34	11	23	1	1	7	18	1	2	2	2	0	0	0	0	0	0
GS - 01 %	4.72	3.42	5.76	7.69	7.14	2.51	5.11	5.88	10.53	25.0	18.18	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	55	19	36	2	3	16	29	0	2	0	2	1	0	0	0	0	0
GS - 02 %	7.63	5.9	9.02	15.38	21.43	5.73	8.24	0.0	10.53	0.0	18.18	20.0	0.0	0.0	0.0	0.0	0.0
GS - 03 #	194	75	119	1	2	64	104	8	11	2	2	0	0	0	0	0	0
GS - 03 %	26.91	23.29	29.82	7.69	14.29	22.94	29.55	47.06	57.89	25.0	18.18	0.0	0.0	0.0	0.0	0.0	0.0
GS - 04 #	166	79	87	4	6	65	74	5	3	2	2	3	2	0	0	0	0
GS - 04 %	23.02	24.53	21.8	30.77	42.86	23.3	21.02	29.41	15.79	25.0	18.18	60.0	66.67	0.0	0.0	0.0	0.0
GS - 05 #	106	45	61	1	0	40	59	1	0	2	1	1	1	0	0	0	0
GS - 05 %	14.7	13.98	15.29	7.69	0.0	14.34	16.76	5.88	0.0	25.0	9.09	20.0	33.33	0.0	0.0	0.0	0.0
GS - 06 #	41	23	18	0	1	23	17	0	0	0	0	0	0	0	0	0	0
GS - 06 %	5.69	7.14	4.51	0.0	7.14	8.24	4.83	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 07 #	50	27	23	3	0	24	22	0	0	0	1	0	0	0	0	0	0
GS - 07 %	6.93	8.39	5.76	23.08	0.0	8.6	6.25	0.0	0.0	0.0	9.09	0.0	0.0	0.0	0.0	0.0	0.0
GS - 08 #	5	1	4	0	0	1	4	0	0	0	0	0	0	0	0	0	0
GS - 08 %	0.69	0.31	1.0	0.0	0.0	0.36	1.14	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 09 #	40	24	16	0	1	23	14	1	0	0	1	0	0	0	0	0	0
GS - 09 %	5.55	7.45	4.01	0.0	7.14	8.24	3.98	5.88	0.0	0.0	9.09	0.0	0.0	0.0	0.0	0.0	0.0
GS - 10 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
GS - 10 %	0.14	0.31	0.0	0.0	0.0	0.36	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 11 #	15	9	6	1	0	7	6	1	0	0	0	0	0	0	0	0	0
GS - 11 %	2.08	2.8	1.5	7.69	0.0	2.51	1.7	5.88	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 12 #	8	3	5	0	0	3	5	0	0	0	0	0	0	0	0	0	0
GS - 12 %	1.11	0.93	1.25	0.0	0.0	1.08	1.42	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
GS - 13 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
GS - 13 %	0.28	0.62	0.0	0.0	0.0	0.72	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 14 #	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
GS - 14 %	0.14	0.0	0.25	0.0	0.0	0.0	0.0	0.0	5.26	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 15 #	3	3	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0
GS - 15 %	0.42	0.93	0.0	0.0	0.0	1.08	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (Unspecified GS) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Executive Service #	3	1	2	0	0	1	2	0	0	0	0	0	0	0	0	0	0
Senior Executive Service %	0.42	0.31	0.5	0.0	0.0	0.36	0.57	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total #	721	322	399	13	14	279	352	17	19	8	11	5	3	0	0	0	0
Total %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table A5-1: PARTICIPATION RATES ACROSS WAGE GRADES - PERMANENT by Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 01 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	100.0	100.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	2	2	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0
Grade - 07 %	100.0	100.0	0.0	0.0	0.0	50.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
Grade - 08 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	100.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table A5-1: PARTICIPATION RATES ACROSS WAGE GRADES - TEMPORARY by Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 01 #	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Grade - 01 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 07 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 08 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	<b>TOTAL EMPLOYEES (All)</b>	<b>TOTAL EMPLOYEES (male)</b>	<b>TOTAL EMPLOYEES (female)</b>	<b>Hispanic (male)</b>	<b>Hispanic (female)</b>	<b>White (male)</b>	<b>White (female)</b>	<b>Black (male)</b>	<b>Black (female)</b>	<b>AIAN (male)</b>	<b>AIAN (female)</b>	<b>Asian (male)</b>	<b>Asian (female)</b>	<b>NHOPI (male)</b>	<b>NHOPI (female)</b>	<b>2/more (male)</b>	<b>2/more (female)</b>
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table A5-2: PARTICIPATION RATES ACROSS WAGE GRADES - PERMANENT by Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 01 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	12.5	12.5	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	12.5	12.5	0.0	0.0	0.0	16.67	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	2	2	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0
Grade - 07 %	25.0	25.0	0.0	0.0	0.0	16.67	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
Grade -	25.0	25.0	0.0	0.0	0.0	33.33	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
08 %																	
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	25.0	25.0	0.0	0.0	0.0	33.33	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Total #	8	8	0	1	0	6	0	1	0	0	0	0	0	0	0	0	0
Total %	100.0	100.0	0.0	100.0	0.0	100.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table A5-2: PARTICIPATION RATES ACROSS WAGE GRADES - TEMPORARY by Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 01 #	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Grade - 01 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 07 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 08 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total #	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (male)	TOTAL EMPLOYEES (female)	Hispanic (male)	Hispanic (female)	White (male)	White (female)	Black (male)	Black (female)	AIAN (male)	AIAN (female)	Asian (male)	Asian (female)	NHOPI (male)	NHOPI (female)	2/more (male)	2/more (female)
Total %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

Fishery Biologist CLF %	100.0	55.86	44.14	1.93	2.14	47.32	35.01	1.17	1.79	0.41	0.19	4.11	4.26	0.04	0.05	0.89	0.7
Fishery Biologist #	7	5	2	0	0	5	2	0	0	0	0	0	0	0	0	0	0
Fishery Biologist %	100.0	71.43	28.57	0.0	0.0	71.43	28.57	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Wildlife Biology CLF %	100.0	55.86	44.14	1.93	2.14	47.32	35.01	1.17	1.79	0.41	0.19	4.11	4.26	0.04	0.05	0.89	0.7
Wildlife Biology #	68	57	11	5	1	49	9	0	0	3	0	0	1	0	0	0	0
Wildlife Biology %	100.0	83.82	16.18	7.35	1.47	72.06	13.24	0.0	0.0	4.41	0.0	0.0	1.47	0.0	0.0	0.0	0.0
Engineering Tech. CLF	750	649	101	43	4	555	91	29	1	18	4	4	1	0	0	0	0
Engineering Tech. CLF %	100.0	86.53	13.47	5.73	0.53	74.0	12.13	3.87	0.13	2.4	0.53	0.53	0.13	0.0	0.0	0.0	0.0
Engineering Tech. #	750	649	101	43	4	555	91	29	1	18	4	4	1	0	0	0	0
Engineering Tech. %	100.0	86.53	13.47	5.73	0.53	74.0	12.13	3.87	0.13	2.4	0.53	0.53	0.13	0.0	0.0	0.0	0.0
Engineer CLF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Engineer CLF %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Engineer #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Engineer %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Info. Tech. Spec. CLF %	100.0	66.77	33.23	3.14	1.55	50.42	24.73	4.29	3.48	0.24	0.11	7.4	2.89	0.05	0.02	1.23	0.45
Info. Tech. Spec. #	47	21	26	2	0	13	17	2	8	0	1	4	0	0	0	0	0
Info. Tech. Spec. %	100.0	44.68	55.32	4.26	0.0	27.66	36.17	4.26	17.02	0.0	2.13	8.51	0.0	0.0	0.0	0.0	0.0
Administration CLF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administration CLF %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Administration #	783	99	684	6	25	72	540	15	96	2	13	4	10	0	0	0	0
Administration %	100.0	12.64	87.36	0.77	3.19	9.2	68.97	1.92	12.26	0.26	1.66	0.51	1.28	0.0	0.0	0.0	0.0
Resource Specialist CLF %	100.0	43.44	56.56	4.74	5.27	30.24	39.74	4.89	7.79	0.24	0.4	2.57	2.34	0.07	0.08	0.67	0.94
Resource Specialist #	36	7	29	0	0	3	18	4	10	0	0	0	1	0	0	0	0
Resource Specialist %	100.0	19.44	80.56	0.0	0.0	8.33	50.0	11.11	27.78	0.0	0.0	0.0	2.78	0.0	0.0	0.0	0.0
Program Specialist CLF %	100.0	43.44	56.56	4.74	5.27	30.24	39.74	4.89	7.79	0.24	0.4	2.57	2.34	0.07	0.08	0.67	0.94
Program Specialist #	242	128	114	13	5	81	76	26	28	3	4	5	1	0	0	0	0

Program Specialist %	100.0	52.89	47.11	5.37	2.07	33.47	31.4	10.74	11.57	1.24	1.65	2.07	0.41	0.0	0.0	0.0	0.0
----------------------	-------	-------	-------	------	------	-------	------	-------	-------	------	------	------	------	-----	-----	-----	-----

**Table A6P(NCRS): PARTICIPATION RATES FOR MAJOR OCCUPATIONS - PERMANENT Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Gen Bio Sci CLF %	100.0	55.86	44.14	1.93	2.14	47.32	35.01	1.17	1.79	0.41	0.19	4.11	4.26	0.04	0.05	0.89	0.7
Gen Bio Sci #	848	624	224	36	7	515	194	51	13	18	7	4	3	0	0	0	0
Gen Bio Sci %	100.0	73.58	26.42	4.25	0.83	60.73	22.88	6.01	1.53	2.12	0.83	0.47	0.35	0.0	0.0	0.0	0.0
Soil Conservation CLF %	100.0	85.29	14.71	1.39	0.53	79.53	13.25	1.8	0.23	1.32	0.3	0.34	0.23	0.01	0.0	0.9	0.17
Soil Conservation #	4069	2934	1135	115	58	2507	939	215	80	71	33	26	25	0	0	0	0
Soil Conservation %	100.0	72.11	27.89	2.83	1.43	61.61	23.08	5.28	1.97	1.74	0.81	0.64	0.61	0.0	0.0	0.0	0.0
Soil Consv. Tech CLF %	100.0	49.04	50.96	2.8	4.82	35.79	34.0	3.71	4.49	0.68	0.4	4.82	6.41	0.15	0.0	1.09	0.83
Soil Consv. Tech #	1329	1037	292	29	9	918	269	42	5	40	8	8	1	0	0	0	0
Soil Consv. Tech %	100.0	78.03	21.97	2.18	0.68	69.07	20.24	3.16	0.38	3.01	0.6	0.6	0.08	0.0	0.0	0.0	0.0
Soil Science CLF %	100.0	73.87	26.13	2.71	1.11	65.9	21.69	1.87	1.46	0.23	0.04	2.34	1.45	0.04	0.04	0.78	0.35
Soil Science #	1329	1037	292	29	9	918	269	42	5	40	8	8	1	0	0	0	0
Soil Science %	100.0	78.03	21.97	2.18	0.68	69.07	20.24	3.16	0.38	3.01	0.6	0.6	0.08	0.0	0.0	0.0	0.0
Eng Techn CLF %	100.0	80.91	19.09	6.07	1.58	62.27	12.99	5.74	2.2	0.42	0.13	5.07	1.8	0.08	0.04	1.26	0.36
Eng Techn #	1329	1037	292	29	9	918	269	42	5	40	8	8	1	0	0	0	0
Eng Techn	100.0	78.03	21.97	2.18	0.68	69.07	20.24	3.16	0.38	3.01	0.6	0.6	0.08	0.0	0.0	0.0	0.0

	<b>TOTAL EMPLOYEES (All)</b>	<b>TOTAL EMPLOYEES (Male)</b>	<b>TOTAL EMPLOYEES (Female)</b>	<b>Hispanic (Male)</b>	<b>Hispanic (Female)</b>	<b>White (Male)</b>	<b>White (Female)</b>	<b>Black (Male)</b>	<b>Black (Female)</b>	<b>AIAN (Male)</b>	<b>AIAN (Female)</b>	<b>Asian (Male)</b>	<b>Asian (Female)</b>	<b>NHOPI (Male)</b>	<b>NHOPI (Female)</b>	<b>2/more (Male)</b>	<b>2/more (Female)</b>
%																	
Civil Engineering CLF %	100.0	55.86	44.14	1.93	2.14	47.32	35.01	1.17	1.79	0.41	0.19	4.11	4.26	0.04	0.05	0.89	0.7
Civil Engineering #	420	376	44	22	0	320	42	15	0	16	1	3	1	0	0	0	0
Civil Engineering %	100.0	89.52	10.48	5.24	0.0	76.19	10.0	3.57	0.0	3.81	0.24	0.71	0.24	0.0	0.0	0.0	0.0

**Table A6T(NCRS): PARTICIPATION RATES FOR MAJOR OCCUPATIONS - TEMPORARY Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL EMPLOYEES (All)	TOTAL EMPLOYEES (Male)	TOTAL EMPLOYEES (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
Gen Bio Sci CLF %	100.0	55.86	44.14	1.93	2.14	47.32	35.01	1.17	1.79	0.41	0.19	4.11	4.26	0.04	0.05	0.89	0.7
Gen Bio Sci #	12	6	6	0	0	6	5	0	0	0	1	0	0	0	0	0	0
Gen Bio Sci %	100.0	50.0	50.0	0.0	0.0	50.0	41.67	0.0	0.0	0.0	8.33	0.0	0.0	0.0	0.0	0.0	0.0
Soil Conservation CLF %	100.0	85.29	14.71	1.39	0.53	79.53	13.25	1.8	0.23	1.32	0.3	0.34	0.23	0.01	0.0	0.9	0.17
Soil Conservation #	28	15	13	2	0	13	12	0	0	0	1	0	0	0	0	0	0
Soil Conservation %	100.0	53.57	46.43	7.14	0.0	46.43	42.86	0.0	0.0	0.0	3.57	0.0	0.0	0.0	0.0	0.0	0.0
Soil Consv. Tech CLF %	100.0	49.04	50.96	2.8	4.82	35.79	34.0	3.71	4.49	0.68	0.4	4.82	6.41	0.15	0.0	1.09	0.83
Soil Consv. Tech #	371	174	197	4	4	153	182	6	4	7	5	4	2	0	0	0	0
Soil Consv. Tech %	100.0	46.9	53.1	1.08	1.08	41.24	49.06	1.62	1.08	1.89	1.35	1.08	0.54	0.0	0.0	0.0	0.0
Soil Science CLF %	100.0	73.87	26.13	2.71	1.11	65.9	21.69	1.87	1.46	0.23	0.04	2.34	1.45	0.04	0.04	0.78	0.35
Soil Science #	371	174	197	4	4	153	182	6	4	7	5	4	2	0	0	0	0
Soil Science %	100.0	46.9	53.1	1.08	1.08	41.24	49.06	1.62	1.08	1.89	1.35	1.08	0.54	0.0	0.0	0.0	0.0
Eng Techn CLF %	100.0	80.91	19.09	6.07	1.58	62.27	12.99	5.74	2.2	0.42	0.13	5.07	1.8	0.08	0.04	1.26	0.36
Eng Techn #	371	174	197	4	4	153	182	6	4	7	5	4	2	0	0	0	0
Eng Techn %	100.0	46.9	53.1	1.08	1.08	41.24	49.06	1.62	1.08	1.89	1.35	1.08	0.54	0.0	0.0	0.0	0.0

**Table A7: APPLICANT FLOW DATA FOR MAJOR OCCUPATIONS - PERMANENT Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
<b>Job Title/Series (Occ 1)</b>																	
Total Received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Voluntarily Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Voluntarily Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CLF %	100.0	53.23	46.77	6.17	4.52	39.03	33.74	4.84	5.66	0.34	0.32	1.92	1.71	0.06	0.05	0.88	0.76

**Table A7: APPLICANT FLOW DATA FOR MAJOR OCCUPATIONS - TEMPORARY Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/more (Male)	2/more (Female)
<b>Job Title/Series (Occ 1)</b>																	
Total Received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Voluntarily Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Voluntarily Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CLF %	100.0	53.23	46.77	6.17	4.52	39.03	33.74	4.84	5.66	0.34	0.32	1.92	1.71	0.06	0.05	0.88	0.76



**Table A8: NEW HIRES BY TYPE OF APPOINTMENT - by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
Permanent #	362	195	167	16	14	161	125	7	19	6	3	5	6	0	0	0	0
<b>Permanent %</b>	100.0	53.87	46.13	4.42	3.87	44.48	34.53	1.93	5.25	1.66	0.83	1.38	1.66	0.0	0.0	0.0	0.0
Temporary #	245	119	126	8	6	96	108	7	4	5	6	3	2	0	0	0	0
<b>Temporary %</b>	100.0	48.57	51.43	3.27	2.45	39.18	44.08	2.86	1.63	2.04	2.45	1.22	0.82	0.0	0.0	0.0	0.0
Non-Appropriated #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Non-Appropriated %</b>	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total workforce #	11878	7866	4012	345	181	6691	3281	517	374	209	102	104	74	0	0	0	0
<b>Total workforce %</b>	100.0	66.22	33.78	2.9	1.52	56.33	27.62	4.35	3.15	1.76	0.86	0.88	0.62	0.0	0.0	0.0	0.0
CLF %	100.0	53.23	46.77	6.17	4.52	39.03	33.74	4.84	5.66	0.34	0.32	1.92	1.71	0.06	0.05	0.88	0.76

**Table A9: SELECTIONS FOR INTERNAL COMPETITIVE PROMOTIONS FOR MAJOR OCCUPATIONS -  
Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
<b>Job Title of Vacancy (Occ 1)</b>																	
Total Applications Received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applications Received	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Relevant Applicant Pool %	100.0	67.5	32.5	2.79	1.4	57.46	26.32	4.54	3.3	1.85	0.83	0.86	0.65	0.0	0.0	0.0	0.0

**Table A10: NON-COMPETITIVE PROMOTIONS - TIME IN GRADE - Distribution by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
Total Employees in Career Ladder #	11894	8028	3866	332	167	6834	3130	540	393	220	99	102	77	0	0	0	0
Total Employees in Career Ladder %	100.0	67.5	32.5	2.79	1.4	57.46	26.32	4.54	3.3	1.85	0.83	0.86	0.65	0.0	0.0	0.0	0.0
<b>Time in grade in excess of minimum</b>																	
1 - 12 Months #	279	154	125	12	9	129	92	10	21	2	1	1	2	0	0	0	0
1 - 12 Months %	100.0	55.2	44.8	4.3	3.23	46.24	32.97	3.58	7.53	0.72	0.36	0.36	0.72	0.0	0.0	0.0	0.0
13 - 24 Months #	374	233	141	14	8	204	106	8	18	4	7	3	2	0	0	0	0
13 - 24 Months %	100.0	62.3	37.7	3.74	2.14	54.55	28.34	2.14	4.81	1.07	1.87	0.8	0.53	0.0	0.0	0.0	0.0
25 + Months #	9941	6826	3115	282	132	5813	2566	457	285	186	77	88	55	0	0	0	0
25 + Months %	100.0	68.67	31.33	2.84	1.33	58.48	25.81	4.6	2.87	1.87	0.77	0.89	0.55	0.0	0.0	0.0	0.0

**Table A11: INTERNAL SELECTIONS FOR SENIOR LEVEL POSITIONS (GS 13-14, GS 15-SES) by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
# Total Applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applications Received	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Relevant Pool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Relevant Pool includes all employees in the next lower pay grade and in all series that qualify them for the position announced.**

**Table A12: PARTICIPATION IN CAREER DEVELOPMENT/TRAINING by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
<b>Career Development Programs for GS 5 - 12:</b>																	
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Career Development Programs for GS 13-14:</b>																	
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Career Development Programs for GS 15 and SES:</b>																	
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Relevant Pool includes all employees in the pay grades eligible for the career development program.

**Table A13: EMPLOYEE RECOGNITION AND AWARDS by Race/Ethnicity and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
<b>Time-Off awards - 1-9 hours</b>																	
Total Time-Off Awards Given #	340	205	135	8	5	176	112	12	17	6	1	3	0	0	0	0	0
% Time-off awards	100	60	40	2	1	52	33	4	5	2	0	1	0	0	0	0	0
Total Hours	2398.0	1452.0	946.0	58.0	40.0	1239.0	766.0	91.0	132.0	40.0	8.0	24.0	0.0	0.0	0.0	0.0	0.0
Average Hours	7.05	7.08	7.01	7.25	8.0	7.04	6.84	7.58	7.76	6.67	8.0	8.0	0.0	0.0	0.0	0.0	0.0
<b>Time-Off awards - 9+ hours</b>																	
Total Time-Off Awards Given #	219	103	116	7	3	88	101	8	9	0	2	0	1	0	0	0	0
% Time-off awards	100.0	47.03	52.97	3.2	1.37	40.18	46.12	3.65	4.11	0.0	0.91	0.0	0.46	0.0	0.0	0.0	0.0
Total Hours	4341	2058	2283	132	61	1725	1972	201	194	0	42	0	14	0	0	0	0
Average Hours	19.82	19.98	19.68	18.86	20.33	19.6	19.52	25.13	21.56	0.0	21.0	0.0	14.0	0.0	0.0	0.0	0.0
<b>Cash awards - \$100-\$500</b>																	
Total Cash Awards	2794	1702	1092	52	38	1485	927	107	85	39	23	19	19	0	0	0	0

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
Given #																	
% Cash Awards	100	61	39	2	1	53	33	4	3	1	1	1	1	0	0	0	0
Total Amount	1030683	631293	399390	21722	14458	547087	341286	41240	28507	13678	8522	7566	6617	0	0	0	0
Average Amount	368.89	370.91	365.74	417.73	380.47	368.41	368.16	385.42	335.38	350.72	370.52	398.21	348.26	0.0	0.0	0.0	0.0
<b>Cash awards &gt; \$501</b>																	
Total Cash Awards Given #	4522	2976	1546	152	80	2508	1167	188	218	80	39	48	42	0	0	0	0
% Cash Awards	100.0	65.81	34.19	3.36	1.77	55.46	25.81	4.16	4.82	1.77	0.86	1.06	0.93	0.0	0.0	0.0	0.0
Total Amount	5295026	3490576	1804450	159152	85044	2902876	1356875	253408	277643	110794	39835	64346	45053	0	0	0	0
Average Amount	1170.95	1172.91	1167.17	1047.05	1063.05	1157.45	1162.7	1347.91	1273.59	1384.93	1021.41	1340.54	1072.69	0.0	0.0	0.0	0.0
<b>Quality Step Increases:</b>																	
Total QSIs Awarded #	282	168	114	11	7	140	79	8	18	5	6	4	4	0	0	0	0
Total QSIs Awarded %	100.0	59.57	40.43	3.9	2.48	49.65	28.01	2.84	6.38	1.77	2.13	1.42	1.42	0.0	0.0	0.0	0.0
Total Benefit	282	168	114	11	7	140	79	8	18	5	6	4	4	0	0	0	0
Average Benefit	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	0.0	0.0	0.0

**Table A14: SEPARATIONS by Type of Separation - Distribution by Race/National Origin and Sex**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	TOTAL (Male)	TOTAL (Female)	Hispanic (Male)	Hispanic (Female)	White (Male)	White (Female)	Black (Male)	Black (Female)	AIAN (Male)	AIAN (Female)	Asian (Male)	Asian (Female)	NHOPI (Male)	NHOPI (Female)	2/More (Male)	2/More (Female)
Voluntary #	593	420	173	2	1	375	147	25	15	15	5	3	5	0	0	0	0
Voluntary %	100.0	70.83	29.17	0.34	0.17	63.24	24.79	4.22	2.53	2.53	0.84	0.51	0.84	0.0	0.0	0.0	0.0
Involuntary (RIF) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Involuntary (RIF) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Involuntary (Other) #	2	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0
Involuntary (Other) %	100.0	50.0	50.0	50.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Separations #	640	451	189	3	1	399	162	28	16	18	5	3	5	0	0	0	0
Total Separations %	100.0	70.47	29.53	0.47	0.16	62.34	25.31	4.38	2.5	2.81	0.78	0.47	0.78	0.0	0.0	0.0	0.0
Total workforce #	11894	8028	3866	332	167	6834	3130	540	393	220	99	102	77	0	0	0	0
Total workforce %	100.0	67.5	32.5	2.79	1.4	57.46	26.32	4.54	3.3	1.85	0.83	0.86	0.65	0.0	0.0	0.0	0.0



**Table B1: TOTAL WORKFORCE - Distribution by Disability [OPM Form 256 Self-Identification Codes]**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Total</b>														
FY 2007 #	12316	11275	177	864	127	21	9	9	28	10	15	5	26	4
FY 2007 %	100.0	91.55	1.44	7.02	1.03	0.17	0.07	0.07	0.23	0.08	0.12	0.04	0.21	0.03
FY 2008 #	11873	10918	166	789	116	18	11	8	21	11	13	5	25	4
FY 2008 %	100.0	91.96	1.4	6.65	0.98	0.15	0.09	0.07	0.18	0.09	0.11	0.04	0.21	0.03
Difference #	-443	-357	-11	-75	-11	-3	2	-1	-7	1	-2	0	-1	0
Ratio Change %	0.0	0.41	-0.04	-0.37	-0.05	-0.02	0.02	0.0	-0.05	0.01	-0.01	0.0	0.0	0.0
Net Change %	-3.6	-3.17	-6.21	-8.68	-8.66	-14.29	22.22	-11.11	-25.0	10.0	-13.33	0.0	-3.85	0.0
<b>Federal High for Targeted Disabilities: 2.27%</b>														
<b>Permanent</b>														
FY 2007 #	11517	10536	174	807	114	19	9	7	24	9	15	5	22	4
FY 2007 %	100.0	91.48	1.51	7.01	0.99	0.16	0.08	0.06	0.21	0.08	0.13	0.04	0.19	0.03
FY 2008 #	11145	10231	162	752	106	18	9	8	18	10	13	5	21	4
FY 2008 %	100.0	91.8	1.45	6.75	0.95	0.16	0.08	0.07	0.16	0.09	0.12	0.04	0.19	0.04
Difference #	-372	-305	-12	-55	-8	-1	0	1	-6	1	-2	0	-1	0
Ratio Change %	0.0	0.32	-0.06	-0.26	-0.04	0.0	0.0	0.01	-0.05	0.01	-0.01	0.0	0.0	0.01
Net Change %	-3.23	-2.89	-6.9	-6.82	-7.02	-5.26	0.0	14.29	-25.0	11.11	-13.33	0.0	-4.55	0.0
<b>Temporary</b>														
FY 2007 #	799	739	3	57	13	2	0	2	4	1	0	0	4	0

	TOTAL	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
FY 2007 %	100.0	92.49	0.38	7.13	1.63	0.25	0.0	0.25	0.5	0.13	0.0	0.0	0.5	0.0
FY 2008 #	728	687	4	37	10	0	2	0	3	1	0	0	4	0
FY 2008 %	100.0	94.37	0.55	5.08	1.37	0.0	0.27	0.0	0.41	0.14	0.0	0.0	0.55	0.0
Difference #	-71	-52	1	-20	-3	-2	2	-2	-1	0	0	0	0	0
Ratio Change %	0.0	1.88	0.17	-2.05	-0.26	-0.25	0.27	-0.25	-0.09	0.01	0.0	0.0	0.05	0.0
Net Change %	-8.89	-7.04	33.33	-35.09	-23.08	-100.0	0.0	-100.0	-25.0	0.0	0.0	0.0	0.0	0.0
<b>Non-Appropriated</b>														
FY 2007 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 2007 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
FY 2008 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FY 2008 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Difference #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ratio Change %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Net Change %	-3.34	-2.98	-7.41	-7.31	-7.55	-5.56	0.0	12.5	-33.33	10.0	-15.38	0.0	-4.76	0.0

**Table B2: TOTAL WORKFORCE BY COMPONENT - Distribution by Disability [OPM Form 256 Self-Identification Codes**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Total Work Force #	11145	10231	162	752	106	18	9	8	18	10	13	5	21	4
Total Work Force %	100.0	91.8	1.45	6.75	0.95	0.16	0.08	0.07	0.16	0.09	0.12	0.04	0.19	0.04
<b>Federal High for Targeted Disabilities: 2.27%</b>														
Natural Resources Conservation Service #	11145	10231	162	752	106	18	9	8	18	10	13	5	21	4
Natural Resources Conservation Service %	100.0	91.8	1.45	6.75	0.95	0.16	0.08	0.07	0.16	0.09	0.12	0.04	0.19	0.04

**Table B3-1: OCCUPATIONAL GROUPS - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Executive/Senior Level Officials and Managers #	108	104	4	0	0	0	0	0	0	0	0	0	0	0
Executive/Senior Level Officials and Managers %	100.0	96.3	3.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Mid-Level Officials and Managers #	361	332	4	25	2	0	0	0	1	0	1	0	0	0
Mid-Level Officials and Managers %	100.0	91.97	1.11	6.93	0.55	0.0	0.0	0.0	0.28	0.0	0.28	0.0	0.0	0.0
First-Level Officials and Managers #	647	607	9	31	4	0	1	1	1	0	0	0	1	0
First-Level Officials and Managers %	100.0	93.82	1.39	4.79	0.62	0.0	0.15	0.15	0.15	0.0	0.0	0.0	0.15	0.0
Other #	565	511	8	46	9	2	2	2	1	0	1	0	1	0
Other %	100.0	90.44	1.42	8.14	1.59	0.35	0.35	0.35	0.18	0.0	0.18	0.0	0.18	0.0
Total Officials and Managers #	1681	1554	25	102	15	2	3	3	3	0	2	0	2	0
Total Officials and Managers %	100.0	92.44	1.49	6.07	0.89	0.12	0.18	0.18	0.18	0.0	0.12	0.0	0.12	0.0
Professionals #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Technicians #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Sales Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Office and Clerical #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office and Clerical %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Craft Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operatives #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Laborers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Service Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B3-2: OCCUPATIONAL GROUPS - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Executive/Senior Level Officials and Managers #	108	104	4	0	0	0	0	0	0	0	0	0	0	0
Executive/Senior Level Officials and Managers %	6.42	6.69	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Mid-Level Officials and Managers #	361	332	4	25	2	0	0	0	1	0	1	0	0	0
Mid-Level Officials and Managers %	21.48	21.36	16.0	24.51	13.33	0.0	0.0	0.0	33.33	0.0	50.0	0.0	0.0	0.0
First-Level Officials and Managers #	647	607	9	31	4	0	1	1	1	0	0	0	1	0
First-Level Officials and Managers %	38.49	39.06	36.0	30.39	26.67	0.0	33.33	33.33	33.33	0.0	0.0	0.0	50.0	0.0
Other #	565	511	8	46	9	2	2	2	1	0	1	0	1	0
Other %	33.61	32.88	32.0	45.1	60.0	100.0	66.67	66.67	33.33	0.0	50.0	0.0	50.0	0.0
Total Officials and Managers #	1681	1554	25	102	15	2	3	3	3	0	2	0	2	0
Total Officials and Managers %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	100.0	0.0	100.0	0.0
Professionals #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Technicians #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Sales Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Office and Clerical #	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Office and Clerical %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Craft Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Craft Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operatives #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Laborers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Service Workers #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total #	1681	1554	25	102	15	2	3	3	3	0	2	0	2	0
Total %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	0.0	100.0	0.0	100.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table B4-1: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - PERMANENT by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Order	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
GS - 01 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
GS - 01 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	13	9	0	4	1	0	0	0	0	0	0	1	0	0
GS - 02 %	100.0	69.23	0.0	30.77	7.69	0.0	0.0	0.0	0.0	0.0	0.0	7.69	0.0	0.0
GS - 03 #	40	33	1	6	3	0	0	0	1	0	0	2	0	0
GS - 03 %	100.0	82.5	2.5	15.0	7.5	0.0	0.0	0.0	2.5	0.0	0.0	5.0	0.0	0.0
GS - 04 #	163	145	1	17	3	0	0	0	1	1	0	0	1	0
GS - 04 %	100.0	88.96	0.61	10.43	1.84	0.0	0.0	0.0	0.61	0.61	0.0	0.0	0.61	0.0
GS - 05 #	284	241	6	37	12	6	0	0	2	1	0	2	1	0
GS - 05 %	100.0	84.86	2.11	13.03	4.23	2.11	0.0	0.0	0.7	0.35	0.0	0.7	0.35	0.0
GS - 06 #	395	349	4	42	4	0	0	1	1	2	0	0	0	0
GS - 06 %	100.0	88.35	1.01	10.63	1.01	0.0	0.0	0.25	0.25	0.51	0.0	0.0	0.0	0.0
GS - 07 #	1405	1277	22	106	16	3	2	1	3	2	1	0	3	1
GS - 07 %	100.0	90.89	1.57	7.54	1.14	0.21	0.14	0.07	0.21	0.14	0.07	0.0	0.21	0.07
GS - 08 #	485	437	2	46	4	2	0	0	1	0	1	0	0	0
GS - 08 %	100.0	90.1	0.41	9.48	0.82	0.41	0.0	0.0	0.21	0.0	0.21	0.0	0.0	0.0
GS - 09 #	1611	1499	18	94	20	2	0	2	5	3	3	0	5	0
GS - 09 %	100.0	93.05	1.12	5.83	1.24	0.12	0.0	0.12	0.31	0.19	0.19	0.0	0.31	0.0
GS - 10 #	26	24	0	2	0	0	0	0	0	0	0	0	0	0
GS - 10 %	100.0	92.31	0.0	7.69	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 11 #	2536	2341	33	162	19	3	2	2	1	1	4	0	5	1
GS - 11 %	100.0	92.31	1.3	6.39	0.75	0.12	0.08	0.08	0.04	0.04	0.16	0.0	0.2	0.04



	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Order	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
GS - 12 #	3145	2918	53	174	17	1	2	2	2	0	3	0	5	2
GS - 12 %	100.0	92.78	1.69	5.53	0.54	0.03	0.06	0.06	0.06	0.0	0.1	0.0	0.16	0.06
GS - 13 #	564	517	11	36	5	1	1	0	1	0	1	0	1	0
GS - 13 %	100.0	91.67	1.95	6.38	0.89	0.18	0.18	0.0	0.18	0.0	0.18	0.0	0.18	0.0
GS - 14 #	304	276	5	23	2	0	2	0	0	0	0	0	0	0
GS - 14 %	100.0	90.79	1.64	7.57	0.66	0.0	0.66	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 15 #	140	133	5	2	0	0	0	0	0	0	0	0	0	0
GS - 15 %	100.0	95.0	3.57	1.43	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	461	396	7	58	16	6	0	0	3	2	0	3	2	0
All Other (Unspecified GS) %	100.0	85.9	1.52	12.58	3.47	1.3	0.0	0.0	0.65	0.43	0.0	0.65	0.43	0.0
Senior Executive Service #	24	23	1	0	0	0	0	0	0	0	0	0	0	0
Senior Executive Service %	100.0	95.83	4.17	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B4-1: PARTICIPATION RATES ACROSS GENERAL SCHEDULE (GS) GRADES - TEMPORARY by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23,25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Order	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
GS - 01 #	34	33	0	1	0	0	0	0	0	0	0	0	0	0
GS - 01 %	100.0	97.06	0.0	2.94	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 02 #	55	54	1	0	0	0	0	0	0	0	0	0	0	0
GS - 02 %	100.0	98.18	1.82	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 03 #	193	184	1	8	4	0	0	0	2	1	0	0	1	0
GS - 03 %	100.0	95.34	0.52	4.15	2.07	0.0	0.0	0.0	1.04	0.52	0.0	0.0	0.52	0.0
GS - 04 #	166	159	1	6	1	0	1	0	0	0	0	0	0	0
GS - 04 %	100.0	95.78	0.6	3.61	0.6	0.0	0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 05 #	106	94	0	12	1	0	0	0	0	0	0	0	1	0
GS - 05 %	100.0	88.68	0.0	11.32	0.94	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.94	0.0
GS - 06 #	40	36	1	3	2	0	0	0	0	0	0	0	2	0
GS - 06 %	100.0	90.0	2.5	7.5	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.0	0.0
GS - 07 #	50	48	0	2	0	0	0	0	0	0	0	0	0	0
GS - 07 %	100.0	96.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 08 #	5	5	0	0	0	0	0	0	0	0	0	0	0	0
GS - 08 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 09 #	40	38	0	2	0	0	0	0	0	0	0	0	0	0
GS - 09 %	100.0	95.0	0.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 10 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
GS - 10 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 11 #	15	14	0	1	1	0	1	0	0	0	0	0	0	0
GS - 11 %	100.0	93.33	0.0	6.67	6.67	0.0	6.67	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23,25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Order	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
GS - 12 #	8	7	0	1	1	0	0	0	1	0	0	0	0	0
GS - 12 %	100.0	87.5	0.0	12.5	12.5	0.0	0.0	0.0	12.5	0.0	0.0	0.0	0.0	0.0
GS - 13 #	2	1	0	1	0	0	0	0	0	0	0	0	0	0
GS - 13 %	100.0	50.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 14 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
GS - 14 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GS - 15 #	3	3	0	0	0	0	0	0	0	0	0	0	0	0
GS - 15 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other (Unspecified GS) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other (Unspecified GS) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Executive Service #	3	3	0	0	0	0	0	0	0	0	0	0	0	0
Senior Executive Service %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B5-1: PARTICIPATION RATES ACROSS WAGE GRADES - PERMANENT by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grade - 01 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	2	1	0	1	0	0	0	0	0	0	0	0	0	0
Grade - 07 %	100.0	50.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade -	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
08 %														
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B5-1: PARTICIPATION RATES ACROSS WAGE GRADES - TEMPORARY by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grade - 01 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 07 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 08 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade -	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
08 %														
Grade - 09 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B5-2: PARTICIPATION RATES ACROSS WAGE GRADES - PERMANENT by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grade - 01 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade -	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
07 %														
Grade - 08 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 08 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	0.02	0.02	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	2	2	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage	0.02	0.02	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grades %														
Total #	11917	10908	175	834	116	19	9	8	23	10	15	5	23	4
Total %	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table B5-2: PARTICIPATION RATES ACROSS WAGE GRADES - TEMPORARY by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grade - 01 #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 01 %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 02 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 02 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 03 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 03 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 04 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 04 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 05 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 05 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 06 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 06 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 07 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 07 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Grade - 08 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 08 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 09 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 09 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 10 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 10 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 11 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 11 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 12 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 12 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 13 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 13 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 14 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 14 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Grade - 15 #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grade - 15 %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
All Other Wage Grades #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Wage Grades %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Total #	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Total %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**NOTE: Percentages compute down columns and NOT across rows.**

**Table B6(NCRS):: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - PERMANENT Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Disorder	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Gen Bio Sci</b>														
Gen Bio Sci #	848	788	17	43	5	0	0	0	1	0	2	0	2	0
Gen Bio Sci %	100.0	92.92	2.0	5.07	0.59	0.0	0.0	0.0	0.12	0.0	0.24	0.0	0.24	0.0
<b>Soil Conservation</b>														
Soil Conservation #	4068	3789	40	239	26	0	2	5	3	1	5	0	9	1
Soil Conservation %	100.0	93.14	0.98	5.88	0.64	0.0	0.05	0.12	0.07	0.02	0.12	0.0	0.22	0.02
<b>Soil Consv. Tech</b>														
Soil Consv. Tech #	1329	1212	21	96	10	3	1	1	1	1	0	1	1	1
Soil Consv. Tech %	100.0	91.2	1.58	7.22	0.75	0.23	0.08	0.08	0.08	0.08	0.0	0.08	0.08	0.08
<b>Soil Science</b>														
Soil Science #	840	781	22	37	7	1	0	0	2	0	2	0	0	2
Soil Science %	100.0	92.98	2.62	4.4	0.83	0.12	0.0	0.0	0.24	0.0	0.24	0.0	0.0	0.24
<b>Eng Techn</b>														
Eng Techn #	420	379	4	37	6	0	0	0	0	3	2	1	0	0
Eng Techn %	100.0	90.24	0.95	8.81	1.43	0.0	0.0	0.0	0.0	0.71	0.48	0.24	0.0	0.0
<b>Civil Engineering</b>														
Civil Engineering #	1	1	0	0	0	0	0	0	0	0	0	0	0	0

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Disorder	[91] Mental Illness	[92] Distortion of Limb/Spine
Civil Engineering %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B6(NCRS):: PARTICIPATION RATES FOR MAJOR OCCUPATIONS - TEMPORARY Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Disorder	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Gen Bio Sci</b>														
Gen Bio Sci #	12	11	0	1	0	0	0	0	0	0	0	0	0	0
Gen Bio Sci %	100.0	91.67	0.0	8.33	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Soil Conservation</b>														
Soil Conservation #	28	26	0	2	0	0	0	0	0	0	0	0	0	0
Soil Conservation %	100.0	92.86	0.0	7.14	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Soil Consv. Tech</b>														
Soil Consv. Tech #	369	350	4	15	4	0	1	0	0	1	0	0	2	0
Soil Consv. Tech %	100.0	94.85	1.08	4.07	1.08	0.0	0.27	0.0	0.0	0.27	0.0	0.0	0.54	0.0
<b>Soil Science</b>														
Soil Science #	10	9	0	1	1	0	1	0	0	0	0	0	0	0
Soil Science %	100.0	90.0	0.0	10.0	10.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Eng Techn</b>														
Eng Techn #	35	34	0	1	0	0	0	0	0	0	0	0	0	0
Eng Techn %	100.0	97.14	0.0	2.86	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Civil Engineering</b>														
Civil Engineering #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Civil Engineering %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0



	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Disorder	[91] Mental Illness	[92] Distortion of Limb/Spine
%														

**Table B7: APPLICANT FLOW DATA FOR MAJOR OCCUPATIONS - PERMANENT - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Schedule A</b>														
Applications #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Hires #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hires %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Voluntarily Identified (outside of Schedule A Applicants)</b>														
Applications #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Hires #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hires %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B7: APPLICANT FLOW DATA FOR MAJOR OCCUPATIONS - TEMPORARY - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Schedule A</b>														
Applications #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Hires #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hires %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Voluntarily Identified (outside of Schedule A Applicants)</b>														
Applications #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Hires #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hires %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Table B8: NEW HIRES - Distribution by Disability [OPM Form 256 Self-Identification Codes]**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Permanent #	362	337	5	20	2	0	0	0	0	0	0	0	0	0
Permanent %	100.0	93.09	1.38	5.52	0.55	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Temporary #	245	231	1	13	4	0	2	0	1	1	0	0	0	0
Temporary %	100.0	93.09	1.38	5.52	0.55	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Non-Appropriated #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Appropriated %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total workforce #	11873	10918	166	789	132	18	11	8	21	11	13	5	25	4
Total workforce %	100.0	91.96	1.4	6.65	1.11	0.15	0.09	0.07	0.18	0.09	0.11	0.04	0.21	0.03
FY 2007 %	100.0	91.45	1.41	7.14	1.12	0.15	0.07	0.07	0.21	0.08	0.11	0.04	0.23	0.03

**Table B9: SELECTIONS FOR MERIT PROMOTIONS FOR MAJOR OCCUPATIONS - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Job Title of Vacancy (Occ 1)</b>														
Total Applications Received	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applications Received	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Relevant Applicant Pool %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Relevant Applicant Pool includes all employees in the next lower pay grade and in all series that qualify them for the position announced.**

**Table B10: NON-COMPETITIVE PROMOTIONS - TIME IN GRADE - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Total Employees eligible for Career Ladder Promotions #	11917	10908	175	834	116	19	9	8	23	10	15	5	23	4
Total Employees eligible for Career Ladder Promotions %	100.0	91.53	1.47	7.0	0.97	0.16	0.08	0.07	0.19	0.08	0.13	0.04	0.19	0.03
<b>Time in grade in excess of minimum</b>														
1 - 12 Months #	279	257	6	16	1	0	0	1	0	0	0	0	0	0
1 - 12 Months %	100.0	92.11	2.15	5.73	0.36	0.0	0.0	0.36	0.0	0.0	0.0	0.0	0.0	0.0
13 - 24 Months #	373	351	6	16	1	0	0	0	0	0	0	0	1	0
13 - 24 Months %	100.0	94.1	1.61	4.29	0.27	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.27	0.0
25 + Months #	9939	9099	145	695	103	18	9	7	17	10	13	5	20	4
25 + Months %	100.0	91.55	1.46	6.99	1.04	0.18	0.09	0.07	0.17	0.1	0.13	0.05	0.2	0.04

**Table B11: INTERNAL SELECTIONS FOR SENIOR LEVEL POSITIONS (GS 13-14, GS 15-SES) by Disability [OPM Form 256 Self-Identification Codes]**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Relevant Pool	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Total Applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applications Received	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Qualified of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Qualified of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Selected of those Identified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Selected of those Identified	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Relevant Applicant Pool includes all employees in the next lower pay grade and in all series that qualify them for the position announced.**

**Table B12: PARTICIPATION IN CAREER DEVELOPMENT/TRAINING by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Career Development Programs for GS 5 - 12:</b>														
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Career Development Programs for GS 13-14:</b>														
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Career Development Programs for GS 15 and SES:</b>														
# Slots	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Relevant Pool	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Applied	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Applied	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
# Participants	0	0	0	0	0	0	0	0	0	0	0	0	0	0



	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
% Participants	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

**Relevant Pool includes all employees in the next lower pay grade and in all series that qualify them for the position announced.**

**Table B13: EMPLOYEE RECOGNITION AND AWARDS by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	TOTAL (All)	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Time-Off awards - 1-9 hours</b>														
Total Time-Off Awards Given #	340	322	0	18	4	0	0	0	2	0	0	0	2	0
% Time-off awards	100	95	0	5	1	0	0	0	1	0	0	0	1	0
Total Hours	2398	2275	0	123	32	0	0	0	16	0	0	0	16	0
Average Hours	7.05	7.07	0.0	6.83	8.0	0.0	0.0	0.0	8.0	0.0	0.0	0.0	8.0	0.0
<b>Time-Off awards - 9+ hours</b>														
Total Time-Off Awards Given #	219	204	1	14	5	0	1	1	1	0	1	0	1	0
% Time-off awards	100.0	93.15	0.46	6.39	2.28	0.0	0.46	0.46	0.46	0.0	0.46	0.0	0.46	0.0
Total Hours	4341	3991	40	310	137	0	10	40	15	0	32	0	40	0
Average Hours	19.82	19.56	40.0	22.14	27.4	0.0	10.0	40.0	15.0	0.0	32.0	0.0	40.0	0.0
<b>Cash awards - \$100-\$500</b>														
Total Cash Awards Given #	2802	2574	41	187	21	2	2	2	6	0	2	0	7	0
% Cash Awards	100	92	1	7	1	0	0	0	0	0	0	0	0	0
Total Amount	1033600	951896	15876	65828	7497	759	950	1000	2289	0	386	0	2113	0
Average Amount	368.88	369.81	387.22	352.02	357.0	379.5	475.0	500.0	381.5	0.0	193.0	0.0	301.86	0.0

	TOTAL (All)	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-38] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
<b>Cash awards &gt; \$501</b>														
Total Cash Awards Given #	4528	4170	65	293	39	7	7	0	7	2	7	0	7	2
% Cash Awards	100.0	92.09	1.44	6.47	0.86	0.15	0.15	0.0	0.15	0.04	0.15	0.0	0.15	0.04
Total Amount	5304412	4905637	85949	312826	40841	8547	9323	0	5626	1350	6890	0	7590	1515
Average Amount	1171.47	1176.41	1322.29	1067.67	1047.21	1221.0	1331.86	0.0	803.71	675.0	984.29	0.0	1084.29	757.5
<b>Quality Step Increases:</b>														
Total QSIs Awarded #	282	260	3	19	3	1	0	1	1	0	0	0	0	0
Total QSIs Awarded %	100.0	92.2	1.06	6.74	1.06	0.35	0.0	0.35	0.35	0.0	0.0	0.0	0.0	0.0
Total Benefit	282	260	3	19	3	1	0	1	1	0	0	0	0	0
Average Benefit	100.0	100.0	100.0	100.0	100.0	100.0	0.0	100.0	100.0	0.0	0.0	0.0	0.0	0.0

**Table B14: SEPARATIONS by Type of Separation - Distribution by Disability**

**Plan Level:**

**Analysis Level:** NATURAL RESOURCES CONSV SERVICE

**Source of Data:** 4q08 USDA

	Total	[05] No Disability	[01] Not Identified	[06-94] Disability	Targeted Disability	[16, 17] Deafness	[23, 25] Blindness	[28, 32-28] Missing Limbs	[64-68] Partial Paralysis	[71-78] Total Paralysis	[82] Convulsive Disorder	[90] Mental Retardation	[91] Mental Illness	[92] Distortion of Limb/Spine
Voluntary #	612	533	13	65	7	1	0	0	3	0	2	0	1	0
Voluntary %	100.0	87.09	2.12	10.62	1.14	0.16	0.0	0.0	0.49	0.0	0.33	0.0	0.16	0.0
Involuntary (RIF) #	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Involuntary (RIF) %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Involuntary (Other) #	48	40	0	8	2	0	0	0	2	0	0	0	0	0
Involuntary (Other) %	100.0	83.33	0.0	16.67	4.17	0.0	0.0	0.0	4.17	0.0	0.0	0.0	0.0	0.0
Total Separations #	660	573	13	73	9	1	0	0	5	0	2	0	1	0
Total Separations %	100.0	86.82	1.97	11.06	1.36	0.15	0.0	0.0	0.76	0.0	0.3	0.0	0.15	0.0
Total workforce #	11921	10908	175	834	107	19	9	8	23	10	15	5	23	4
Total workforce %	100.0	91.5	1.47	7.0	0.9	0.16	0.08	0.07	0.19	0.08	0.13	0.04	0.19	0.03

