

EEOC FORM 715-01 PART A - D	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
For period covering October 1, 2014 to September 30, 2015				
PART A Department or Agency Identifying Information	1. Agency		1. U.S. Department Of Energy	
	1.a. 2 nd level reporting component		Bonneville Power Administration	
	1.b. 3 rd level reporting component			
	1.c. 4 th level reporting component			
	2. Address		2. 905 NE 11th Avenue	
	3. City, State, Zip Code		3. Portland, OR 97232	
	4. CPDF Code	5. FIPS code(s)	4. DN82	5.
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees			1. 2,913
	2. Enter total number of temporary employees			2. 11
	3. Enter total number employees paid from non-appropriated funds			3. 0
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]			4. 2,924
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		1. Elliot E. Mainzer Administrator and Chief Executive Officer	
	2. Agency Head Designee		2. Godfrey C. Beckett, Manager Civil Rights and Equal Employment Opportunity, GM-340-15	
	3. Principal EEO Director/Official Official Title/series/grade		3. Godfrey C. Beckett, Manager Civil Rights and Equal Employment Opportunity, GM-340-15	
	4. Title VII Affirmative EEO Program Official		4. Godfrey C. Beckett, Manager Civil Rights and Equal Employment Opportunity, GM-340-15	
	5. Section 501 Affirmative Action Program Official		5. Godfrey C. Beckett, Manager Civil Rights and Equal Employment Opportunity, GM-340-15	
	6. Complaint Processing Program Manager		6. Lidia R. Somilleda EEO Specialist, GS-260-12	
	7. Other Responsible EEO Staff		Anthony Jackson, EEO Specialist, Lead EEO Counselor and Alternative Dispute Resolution Coordinator, GS-260-13	
		Lidia R. Somilleda, EEO Specialist, Hispanic Employment and People with Disabilities Program Manager, GS-260-12		
		Mark A. Holman, EEO Specialist, GS-260-12		

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PART D List of Subordinate Components Covered in This Report N/A	Subordinate Component and Location (City/State)	CPDF and FIPS codes	
	N/A		
EEOC FORMS and Documents included with this Report			
*Executive Summary [FORM 715-01 PART E], that includes:	X	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01 PART G]	X
Brief paragraph describing the agency's mission and mission-related functions	X	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01 PART H] for each programmatic essential element requiring improvement	X
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	X	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	X
Summary of Analysis of Work Force Profiles including net change analysis and comparison to RCLF	X	*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]	X
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	X	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	X
Summary of EEO Plan action items implemented or accomplished	X	*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues	X
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]	X	*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	X	*Organizational Chart	X

EEOC FORM 715-01 PART E	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
U.S. Department of Energy, Bonneville Power Administration	For period covering October 1, 2014, to September 30, 2015.	
EXECUTIVE SUMMARY		
About BPA		
<p>The Bonneville Power Administration (BPA) is a federal nonprofit agency based in the Pacific Northwest. Although BPA is part of the U.S. Department of Energy, it is self-funded and covers its costs by selling its products and services. BPA markets wholesale electrical power from thirty-one federal hydro projects in the Columbia River Basin, one nonfederal nuclear plant and several other small nonfederal power plants. The dams are operated by the U.S. Army Corps of Engineers and the Bureau of Reclamation. About one-third of the electric power used in the Northwest comes from BPA.</p>		
<p>BPA also operates and maintains about three-fourths of the high-voltage transmission in its service territory. BPA's service territory includes: Idaho, Oregon, Washington, western Montana and small parts of eastern Montana, California, Nevada, Utah, and Wyoming.</p>		
<p>BPA promotes energy efficiency, renewable resources, and new technologies that improve its ability to deliver on its mission. BPA also funds regional efforts to protect and enhance fish and wildlife populations affected by hydropower development in the Columbia River Basin.</p>		
<p>BPA is committed to public service and seeks to make its decisions in a manner that provides opportunities for input from stakeholders. In its vision statement, BPA dedicates itself to providing high system reliability, low rates consistent with sound business principles, environmental stewardship and accountability.</p>		
Mission		
<p>BPA's mission as a public service organization is to create and deliver the best value for our customers and constituents as we act in concert with others to assure the Pacific Northwest:</p>		
<ul style="list-style-type: none"> • An adequate, efficient, economical and reliable power supply; • A transmission system that is adequate to the task of integrating and transmitting power from federal and non-federal generating units, providing service to BPA's customers, providing interregional interconnections, and maintaining electrical reliability and stability; and • Mitigation of the Federal Columbia River Power System's impacts on Pacific Northwest tribes, fish, and wildlife populations. 		
<p>BPA is committed to cost-based rates, and public and regional preference in its marketing of power. BPA will set its rates as low as possible, consistent with sound business principles and the full recovery of all of its costs, including timely repayment of the federal investment in the system.</p>		
Vision		
<p>BPA will be an engine of the Northwest's economic prosperity and environmental sustainability. BPA's actions advance a Northwest power system that is a national leader in providing:</p>		
<ul style="list-style-type: none"> • High reliability; • Low rates consistent with sound business principles; • Responsible environmental stewardship; and • Accountability to the region. 		
<p>BPA delivers on these public responsibilities through a commercially successful business.</p>		

Core Values

Safety:

We value safety in everything we do. Together, our actions result in people being safe each and every day. At work, at home and at play, we all contribute to a safe community for ourselves and others.

Together and individually, we demonstrate our commitment by:

- Taking the time to do our work safely
- Taking actions to prevent and eliminate hazards
- Speaking up when we see an unsafe situation and
- Incorporating safety into everything we do, including how we define success

Trustworthy Stewardship:

As stewards of the Federal Columbia River Power System (FCRPS), we are entrusted with the responsibility to manage resources of great value for the benefit of others. We are trusted when others believe in and are willing to rely upon our integrity and ability. To be worthy of trust we must:

- Consistently adhere to the highest ethical and professional standards
- Obtain the greatest value from the FCRPS for the people of the region
- Collaborate with those we serve as we make our decisions
- Communicate clearly, forthrightly and fully
- Hold ourselves accountable for performance on our commitments by aligning our words and actions

Collaborative Relationships:

Trustworthiness grows out of a collaborative approach to relationships. Internally we must collaborate across organizational lines to maximize the value we bring to the region. Externally we work with many stakeholders who have conflicting needs and interests. Through collaboration we discover and implement the best possible long-term solutions. This approach of creating together requires:

- Taking time to listen and understand each other's viewpoints, issues, and concerns
- Searching respectfully for mutually beneficial solutions
- Sharing and explaining decisions in a timely fashion

Operational Excellence:

Operational excellence is a cornerstone of delivering on the four pillars of our strategic objectives (system reliability, low rates, environmental stewardship and regional accountability) and will place us among the best electric utilities in the nation. Operational excellence requires:

- Continual review and improvement of standardized systems, processes and controls
- Measurement of our accomplishments against clearly-defined and benchmarked performance standards
- Investment in our people
- Focus on ease of doing business with customers and with each other

BPA's Equal Employment Opportunity and Civil Rights Vision and Mission

Vision:

Support Bonneville Power Administration's business success by promoting diverse, productive and professional relationships within BPA's workforce.

Mission:

Maintain a continuing affirmative program to promote equal opportunity and to identify and eliminate discriminatory practices and policies.

BPA's Strategic Objectives

Strategic objectives are the major, long-term outcomes we pursue across our entire business to fulfill BPA's mission and vision. The overall purpose of our strategic objectives is to uphold the "four pillars" of our vision for the Northwest power and transmission system: System reliability, low rates, environmental stewardship and regional accountability. Our objectives are organized into four interdependent dimensions or "balanced scorecard" perspectives: Stakeholder, Financial, Internal Operations and People & Culture. These four perspectives are used to help gauge our health and progress across all dimensions of our business and organization in a balanced way.

BPA's FY 2013 – 2017 People and Culture Strategic Business Objectives:

1. High Performance (P1) – We excel with clear performance and expectations to deliver the mission.
2. Right Composition and Size (P2) – Our workforce is diverse and of the right size and composition to flexibly adjust to evolving business needs.
3. Right Skills & Competencies (P3) – We develop our employees' skills and competencies to enable them to meet current and future business challenges.
4. Positive Work Environment (P4) – We demonstrate safety, accountability and high engagement while modeling the agency core values.

BPA's Diversity and inclusion objectives may be attained through four initiatives adopted by the Enterprise Board which consists of the Administrator, BPA's Vice Presidents, and designated individuals. The four initiatives are:

1. Demonstrate Leadership Commitment
2. Create and Sustain Structure
3. Increase Agency Diversity (See Appendix 7)
4. Foster a Culture of Inclusion (See Appendix 11)

These initiatives were developed in response to an assessment of BPA's diversity and inclusion (D&I) practices. Executive team priorities, agency stakeholder input, and best practices review informed development of the most promising strategies. These strategies were organized into the four initiatives listed above.

The goal of these initiatives is for BPA to create and sustain a structure that will allow the agency to actualize the benefits of a diverse workforce and inclusive culture. This goal is in alignment with the OPM's guidance for three strategic D&I goals: draw from all segments of American society (workforce diversity); include all federal employees (workplace inclusion); and institutionalize diversity and inclusion (sustainability). BPA will get the highest gains in teamwork, collaboration, and discretionary effort when both the diverse workforce and the inclusive culture components are enhanced in tandem.

The diverse workforce component of this goal means improving workforce representation across the agency to reflect the demographics of our community. Currently, Black males and females, Hispanic males and females, White females, and American Indian or Alaska Native females are underrepresented in the BPA workforce. People with targeted disabilities are underrepresented compared to our adopted hiring goals. These groups should be our priority for targeted recruiting and retention efforts.

The inclusive culture component means eliminating the differences in workplace inclusion at all levels of the agency. This component can be measured by employee survey inclusion scores between all demographic groups. Both leadership commitment to an inclusive culture and an inclusive and sustainable management structure are necessary to meet these goals.

BPA's Annual Self-Assessment

Federal agencies have an ongoing obligation to eliminate barriers that impede free and open competition in the workplace and prevent individuals of any racial or national origin group or either sex from realizing their full potential. As part of this on-going obligation, agencies must conduct a self-assessment on at least an annual basis to monitor progress and identify areas where there are barriers to employment and retention of targeted groups.

Essential elements of model Title VII and Rehabilitation Act programs:

- Demonstrated commitment from agency leadership
- Integration of EEO into the agency's strategic mission
- Management and program accountability
- Proactive prevention of unlawful discrimination
- Efficiency
- Responsiveness and legal compliance

Results of BPA's Self-Assessment against MD-715 "Essential Elements"

Essential Element A: Demonstrated Commitment from Agency Leadership

Requires the Agency leadership to issue written policy statements expressing commitment to Equal Employment Opportunity (EEO) and a workplace free of discriminatory harassment.

BPA's Essential Element A Results:

- EEO Policy statements are up-to-date
- EEO Policy statements have been communicated to all employees
- BPA's EEO and Non-Discrimination Policy is enforced by Management

On October 2, 2015 Elliot Mainzer reissued the Equal Employment Opportunity (EEO), Harassment and Retaliation Policy of February 20, 2014, to all employees. (See Appendix 4)

All of the Secretary of Energy's EEO policy statements apply to BPA employees as well. The policies are distributed directly to all BPA employees by email from DOE and are also placed on the BPA Civil Rights and EEO internal and external EEO websites for future reference.

Mr. Mainzer has continued to issue weekly updates to all employees to inform employees of important agency issues and provide periodic reminders that discrimination, harassment, and retaliation will not be tolerated at BPA.

The Positive Work Environment Team was chartered in April 2014 to address workplace concerns. The group is comprised of the Ombudsman, and representatives from the Employee Assistance Program, Informal EEO Counseling, Formal EEO Complaints, BPA Hotline, and Employee Relations (management resource). The group meets weekly and prepares monthly reports and analyses. They also prepare quarterly reports which track trends and "hot spots." This information is provided to the Administrator's office along with proposed recommendations. In FY 2015, there was an average of forty-nine cases per month. Forty-four percent of the 591 cases for FY 2015 were categorized as workplace conflicts. The next largest category (25%) was employee performance issues.

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

Requires BPA's EEO and Civil Rights programs to be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices, and support the agency's strategic mission.

BPA's Essential Element B Results:

- The reporting structure for the EEO Program provides the Civil Rights and EEO Manager with appropriate authority and resources to effectively carry out a successful EEO program.
- The Civil Rights and EEO Manager and other EEO Specialists responsible for EEO programs have regular and effective means of informing the Administrator and senior management offices of the status of the EEO Programs and are involved in, and consulted on, management/personnel actions.
- BPA has committed sufficient staff, resources, and budget allocations to its EEO programs to ensure successful operation.

In FY 2015 there were five EEO Specialists:

- One specialist is the People with Disabilities and Hispanic Employment Programs' Coordinator
- One specialist is the Federal Women's and Formal Complaint Programs' Manager and team lead for completion of the Annual EEO Program Status Report
- One specialist is the Lead EEO Counselor and Alternative Dispute Resolution Coordinator for BPA
- One specialist is assigned to conduct the Intake for individuals contacting the EEO Office
- One specialist is an EEO Counselor and responsible for maintaining the Civil Rights and EEO internal and external website.

An office manager handles the administrative work, allowing the EEO Specialists to concentrate on case analysis and report writing. Upon the retirement of one EEO Specialist, the office brought in an employee on a detail to aid in report writing and intake duties for the second half of the fiscal year.

Essential Element C: Management and Program Accountability

Requires the Agency Leadership to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program.

BPA's Essential Element C Results:

- The Civil Rights and EEO Manager advises and provides appropriate assistance to managers/supervisors about the status of EEO Programs within their area of responsibility.
- The Civil Rights and EEO Manager and the Human Capital Management Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with BPA's Model EEO Program, as well as Equal Employment Opportunity Commission regulations and management directives. [See 29 CFR 1614 § 1614.102(b)(3).]
- When findings of discrimination are made, the agency determines the appropriateness of taking disciplinary action.

The Civil Rights and EEO Officer discussed EEO Programs with the Agency Leaders and had informational discussions with other managers and supervisors during the year.

During FY 2015, the office listed the NO FEAR ACT statistics on both the internal and external Civil Rights and EEO websites, along with all of the policies issued during FY 2015.

The Human Capital Management Officer and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives.

BPA did not have any formal findings of discrimination in FY 2015, but managers were disciplined for behavior that was considered discriminatory.

Essential Element D: Proactive Prevention

Requires the Agency Leadership to make early efforts to prevent discrimination actions and eliminate barriers to equal employment opportunity in the workplace.

BPA's Essential Element D Results:

- Throughout the year the EEO Office and HCM prepare analyses to identify and remove unnecessary barriers to employment.
- The use of Alternative Dispute Resolution (ADR) is encouraged by senior management and has resulted in more than a 600% increase in use of ADR within the agency (both as part of the EEO process and outside of it).

HCM provides demographic profiles to managers on a quarterly basis through HCM's Strategic Business Partners. These profiles include EEO categories of race, national origin, sex, and disability.

BPA's Talent Management Strategy remained the same in FY 2015. With collaboration across HCM, executives, and leaders throughout the Agency, the Talent Management Strategy was updated for 2013–2014. It outlined the approach BPA will take to achieve its workforce objectives of Right Size and Composition, Right Skills and Competencies, and Positive Work Environment. The strategy provides an updated overview of these three workforce objectives in the context of BPA's current strategic environment, an outline of the risks the Agency faces in achieving those objectives, and an approach to mitigating the top risks over the next five to seven years. Through this strategy, BPA focused on implementing initiatives in three priority areas for 2014–2015:

- Drive High Performance
- Acquire Ready Talent
- Strengthen Internal Talent Bench

Essential Element E: Efficiency

Requires Agency Leadership to have an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of its EEO Programs.

BPA's Essential Element E Results:

- BPA has an effective complaint tracking and monitoring system in place to evaluate the impact and effectiveness of the agency's EEO Programs. This includes the DOE iComplaints system and BPA's internal tracking and reporting spreadsheets.
- BPA has sufficient staffing, funding, and authority to comply with the time frames in accordance with the EEOC (29 CFR § 1614) regulations for processing EEO complaints of employment discrimination. Refer to DOE iComplaints system data for EEO complaint tracking, monitoring, and reporting details.
- There is an efficient and fair dispute resolution (ADR) process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program. The ADR services offered by the Civil Rights and EEO office include both internal and external mediation/ADR options. The ADR services may be utilized for EEO as well as non-EEO related matters.
- There was a significant rise in the use of ADR services in FY 2015 as compared to FY 2014. The rate and numeric count differences are as follows:
 - For BPA EEO related activity, the increase was 400%. The activity rose by a count of 6 to a total of 8 in FY 2015 from a total of 2 in FY 2014.
 - For BPA and non BPA EEO (including USFWS, VA, and Shared Neutrals) cases for whom our office provided ADR related services, the increase was 850%. The activity rose by a count of 15 to a total of 17 in FY 2015 from a total of 2 in FY 2014.
 - For BPA and non BPA EEO and non-EEO cases our office provided ADR related services. The increase was over 600%. The activity rose by a count of 46 to a total of 55 in FY 2015 from a total of 9 in FY 2014.

There was a significant rise in ADR activity this fiscal year, so the EEO office teamed up with a member of the audit department to conduct a survey gauging the efficacy of the ADR program. (See Appendix 15)

Essential Element F: Responsiveness and Legal Compliance

Requires Agency to be in full compliance with EEO statutes and EEOC regulations, policy guidance and other written instructions.

BPA's Essential Element F Results:

- BPA has a system of management control to ensure that the agency timely completes all ordered corrective actions and submits its compliance report to EEOC within thirty days of completion.
- BPA has a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative Judges.
- BPA personnel are accountable for the timely completion of actions required to comply with orders of EEOC.
- BPA manages its system of management controls to ensure that the agency timely completes all ordered corrective actions and submits its compliance report to EEOC within thirty days of such completion.
- One third of the Civil Rights office staff is recognized as Certified Compliance and Ethics Professionals by the Society for Corporate Compliance & Ethics.
- EEO staff attended three LRP continuing education webinar conferences on issues affecting EEO programs.
- EEO staff participated in FedSep training.
- The agency saw a high compliance rate of 96.5% for the annual required EEO Rights and Responsibilities training which included No FEAR Act training and Harassment Free workplace training.
- BPA's EEO office hosted a region-wide two-day training on EEO procedures and best practices for BPA's EEO specialists and collateral duty counselors. Also present were specialists and managers from Richland, Washington and Aurora, Colorado.

Equal Employment Opportunity Commission - Technical Assistance (TA) recommendations and Actions Taken

The Equal Employment Opportunity Commission, Office of Federal Operations, Federal Sector Programs conducted a technical assistance evaluation (TA) with BPA via teleconference on December 2, 2014, to review the status of BPA's EEO program with respect to its 910 Schedule A conversions; (2) anti-harassment program; (3) reasonable accommodation program; (4) barrier analysis focused on access to executive level positions; and (5) compliance with EEOC's Management Directives. The following are the TA recommendations and the actions BPA has taken in response.

TA Recommendation:

EEOC-OFO stated, "With regard to BPA's persons with targeted disabilities (PWTD), Part I-5 of BPA's FY 2014 report stated that the agency did not set a hiring goal for FY 2013, but will do so in FY 2014 and future fiscal years. In addition, the agency outlined a series of strategies in Part J of its FY 2014 MD-715 report to achieve that goal. Those strategies include:

- (1) improve career development opportunities for PWTD;
- (2) increase representation of PWTD in the performance standards of managers and supervisors;
- (3) hold managers and supervisors accountable for meeting the hiring goal;
- (4) train managers and supervisors on PWTD;
- (5) benchmark two to four private/public companies who offer training on PWTD;
- (6) develop/offer training courses for supervisors and managers to ensure awareness of requirements and responsibilities of the PWTD special emphasis program;
- (7) provide managers and supervisors the basic information about the Schedule A Hiring Authority and identify training opportunities;
- (8) promote the PWTD Special Emphasis Program; and
- (9) create a web page on BPA's external website with information on the PWTD special emphasis program and update the internal Civil Rights and EEO webpage as needed.

Action Taken:

(1) Improve career development opportunities for PWTD: BPA's total workforce did not reach the federal high goal of 2% of People with Targeted Disabilities (PWTD). BPA's PWTD workforce in FY 2015 was 0.82% which is an increase of 0.3% from FY 2014. BPA will continue to strive to meet the federal high of 2% on a yearly basis.

BPA increased its participation at recruitment events which target persons with disabilities and disabled veterans by attending the following events:

- PGE Diversity and Inclusion Networking Event
- Montana Tech Veterans Group
- WorkSource Disabled Workers
- Oregon State CPA Career Event
- WSU Veteran Event
- University of Idaho Veterans Group
- Montana State University Veterans Group
- Portland Vet Center site visit
- UW Vets
- Veterans Transition workshop
- Portland Veterans Fair
- Hiring Veterans: From Recruiting to Employing seminar
- Veterans Employment forum
- WorkSource Am Vets
- Hiring our Heroes Event
- Recruit Military Event
- WorkSource Vancouver Veterans
- Clark College Veterans Group
- Dept Veterans Affairs

- Bangor Sub Base TAP Veterans
- Veterans Affairs Office, The Dalles, OR
- Columbia Basin College Vet Office
- Veterans Affairs Office ,Pasco, WA
- Work Source, Kennewick, WA
- Disabled Veterans Clark County
- Oregon City Career Fair
- Goodwill Networking Event
- Tapping Fresh Talent
- Portland Career Fair

BPA has set the following goals in its MD-715 to achieve by FY 2020:

1. Collect and review applicant flow data to assess the recruitment of qualified individuals with targeted disabilities.
2. Conduct focus groups with employees and targeted disabilities to discuss their recruitment, hiring and career growth experiences with the agency.
3. Meet with disability organizations and universities' Disabled Student Services offices to explore the perceptions of the agency within the disability community.
4. Evaluate the career advancement opportunities for employees with targeted disabilities to and through the mission critical occupations.
5. Review all occupations and identify series having occupational requirements that may preclude employment of People with Targeted Disabilities.
6. Conduct climate assessment (surveys) to obtain feedback from the workforce.
7. Resurvey the workforce to ensure accurate disability status information.

(2) Increase representation of PWTDD in the performance standards of managers and supervisors: This is currently not in their performance standards. It is something that is encouraged by HR Information Management (NHQ) and Integrated Strategy (NHI) when working with selecting officials.

(3) Hold managers and supervisors accountable for meeting the hiring goal: NHQ provides a monthly packet to managers & supervisors which address goals and the progress of meeting those goals. (See Appendix 14)

(4) Train managers and supervisors on PWTDD: The Office of Legal Counsel offers a mandatory training for all employees that is due on January 15, 2016 called DOE A Roadmap to Success Hiring, Retaining and Including People with Disabilities.

(5) Benchmark two to four private/public companies who offer training on PWTDD: Not currently available

(6) Develop/offer training courses for supervisors and managers to ensure awareness of requirements and responsibilities of the PWTDD special emphasis program: Not currently available

(7) Provide managers and supervisors the basic information about the Schedule A Hiring Authority and identify training opportunities: NHQ provides managers a Schedule A referral list for all active job announcements. This information is given to hiring managers as soon as NHQ prepares to issue a referral certificate.

(8) Promote the PWTDD Special Emphasis Program: Information about the Schedule A Hiring Authority is available for managers on BPA's internal Manager's Resource page.

(9) Create a web page on BPA's external website with information on the PWTDD special emphasis program and update the internal Civil Rights and EEO webpage as needed: BPA will create an external webpage on BPA Jobs website to promote Schedule A Hiring Authority once there is a Person's with Targeted Disabilities Recruitment plan in place

TA Recommendation:

In FY 2014, we note that overall, Hispanic males, White females, and Asian females had lower-than-expected participation rates at the SES level, when compared to their rate in BPA's permanent workforce. In Part I of its FY 2013 MD-715 report, BPA identified these triggers, and pointed to its recruitment and hiring/selection practices as possible barriers. The agency report in FY 2014 that its recruitment efforts have not resulted in substantial improvements in the participation rates of the EEO groups. For the purposes of this letter, we will focus on triggers involving Hispanic males and Asian females in the senior grade levels.

Action Taken:

As part of its objective, BPA will continue to review statistical data for improvements and expand its recruitment efforts with minority-serving institutions and other organizations involved in the hiring and placement of these EEO groups and will encourage management to work towards having a workforce that mirrors the diversity in the civilian labor force (CLF). To that end, eleven BPA personnel completed the following leadership programs which included Asian, African American, Two or more races, and Hispanic participants:

- **American Leadership Forum**
- **Leadership Forum**
- **Asian-Pacific Leadership Discovery Program, Executive Development Institute (EDI)**
- **Hispanic Metropolitan Chamber Latino Leadership Development Program**
- **Multidimensional Leaders' Institute Program (African American Leadership Development Program)**

The personnel who participated in these programs represent internal candidates who comprise a feeder pool with an opportunity to advance to the SES level. Also, the occupations of these personnel have upward mobility to reach the SES level: administrative and professional positions; engineering; finance; law; and public utilities specialists. (See Appendices 6b – 6c)

TA Recommendation:

Review the qualifications of Hispanic males and Asian females seeking career advancement.

Action Taken:

The Civil Rights office reviewed the HCM process to determine the qualifications of Hispanic males and Asian females. Qualifications are listed in job announcements under specific experience. This review identified that there was a shortage of Hispanic males and Asian females applying for the SES positions. However, there are GS-14 and GS-15 Hispanic male and Asian female individuals in the SES feeder pool. They can improve their competitiveness for SES positions by participating in Leadership programs and working in professions that preceded selection of successful SES applicants.

TA Recommendation:

Examine the recruitment of Hispanic males and Asian females into the senior grade levels and management positions.

Action Taken:

As part of its objective, BPA will continue to review statistical data for improvements and expand its recruitment efforts by partnering with minority-serving institutions and other organizations involved in the hiring and placement of Hispanic males and Asian females to increase representation of those EEO groups. BPA offered leadership training to eligible Hispanic male and Asian females. BPA will encourage management to work towards having a workforce that mirrors the diversity in the senior grade levels and management positions.

TA Recommendation:

Investigate every phase of the merit promotion process for the SES applicants.

Action Taken:

An investigation was conducted and the process for identification and selection of applicants. BPA does not track the applicants by ethnicity, but Human Resources Specialists determined that there were not enough candidates to present for Subject Matter Expert validation.

TA Recommendation:

Interview employees from the human resources office about their screening process for SES applicants.

Action Taken:

In FY 2015 BPA used two processes to screen SES-level candidates. The first process was in effect from October 2014 to March 2015:

1. The applicant submits a resume, mandatory technical qualifications (MTQ) narrative, and executive core qualifications (ECQ) narrative;
2. HCM reviews the applicant's step 1 documentation for thoroughness;
3. Candidates are rated and ranked by a panel of three or more SES people (1 person is external to BPA);
4. Candidates are rated according to the job qualifications;
5. HCM generates a selection certificate;
6. The selecting official chooses the candidate;
7. HCM sends the selection packet to DOE and the Subject Matter Review Board;
8. The Quality Review Board sends the packet to the Office of Personnel Management (OPM) for final appointment.

From April through the remainder of the fiscal year BPA used a DOE-mandated selection process. This resume-based method operates as follows:

1. The Applicant submits a resume, MTQ, and ECQ narratives;
2. The Subject Matter Experts and BPA's SES selection analyst send a list of the top candidates to BPA's Executive Resources Board (ERB);
3. The ERB rates, ranks and structures (questions, etc.) interviews with candidates;
4. HCM sends a certificate of best qualified applicants to the selecting official;
5. The selection official conducts informal interviews;
6. BPA's Quality Review Board sends the packet to DOE and the Subject Matter Review Board;
7. BPA's Quality Review Board sends the packet to OPM for final appointment.

TA Recommendation:

Meet with members of the interview panel about their process of identifying best-qualified applicants and their interview questions.

Action Taken:

Members of the interview panel were not met, because there were no SES selections made after the recommendation was issued. This action will be completed during FY 2016.

TA Recommendation:

Compare the qualifications of Hispanic male and Asian female applicants to the selectees' qualifications.

Action Taken:

Not completed to date. The mechanism to track this data is currently not available.

TA Recommendation:

Review the various voting stages for disapproval of Hispanic male and Asian female candidates;

Action Taken:

Not completed to date. The mechanism to track this data does not currently exist.

TA Recommendation:

Conduct a longitudinal review of applicant flow statistics found in tables A7, A9, A11, and A12.

Action Taken:

BPA does not capture data from the Monster Jobs application database that allows our office to complete Tables A7 and A11. The mechanism to track this data will be put in place during FY 2016 and the results will be captured for the FY 2016 MD-715 report.

TA Recommendation:

Review the participation of Hispanic males and Asian females by grade level in the occupations with upward mobility.

Action Taken:

A review of BPA identified a number of occupations that have upward mobility to reach the SES level, administrative and professional positions and all functional areas from engineering, finance, law, program administration to public utilities specialist, human resources, and compliance and governance.

TA Recommendation:

Meet with selecting officials to examine their experiences in the hiring process and to discuss their perception of Hispanic male and Asian female candidates.

Action Taken:

The mechanism to track this data will be put in place during FY 2016 and the results will be captured for the FY 2016 MD-715 report.

Workforce Analysis

In FY 2015, BPA's full-time federal workforce increased by thirty-six from 2,888; in FY 2014 to 2,924; in FY 2015 with the majority of the increase being white males in the electrician occupation. In addition to its federal workforce, BPA relies on approximately 1,343 contractors (i.e., experts/consultants, outsourced services, and supplemental labor) to support short-term project needs, fill skill gaps or meet peaks in workload. Just over forty percent of these workers were female. Furthermore, BPA purchases supplemental labor, for functions that can be considered fungible (e.g., administrative work) or require specialized skills not readily available (e.g., engineering), with Information Technology (IT) typically purchasing the largest amount.

BPA Total Workforce – Distribution by Race/Ethnicity and Sex (Table A1)

The following groups have participation rates above or equal to the Civilian Labor Force (CLF):

- White Males
- Asian Males
- Asian Females
- Native Hawaiian or Other Pacific Islander Males
- Native Hawaiian or Other Pacific Islander Females
- American Indian or Alaska Native Males
- American Indian or Alaska Native Females
- Two or More Races Males
- Two or More Races Females

BPA Total Workforce – Distribution by Race/Ethnicity and Sex (Table A1)

The following groups have lower participation rates than the expected Civilian Labor Force (CLF) rates:

- Hispanic Males
- Hispanic Females
- White Females
- Black Males
- Black Females

BPA Total Workforce compared to the Civilian Labor Force (CLF) (Table A1)

Males

BPA: FY 2015 = 69.36% (2028) an increase in percentage and total number from FY 2014 = 67.59% (1,952)

FY 2010 CLF = 51.84%.

Females

BPA: FY 2015 = 30.64% (896) a decrease from FY 2014 = 32.41% (936)

FY 2010 CLF = 48.16%.

Hispanic Males

BPA: FY 2015 = 2.26% (66) a slight increase in percentage and total number from FY 2014 = 2.22% (64)

FY 2010 CLF = 5.17%.

Hispanic Females

BPA: FY 2015 = 1.43% (42) was equal to FY 2014 in percentage although the number dropped by one person

FY 2010 CLF = 4.79%.

White Males

BPA: FY 2015 = 59.20% (1731) an increase in percentage and number from FY 2014 = 57.41 % (1,658)

FY 2010 CLF = 38.33%.

White Females

BPA: FY 2015 = 24.35% (712) a decrease from FY 2014 = 26.21% and a decrease in the total number (757)

FY 2010 CLF = 34.03%

Black Males

BPA: FY 2015 = 2.22% (65) a slight increase in percentage and number from FY 2014 = 2.15%, (62)

FY 2010 CLF = 5.49%.

Black Females

BPA: FY 2015 = 1.23% (36) a decrease in percentage 1.39 % and total number (40) from FY 2014

FY 2010 CLF = 6.53%.

Asian Males

BPA: FY 2015 = 3.15% (92) a decrease from FY 2014 both in percentage and number = 3.29% (95)

FY 2010 CLF = 1.97%.

Asian Females

BPA: FY 2015= 2.12% (62) an increase from FY 2014 both in percentage and number = 1.90% (55)
FY 2010 CLF = 1.93%.

Native Hawaiian or Other Pacific Islander Males

BPA: FY 2015 = 0.24% (7) a slight decrease from FY 2014 = 0.28% (8)
FY 2010 CLF = 0.07%.

Native Hawaiian or Other Pacific Islander Females

BPA: FY 2015 = 0.14% (4) which was a slight increase from FY 2014 = 0.10% (3)
FY 2010 CLF = 0.07%.

American Indian or Alaska Native Males

BPA: FY 2015 = 0.92% (27) a slight decrease in percentage but no change in total number from FY 2014 0.93% (27)
FY 2010 CLF = 0.55%.

American Indian or Alaska Native Females

BPA: FY 2015 = 0.55% (16) no change from FY 2014 0.55% (16)
FY 2010 CLF = 0.53%.

Two or More Races Males

BPA: FY 2015 = 1.37% (40) a slight increase in percentage and number from FY 2014 = 1.32% (38)
FY 2010 CLF = 0.26%.

Two or More Races Females

BPA: FY 2015 = 0.82% (24) an increase in both number and percentage from FY 2014 = 0.73% (21)
FY 2010 CLF = 0.28%

Black or African American Males

Black or African American males have a lower participation rate in the Agency of 2.22% compared to the FY 2010 CLF of 5.49%.

The percentage of new hires of permanent African American males in FY 2015 (3.08%) is higher than FY 2014 (1.15%), but remains lower than the percentage of African American males in the FY10 CLF of 5.49%.

The percentage of separations for African American males is 1.6% of the total population of employee separations for FY 2015. That separation rate compares favorably to the percentage of African American males in the permanent workforce, which is of 2.22% for FY 2012. 5.1% of African American males participate in the work force as Executive/Senior Level Officials and Managers. This percentage is more than double the percentage of African American males in the permanent workforce, which is 2.22% for FY 2015.

African American males participate in the BPA workforce mainly as Professionals and Officials or Managers. While working as Professionals, primarily in the Program Management occupation, the rate of participation is 3.08%. This percentage compares favorably to the percentage of African American males in the permanent workforce, which is of 2.15% for FY 2014. African American males work as Officials or Managers at a level of 1.77% of the BPA workforce. White males on the other hand, participate as Officials and Managers at 61.1% of the time, although they comprise only 57.75% of the workforce.

Awards

There are disparities regarding the granting of awards to some groups:

Time-Off Awards

In both time-off award categories (1-9 hrs. and 9+ hrs.), the participation rates for Hispanic and African Americans were below their participation rates in the Agency.

Cash Awards (\$100 - \$500)

Hispanic, African Americans, Asians, and American Indian or Alaska Native males received awards at rates below their participation rates in the Agency workforce.

Cash Awards (\$501+)

Hispanics, African Americans, Asians, and American Indian or Alaska Natives received awards at rates below their participation rates in the Agency workforce.

Quality Step Increases

Two or more races, Native Hawaiian or Other Pacific Islander females, and American Indian or Alaska Native males were the only groups that did not receive quality step increases.

Targeted Disabilities

Participation rates of individuals with Targeted Disabilities at BPA stands at 0.65%. This rate is well below the Federal goal of 2.0%. Employees with Targeted Disabilities had participation rates (0.49%) workforce in the Cash Awards (\$100 - \$500) category, which was lower than their participation rates in the Agency. Employees with Targeted Disabilities had participation rates (0.50%) in the Cash Awards (\$501+) category, which was also below their participation rates in the Agency. Employees with Targeted Disabilities did not

receive any Quality Step Increases. However, one employee with a targeted disability did receive a Time-Off Award (1-9 hrs).

Hispanics

The Hispanic BPA workforce is at 3.70% and remains well below the CLF Hispanic workforce participation rate of 9.96%. 19 % of all Hispanic workers are hourly, with all but one of those being a male. With regards to the General Schedule designation, the breakdown is as follows: Hispanic females are represented in the following General Schedule Grades: GS-07 thru GS-15. Nearly thirty-eight percent of the Hispanic females are designated as GS-10 or GS-12.

There are three Hispanic males at the GS-04 level. The remaining Hispanic males are at the GS-09 level or above. The majority (55%) of them are at the GS-13 and GS-14 levels. Hispanic males are not represented in the Senior Executive Service.

The percentage of Hispanic permanent new hires is 1.70%. This is lower than the percentage of Hispanics in the CLF at 9.96%. The percentage of Hispanics separating from the workforce (2.08%) is lower than the percentage of Hispanics in the total workforce of 3.70%.

Females

BPA participation rate for all females overall decreased slightly from FY 2014 of 32.41% to 30.64% in FY 2015, which is still well below the CLF of 48.16%.

In the Executive/Senior Level (Grade 15 and Above), both Black and Hispanic females represented 1.94% of the workforce. These numbers were decreases from the previous year of 2.0% and 2.9% respectively. White females also saw their representation decrease to 19% relative to last year's rate of 27.55%. Asian females increased their representation from 1.02% in FY 2014 to 1.9% in FY 2015. Females of Two or more races increased to just less than 1.0% from a value of zero last year. American Indian or Alaska Native females decreased slightly from 1.02% to .95% during the year. Native Hawaiian or Other Pacific Islanders and are not represented in this category.

In Mid-level (Grade 13-14), Females represent 28.33% of the workforce. Hispanic females represent 1.67%, showing an increase more than half of a percentage point year over year. White females represent 22.5% which is a downward trend from their previous year's 23.96%. Black or African American females represent less than one percent (.83%) in this category and that is lower than their last year's amount of 0.92%. Asian females also showed a year-over-year downward trend. Last year they represented 3.23% of the workforce in this category. FY 2015 shows a 2.92 % level of representation. Native Hawaiian or Other Pacific Islander and American Indian or Alaska Native females are not represented in this category. Females of Two or more races represent 0.42%.

Currently there are no employees in the GS-01 – GS-03 grades.

Hispanic females are not represented in GS-04, GS-06, and GS-10.

White females are not represented in GS-04 – GS-06, and GS-10.

Black or African American females are not represented in GS-05 – GS-07

Asian females are not represented in GS-04 –GS-08, GS-10, and Senior Executive Service.

Native Hawaiian or Other Pacific Islander females are not represented in GS-04 – GS-10, GS-13, GS-15, and Senior Executive Service.

American Indian or Alaska Native females are not represented in GS-04 –GS-08, GS-10, GS-14 and Senior Executive Service.

Females of two or more races are not represented in GS-04 – GS-06, GS-08, GS-10, and Senior Executive Service.

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

I, Godfrey C. Beckett, Manager, Civil Rights and EEO, GM 340-15 am the

Principal EEO Director/Official for U.S Department of Energy/ Bonneville Power Administration

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

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





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



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





Date





Signature of Agency Head or Agency Head Designee

Date



EEOC FORM 715-01 PART G		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.					
 Compliance Indicator	EEO policy statements are up-to-date.		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures			Yes	No	
<p>The Agency Head was installed on February 20, 2014. The EEO policy statement was issued on April 6, 2014.</p> <p>Was the EEO policy Statement issued within 6 - 9 months of the installation of the Agency Head? If no, provide an explanation.</p>			x		
<p>During the current Agency Head's tenure, has the EEO policy Statement been re-issued annually? If no, provide an explanation.</p>			x		
<p>Are new employees provided a copy of the EEO policy statement during orientation?</p>			x		
<p>When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?</p>			x		
 Compliance Indicator	EEO policy statements have been communicated to all employees.		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures			Yes	No	
<p>Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?</p>			N/A		
<p>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?</p>			x		
<p>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)]</p>			x		





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



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



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? [see 29 C.F.R. § 1614.102(b)(3)]		x		
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the agency's strategic mission?		x		
 Compliance Indicator	The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X		
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		x		
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		x		
Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204			x	The previous Federal Women's Program manager has retired and a replacement has not yet been selected.
Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		x		
People with Disabilities Program Manager; Selective Placement Program for Individuals with Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		x		
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		x		
 Compliance Indicator	The agency has committed sufficient budget to support the success of its EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems?		x		



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



Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY				
This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program and Plan.				
 Compliance Indicator	EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each manager's or supervisor's area or responsibility.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		x		
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include Agency Counsel, Human Resource Officials, Finance, and the Chief Information Officer?		x		





 Compliance Indicator	The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?	x		
	Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full participation in the program by all groups?	x		
	Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?	x		
 Compliance Indicator	When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?	x		
	Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?	x		
	Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?	x		
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?	x		
	Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.?	x		





Essential Element D: PROACTIVE PREVENTION Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.				
 Compliance Indicator	Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	

Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?	x			
When barriers are identified, do senior managers develop and implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?	x			
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?	x			
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?	x			
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?	x			
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?	x			
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?	x			
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?	x			
 Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Are all employees encouraged to use ADR?	x			
Is the participation of supervisors and managers in the ADR process required?	x		ADR is a voluntary process with strong encouragement to participate.	

Essential Element E: EFFICIENCY				
Requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.				
 Compliance Indicator	The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		x		





Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD-715 and these instructions?			x	Applicant flow data and Schedule A appointments are not adequately tracked. New systems are planned for FY 2016.
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		x		
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		x		
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		x		
 Compliance Indicator	The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
Does the agency use a complaint tracking and monitoring system that allows identification of the location and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		x		
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		x		
Does the agency hold contractors accountable for delay in counseling and investigation processing times?		x		
<p>If yes, briefly describe how: Monitoring time frames and working with investigator to provide timely information and provide assistance when needed.</p> <ul style="list-style-type: none"> Per Bonneville Purchasing Instructions subpart 10.1.4, contractor disputes related to EEO compliance which shall be handled according to the rules, regulations, and relevant orders of the Secretary of Labor (see 41 CFR 60-1.1). 				
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		x		
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		x		



 Compliance Indicator		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures	<p align="center">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.</p>			
	Are benchmarks in place that compares the agency's discrimination complaint processes with 29 C.F.R. Part 1614?	x		
	Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?	x		
	Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?	x		
	Does the agency complete the investigations within the applicable prescribed time frame?	x		
	When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?	x		
	When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?	x		
	When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?	x		
	Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?	x		
 Compliance Indicator		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	<p align="center">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.</p>			
	In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?	x		
	Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?	x		
	After the agency has offered ADR and the complainant has elected to participate in ADR, are the		x	Managers are

managers required to participate?				strongly encouraged to participate.
Does the responsible management official directly involved in the dispute have settlement authority?		x		
 Compliance Indicator	The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
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?		x		
Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?		x		
Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?		x		
Do the agency's EEO programs address all of the laws enforced by the EEOC?		x		
Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?		x		
Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 standards?		x		
Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?		x		
 Compliance Indicator	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.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
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?		x		

Does the agency discrimination complaint process ensure a neutral adjudication function?	x		
If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?			Not Applicable

Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE
This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.

 Compliance Indicator		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures	Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.			
	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?			
		x		
 Compliance Indicator		Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
 Measures		Yes	No	
	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.			
	Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.	x		
	Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?	x		
	Are procedures in place to promptly process other forms of ordered relief?	x		

 Compliance Indicator	Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
		Yes	No	
 Measures				
Is compliance with EEOC orders encompassed in the performance standards of any agency employees?		x		
If so, please identify the employees by title in the comments section, and state how performance is measured.				Applicable EEOC Orders along with other Orders applicable to the federal workforce are encompassed in the performance standards of federal employees and is pertinent, to anyone on or in our federal work place/s.
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		x		
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.				
Have the involved employees received any formal training in EEO compliance?		x		
Does the agency promptly provide to the EEOC the following documentation for completing compliance:				
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?		x		
Awards: A narrative statement by an appropriate agency official stating the dollar amount and the criteria used to calculate the award?		x		
Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate agency official of total monies paid?		x		
Compensatory Damages: The final agency decision and evidence of payment, if made?		x		
Training: Attendance roster at training session(s) or a narrative statement by an appropriate agency official confirming that specific persons or groups of persons attended training on a date certain?		x		

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

Footnotes:

1. See 29 C.F.R. § 1614.102.

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

EEOC FORM 715-01 PART H	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
U.S. Department of Energy, Bonneville Power Administration	FY 2015	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element A: Demonstrated Commitment from Agency Leadership</p> <p>Requires the Agency leadership to issue written policy statements expressing commitment to Equal Employment Opportunity (EEO) and a workplace free of discriminatory harassment.</p> <p>Compliance indicators:</p> <ul style="list-style-type: none"> • EEO Policy statements are up-to-date • EEO Policy statements have been communicated to all employees • BPA's EEO and Non-Discrimination Policy is vigorously enforced by Management 	
OBJECTIVE:	<p>Technical Assistance Visit (TAV) Recommendations Letter issued September 8, 2015, after reviewing BPA's FY 2014 MD-715</p> <p>The Equal Employment Opportunity Commission, Office of Federal Operations, Federal Sector Programs conducted a technical assistance (TA) with BPA via teleconference on December 2, 2014, to review the status of its EEO program with respect to its: (1) Schedule A conversions; (2) anti-harassment program; (3) reasonable accommodation program; (4) barrier analysis focused on access to executive level positions; and (5) compliance with EEOC's Management Directives. Below is BPA's response to this request:</p>	
RESPONSIBLE OFFICIAL:	Administrator/Chief Executive Officer, Deputy Administrator, Civil Rights and EEO Manager	
DATE OBJECTIVE INITIATED:	December 2, 2014	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2016	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
October 1, 2015	As a result of the DOE-IG Audit in FY 2013, the Deputy Administrator ordered a review of all of BPA's Compliance Programs including the Harassment-Free Workplace Policy (HFWP). The results of the Compliance Review will be provided in FY 2016	
<p>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</p>		
<p>The Deputy Administrator requested a Compliance Review of all BPA services used by employees to report concerns.</p> <p>A review of the BPA's internal Harassment-Free Workplace Policy began in FY 2014 and was moved to FY 2015. A team was formed and began reviewing the original purpose of the policy, revising it accordingly. Full details are provided in the 2015 Equal Employment Opportunity (EEO), Harassment and Retaliation Policy.</p> <p>Retaliation against those who initiate discrimination complaints, serve as witnesses, or otherwise oppose discrimination and harassment is strictly prohibited. These protections encompass all management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, recognition, training and career development programs. BPA seeks to resolve workplace conflicts in a prompt, impartial, confidential, nondiscriminatory, and constructive manner, without fear of reprisal. BPA encourages all BPA employees to use the informal EEO counseling process, and/or the Alternative Dispute Resolution (ADR) Program as a valuable tool in resolving disputes. You must contact an EEO counselor within 45 calendar days of whatever incident occurred that causes you to believe that discrimination occurred.</p> <p>All forms of harassment are covered by BPA's EEO and Non-Discrimination Policy and are located in BPA Manual Chapter 400/713C. This policy is posted on BPA's internal and external websites.</p>		

With collaboration across HCM, executives, and leaders throughout the Agency, and the Talent Management Strategy was updated for 2015. It outlines the approach BPA will take to achieve its workforce objectives of **Right Size and Composition, Right Skills and Competencies, and Positive Work Environment**. The Strategy provides an updated overview of these three workforce objectives in the context of BPA's current strategic environment, an outline of the risks the Agency faces in achieving those objectives, and an approach to mitigating the top risks over the next 5 to 7 years. Through this Strategy, the Agency will focus on implementing initiatives in three priority areas for the foreseeable future:

- **Drive High Performance**
- **Acquire Ready Talent**
- **Strengthen Internal Talent Bench**

In September 2014, BPA issued a Mission Critical Occupations and Workforce Treatment Plans for FY 2015.

This plan provides an overview of how BPA will work towards mitigating risks to the workforce specifically around occupations that have been identified as the most critical to BPA's mission.

The goal of this installment of the BPA Workforce Plan is to provide Human Capital Management (HCM), the executive leadership team, managers and supervisors with recommendations that will ensure that BPA has the workforce it needs to deliver on BPA's strategic business objectives.

See Appendix 12 for a full copy of the FY 2015 Mission Critical Occupations (MCO) and Workforce Treatment Plan and a list of MCO's which are unique and identified by organization.

EEOC FORM 715-01 PART H	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
U.S. Department of Energy, Bonneville Power Administration		FY 2015
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element B: Integration of EEO into the Agency's Strategic Mission</p> <p>Requires BPA's EEO and Civil Rights programs to be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices, and support the agency's strategic mission.</p> <p>Compliance Indicators:</p> <ul style="list-style-type: none"> • The reporting structure for the EEO Program provides the EEO and Civil Rights Manager with appropriate authority and resources to effectively carry out a successful EEO program. • The EEO and Civil Rights Manager and other EEO Specialists responsible for EEO programs have regular and effective means of informing the Administrator and senior management offices of the status of the EEO Programs and are involved in, and consulted on, management/personnel actions. • BPA has committed sufficient staff, resources, and budget allocations to its EEO programs to ensure successful operation. 	
OBJECTIVE:	<p>BPA reported on this objective in the MD-715 FY 2013 Executive Summary and it was stated that future reporting would be placed in Part H in future reports starting with FY 2014.</p> <p>EEOC's Technical Assistant Visit Recommendations Letter issued September 8, 2015, after review BPA's FY 2011 MD-715 and in response to Office of Inspector General (OIG) Report in August 2013:</p> <ul style="list-style-type: none"> • <i>EEO Manager reports directly to the Head of the Agency.</i> In the EEOC's September 8, 2015, Technical Assistant Visit letter it emphasized "that the role of the EEO Office is to serve as a resource to agency managers by providing direction, guidance and monitoring of key activities to achieve a diverse workplace free from barriers to equal employment opportunity. EEOC regulations establish that the EEO Manager shall be under the immediate supervision of the agency head. See 29 CFR § 1614.102(b) (4). EEOC's MD-110 explains that by placing the EEO Manager in a direct reporting relationship to the head of the Agency, BPA underscores the importance of EEO to the mission of each federal agency and ensures that the EEO Managers is able to act with the greatest degree of independence. 	
RESPONSIBLE OFFICIAL:	Godfrey C. Beckett, Manager, Civil Rights and Equal Employment Opportunity Brian Carter, Human Resources Officer	
DATE OBJECTIVE INITIATED:	December 2, 2014	
TARGET DATE FOR COMPLETION OF	September 30, 2016	

OBJECTIVE:	
	PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE: TARGET DATE (Must be specific)
October 1, 2014	The reporting structure for the EEO Program is to the Agency Head and provides the Principal EEO Official with appropriate authority and resources to effectively carry out a successful EEO Program.
October 1, 2014	Develop a plan to ensure the Civil Rights and EEO Manager will deliver future briefings directly to the Administrator and to include the dates of such briefings in future MD-715 Reports.”
<p>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE <i>The reporting structure for the EEO Program is to the Agency Head and provides the Principal EEO Official with appropriate authority and resources to effectively carry out a successful EEO Program.</i></p> <p>Although, BPA's Civil Rights and EEO Manager did not report directly to the Agency head (BPA's Administrator and CEO), he does have complete access to the Agency head and executive leadership. In FY 2016, the Civil Rights and EEO Manager will report to the Deputy Administrator. He has full access to the Chief Executive Officer and to the Chief Operating Officer. Together with the direct reporting structure, the presentation of the state-of-the agency briefing directly to the CEO is a key component of ensuring integration of EEO into the Agency's strategic mission.</p> <p>The Civil Rights and EEO Manager will provide a briefing to the Administrator and CEO (Elliot Mainzer) when the FY 2015 MD-715 Report is submitted for signature.</p>	

EEOC FORM 715-01 PART H	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
U.S. Department of Energy, Bonneville Power Administration	FY 2015	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element C: Management and Program Accountability</p> <p>Requires the Agency Leadership to hold all managers, supervisors and EEO Officials responsible for the effective implementation of the agency's EEO Program.</p> <p>Compliance Indicators: EEO and Civil Rights Manager provides and provides appropriate assistance to managers/supervisors about the status of EEO Programs within their area of responsibility, while advising them on issues that fall under the purview of EEO.</p> <p>The EEO and Civil Rights Manager and the Human Capital Management Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with BPA's Model EEO Program, as well as Equal Employment Opportunity Commission regulations and management directives. [See 29 CFR 1614 § 1614.102(b)(3)].</p> <p>When findings of discrimination are made, the Agency determines the appropriateness of taking disciplinary action.</p>	
OBJECTIVE:	<p>TAV Recommendations Letter issued September 8, 2015, after review of BPA's FY 2014 MD-715:</p> <p>In EEOC's TAV letter they made the following recommendation: On July 26, 2010, President Obama issued Executive Order 13548, with the purpose of increasing the federal employment of individuals with disabilities. This Order required agencies to establish a plan with numerical goals for hiring persons with targeted disabilities. In order to meet the goals, the Order instructed agencies to increase their utilization of Schedule A excepted service hiring authority for persons with disabilities.</p> <p>With regard to BPA's persons with targeted disabilities (PWTD), Part I-5 of BPA's FY 2014 report stated that the agency did not set a hiring goal for FY 2013, but will do so in FY 2014 and future fiscal years. In addition, the agency outlined a series of strategies in Part J of its FY 2014 MD-715 report to achieve that goal. Those strategies include: (1) improve career development opportunities for PWTD; (2) increase representation of PWTD in the performance standards of managers and supervisors; (3) hold managers and supervisors accountable for meeting the hiring goal; (4) train managers and supervisors on PWTD; (5) benchmark two to four private/public companies who offer training on PWTD; (6) develop/offer training courses for supervisors and managers to ensure awareness of requirements and responsibilities of the PWTD special emphasis program; (7) provide managers and supervisors the basic information about the Schedule A Hiring Authority and identify training opportunities; (8) promote the PWTD Special Emphasis Program; and (9) create a web page on BPA's external website with information on the PWTD special emphasis program and update the internal Civil Rights and EEO webpage as needed.</p>	
RESPONSIBLE OFFICIAL:	Godfrey Beckett, Civil Rights and EEO Manager Brian Carter, Human Resources Director	
DATE OBJECTIVE INITIATED:	December 2, 2014	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	October 1, 2016	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	<ul style="list-style-type: none"> • Improve career development opportunities for PWTD; • Increase representation of PWTD in the performance standards of managers and supervisors; • Hold managers and supervisors accountable for meeting the hiring goal; • Train managers and supervisors on PWTD; • Benchmark two to four private/public companies who offer training on PWTD; • Develop/offer training courses for supervisors and managers to ensure awareness of requirements and responsibilities of the PWTD special emphasis program; • Provide managers and supervisors the basic information about the Schedule A Hiring Authority and identify training opportunities; • Promote the PWTD Special Emphasis Program; and (9) create a web page on BPA's external website with information on the PWTD special emphasis program and update the internal Civil Rights and EEO webpage as needed. 	

October 1, 2016

Barrier Analysis: We also noted that BPA has not established a hiring goal of 2% for people with targeted disabilities (PWTD) in Part J of its FY 2011 MD-715 Report. We suggest BPA create a plan to hire 38 additional PWTD in order to achieve 2% of its total workforce [3121 – FY 2011 total]. BPA will also consider implementing the following proactive measures: (1) include the goal to increase representation of employees with targeted disabilities in performance standards of managers and supervisors; (2) hold managers and supervisors accountable for meeting the hiring goal. Progress on conducting further barrier analysis and implementing its plan shall be included in Parts I and J of its next MD-715 Report.

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

Persons With Targeted Disabilities Program

Internally: BPA will look to incorporate as appropriate those EEOC comments and recommendations into BPA's program for increasing the number of PWTD into the Agency's workforce (see pages 7 & 8 of the FEORP Plan - Appendix 16).

Externally: The following information is posted on BPA's external website:

Accessibility

The Bonneville Power Administration is committed to providing access to our Web pages for individuals with disabilities. To meet this commitment, this site is built to comply with the requirements of Section 508 of the Rehabilitation Act. Section 508 requires that individuals with disabilities, who are members of the public seeking information or services from us, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on us. Section 508 also requires us to ensure that Federal employees with disabilities have access to and use of information and data that is comparable to the access to and use of information and data by Federal employees who are not individuals with disabilities, unless an undue burden would be imposed on us.

EEOC FORM 715-01 PART H	<p align="center"><i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</p>	
U.S. Department of Energy, Bonneville Power Administration	FY 2015	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	<p>Essential Element D: Proactive Prevention</p> <p>Requires the Agency Leadership to make early efforts to prevent discrimination actions and eliminate barriers to equal employment opportunity in the workplace.</p> <p>Compliance Indicators: Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.</p> <p>The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.</p>	
OBJECTIVE:	<p>TAV Recommendations Letter issued September 8, 2015, after review BPA's FY 2014 MD-715: In EEOC's TAV letter they made the following recommendation: Conduct barrier analysis and identify barriers to employment.</p> <p>All management officials including senior management to utilize Alternative Dispute Resolution.</p>	
RESPONSIBLE OFFICIAL	<p>Godfrey Beckett, Civil Rights and EEO Manager Brian Carter, Human Resources Director Claudia Andrews, Chief Operating Officer</p>	
DATE OBJECTIVE INITIATED:	December 2, 2014	
TARGET DATE FOR COMPLETION OF OBJECTIVE	FY 2015-2017	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		
12/1/2015	<p>EEOC-OFO stated, "According to BPA's FY 2011 Form 462, BPA did not offer ADR during the pre-complaint stage; however, in FY 2012, the pre-complaint offer and participation rates were 14.29%. During our meeting, we learned that BPA strongly encourages its managers/supervisors to participate when the agency offers ADR, but does not require them to do so. We expect BPA to develop a plan addressing this deficiency in Part H of its next MD-715 Report."</p>	
10/1/2016	<p>Barrier Analysis: We also noted that BPA has not established a hiring goal of 2% for people with targeted disabilities (PWTD) in Part J of its FY 2011 MD-715 Report. We suggest BPA create a plan to hire 38 additional PWTD in order to achieve 2% of its total workforce [3121 – FY 2011 total]. BPA will also consider implementing the following proactive measures: (1) include the goal to increase representation of employees with targeted disabilities in performance standards of managers and supervisors; (2) hold managers and supervisors accountable for meeting the hiring goal. Progress on conducting further barrier analysis and implementing its plan shall be included in Parts I and J of its next MD-715 Report.</p>	
10/1/2015	<p>Include in data tables A and B12, and in tables A/B 7, 9, and 11, the titles of the major occupations for which it was hiring.</p>	
10/1/2016	<p>BPA shall conduct an in-depth barrier analysis of the policies, procedures, or practices pertaining to its recruitment and hiring of White females as well as the workforce conditions that encourage white females to leave the agency. In Part I of its next MD-715 report, we look forward to reviewing BPA's progress in conducting barrier analysis to identify potential barriers for females in its workplace.</p>	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

Alternative Dispute Resolution Program

ADR sessions conducted increased over 600% from FY 2014 (9) to FY 2015 (55). The number of ADR agreements increased 200% from FY 2014 (5) to FY 2015 (10).

To gauge the efficacy of the ADR program, the EEO and Civil Rights office conducted a survey of those who either used the service or were aware of it during FY 2015. (See Appendix 15)

**EEOC
FORM
715-01
PART H**

***U.S. Equal Employment Opportunity Commission*
FEDERAL AGENCY ANNUAL
EEO PROGRAM STATUS REPORT**

U.S. Department of Energy, Bonneville
Power Administration

FY 2015

**STATEMENT
of
MODEL
PROGRAM
ESSENTIAL
ELEMENT
DEFICIENCY:**

Essential Element E: Efficiency

Requires Agency Leadership to have an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of its EEO Programs.

Compliance Indicators:

BPA has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.

BPA has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.

BPA has sufficient staffing, funding, and authority to comply with the time frames in accordance with the EEOC (29 CFR § 1614) regulations for processing EEO complaints of employment discrimination.

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.

OBJECTIVE:

Timely submittal of Agency's 462 Report; timely completion of No FEAR Act Training.

RESPONSIBLE OFFICIAL:

Godfrey Becket, Civil Rights and Equal Employment Opportunity Manager

DATE OBJECTIVE INITIATED:

December 2, 2014

TARGET DATE FOR COMPLETION OF OBJECTIVE:

October 1, 2015

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

October 1, 2015

The Agency timely submitted its FY 2015 No FEAR Act report and the Agency's 462 Report (See Appendix 2).

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

BPA's EEO program met all Compliance Indicators and Measures for Essential Element F which requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance and other written instructions. BPA now takes the No FEAR Act Training through the Department of Energy's On-line Learning Center. (See Appendix 6a)

The Civil Rights and EEO office has a system in place to ensure timely compliance with any orders or directives issued by Equal Employment Opportunity Commission's (EEOC) Administrative Judges.

BPA manages its system of management controls to ensure that the agency timely completes all ordered corrective actions and submits its compliance report to EEOC within thirty days of such completion.

One third of the Civil Rights staff is certified by the Society for Corporate Compliance & Ethics.

DOE has now required that BPA take the No FEAR Act and Sexual Harassment Prevention annual courses through DOE's Online Learning Center. In FY 2015, the agency saw a high compliance rate of 96.5% for the annual required EEO Rights & Responsibilities Training which includes Anti-Harassment and No Fear Act training.

BPA continues to enter its No FEAR Act Report through EEOC's FEDSEP Portal. This Portal allows BPA's report to be uploaded into the Department of Energy's overall report for timely reporting purposes.

<p>EEOC FORM 715-01 PART H</p>	<p align="center">U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT</p>	
<p>U.S. Department of Energy, Bonneville Power Administration</p>	<p align="right">FY 2015</p>	
<p>STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:</p>	<p>Essential Element F: Responsiveness and Legal Compliance Requires that BPA is in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions. Compliance Indicators: BPA personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges. BPA's system of management controls ensures that the agency timely completes all ordered corrective actions and submits its compliance report to EEOC within 30 days of completion.</p>	
<p>OBJECTIVE:</p>	<p>Timely compliance with EEOC Orders and submittal of compliance report with 30 days of completion.</p>	
<p>RESPONSIBLE OFFICIAL:</p>	<p>Lidia Somilleda, Formal Complaint Manager</p>	
<p>DATE OBJECTIVE INITIATED</p>	<p>December 2, 2014</p>	
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>October 1, 2015</p>	
<p>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</p>		

Weekly	Monitor and track incoming EEOC orders to complete by identified timeframes

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

BPA's Formal Complaint Manager tracks and monitors all EEOC Orders and completes them within the established timeframes. The U.S. Department of Energy Civil Rights Office is responsible for issuing the Final Agency Decisions; however these are also tracked by BPA's Formal Complaint Manager to ensure they are timely completed.

In FY 2015, BPA issued one compliance report for DOE Case 11-0081-BPA which was completed within the requested 30-day timeframe.

EEOC FORM 715-01 PART I	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
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U.S. Department of Energy, Bonneville Power Administration

FY 2015

STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:	<p>September 13, 2013, EEOC Technical Assistance Visit</p> <p>Females in BPA Permanent Workforce: When analyzing its workforce, the category of females overall should be broken out into subgroups of Hispanic females, White females, African American or Black females, Asian females, Native Hawaiian or Other Pacific Islander females, American Indian or Alaska Native females, and females of Two or More Races.</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>
BARRIER ANALYSIS:	<p>Review current statistical reports to identify possible triggers. Take, review and refine compulsory snapshots; take additional snapshots if needed. Review all other information sources and analyze all employment processes. Investigate barriers to pinpoint root causes of observed triggers through requests for information that flows from the identified triggers, review pertinent documents and consult with knowledgeable individuals. Create a plan to address barrier causes; determine whether barriers are job-related and consistent with business necessity. If not, plan to eliminate those barriers. Consider modifications even where barriers are non-job-related and consistent with business necessity. Assess results and success of the plan. Track progress; should be measurable. Hold agency officials accountable. Conduct periodic reassessments to adjust plan as necessary.</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>
STATEMENT OF IDENTIFIED BARRIER:	<p>In the category of Females, are the subgroups of Hispanic females, White females, African American or Black females, Asian females, Native Hawaiian or Other Pacific Islander females, American Indian or Alaska Native females, and females of Two or more Races adequately represented?</p>

Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	Complete an independent barrier analysis for each subgroup of Females in Tables A1.
RESPONSIBLE OFFICIAL:	Federal Women's Program Manager in Partnership with HCM and the Diversity and Inclusion liaison
DATE OBJECTIVE INITIATED:	September 13, 2013
TARGET DATE FOR COMPLETION OF OBJECTIVE:	October 1, 2016
EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Breakout subgroups of Table A1 for FY 2015	6/1/2015
Identify Triggers for potential barriers by selecting a random sampling of selections made in FY 2015 and analyze all of the employment processes involved with these selections	10/1/2016
Investigate all barriers and pinpoint root causes of observed triggers – develop requests for information which flow from triggers; review pertinent documents, consult knowledgeable individuals	10/1/2016
Create Action Plans to address barrier causes, determined if barriers are job-related and consistent with business necessity, if not, develop plan to eliminate barrier. Consider modifications where barriers are job-related and report plan and progress to EEOC annually	10/1/2016
Assess success of the plan, track progress, hold agency officials accountable, conduct periodic re-assessments to discover if plan needs adjusting	12/1/2016

Report Of Accomplishments and Modifications To Objective:

The MD-715 Reports FY 2015 Executive Summary contained break outs of Females in the Permanent Workforce by subgroups and identifies representation levels relating to BPA Total Workforce compared to Civilian Labor Force (CLF) Table A1. The Executive Summary also included a break out by Participation Rates for Major Occupations (Table A6) for all EEO groups further broken out by males and females in the subgroup categories in Participation Rate for Major Occupations Table A6.

The goal of increasing the number of females in the BPA workforce was not accomplished. Federal requirements to give priority to veterans skewed the eligible applicant pool towards selection of male applicants.

All activities are still ongoing.

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
U.S. Department of Energy, Bonneville Power Administration	FY 2015	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p><u>Barrier Analysis:</u> To prevent discriminatory conduct, MD-715 expects agencies to conduct a barrier analysis, which is the process of identifying and modifying policies, procedures, and practices that may operate to exclude certain groups from career opportunities. BPA shall initially review information from a number of areas, such as hiring and separation rates, recruitment efforts, exit interviews, disciplinary actions, complaints data, and employee viewpoint surveys. Once BPA has enough information to identify a possible barrier, the agency should devise an action plan to remove that barrier and include it in Part I of its next MD-715 Report.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Review current statistical reports to identify possible triggers. Take, review and refine compulsory snapshots; take additional snapshots if needed. Review all other information sources and analyze all employment processes. Investigate barriers to pinpoint root causes of observed triggers through requests for information that flows from the identified triggers, review pertinent documents and consult with knowledgeable individuals. Devise a plan to address barrier causes; determine whether barriers are job-related and consistent with business necessity. If not, plan to eliminate those barriers. Consider modifications even where barriers are non-job-related and consistent with business necessity. Assess results and success of the plan, Track progress; should be measurable. Hold agency officials accountable. Conduct Periodic reassessments to adjust plan as necessary.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</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>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Review current statistical reports to identify possible triggers. Develop a plan to final to pinpoint possible barriers. Create a plan to determine if job-related, business necessity and devise a plan to address barrier causes.</p>	
<p>RESPONSIBLE OFFICIAL:</p>	Godfrey Beckett, Manager, Civil Rights and Equal Employment Opportunity Brian Carter, Director, Human Capital Management	
<p>DATE OBJECTIVE INITIATED:</p>	September 13, 2013	
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	October 1, 2016	
EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
<p>PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:</p>		<p>TARGET DATE (Must be specific)</p>

Identify tables for which to conduct analysis	6/1/2016
Identify Triggers for potential barriers by selecting a random sampling of selections made in FY 2015 and analyze all of the employment processes involved with these selections	10/1/2016
Investigate all barriers and pinpoint root causes of observed triggers – develop requests for information which flow from triggers; review pertinent documents, consult knowledgeable individuals	10/1/2016
Devise Action Plans to address barrier causes, determine if barriers are job-related and consistent with business necessity, if not, develop plan to eliminate barrier. Consider modifications where barriers are job-related and report plan and progress to EEOC annually	10/1/2016
Assess success of the plan, track progress, hold agency officials accountable, conduct periodic re-assessments to discover if plan needs adjusting	12/1/2016
Report Of Accomplishments and Modifications To Objective All activities are still ongoing.	

BONNEVILLE POWER ADMINISTRATION

FY 2015 MD-715

PART I

AWARDS

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
U.S. Department of Energy, Bonneville Power Administration	FY 2015
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>There are disparities regarding the granting of awards to some groups:</p> <p><u>Time-Off Awards</u> In both time-off award categories (1-9 hrs. and 9+ hrs.), the participation rates for Hispanics and African Americans were below their participation rates in the Agency.</p> <p><u>Cash Awards (\$100 - \$500)</u> Hispanics, African Americans, Asians, and American Indian or Alaska Native males received awards at rates below their participation rates in the Agency workforce.</p> <p><u>Cash Awards (\$501+)</u> Hispanics, African Americans, Asians, and American Indian or Alaska Natives received awards at rates below their participation rates in the Agency workforce.</p> <p><u>Quality Step Increases</u> Two or more races, Native Hawaiian or Other Pacific Islanders females, and American Indian or Alaska Native males were the only groups that did not receive quality step increases.</p> <p><u>Targeted Disabilities</u> Employees with Targeted Disabilities had award participation rates below their participation rates in the Agency workforce in the Cash Awards (\$100-\$500) category. Employees with Targeted Disabilities had award participation rates below their participation rates in the Agency workforce in the Cash Awards (\$501+) category. Employees with Targeted Disabilities did not receive Quality Step Increases. The above conditions were recognized by reviewing Tables A13 and B13 regarding award receipt and comparing participation rates of employee groups with appropriate benchmarks.</p>
<p>BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>The Agency does not formally or consistently administer an oversight program to identify and rectify award disparities. The inter-Agency team will formulate an action plan to address the establishment of timetables to review the employee recognition and awards program and procedures to identify systemic barriers to full participation.</p>
<p>STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure, or practice that has been determined to be the barrier of the undesired condition.</p>	<p>N/A at this time.</p>
<p>OBJECTIVE: State the alternative or revised agency policy, procedure, or practice to be implemented to correct the undesired condition.</p>	<p>TBD by Inter-Agency Recognition Team</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Chief Human Capital Officer, Recognition Team.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>October 1, 2011</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>October 2, 2016</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		TARGET DATE September 30, 2016
Planned activities will be developed by an inter-Agency team.		
<p><u>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</u></p> <p>A modified objective will be developed and a target date established by the inter-Agency team for FY 2016.</p>		

BONNEVILLE POWER ADMINISTRATION

FY 2015 MD-715

PART I

BLACK OR AFRICAN AMERICAN MALES

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
U.S. Department of Energy, Bonneville Power Administration	FY 2015
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<p>Black or African American males have a lower participation rate in the Agency (2.22%) compared to their FY 2010 CLF participation rate of 5.49%.</p> <p>The challenge appears to be increasing applicant in-flow. To that end, the percentage of new hires of permanent African American males in FY 2015 of 3.1% is significantly higher than last year's 1.15%. However, it is lower than the percentage of African American males in the FY 2010 CLF of 5.49%.</p> <p>The percentage of separations for African American males in FY 2015 is 2.1% of the total population of BPA employee separations for FY 2015. That separation rate is lower than the percentage of African American males in the permanent workforce, which is of 2.22%, thus comparing favorably.</p> <p>Most African American males participate in professional or leadership positions. 5.1% of African American males participate in the work force as Executive/Senior Level Officials and Managers. This percentage is more than double the percentage of African American males in the permanent workforce, which is 2.22% for FY 2015.</p> <p>The above conditions were recognized as a result of analyzing Agency statistical data (Tables A1, A3, A8, and A14,) and comparing participation rates of African American males with the appropriate benchmarks.</p>
<p>BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Tables A8 and A14 addressing hires and separations were analyzed. Tables A7 and A9 addressing applicants and hires in major occupations and internal selections in major occupations were analyzed and data from prior year MD-715. Information was obtained from appropriate Agency Staff.</p>
<p>STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure, or practice that has been determined to be the barrier of the undesired condition.</p>	<p>After reviewing the above information, it appears that the Agency's recruitment and hiring/selection practices have resulted in lower than expected improvements in the participation rates of African-American males. The barrier seems to exist in the recruitment and hiring efforts.</p>
<p>OBJECTIVE: State the alternative or revised agency policy, procedure, or practice to be implemented to correct the undesired condition.</p>	<p>BPA will review and expand its recruitment efforts with minority-serving institutions and other organizations involved in the hiring and placing of African American males, and will encourage management to work towards having a workforce that mirrors the diversity in the CLF. The Agency will continue to periodically review statistical data regarding African-American male employees.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Human Capital Management's Talent Acquisition and selecting officials.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>September 13, 2007</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>September 30, 2020</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		TARGET DATE (Must be specific)
<p>BPA will continue its partnership with Diversity Careers and Equal Opportunity Publications (EOP) by identifying interviewees for future issues. We will also leverage other BPA business units to support our efforts such as:</p> <ul style="list-style-type: none"> • Providing recruitment materials for events that a recruiter is unable to attend. • Partnering with Special Emphasis Program Managers to assist in increasing minority applicants by identifying sources and providing community and outreach services, networking with various external organizations, and assisting with recruitment efforts. 	September 30, 2016	
<p>Continue partnering with websites that target diverse populations in order to expand awareness of the BPA brand through the following:</p> <ul style="list-style-type: none"> • American Association of Blacks in Energy • National Association of African Americans in Human Resources • University of Oregon Office of Career Services 	September 30, 2016	
<p>The recruitment staff will continue promoting BPA as an “employer of choice” in a wide range of national publications, trade journals, professional associations, etc. (See Appendix 13)</p> <ul style="list-style-type: none"> • Diversity Careers • Equal Opportunity Employer publication • Women in Trades Publication • American Association of Blacks in Energy Conference publication • NW Youth Expo Conference Program 	September 30, 2016	
<p>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</p> <p>Accomplishment: BPA advertised and/or attended in the following publications/career fairs:</p> <ul style="list-style-type: none"> • Diversity Careers—advertised in this publication • Equal Opportunity Employer-advertised in this publication • Black EOE Journal publication-advertised in this publication • Women in Trades Publication-advertised in this publication and co-sponsored women in trades event/had a career booth/had demonstration booths as well. • American Association of Blacks in Energy Conference publication. • Northwest Youth Expo Conference Program-advertised in their brochure and had a career booth at this event • Portland Observer publication- advertised in MLK edition • The Skanner - local Portland publication - advertised • Hispanic Employment and Business Fair – advertised in event brochure and sponsored a career booth at event • Tapping Fresh Talent Event – Disabled Workers career fair • African American Leadership Development Program at UCLA - BPA employees participated in this program • University of Oregon Office of Career Services – booth at their annual Multicultural Career Fair and Symposium 		

BONNEVILLE POWER ADMINISTRATION

FY 2015 MD-715

PART I

HISPANICS

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
US Department of Energy, Bonneville Power Administration	FY 2015	
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?</p>	<ul style="list-style-type: none"> • The Hispanic BPA workforce is at 3.69% and remains well below the CLF Hispanic workforce participation rate of 9.96%. • Hispanic females are not represented in the following General Schedule Grades: GS-05 - GS-06 and GS-10. • Hispanic males are not represented in the following General Schedule Grades: GS-04 – GS-08, GS-10. Hispanic males are not represented in the Senior Executive Service. • The percentage of Hispanic permanent new hires of 1.76% is lower than the percentage of Hispanics in the CLF of 9.96%. 	
<p>BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<ul style="list-style-type: none"> • Table A1 was analyzed regarding total Hispanic BPA workforce. • Table A4-1 was analyzed regarding underrepresentation of BPA Hispanic employees in lower General Schedule Grades. • Table A8 was analyzed regarding the underrepresentation of BPA Hispanic new hires. 	
<p>STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	After reviewing the above information, it appears that BPA's recruitment and hiring/selection practices have not resulted in substantial improvements in the participation rates of Hispanics.	
<p>OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>BPA will review and expand, as appropriate, its recruitment efforts with minority-serving institutions and other organizations involved in the hiring and placement of Hispanics, and will encourage BPA management to work towards having a workforce that mirrors the diversity in the CLF.</p> <p>BPA will continue to review statistical data regarding the BPA Hispanic workforce for improvements.</p>	
<p>RESPONSIBLE OFFICIAL:</p>	Human Resources Officer; Civil Rights & EEO Manager	
<p>DATE OBJECTIVE INITIATED:</p>	October 2009	
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	September 30, 2020	

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
Increase recruitment visits at Hispanic career fairs and conferences.	September 30, 2016	
Make contact with the Hispanic Association of Colleges and Universities (HACU) and other professional organizations to assist in obtaining an increased number of Hispanic referrals.	September 30, 2016	
Continue partnership with Portland's Hispanic Metropolitan Chamber of Commerce and continue to sponsor BPA employee participation in the Hispanic Chamber's Latino Leadership Development Program.	September 30, 2016	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE		
<p>Accomplishment: Since 2008, BPA has supported and sponsored the participation of 16 Hispanic BPA employees in an external leadership development program lead by the Portland Hispanic Metropolitan Chamber of Commerce. The Latino Leadership Development Program allows BPA employees to participate in leadership development curriculums and bring their learning experiences back to BPA. Participation also states that BPA graduates will mentor other BPA employees who compete and are selected to participate in the program in the future.</p> <p>Latino Leadership Program Curriculum:</p> <ul style="list-style-type: none"> • Leadership Through Emotional Intelligence • Leadership Practices • Ethical Leadership • Leadership in Government and Public Policy • Leadership Through Communication/ Problem-Solving Skills • Developing an Effective Leadership Team • Presentation Skills • Strategic Planning • Project Implementation • Working with the Media • Negotiation Skills • Change Acceleration Process (CAP) • "The Brand Called You" • What is Upper Management Looking For? <p>Accomplishments:</p> <ul style="list-style-type: none"> • Continued partnership with Portland's Metropolitan Hispanic Chamber by sponsoring BPA employee participation in the Hispanic Chamber's Latino Leadership Development Program. BPA sponsored two employees in FY 2014. • BPA sponsored two scholarships through the Oregon Latino Scholarship Fund. The purpose of sponsoring these scholarships is to support aspiring Latino students to complete their higher education and promote BPA as an employer of choice. <p>Planned Activity: The following two planned activities did not occur in FY 2015 due to accretion of duties of the Hispanic Employment Program Manager. These activities will be shared with BPA's Human Capital Management office in FY 2016 to address in BPA's future Recruitment Plans:</p> <ul style="list-style-type: none"> • Increase recruitment visits at Hispanic career fairs and conferences. • Make contact with the Hispanic Association of Colleges and Universities (HACU) and other professional organizations to assist in obtaining an increased number of Hispanic referrals. • Participate in the University of Oregon Office of Career Services Multicultural Career Fair and Symposium. 		

BONNEVILLE POWER ADMINISTRATION

FY 2015 MD-715

PART I

Females

U.S. Department of Energy, Bonneville Power Administration

FY 2015

STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:

Provide a brief narrative describing the condition at issue.

How was the condition recognized as a potential barrier?

BPA participation rate for all females overall decreased slightly from FY 2014 of 32.41% to 30.64% which is still well below the CLF of 48.16%. Table A1, Total Workforce.

Hispanic females are not represented in GS-04, GS-06, and GS-10.

White females are not represented in GS-04 – GS-06, and GS-10.

Black or African American females are not represented in GS-05 – GS-07.

Asian females are not represented in GS-04 – GS-08, GS-10, and Senior Executive Service.

Native Hawaiian or Other Pacific Islander females are not represented in GS-04 – GS-10, GS-13, GS-15, and Senior Executive Service.

American Indian or Alaska Native females are not represented in GS-04 –GS-08, GS-10, GS-14 and Senior Executive Service.

Females of two or more races are not represented in GS-04 – GS-06, GS-08, GS-10, and Senior Executive Service.

Major Occupations: The three lowest participation rates for females overall are Mechanical Engineers (series 0830), SPC Craftsmen (series 2606), and Substation Operator (series 2810). Besides occupational series 0830, White females are the only ethnicity that shows low participation rate in those occupations. Females overall have zero representation in the PSC Craftsmen (series 2604).

Asian females have zero representation in the major occupations of Electrical Worker (series 2810), Substation Operators & Dispatchers (series 5407), Mechanical Engineers (series 0830), and SPC Craftsman (series 2606).

Native Hawaiian or Other Pacific Islander females have zero representation in all of the major occupations except for Public Utilities Specialist (series 1130).

American Indian or Alaska Native females have a zero participation rate in all of the major occupations except for Public Utilities Specialist (series 1130) and General Business (series 1101).

Females with two or more races have zero representation in the major occupations of Electrical Worker (series 2810), Substation Operators & Dispatchers (series 5407), and SPC Craftsman (series 2606).

New Hires by Type of Appointment Permanent and Temporary: A total of 58 (25.55%) females were New Hires. All of them were selected for permanent positions. There was zero representation of Black or African American females, Hispanic, and American Indian or Alaska Native.

Time Off Awards 1-9 hours: Females overall received 59.62% of time off awards in the 1-9 hours category; this was a 1.5% year-over-year improvement.

Time Off Awards 9+ hours: Two females received awards in the 9+ hours in the time off category.

Cash Awards (\$100 - \$500): Females received 33.08% of the cash awards, which was lower than last year's 36.39%. The average award of \$240 was slightly below their male counterparts who

	<p>averaged \$249 per award. Hispanic females received 1.8% of these awards, a slight increase from last year, and average award amount of \$265. Otherwise, all other groups saw a decline in their participation rate at this award level. White females received 26.33%, a slight year-over-year decrease, averaging \$237 per award. Black or African American females' participation rate was 1.34% down from last year's 1.57%, at an average award amount of \$257. Asian females decreased their participation rate from 2.19% last year to an FY 2015 level of 2.03%. However, this group had a higher than average award level of \$246. Native Hawaiian or Other Pacific American females remained stable year-over-year at 0.17%, averaging \$287. American Indian and Alaska Native females decreased slightly to 0.70% and averaged \$257 per award. Females of two or more races also had a slight decrease going from 0.98% last year to .73% this year, while averaging \$207 per award.</p> <p>Cash Awards (\$501+): Females received 30.51 % down from last year's level of 32.34% of the monetary cash awards. The average female award was \$1,342 compared to her male counterpart who averaged \$1,490. Black or African American females participated at a rate of 1.28%, averaging \$1,695 per award. Hispanic females received 1.36% 1.31% and averaged \$1,128. White females received 24.78%, which was a 2.3% year-over-year decrease. Their average award was \$1,360. Asian females remained relatively stable at a participation rate of 1.7%, averaging \$1,144 per award. Females of two or more races participated at .76% and averaged \$1,223 per award. Native Hawaiian or Other Pacific American females saw both their participation rate and average award amounts decrease year-over-year from 0.17% to 0% and averaging \$921 to \$0.00, respectively. American Indian or Alaska Native females received .58%, which compared favorably to last year's 0.40% rate. However, the average award amount dropped from \$1,253 to \$1,044.</p> <p>Quality Step Increases (QSI): Females received 49.31% of the QSI's, slightly lower than last year's 50.43%. The majority of those awards were given to White females, who received 41.67%. Hispanic females received .69%, Black or African American females received 1.39%, and Asian females received 3.47%. American Indian or Alaska Native females received .69%. Native Hawaiian or Other Pacific Islander females of two or more also received .69% of these awards.</p> <p>Separations: Overall, separation rates decreased year-over-year. Voluntary separations of females overall represented 30.86% which was an improvement over last year's level of 32.70%. Involuntary separations of females represented 30% of the total which was also an improvement over last year's 40%. White females had the highest voluntary separation rate at 27.16 % compared to last year's 28.64%. These separations were due primarily to retirement. White females also had the highest involuntary separation rate at 20%, half of last year's rate of 40%.</p>
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Tables A1, Total Workforce and A6 Participation Rates for Major Occupations and A8 New Hires by Type of Appointment, Table A13 Awards and Table A14, Separations were analyzed.</p>
<p>STATEMENT OF IDENTIFIED BARRIER:</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>After reviewing the above information, it appears that BPA's recruitment and hiring/selection practices have resulted in decreases in the participation rates of Females, through the applicant flow analysis and as identified in the FEORP, work still needs to be done to have a more focused recruitment strategy in reaching all female applicants, both internally and externally.</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>BPA will continue to strengthen its recruitment efforts locally, through community partnerships, outreach efforts, apprentice and Pathways Programs and other organizations involved with the hiring and placement of females. BPA will continue to encourage its management to work towards a diverse workforce that mirrors the community that we serve and the civilian labor force. BPA will review statistical data quarterly regarding female employees to ascertain</p>

	improvement.
RESPONSIBLE OFFICIAL:	Chief Human Capital Officer; Talent Acquisition Manager; Recruitment and Staffing; Strategic Business Partners; and BPA Hiring Officials.
DATE OBJECTIVE INITIATED:	October 1, 2009
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2020

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
BPA is improving its process to gather Applicant Flow data, collection, and analysis regarding the low participation rates of Females in the various applicant pools. Modification: A new hiring system in FY 2015 was put into place to produce applicant flow data.	September 30, 2016	
BPA will continue its use of Executives and Senior-Level employees to provide outreach to colleges and universities, veterans outreach, and trade organizations, etc., to improve recruitment efforts resulting in placement of Females. Modification: BPA conducted a survey in FY 2014 to identify needs when executives attend outreach events. The Cross Agency Diversity Team then assembled and piloted an ambassador toolkit. Executives will be using the toolkit at outreach events in FY 2015. It is also available to non-executives attending outreach events.	Ongoing	
Continue to participate in the <i>Women in the Trades</i> Fair to continue to outreach for tradeswomen; the fair reaches out to 1,500+ women and girls each year.	Ongoing	
BPA's Strategic Business Partners will continue to work with BPA Management and selecting officials about recruitment and hiring strategies for increasing the employment of Females with conspicuous absence and low participation rates.	September 30, 2012 and ongoing	
Continue with internal and external Leadership development programs with emphasis on mid-management and non-managerial leadership development.	September 30, 2012 and ongoing	
Assess the opportunity to leverage recruitment firms with diversity expertise and track record for delivering diverse candidates when necessary to recruit for hard-to-fill and Senior Management opportunities, and for positions where diversity has low representation.	September 30, 2012 and ongoing	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

Objective:

BPA will continue to work with HCM to obtain Applicant Flow data collection and analysis regarding the zero and low participation rates of Females in the various applicant pools.

Accomplishment:

Implemented a new hiring system in FY 2015 to track applicant flow data.

Objective:

BPA will continue its use of Ambassadors to provide outreach to colleges and universities, veterans outreach, and trade organizations, etc., to improve recruitment efforts resulting in placement of Females.

Accomplishment:

While not specifically targeted as Recruitment of Women events, with the exception of the Women In Trades event, BPA participated in recruitment efforts in FY 2015 concentrating on Veterans.

Objective:

BPA Human Capital Management function will continue to work with Management and selecting officials regarding recruitment and hiring strategies aimed at increasing the employment of Females in fields with low participation rates.

Accomplishment:

The *Women in the Trades* Fair is the main outreach we participate in for tradeswomen - it reaches 1,500+ women and girls each year.

Objective:

Create training opportunities focused on educating BPA employees on how to navigate the career network with emphasis on mid-management and non-managerial leadership development.

Accomplishment:

Implemented the Emerging Leaders Training in FY 2014. (See Appendix 6c) FY 2015 participants began the program in second quarter 2015.

BONNEVILLE POWER ADMINISTRATION

FY 2015 MD-715

PART I

PERSONS WITH TARGETED DISABILITIES AND
PERSONS WITH DISABILITIES

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
US Department of Energy Bonneville Power Administration	FY 2015	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	The BPA Persons with Targeted Disabilities permanent workforce participation rate is at 0.65%, which shows an increase of 13% from FY 2014, but is still significantly below the federal high of 2.0%. The BPA Persons with Disabilities permanent workforce participation rate is at 9.85%.	
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	Table B1 was analyzed regarding the permanent BPA workforce of Persons with Targeted Disabilities and Persons with Disabilities.	
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	In analyzing the tables it appears that limited hiring resources may be affecting the low participation rate of the permanent BPA workforce of Persons with Targeted Disabilities and Persons with Disabilities.	
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	Increase representation rates of Persons with Targeted Disabilities and Persons with Disabilities.	
RESPONSIBLE OFFICIAL:	Human Resources Officer; Talent Acquisition, People with Disabilities Program Manager, Hiring Officials.	
DATE OBJECTIVE INITIATED:	January 2008	
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 2020	

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
Implement BPA's Targeted Recruitment Plan for Individuals with Disabilities which will provide information on special hiring authorities, resources, and outreach/recruitment methods.	September 30, 2020	
Increase the education and awareness levels of managers and supervisors regarding the Schedule A Hiring Authority.	September 30, 2020	
Continue to train managers, supervisors, and employees annually regarding diversity, EEO, accessibility, and reasonable accommodation.	September 30, 2020	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE		
<p>Goals and Status</p> <p>Goal 1: Recruitment and Retention of Persons with Targeted Disabilities</p> <p>Modification: The Bonneville Power Administration's Civil Rights and EEO office and Human Capital Management office will jointly create and implement the Persons with Targeted Disabilities (PWTDS) Recruitment and Retention Plan for FY 2016</p> <p>Goal 2: Improve Career Development Opportunities for PWTDS</p> <p>BPA encourages all employees to complete an Individual Development Plan with their manager, which is used to identify training needs necessary to be successful in their current position, and in possible future advancement opportunities.</p> <p>Accomplishment: A standard component of instructions is issued to managers and supervisors as they work with employees on their Performance Plans.</p> <p>Goal 3: Training for all employees Managers and Supervisors on Individuals with Targeted Disabilities</p> <p>Modification: In FY 2016 BPA will research possible training classes that can be made available to all employees, managers and supervisors.</p> <p>Goal 4: Promote the Individuals With Targeted Disabilities Special Emphasis Program</p> <p>Modification: Information about the Schedule A Hiring Authority is available for managers on BPA's internal Manager's Resource page.</p> <p>Modification: BPA will create an external webpage on BPA Jobs website to promote Schedule A Hiring Authority once there is a Person's with Targeted Disabilities Recruitment plan in place.</p> <p>BPA will incorporate the following measures for FY 2016 and beyond as suggested by the Equal Employment Opportunity Commission:</p> <ol style="list-style-type: none"> 1. Collect and review applicant flow data to assess the recruitment of qualified individuals with targeted disabilities. 2. Conduct focus groups with employees and targeted disabilities to discuss their recruitment, hiring and career growth experiences with the agency. 3. Meet with disability organizations and universities' Disabled Student Services offices to explore the perceptions of the agency within the disability community. 4. Evaluate the career advancement opportunities for employees with targeted disabilities to and through the mission critical occupations. 5. Review all occupations and identify series having occupational requirements that may preclude employment of People with Targeted Disabilities. 6. Conduct climate assessment (surveys) to obtain feedback from the workforce. 7. Resurvey the workforce to ensure accurate disability status information. 		

**EEOC FORM
715-01
PART J**

**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**

PART I Department or Agency Information	1. Agency	1. U.S. Department of Energy
	1.a. 2 nd Level Component	1.a. Bonneville Power Administration
	1.b. 3 rd Level or lower	1.b.

PART II Employment Trend and Special Recruitment for Individuals With Targeted Disabilities	Enter Actual Number at the beginning of FY.		... end of FY.		Net Change	
		Number	%	Number	%	Number	Rate of Change
	Total Work Force	2888	100.00%	2924	100.00%	36	1.25%
	Reportable Disability	254	8.80%	288	9.85%	34	13.39%
	Targeted Disability*	15	0.52%	19	0.65%	4	26.67%
* 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.						3	
2. Total Number of Selections of Individuals With Targeted Disabilities during the reporting period.						3	

PART III Participation Rates In Agency Employment Programs

Other Employment/Personnel Programs	TOTAL	Reportable Disability		Targeted Disability		Not Identified		No Disability	
		#	%	#	%	#	%	#	%
3. Competitive Promotions	0	0	0	0	0	0	0	0	0
4. Non-Competitive Promotions	242	33	13.64	1	.41	7	2.89	202	83.47
5. Employee Career Development Programs									
5.a. Grades 5 - 12	4	0	0.00	0	0.00	0	0.00	4	100.00
5.b. Grades 13 - 14	72	4	5.56	0	0.00	2	2.78	66	91.67
5.c. Grade 15/SES	12	0	0.00	0	0.00	0	0.00	12	100.00
6. Employee Recognition and Awards									

6.a. Time-Off Awards (Total hrs awarded)	187	24	12.83	8	4.28	8	4.28	155	82.89
6.b. Cash Awards (total \$\$\$ awarded)	\$2,710,118	\$231,367	8.54	\$9,206	.34	\$47,021	1.74	\$2,431,730	89.73
6.c. Quality-Step Increase	144	8	5.56	0	0.00	4	2.78	132	91.67

<p>EEOC FORM 715-01 Part J</p>	<p>Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals with Targeted Disabilities</p>
<p>Part IV Identification and Elimination of Barriers</p>	<p>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 using FORM 715-01 PART I. 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.</p>
<p>Part V Goals for Targeted Disabilities</p>	<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 affect 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>

All goals are addressed in part I of this report under the Report of accomplishments and modifications section.

U.S. DEPARTMENT OF ENERGY
BONNEVILLE POWER ADMINISTRATION
FY 2015
FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
APPENDICES

1. BPA Workforce Data Tables – 2015
 - a. “A” Tables for Distribution by Race/Ethnicity and Sex
 - b. “B” Tables for Distribution by Disability Status and Targeted Disabilities
2. FY 2015 - Annual Federal EEO Statistical Report of Discrimination Complaints (includes Informal EEO Counseling, Formal Complaints of Discrimination, and Alternative Dispute Resolution) (EEOC 462 Report)
3. BPA Organizational Chart November 2015
4. Harassment-Free Workplace Policy (Internal Policy) PL-752-3
5. 5a - Memorandum from DOE and Bonneville Power Administration
5b - Update regarding Bonneville Power Administration
6. 6a – Required FY 2015 Training;
6b – Leadership Training;
6c – Emerging Leaders
7. Diversity and Inclusion Maturity Model
8. Reasonable Accommodation, (PL): 900-02
9. BPA’s Strategic Direction and Targets 2013 - 2017
10. Disabled Veterans Affirmative Action Program (DVAAP), FY 2015 Accomplishment Report
11. Positive Work Environment Team Charter, April 2014
12. Bonneville Power Administration Mission Critical Occupations (MCO) and Workforce Treatment Plans, FY 2015
13. FY 2015 Recruitment Schedule
14. Human Capital Management Hiring Report Dashboard
15. Alternative Disputes Resolution (ADR) Survey
16. Federal Equal Opportunity Recruitment Program (FEORP) Plan