



**U.S. Department of Energy
National Nuclear Security Administration**

**Fiscal Year 2019
Disabled Veterans
Affirmative Action
Program (DVAAP)
Accomplishment
Report**

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Certification

This certification indicates the NNSA Disabled Veterans Affirmative Action Program (DVAAP) is being implemented as required by 5 CFR Part 720, Subpart C, and appropriate guidance issued by the U.S. Office of Personnel Management and the Department of Energy. Additionally, this agency has a current plan as required by the regulation.

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Date Plan Last Amended:

September 17, 2019

Dates of the Period of Time the Plan is Covered:

October 1, 2019 through October 1, 2020

Dr. Donna Mischell Navarro
CERTIFYING OFFICIAL SIGNATURE

October 17, 2019
DATE:

Report Purpose

This report identifies and defines the Fiscal Year (FY) 2019 DVAAP-relevant accomplishments for the U.S. Department of Energy (DOE) National Nuclear Security Administration (NNSA). This report employs the standardized format prescribed by the U.S. Office of Personnel Management (OPM).

Disabled Veterans Affirmative Action Program Objectives and Direction

The NNSA is committed to providing veterans full opportunity for employment and advancement, and understands the importance of aiding veterans in their transition to civilian employment. The NNSA continues to regard the appointment and advancement of those who have provided service to this country as a priority.

As the agency recruits to fill vacancies throughout the enterprise, NNSA fully recognizes it is imperative to continue the agency's commitment to the hiring and advancement of veterans. The NNSA strives to continually seek opportunities to appoint and promote veterans and disabled veterans whenever possible; all managers and supervisors are expected to join in supporting the employment of veterans, and to participate fully in the agency's continued efforts to improve the recruitment and advancement of disabled veterans.

DOE implemented (for all DOE elements, including the NNSA) the "*Department of Energy Operational Plan and Desktop Reference for the Veterans Employment Initiative.*" This Operational Plan aligns with particular key areas outlined in the Executive Order for the Employment of Veterans in the Federal Government and the "*Government-Wide Veterans' Recruitment and Employment Strategic Plan.*" The Operational Plan provides the strategic framework necessary for organizations across the Department to reach, attract, and hire Veterans with the right skills and career aspirations to meet workforce needs.

The Department's *FY 2019 DVAAP Plan*, effective November 2018 (applicable to all DOE Elements, including the NNSA) further refined particular areas of emphasis and actions to be accomplished by all DOE Elements during FY 2019, towards ensuring affirmative employment and advancement to qualified disabled veterans in the areas of recruiting; hiring; advancement; training; career development; promotions; reassignments; awards; and other terms, conditions, and privileges of employment. The specific objectives and actions outlined within the Department's FY 2019 DVAAP Plan are stated as follows:

- DOE Elements will provide focused attention to ensure that veterans with disabilities, especially those with disabilities of 30 percent or more, receive equal opportunity in hiring, placement, advancement, and retention in accordance with affirmative action requirements. Reasonable accommodations are provided as needed, and in accordance with regulation and DOE policy.

- Program policies and HC procedures for merit promotion actions, awards, advancement, and training programs will continue to be reviewed and revised to adequately provide equal opportunity for disabled veterans, particularly those with disabilities of 30 percent or more.
- DOE Elements will establish and maintain inclusive practices that improve opportunities for disabled veteran employees to participate in leadership and career development training. Actions will continue to be taken to remove barriers or potential barriers to participation for disabled veterans, particularly those with disabilities of 30 percent or more. Reasonable accommodations are provided, as needed.
- DOE sites ensure accessibility to buildings and facilities for individuals with disabilities.
- Access to the DOE-wide DVAAP Plan is readily available online to establish a better understanding of the goals and objectives of the Plan.

Limitations of this Report

Due to the prescribed reporting-requisites applicable to this particular report, workforce-statistical employment data presented within this report (pertaining to hiring, tenured employees, and promotions) was derived using agency data pertaining to pay period 201917, obtained from the agency's personnel database on August 8, 2019; this was necessary to this report's imposed completion and submission due-date, which is prior to the end of each fiscal year.

Executive Summary

Observations

Area: Recruit and Employ

- The NNSA exceeded all of the prescribed FY 2019 hiring goals for Veterans, Veterans with Disabilities, and 30% or More Disabled Veterans.
- The NNSA continues to achieve and maintain increased progressive participation (over the past 5 years) of 30% or More Disabled Veterans within the agency's total workforce.

Area: Promote and Develop

- Participants who are Disabled Veterans and were involved in the FY 2019 NNSA Mentoring Program comprised 15.00% of those who served in the role as a Mentor; those who are 30% or More Disabled Veterans comprised 10.00% of Mentors.
- 12.77% of employees who participated in the agency's Leadership and Career Development Programs (LCDPs) were Disabled Veterans, and 8.51% of employees who participated in LCDPs were 30% or More Disabled Veterans.

Area: Program Oversight

- No evident systemic barriers (which would impede full participation for any group, including Veterans and Disabled Veterans) were identified as a result of reviews of the agency's personnel and training-related policies and procedures.
- Numerous disability and accommodation-related environmental and facility improvements and/or modifications were made during FY 2019 at facilities where NNSA employees reside and operate, ensuring continued safety and accessibility for persons and veterans with disabilities.

Area: Program Execution

- There occurred no decrease in the amount of Promotions of employees who are 30% or More Disabled Veterans.
- Five-year trending shows a continual steady increase in the amount of Disabled Veterans and 30% or More Disabled Veterans employed within the NNSA's total workforce.

Recommendations

The following recommendations, with regard to identified challenges involving the agency's hiring and retention of disabled veterans (as well as recommendations for the agency to continue tested-and-proven best practices) include the following:

- Due to stringent Human Reliability Program (HRP) requirements, NNSA continues to face difficulties with hiring HRP-qualified new employees (and veterans/ disabled veterans) to fill vacant positions within the agency's Office of Secure Transportation. The agency shall strive to further increase the agency's level outreach to veterans and disabled veterans groups, networks, and resources, in order to obtain a wider applicant pool of HRP-qualified applicants. This shall be accomplished by continued partnering with currently-established resources, as well as by broadening the agency's outreach-efforts to establish new partnerships and contacts.
- NNSA Human Resources shall continue its successful efforts to attract more applicants who are Veterans; further increase the agency's presence at additional military job fairs; continue bi-monthly posting of vacancy announcements; and achieve expanded use of other available recruitment resources.
- The agency shall continue to implement guidance and additional tools to help identify and promote employment opportunities for Veterans and Disabled Veterans. Hiring outcomes will continue to be assessed and tracked to determine progress.
- The agency shall continue to improve upon the level of encouragement, training, and awareness for supervisors and managers during New Supervisor Training and Supervisor Refresher Training sessions, to better enable supervisors and managers to confidently pursue non-competitive appointments of 30% or More Disabled Veterans.
- The agency shall continue to furnish professional development opportunities for employees who are Veterans and Disabled Veterans, which will continue to include mentoring efforts; training and development offerings outside of "traditional" classroom training (i.e., rotations and developmental details or assignments); and provisioning of Reasonable Accommodation during all agency training events and activities.
- Staff members of the NNSA Reasonable Accommodation Program shall expand upon their efforts to further support training, logistics, branding, and marketing of the Reasonable Accommodation Program's services by increasing the number of formal training sessions provided; performing briefings; including features in newsletters; and continuance of additional advanced training for Reasonable Accommodation Program Coordinators.

Agency Mission Overview

Established by Congress in 2000, the NNSA is a semi-autonomous agency within the U.S. Department of Energy. The NNSA is responsible for enhancing national security through the military application of nuclear science. NNSA maintains and enhances the safety, security, and effectiveness of the U.S. nuclear weapons stockpile without nuclear explosive testing; works to reduce the global danger from weapons of mass destruction; provides the U.S. Navy with safe and effective nuclear propulsion; and responds to nuclear and radiological emergencies in the U.S. and abroad.

To accomplish the agency's mission, the NNSA maintains crosscutting capabilities which enable each mission pillar, including advancing world-class science, technology, and engineering (ST&E); supporting our people and modernizing our infrastructure; and developing a management culture which operates a safe and secure enterprise in an efficient manner.

Agency DVAAP Reporting Points of Contact:

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FY 2019 Accomplishments

Accomplishments achieved within the NNSA during FY 2019 are identified below, as presented in the four OPM-prescribed delineated topical areas: Recruit and Employ; Promote and Develop; Program Oversight; and Program Execution.

AREA: Recruit and Employ

Progress, with regard to the agency's hiring of disabled veterans during FY 2019, is measured and based on the following FY 2019 Veteran Hiring Goals, as prescribed by the Department of Energy's Office of the Human Capital Manager:

DOE/NNSA FY 2019 Veteran and Disabled Veteran Hiring Goals:

Veterans	25% of all new hires
Veterans with Disabilities	11% of all new hires
30% or More Disabled Veterans ¹	7% of all new hires

In FY 2019, NNSA hired 232 new external employees, and of the 232 newly-hired employees, 81 (34.91%) were Veterans; 33 (14.22%) of the 232 newly-hired employees were Veterans with Disabilities; and 27 (11.63%) of the 232 newly-hired employees were 30% or More Disabled Veterans.

Group:	FY 2019 Goals	FY 2019 NNSA Result	FY 2018 NNSA Result	Change
Veterans	25% of all new hires	34.91%	36.50%	- 1.59%
Veterans with Disabilities	11% of all new hires	14.22%	10.36%	+ 3.86%
30% or More Disabled Veterans	7% of all new hires	11.63%	6.30%	+ 5.33%

As evidenced above, the NNSA exceeded all of the DOE/NNSA FY 2019 Veteran and Disabled Veteran hiring goals, accomplishing a truly significant increase in hiring of 30% or More Disabled Veterans.

Footnote 1: The term "30% or More Disabled Veteran" refers to Veterans who are annotated in the agency's personnel system as retired from active military service with a service-connected disability rating of 30% or More; or Veterans who have a rating by the Department of Veterans Affairs showing a compensable service-connected disability of 30% or More.

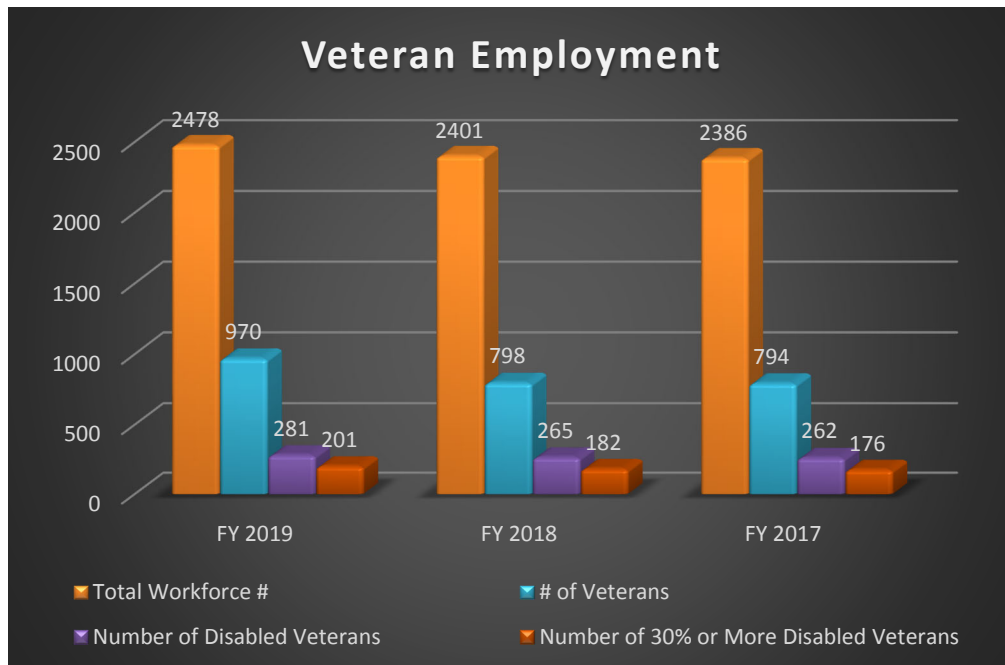
Use of Veteran-Centric Hiring Authorities:

During FY 2019, NNSA hired a total of 232 new employees. Of these 232 newly-hired employees, 6 were hired under the Veterans Recruitment Appointment (VRA) Hiring Authority.

With regard to NNSA employees who were previously hired under VRA appointments (those having successfully completed 2 years of service), during FY 2019, 11 employees were converted to career and career-conditional appointments in the competitive service; 2 of these conversions included 30% or More Disabled Veterans.

Veteran Employment/Participation within the NNSA Total Workforce

The participation rate of Veterans and Disabled Veterans over the past 3 years within the NNSA total workforce is depicted in the chart below.



5-Year Trending of Veteran and Disabled Veteran Employment

The following table depicts five-year trending of Veteran employee and Disabled Veteran employee statistical data for the past 5 years. As evidenced, trending results indicate a continual steady annual increase in the amount of Disabled Veterans and 30% or More Disabled Veterans employed and retained within NNSA.

Fiscal Year	Number of Employees	Number of Veterans	Number of Disabled Veterans	Number of 30% or More Disabled Veterans	Percentage of 30% or More Disabled Veterans to Total Population
FY 2019	2,478	970	281	201	8.11%
FY 2018	2,401	798	265	182	7.58%
FY 2017	2,386	794	262	176	7.38%
FY 2016	2,388	794	255	157	6.57%
FY 2015	2,381	772	234	142	6.00%

Inclusion of Disabled Veterans’ Hiring Information in Vacancy Announcements

As part of the agency’s established recruitment strategy, during FY 2019 the agency continued to ensure 100% of all vacancy announcements explicitly stated each vacancy is open to 30% or More Disabled Veterans. The vacancy announcements contained links to webpages which further described and explained special hiring authorities (and eligibility conditions).

Targeted Recruitment, Outreach, and Partnerships

During FY 2019, NNSA established and increased partnerships with a variety of national and local veteran-centric organizations and vocational rehabilitation programs. NNSA worked closely with over 50 organizations and military installations to provide NNSA job opportunities to veterans.

During FY 2019, 34.90% of all NNSA new hires were veterans. Of those, 33 (14.22% of total new hires) had disabilities as determined by 10 point preference, and of that group, 27 (11.63% of total new hires) were 30% or More Disabled Veterans. For the NNSA’s Office of Secure Transportation (OST), approximately 70% of the OST’s new recruits were veterans, and over 25% of those were veterans with disabilities.

NNSA, during FY 2019, focused on external-hiring efforts in order to help with succession-planning endeavors. This focus on external-hiring has allowed the agency to better promote more employment opportunities to veterans and disabled veterans by issuing an increased amount of job announcements to the general public (for which veterans’ hiring-preference applies).

NNSA continued to expand its recruitment strategies to recruit and employ veterans, and in FY 2019, NNSA created new partnerships with two organizations dedicated to the veteran community, RecruitMilitary®, and Hiring Our Heroes®.

RecruitMilitary offers a variety of platforms to enable federal agencies to reach veterans. NNSA leveraged RecruitMilitary-sponsored veteran career fairs, and the agency remains committed to attending a minimum of RecruitMilitary events each year. During the RecruitMilitary events, NNSA was able to meet and discuss job opportunities with well-qualified veterans, and further connect with additional veterans' aid organizations, including state and local programs.

Hiring Our Heroes is a veteran's employment outreach program coordinated by the U.S. Chamber of Commerce. Hiring Our Heroes hosts traditional career fairs and transition summits for veterans. NNSA regularly participates in Hiring Our Heroes career fairs (which are similar to the RecruitMilitary career fairs) and thus accomplishes direct job-opportunity outreach to veterans. In addition to the traditional career fairs, Hiring Our Heroes hosts numerous career summits on military installations; these particular career summits are aimed at service members who are approaching their separation date. These career summits provide the separating service-members with classes and instruction on topics which include Resume Building, Job Search Methods, and Interviewing Tactics. The first day of each Hiring Our Heroes career summit is followed by a meet-and-greet social event with employers who will be attending the Career Fair on the following day. These meet-and-greet social events have proven to provide successful opportunities for NNSA's hiring managers, affording NNSA hiring managers the ability to spend more time with candidates, and providing the opportunity for potential applicants to obtain a deeper understanding about the numerous and exciting opportunities offered by NNSA.

Additionally, NNSA also collaborates with Transition Assistance Program administrators and career counselors at various U.S. military installations. By partnering with military Transition Assistance Program Coordinators, NNSA is successfully able to recruit and conduct improved outreach to veterans who are approaching their separation or retirement date.

NNSA also partnered with multiple other organizations, which specialize in providing transition programs to veterans, and offer veterans' employment assistance. Additionally, NNSA established relationships with several local military installations in the metropolitan Washington, DC area, as well as with local and national veteran organization and vocational rehabilitation agencies.

NNSA established a relationship with the Operation Warfighter Program Manager for the Washington, DC Metropolitan Area and the Albuquerque, N.M. Area. NNSA currently has one individual from the Operation Warfighter Program employed in the agency's Human Resources Office (and there are currently several interviews of Operation Warfighter Program participants pending for additional employment opportunities with NNSA).

Additional organizations and agencies with whom NNSA partnered during FY 2019 include the following:

- **Work For Warriors® Program:** This is a nationwide veteran-employment assistance program. NNSA maintains contacts with Work For Warriors® Program representatives from multiple regions, who regularly refer veterans to NNSA.
- **Wounded Warrior Project®:** The mission of the Wounded Warrior Project is to honor and empower service members who incurred a physical or mental injury, illness, or wound co-incident to their military service. NNSA leverages the Wounded Warrior Project's "Warriors to Work Program," which is a resource specifically intended to educate and assist employers with creating effective veteran-oriented hiring programs.
- **U.S. Department of Labor:** The U.S. Department of Labor's "Veterans' Employment Training Service" is a veterans-only assistance program, which allows veterans to research employment options, as well as providing veterans with access to information on Federal agencies' employment opportunities. NNSA maintains contact with Veterans' Employment Training Service Coordinators within all three U.S. regions.
- **U.S. Department of Veterans Affairs:** NNSA maintains contact with a number of Vocational Rehabilitation Counselors within the U.S. Department of Veterans Affairs Vocational Rehabilitation Program, which is a free service that provides assistance to disabled veterans in finding employment, or enrolling in training. NNSA works in tandem with the Vocational Rehabilitation Counselors to assist disabled veterans in applying to vacant positions within NNSA.

Implementation of Advanced Technology to Assist in Recruitment of Persons with Hearing-Related Impairments

During FY 2019, as further evidence of NNSA's endeavors to improve and broaden efforts to recruit persons with disabilities (including disabled veterans), NNSA procured and successfully deployed a UbiDuo® device. The UbiDuo® device provides communication equality between people who are deaf, hard of hearing, and hearing with no barriers. The UbiDuo® device provides simultaneous real-time communication, and eliminates the need for interpreters or cell phones to communicate. Participants sit and face each other while conducting a conversation using the UbiDuo device. The UbiDuo® device provides a neutral conduit by which two persons can easily, quickly, and seamlessly express themselves to each other; one does not have to wait for the other person to finish typing before the other can say what's on their mind, just as one would in a verbal conversation. The UbiDuo® device has a split screen, enabling the users to see each side of the conversation. The UbiDuo supports the interviewer with the availability to capture and print interview conversations conducted via the device.

Promotion and Awareness of the Gold Star Fathers Act

As an additional means of the agency continuing to implement guidance and tools to help identify and promote employment opportunities for veterans (and veterans with disabilities), during FY 2019, NNSA effectively communicated important information to all agency employees via the December 2018 edition of Human Resources' "OneHR" newsletter, in which employees were made aware of recent legislative changes to veterans' hiring-preference eligibility. Employees and managers were informed of the Office of Personnel Management having issued a final rule to implement a statutory change to veterans' hiring-preference eligibility, in response to the Gold Star Fathers Act of 2015. Employees were informed the change to the Act broadens the category of individuals eligible for veterans' hiring preference, to now include both fathers and mothers (of certain permanently-disabled or deceased veterans) as being hiring-preference eligible for employment in Federal service.

AREA: Promote and Develop

Learning and Career Management (LCM)

NNSA values and promotes a healthy learning culture to enable all employees to achieve their fullest potential. NNSA's Learning and Career Management (LCM) offers a wide variety of corporately-funded training programs, products, and services, which are available to all employees, including Veterans and Disabled Veterans. This includes but is not limited to: corporate training courses; leadership development programs; onboarding program; learning consultants; individual development plans; coaching; a suite of rotational programs; mentoring; and supervisor and executive training.

During FY 2019, LCM enhanced current programs, products, and services, as well as developed additional programs. During FY 2019, NNSA launched the Foreign Affairs Specialist career path and has been actively developing four other career paths which will complement the NNSA Foundational Competency Model that was launched in FY 2017. The career paths and competency models will result in strengthening employees' knowledge, skills, abilities, and behaviors. In addition, during FY 2019, senior leadership funded \$3.6 million of organizational training and travel needs that were identified within the agency's Annual Training Assessment.

To ensure Disabled Veterans are included in all training opportunities and events, 100% of all NNSA training activities provide reasonable accommodation for all participants, in order to accommodate all forms of disabilities.

Disabled Veteran Employee Participation in the NNSA Leadership and Career Development Programs

During FY 2019, the NNSA delivered a wide range of formal developmental opportunities to employees at every level (entry, mid, supervisory, managerial and executive) under the NNSA's Leadership and Career Development Programs (LCDPs). Each LCDP offered competency development in one or more of OPM's prescribed Executive Core Qualifications. 6.00% of employees who participated in FY 2019 LCDPs were 30% or More Disabled Veterans.

Participation of Disabled Veterans in the NNSA Mentoring Program

NNSA leadership continued to recognize the benefits and opportunities afforded by supporting and endorsing the NNSA's Mentoring Program during FY 2019. The Mentoring Program provided Mentees with networking opportunities, engagement with leadership, broadening of perspectives, and expanded professional development and growth. Mentors shared best practices, and furnished Mentees with new perspectives, helping to shape the future of NNSA.

Participants who are Disabled Veterans and were involved in the FY 2019 NNSA Mentoring Program comprised 15.00% of those who served in the role as a Mentor, and those who are 30% or More Disabled Veterans comprised 10.00% of Mentors. 1 out of 25 (4.00%) of those participating as Mentees in the FY 2019 Mentoring Program was a 30% or More Disabled Veteran.

NNSA 1st-Year Program

Transitioning to a new position is never easy for anyone, but it can be especially daunting for veterans who are leaving a different lifestyle and career field, and transitioning to the Federal civilian workforce. The NNSA 1st-Year Program is a year-long, onboarding effort to assist with acclimating new employees to the organization's day-to-day operations; to connect new employees with senior leaders, mentors and colleagues; and to introduce new employees to the fundamentals of NNSA.

Given NNSA's core conviction that present and future strength rests in a knowledgeable, educated, and motivated workforce, LCM has enhanced the entire NNSA 1st-Year Program by making the program a requirement for all newly-hired employees, to effectively orient new employees so they all have the same opportunity to efficiently perform in their new roles. LCM has taken steps to ensure most of this program's components are readily-accessible and available on-line (to allow a larger audience to participate, regardless of one's physical limitations or physical location), and reasonable accommodation is afforded to all participants.

NNSA Employee Participation in the DOE VETS-Success Program

Several military veteran NNSA employees participated in the Department of Energy's FY 2019 *VETS-Success* Program. The DOE *VETS-Success* Program was comprised of workshops which educated participants about the history of the Department; explained the benefits participants are eligible for as military veterans, and as disabled veterans; discussed career progression within the agency and within the Federal civil service system; and supplied participants with advice on leveraging their military experience to optimize both their professional and personal success.

Veteran Employment and Uniformed Services Employment and Reemployment Rights Act (USERRA) Training

NNSA employees and supervisors completed Veteran Employment and Uniformed Services Employment and Reemployment Rights Act (USERRA) training during FY 2019. This training provided valuable information towards ensuring the agency's employees and supervisors remain aware of the rights, benefits, and obligations of members of the uniformed services.

Training for Human Resources and Hiring Manager Personnel: "A Roadmap to Success: Hiring, Retaining and Including People with Disabilities"

NNSA is committed to sustaining a diverse, world-class workforce that is reflective of the Nation, and composed of talented individuals. To achieve this, the NNSA recognizes the need to tap into the knowledge, skills, and experience of all Americans, including disabled veterans.

On July 26, 2010, President Obama issued Executive Order (E.O.) 13548, "*Increasing Federal Employment of Individuals with Disabilities*," to mark the historic 20th anniversary of the signing of the Americans with Disabilities Act (ADA). E.O. 13548 states that the Federal Government, as the Nation's largest employer, must become a model for the employment of individuals with disabilities. In accordance with E.O. 13548, during FY 2019, all NNSA Human Resources personnel and hiring managers were required to complete the prescribed online training course, "*A Roadmap to Success: Hiring, Retaining and Including People with Disabilities*."

This training course provided NNSA Human Resources personnel and Hiring Managers with resources and strategies to successfully hire, include, and retain employees with disabilities. This training also informed Human Resources personnel and Hiring Managers of the many benefits afforded through the use of special hiring authorities, with specific regard to Veterans Recruitment Act (VRA) appointments; 30 Percent or More Disabled Veterans appointments; and Veterans Employment Opportunities Act of 1998 (VEOA) appointments.

Veteran Hiring-Preference Training for Supervisors

All newly-appointed supervisors are required to attend and complete a multi-day, in-person training course, titled, “The NNSA Supervisor’s Role Training Course.” Tenured supervisors are required to thereafter periodically attend and complete an in-person refresher training course, titled, “The NNSA Supervisor’s Role Refresher Training Course.” During these training courses, supervisors and managers receive instruction from the agency’s Human Resources subject matter experts, with regard to the agency’s established hiring and selection procedures and processes, including detailed instruction from Human Resources personnel on the use of Veteran Hiring-Preference, and on the use of Disabled Veteran-centric special hiring authorities.

Disability Awareness Month Observation Event

NNSA employees participated in the DOE National Disability Employment Awareness Month observation event, held during FY 2019 on October 23, 2018. This event was made available for all NNSA employees to participate/observe regardless of one’s physical location, as it was live-streamed from the DOE Forrestal Auditorium in Washington, DC.

The DOE Office of Economic Impact and Diversity sponsored this event, and this year’s theme, “*America’s Workforce: Empowering All,*” celebrated the contributions of workers with disabilities, and explained the value of a workforce inclusive of their skills and talents. This special observance provided an opportunity to reaffirm the value and contributions each employee brings to the work environment to support the Department’s overall mission. This event featured a video-message from Secretary Rick Perry, and a keynote speech by Ms. Jennifer Sheehy (Deputy Assistant Secretary, Office of Disability Employment Policy, U.S. Department of Labor).

AREA: Program Oversight

Compilation and Distribution of Workforce Diversity Statistics

During FY 2019, the NNSA’s Office of Civil Rights compiled and disseminated mid-year and year-end organizational-level NNSA Workforce Statistics reports, depicting individual organizations’ employee age groups, gender identity, disability status, race, pay plan, veteran status, and retirement-eligibility statistics. These reports were made available to all NNSA employees (and to the public) via the NNSA’s public-facing web presence, as well as individually provided by the NNSA EEO Manager to senior management within each respective organization. The NNSA Office of Civil Rights supplied ad-hoc requested Workforce Diversity reports to NNSA management, and staff of the Office of Civil Rights instructed management on ways to employ this data for identifying and addressing trends (within their respective organizations) relevant to diversity, equal employment opportunity, strategic planning, and succession-planning.

NNSA's EEO Observer Program

The NNSA's EEO Observer Program exists to ensure that during competitive selection-board and interview panel proceedings (i.e., for hiring, promotions, assignments, and awards), applicable laws and regulations are followed, towards ensuring selection proceedings are conducted without prohibited personnel practices occurring. The Office of Civil Rights continued to promote and market the use of the NNSA's EEO Observer Program to NNSA managers and supervisors throughout the year.

During FY 2019, selection of employees for participation within the NNSA's Leadership and Career Development Programs was competitive; an EEO Observer was present during every Leadership and Career Development Programs Selection-Board meeting, ensuring applicable laws and regulations were followed, and ensuring the Board's selection-proceedings remained fair, impartial, and presented no barriers to equal opportunity.

Policy and Procedure Reviews

NNSA, during FY 2019, conducted quarterly internal audits of all delegated examining vacancy announcements to ensure compliance with veterans' hiring-preference regulations, laws, and rules. Additionally, NNSA reviewed its policies to ensure there are no systemic barriers which may be impeding full participation and equal opportunity for any group, including veterans with disabilities. NNSA has validated that particular current policies under revision (Leave Administration, Hours of Work, and Excepted Service) do not present any evident barriers, and Human Resources staff will continue to review additional policies to ensure no presence of barriers.

Facility Accessibility, Accommodations, and Facility Improvements

Agency leadership remains committed to ensuring employees' physical accessibility within the NNSA workplace extends beyond minimal ADA compliance. NNSA remains committed to providing access for individuals with disabilities to safely and fully participate in the job application process and to safely and effectively perform the essential functions of his/her job, including provisioning of unimpeded physical access to NNSA's buildings, work sites, and facilities.

Accommodation-related environmental and facility improvements and/or modifications made during FY 2019 at agency facilities where NNSA employees reside and operate include the following:

- Office of Secure Transportation facilities:
 - installed motion activated water faucets
 - installed water bottle filler stations
 - installed wheelchair ramp and safety rails

- NPO Pantex facility:
 - installed a new ADA-compliant sidewalk
 - included a new modular restroom which includes ADA-compliant features
 - developed two additional handicap-parking spaces
 - updated restrooms to ensure compliance with the latest ADA standards

- Albuquerque Complex facility:
 - completed resurfacing of an ADA ramp
 - installed ADA-compliant building evacuation plans
 - installed a new strobe light (for persons who are hearing-impaired)
 - procured transport chairs for employees with mobility impairments
 - added horn strobes
 - inspected and maintained automatic doors, and repaired buttons as needed
 - resurfaced multiple walking and working surfaces
 - repaired communications systems in elevators
 - posted signage as needed

- NPO Y-12 Oak Ridge facility:
 - installed 8 ramps for sidewalks, which included truncated domes and ADA pads
 - developed approximately 30 new handicap-parking spaces

- Kansas City Field Office facility:
 - upgraded multiple desks to provide powered height adjustments and accessories (special chairs, foot rests, etc.)

- Livermore Field Office facility:
 - upgraded all first floor restrooms in occupied facilities, implementing ADA compliance
 - constructed several restrooms to meet wheelchair clearance and door-closure pressure requirements
 - installed shower facilities and new features meeting ADA requirements

- Las Vegas Field Office facility:
 - continued installation of sit/stand desk solutions
 - performed required maintenance and repair to ADA doors and door-mechanisms, hand-rails/hand-grips, and handicap-accessible fixtures/features throughout the facility

- Savannah River Field Office facility:
 - relocated handicap parking spaces closer to the buildings
 - improved lighting within the facility (allowing for illuminated access)

- initiated installation of a new access control system, which (when fully-completed during FY 2020) will allow easier access for persons with disabilities into each building
- Los Alamos Field Office facility:
 - renewed surfaces of the handicap-parking areas
 - purchased and installed ergonomically-friendly desks and chairs

Reasonable Accommodation

NNSA continued to ensure persons with disabilities (both employees and applicants) were afforded Reasonable Accommodation. The agency's Reasonable Accommodation Program staff members assisted employees, applicants, and management with processing of requests for reasonable accommodation, and assisted agency hiring officials with determining essential duties of positions, identifying architectural barriers, and recommending of potential modifications to ensure persons with disabilities were provided with accessibility, and were able to successfully perform their essential duties. During FY 2019, the NNSA Reasonable Accommodation Program processed one (1) Reasonable Accommodation request initiated by an employee who is a 30% or More Disabled Veteran.

NNSA Reasonable Accommodation Program staff members presented live, interactive training to agency supervisors and managers to ensure agency management remained aware of their role and responsibilities within the Reasonable Accommodation process.

The agency offered and provided Reasonable Accommodation for all NNSA-managed training and learning events, and the agency ensured Reasonable Accommodation was available during each stage of the agency's hiring and selection process.

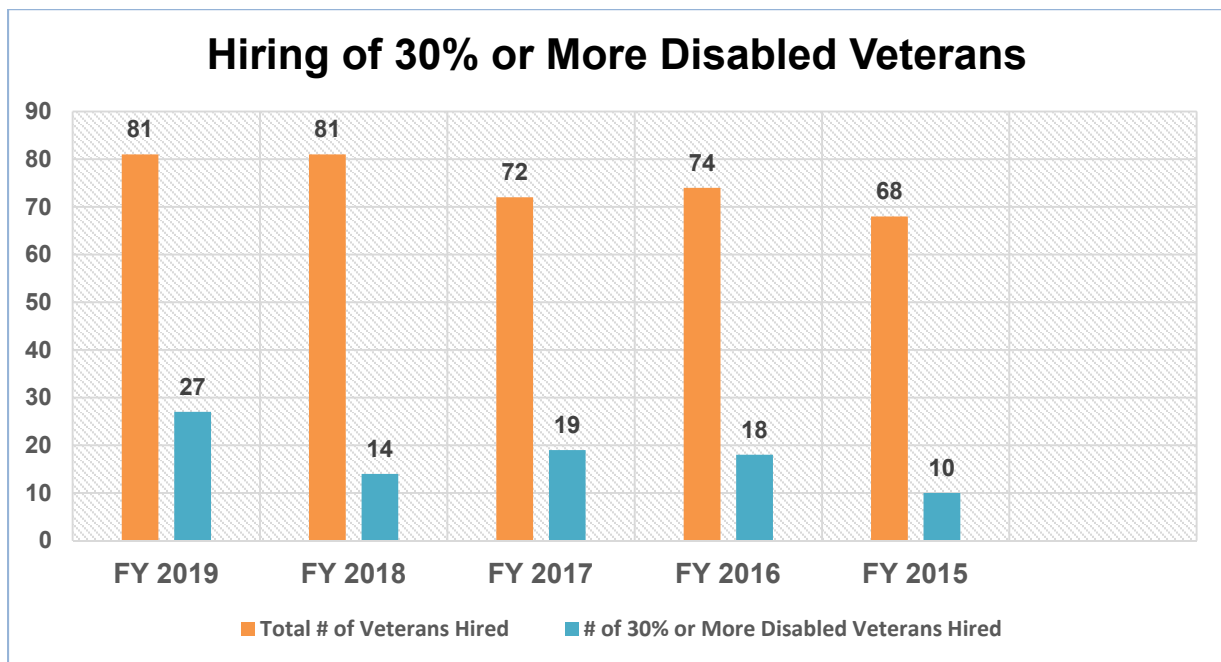
Human Resources informed all agency employees, via distribution of the OneHR Newsletter, of the agency's compliance with providing Reasonable Accommodation, as well as the agency's particular compliance with Section 501 of the Rehabilitation Act of 1973, which requires agencies to provide Personal Assistance Services. Employees were made aware that Personal Assistance Services assist those employees with Targeted Disabilities to perform basic activities of daily living (e.g., eating and mobility) within the workplace.

AREA: Program Execution

This section addresses the agency's progress in implementing the established DVAAP Plan.

Hiring of 30% or More Disabled Veterans (5-Year Trending)

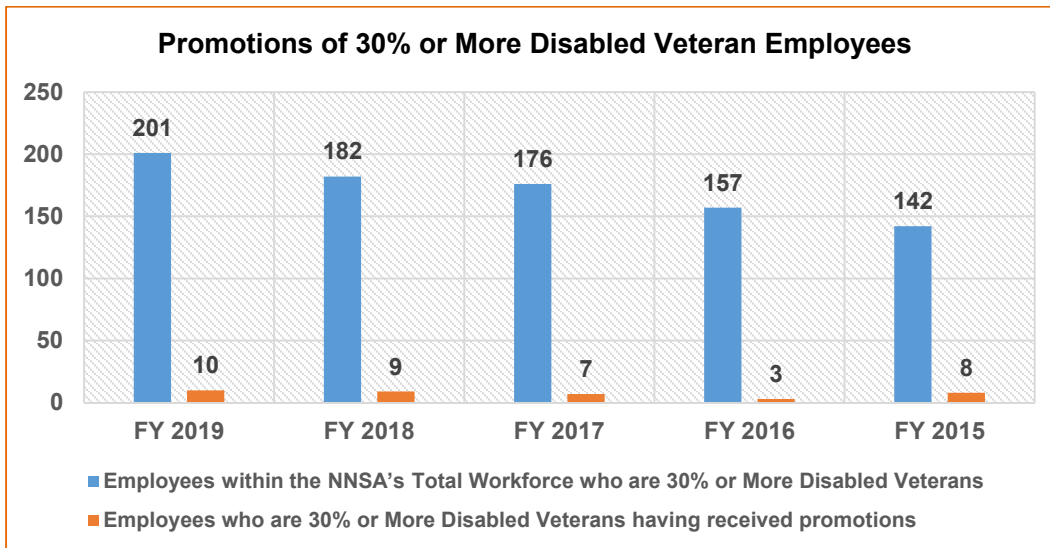
- During FY 2019, NNSA hired 81 veterans, of which 27 (33.33%) were 30% or More Disabled Veterans.
- During FY 2018, NNSA hired 81 veterans, of which 14 (17.30%) were 30% or More Disabled Veterans.
- During FY 2017, NNSA hired 72 veterans, of which 19 (26.39%) were 30% or More Disabled Veterans.
- During FY 2016, NNSA hired 74 veterans, of which 18 (24.00%) were 30% or More Disabled Veterans.
- During FY 2015, NNSA hired 68 veterans, of which 10 (6.00%) were 30% or More Disabled Veterans.



Promotions of 30% or More Disabled Veterans
(5-Year Trending)

The following table and chart depicts five-year trending of promotions of 30% or More Disabled Veteran employees. As evidenced, trending reflects a continual steady increase in the amount of 30% or More Disabled Veterans employed within the agency, as well as continual increase in the amount of promotions of 30% or More Disabled Veterans.

Fiscal Year	Count of Employees within the NNSA's Total Workforce who are 30% or More Disabled Veterans	Count and Percentage of Employees who are 30% or More Disabled Veterans having received promotions
FY 2019	201	10 (4.98%)
FY 2018	182	9 (4.95%)
FY 2017	176	7 (3.98%)
FY 2016	157	3 (1.92%)
FY 2015	142	8 (5.63%)



Ongoing “Best Practices”

Ongoing cultivation activities executed within the NNSA during FY 2019 (of particular benefit to employees who are Veterans and Disabled Veterans) included the following:

- Continued partnering with the Department of Energy’s Diversity and Inclusion Office to promote diversity and inclusion awareness, and continued delivery of disabled veteran employment training for NNSA line-level employees and management.
- Continued monitoring (and continued weekly Human Resources’ briefings to agency Senior Leadership) of the progress of hiring actions within the agency, which includes tracking of new-hires’ minority status, disability status, identified gender, identified race, veteran status, and disabled veteran status.
- Through the NNSA’s Worklife-Balance Program, continued provisioning of flexible workplace tools to encourage engagement and empowerment of persons with disabilities, including (but not limited to) telework, flex-time, wellness programs, employee assistance, and other worklife flexibilities and benefits.
- Continued New-Hire Orientation sessions for new employees and new members of the Senior Executive Service, to introduce them to the agency, culture, and to provide them information about the agency’s Reasonable Accommodation and Worklife-Balance Program offerings.
- Continued efforts to advocate and perform ongoing marketing of the agency’s Alternative Dispute Resolution Program as a means to promptly resolve workplace disputes and misunderstandings.

Challenges and Solutions

The NNSA will address and implement, during FY 2020 and beyond, the following particular challenge and solution:

Challenge: Due to stringent Human Reliability Program (HRP) requirements, NNSA continues to face difficulties with hiring HRP-qualified new employees (including veterans/disabled veterans) to fill vacant positions within the agency’s Office of Secure Transportation.

Solution: Increase the agency’s level of outreach to veteran and disabled veteran assistance-groups, networks, agencies, and resources, in order to obtain a wider applicant pool of HRP-qualified applicants. This shall be accomplished by continued partnering with currently-established resources, as well as by broadening the agency’s outreach-efforts to establish new partnerships and contacts.