



We Succeed When Diversity and Inclusion
Becomes an Intrinsic Part of NGA's DNA

FY2018 U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC)

**AFFIRMATIVE ACTION PLAN FOR THE RECRUITMENT, HIRING,
ADVANCEMENT, AND RETENTION OF PERSONS WITH DISABILITIES REPORT**



NGA
NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY

NGA FY2018 AFFIRMATIVE ACTION PLAN

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Affirmative Action Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities

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

Section I: Efforts to Reach Regulatory Goals

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

1. Using the goal of 12% as the benchmark, does your agency have a trigger involving PWD by grade level cluster in the permanent workforce?

Cluster GS-1 to GS-10 (PWD) Answer: Yes

Cluster GS-11 to SES (PWD) Answer: Yes

a. Answer:

- In FY18, the percentage of PWD in the GS-1 to GS-10 cluster was 6.35%, below the goal of 12%.
- In FY18, the percentage of PWD in the GS-11 to SES cluster was 10.00%, below the goal of 12%.

2. Using the goal of 2% as the benchmark, does your agency have a trigger involving PWTD by grade level cluster in the permanent workforce?

Cluster GS-1 to GS-10 (PWTD)

Answer: Yes

Cluster GS-11 to SES (PWTD)

Answer: No

Answer: In FY2018, the percentage of PWTD in the GS-1 to GS-10 cluster was 1.15%, below the goal of 2%.

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

Answer: ODE and HD's Recruiting office have ongoing discussions to ensure these numerical goals are known. Agency status and progress toward these goals is measured and communicated via diversity snapshots, which show the Agency's current representation of PWD and PWTD; plus the share of new on-boards that are PWD and PWTD. These snapshots are provided to the workforce via the ODE webpage on the NGA intranet, and are updated at least twice per year.

Section II: Model Disability Program

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

A. Plan to Provide Sufficient & Competent Staffing for the Disability Program

1. Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period?

Answer: Yes

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2. Identify all staff responsible for implementing the agency’s disability employment program by the office, staff employment status, and responsible official.

Disability Program Task	# of FTE Staff by Employment Status			Responsible Official (Name, Title, Office, Email)
	Full Time	Part Time	Collateral Duty	
Processing applications from PWD and PWTD	1	0	0	Human Development Directorate
Answering questions from the public about hiring authorities that take disability into account	1	0	0	Human Development Directorate
Processing reasonable accommodation requests from applicants and employees	1	0	0	Office of Diversity, Inclusion, and EEO Directorate
Section 508 Compliance	2	0	1	CIO-T Directorate
Architectural Barriers Act Compliance	0	0	0	Security and Installations Directorate
Special Emphasis Program for PWD and PWTD	0	1	0	Office of Diversity, Inclusion and EEO Directorate

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period?

Answer: Yes, training includes online and in-person training on “EEO for Decision-Makers” and “Unconscious Bias” respectively.

B. Plan to Ensure Sufficient Funding for the Disability Program

1. Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period?

Answer: Yes

Section III: Plan to Recruit and Hire Individuals with Disabilities

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

A. Plan to Identify Job Applicants with Disabilities

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

Answer: NGA leverages a number of programs and resources, to include but not limited to employee referrals, self-nominations, Workforce Recruitment Program (WRP), OPM Shared List of People with Disabilities (SLPD), and Operation Warfighter.

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

Answer: NGA relies upon Title 10 (Section 1601-1614) and Executive Order 13548 for authority to hire PWD, PWTD and 30% or greater service connected disabled veterans.

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

Answer: Candidates that express their desire to apply under the PWD Program are required to provide eligibility documentation, (i.e. Schedule A letter or VA letter of disability status). Documentation is reviewed for qualifications and forwarded directly to the applicable Career Service responsible for aligning knowledge, skills, and abilities with work roles.

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4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)?

Answer: Yes, NGA provides training on “EEO for Decision-Makers” to all hiring managers. Hiring managers must be current, within the last 12 months, on training prior to making a hiring decision.

B. Plan to Establish Contacts with Disability Employment Organizations

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

Answer: NGA has established relationships with the Department of Veterans Affairs Vocational Rehabilitation Programs, as well as, the Department of Defense Operation Warfighter to identify disabled veterans whom may be eligible and qualified for work roles within NGA. NGA’s Persons with Disabilities Program also maintains relationships internally with its Special Emphasis Program Councils, specifically the Deaf and Hard of Hearing, Persons with Disabilities, and Veterans with Disabilities councils, in order to use their connections to communities with disabilities.

C. Progression towards Goals (Recruitment and Hiring)

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

a. New Hires for Permanent Workforce (PWD) Answer: Yes

b. New Hires for Permanent Workforce (PWTD) Answer: No

Answer: Among new hires in the permanent workforce, a trigger only exists for PWD (10.98%), which fell below the 12% benchmarks for this group.

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission-critical occupations (MCO)?

a. New Hires for MCO (PWD) Answer: No

b. New Hires for MCO (PWTD) Answer: No

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified *internal* applicants for any of the mission-critical occupations (MCO)?

a. Qualified Applicants for MCO (PWD) Answer: No

b. Qualified Applicants for MCO (PWTD) Answer: No

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission-critical occupations (MCO)?

a. Promotions for MCO (PWD) Answer: No

b. Promotions for MCO (PWTD) Answer: No

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

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

A. Advancement Program Plan

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

Answer: Although the Agency leverages various programs and resources, all personnel assigned have sufficient opportunities for promotion and are promoted through the Agency's rank in person process in order to align the appropriate personnel resources and achieve Agency mission.

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B. Career Development Opportunities

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

Answer: NGA provides a broad spectrum of career development opportunities to the workforce. The workforce is encouraged to actively participate in their career development efforts through pursuing Experience, Exposure, and Educational (3Es) opportunities. The 3Es include job shadowing, stretch assignments, Joint Duty rotations, formal and informal mentoring, coaching, special emphasis councils, tiger teams/special projects, and a variety of education and training opportunities within NGA, the IC and academia. Ongoing dialog and feedback sessions are highly encouraged between an employee and their network of peers, supervisor, career service, mentors, and leadership. Additionally, NGA operates a Career Advancement Program designed for Pay Band 2 employees (entry/developmental positions) to progress through a series of 3E activities over their first two years. The program has established milestones that, once all milestones are successfully met, an employee is promoted to the Pay Band 3 level.

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

[Collection begins with the FY18 MD-715 report, which is due on February 28, 2019.]

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (%)	Selectees (%)	Applicants (%)	Selectees (%)
Internship Programs	933	150	UNK	6.0%	UNK	2.0%
Fellowship Programs	8	8	0.0%	0.0%	0.0%	0.0%
Mentoring Programs	150	150	10.7%	10.7%	1.3%	1.3%
Coaching Programs	182	149	8.8%	6.0%	3.8%	2.7
Training Programs	N/A	N/A	N/A%	N/A%	N/A	N/A
Detail Programs	141	141	9.9%	9.9%	0.0%	0.0%
Other Career Development Programs	647	382	8.3%	7.1%	1.2%	1.6%

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.)

- a. Applicants (PWD) Answer: Yes
- b. Selections (PWD) Answer: Yes

Answer: Among most of the Career Development Opportunity categories, PWD who applied for these programs were selected at rates commensurate with their application rate. One clear exception is the Coaching Programs, where the interest agency-wide in FY18 far exceeded the available spaces. That said, in all instances PWD presented triggers as both applicants and selectees, falling short of the 12% benchmark for every career development opportunity.

NOTES: (1) NGA’s internship program application does not ask for or collect data on PWD, so it is unknown how many of the FY18 internship applicants were PWD; (2) “Other Career Development Programs” include Pat Roberts Intelligence Scholars Program (PRISP), Competitive Call, and the Tuition Assistance Program (TAP); (3) There were no data for the other “Training Programs” not already captured in one of the other 6 career development groups.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs identified? (The appropriate benchmarks are the relevant applicant pool for applicants and the applicant pool for selectees.)

- a. Applicants (PWTD) Answer: No
- b. Selections (PWTD) Answer: No

C. Awards

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for any level of the time-off awards, bonuses, or other incentives?

- a. Awards, Bonuses, & Incentives (PWD) Answer: Yes
- b. Awards, Bonuses, & Incentives (PWTD) Answer: Yes

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Answer: For FY2018, time off awards and cash awards were reported using several new breakouts or increments. Specifically, time off awards include (1) 1-10 hours; (2) 11-20 hours; (3) 21-30 hours; (4) 31-40 hours; and (5) 41+ hours. Cash awards include (1) \$100-\$500; (2) \$501-999; (3) \$1,000-\$1,999; (4) \$2,000-\$2,999; (5) \$3,000-\$3,999; (6) \$4,000-\$4,999; and (7) \$5,000+.

In comparison to the Agency inclusion rates for PWD and PWTD, triggers exist for time off awards of 31-40 hours for both PWD and PWTD (PWD=1.23%; PWTD=1.49%).

In comparison to the Agency inclusion rates for PWD and PWTD, triggers exist in several of the cash award categories. Specifically,

1. Cash Awards \$501-\$999 (PWD=6.17%; PWTD=3.98%)
2. Cash Awards \$3,000-\$3,999 (PWD=6.42%; PWTD=5.47%)
3. Cash Awards \$4,000-\$4,999 (PWD=1.11%; PWTD=1.00%)
4. Cash Awards \$5,000+ (PWD=7.16%; PWTD=7.96%)

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for quality step increases or performance-based pay increases?

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

3. If the agency has other types of employee recognition programs, are PWD and/or PWTD recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.)

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

D. Promotions

1. Does your agency have a trigger involving PWD among the qualified *internal* applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels.

- a. SES

- i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: Yes
 - b. Grade GS-15
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No
 - c. Grade GS-14
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No
 - d. Grade GS-13
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No

Answer:

- NGA operates under a Pay Band structure using a Rank-in-Person (RIP) promotion system. Employees apply considered for promotion to the next Pay Band.
- In FY2018, the percentage of PWD among the selectees for promotion for SES (8.3%) fell below their benchmark (19.35%).

2. Does your agency have a trigger involving PWTB among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels.

- a. SES
 - i. Qualified Internal Applicants (PWTB) Answer: No
 - ii. Internal Selections (PWTB) Answer: Yes
- b. Grade GS-15

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| iii. Qualified Internal Applicants (PWTD) | Answer: No |
| iv. Internal Selections (PWTD) | Answer: No |
| c. Grade GS-14 | |
| v. Qualified Internal Applicants (PWTD) | Answer: No |
| vi. Internal Selections (PWTD) | Answer: No |
| d. Grade GS-13 | |
| vii. Qualified Internal Applicants (PWTD) | Answer: No |
| viii. Internal Selections (PWTD) | Answer: No |

Answer:

- NGA operates under a Pay Band structure using a Rank-in-Person (RIP) promotion system. Employees apply to be considered for promotion to the next Pay Band.
- In FY2018, the percentage of PWTD among internal selectees for promotion for SES (0%) fell below their benchmark (3.03%).

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels.

- | | |
|-----------------------------|------------|
| a. New Hires to SES (PWD) | Answer: No |
| b. New Hires to GS-15 (PWD) | Answer: No |
| c. New Hires to GS-14 (PWD) | Answer: No |
| d. New Hires to GS-13 (PWD) | Answer: No |

4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels.

- | | |
|----------------------------|------------|
| a. New Hires to SES (PWTD) | Answer: No |
|----------------------------|------------|

- b. New Hires to GS-15 (PWTD) Answer: No
- c. New Hires to GS-14 (PWTD) Answer: No
- d. New Hires to GS-13 (PWTD) Answer: No

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.)

- a. Executives
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No
- b. Managers
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No
- c. Supervisors
 - i. Qualified Internal Applicants (PWD) Answer: No
 - ii. Internal Selections (PWD) Answer: No

Answer: N/A - NGA operates under a Pay Band structure using a Rank-in-Person (RIP) promotion system. Employees applying to be considered for promotion to the next Pay Band are not applying for specific supervisory positions.

6. Does your agency have a trigger involving PWTD among the qualified *internal* applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.)

- a. Executives
 - i. Qualified Internal Applicants (PWTD) Answer: No

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- ii. Internal Selections (PWTD) Answer: No
- b. Managers
 - i. Qualified Internal Applicants (PWTD) Answer: No
 - ii. Internal Selections (PWTD) Answer: No
- c. Supervisors
 - i. Qualified Internal Applicants (PWTD) Answer: No
 - ii. Internal Selections (PWTD) Answer: No

Explanation: N/A - NGA operates under a Pay Band structure using a Rank-in-Person (RIP) promotion system. Employees applying to be considered for promotion to the next Pay Band are not applying for specific supervisory positions.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions?

- a. New Hires for Executives (PWD) Answer: No
- b. New Hires for Managers (PWD) Answer: No
- c. New Hires for Supervisors (PWD) Answer: No

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the selectees for new hires to supervisory positions?

- a. New Hires for Executives (PWTD) Answer: No
- b. New Hires for Managers (PWTD) Answer: No
- c. New Hires for Supervisors (PWTD) Answer: No

Section V: Plan to Improve Retention of Persons with Disabilities

To be a model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, agencies should: (1) analyze

workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace personal assistance services.

A. Voluntary and Involuntary Separations

1. In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 C.F.R. § 213.3102(u)(6)(i))?

N/A; all NGA employees are in the competitive service.

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

a. Voluntary Separations (PWD) Answer: Yes

b. Involuntary Separations (PWD) Answer: Yes

Explanation: For both voluntary/involuntary separations, PWD separated at rates higher than persons without disabilities. The PWD voluntary and involuntary separation rates were 7.90% and 0.74% respectively.

3. Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities?

a. Voluntary Separations (PWTD) Answer: Yes

b. Involuntary Separations (PWTD) Answer: Yes

Explanation: For both voluntary/involuntary separations, PWTD separated at rates higher than persons without disabilities. The PWTD voluntary and involuntary separation rates were 9.95% and 1.49% respectively.

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

Explanation: A higher proportion of voluntary attrition among PWD was due to retirement (52.86%) when compared to persons without disabilities (42.41%). This trend is a continuation from FY 2017.

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B. Accessibility of Technology and Facilities

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

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

Answer: <https://www.nga.mil/About/Pages/Accessibility.aspx>

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

Answer: <https://www.nga.mil/About/Pages/Equal-Employment-Opportunity.aspx>

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

Answer: NGA will continue its initiative to place unclassified videophones on DHH employees' desktops, to increase collaboration with colleagues and customers and to allow them more easily communicate with family members at a level commensurate to that provided to hearing employees. In addition, we are pursuing the enablement of a live captioning capability. NGA will stand up an Accessibility Council to provide oversight and prioritization of technology, facility, IT and personal services accommodations at a strategic level.

C. Reasonable Accommodation Program

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

1. Please provide the average period for processing initial requests for reasonable accommodations during the reporting period.

Answer: On average, reasonable accommodation requests were processed within 10 days of receipt of all required documentations from the requestor.

2. Describe the effectiveness of the policies, procedures, or practices to implement the agency's reasonable accommodation program.

Answer: We continue to use the Reasonable Accommodation database that was implemented in FY17 that allows for tracking requests from initiation through closure. The database provides metrics on request types, funding, processing time, and disabilities. The database allows for easy generation of weekly and monthly reports for accuracy and assure any identified deficiencies are corrected.

D. Personal Assistance Services Allowing Employees to Participate in the Workplace

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

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement.

Answer: During FY18 fiscal year, NGA began providing personal assistant services (PAS).

Section VI: EEO Complaint and Findings Data

A. EEO Complaint data involving Harassment

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

Answer: No

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

Answer: No

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

Answer: NGA did not have any findings of discrimination alleging harassment based on disability status during the last fiscal year.

B. EEO Complaint Data involving Reasonable Accommodation

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

Answer: No

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

Answer: No

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year.

Answer: NGA did not have any findings of discrimination involving failure to provide a reasonable accommodation during the last fiscal year.

Section VII: Identification and Removal of Barriers

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

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

Answer: No

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

Answer: N/A

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

Answer: No barriers identified

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

Answer: N/A

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

Answer: N/A

6. If the planned activities did not correct the trigger(s) and/or barrier(s), please describe how the agency intends to improve the plan for the next fiscal year.

Answer: N/A