



**FISCAL YEAR 2025
U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
AFFIRMATIVE ACTION PLAN**

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

DOD National Geospatial-Intelligence Agency - FY 2025

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 affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 CFR §1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with disabilities and persons with 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? If "yes", describe the trigger(s) in the text box.
 - a. Cluster GS-1 to GS-10 (PWD) Answer: No
 - b. Cluster GS-11 to SES (PWD) Answer: No

The GS-1 to GS-10 cluster aligns to only part of NGA's pay band (PB) 2 workforce (PB 2 = GS-6 to GS-11). PB 1 are interns and are not part of the MD-715 analysis.

There was no trigger in FY 2025 for PWD in either cluster.

* For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d)(7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

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? If "yes", describe the trigger(s) in the text box.
 - a. Cluster GS-1 to GS-10 (PWTD) Answer: Yes
 - b. Cluster GS-11 to SES (PWTD) Answer: No

The GS-1 to GS-10 cluster aligns to only part of NGA's PB 2 workforce (PB 2 = GS-6 to GS-11). PB 1 are interns and are not part of the MD-715 analysis.

There was a trigger in FY 2025 for PWTD in the GS-1 to GS-10 cluster, as there are no PWTD employees.

Grade Level Cluster (GS or Alternate Pay Planb)	Total	Reportable Disability Total	Reportable Disability Percentage (Numerical Goal 12 Percent)	Targeted Disability Total	Targeted Disability Percentage (Numerical Goal 2 Percent)
Grades GS-11 to SES					
Grades GS-1 to GS-10					

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

The NGA workforce, including hiring managers and recruiters, can access previous MD-715 submissions that convey the goals. The goals are also conveyed to NGA leadership during routine EEO presentations, such as the annual State of EEO.

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? If "no", describe the agency's plan to improve the staffing for the upcoming year.

Answer: Yes

NGA has several qualified personnel designated to support the end-to-end disability program, both full time and as collateral duty.

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	Total Full Time	Total Part Time	Total Collateral Duty	Responsible Official (Name, Title, Office Email)
Answering questions from the public about hiring authorities that take disability into account	2	0	0	Kenneth E. Rios and Andrew J. Coffron Disability Recruitment Program Manager (DRPM) Kenneth.E.Rios@nga.mil and Andrew.J.Coffron@nga.mil
Processing reasonable accommodation requests from applicants and employees	4	0	0	Melissa A. Grant Chief, Accommodation Division Melissa.A.Grant@nga.mil
Section 508 Compliance	1	0	0	Kelali K. Dogbe Digital Accessibility Program Manager Kelali.K.Dogbe@nga.mil
Architectural Barriers Act Compliance	0	1	0	Shawn P. McGinley Director, Security and Installations, Installation Operations Office Shawn.P.McGinley@nga.mil
Special Emphasis Program for PWD and PWTD	0	0	0	
Processing applications from PWD and PWTD	1	0	0	Kenneth E. Rios Disability Recruitment Program Manager (DRPM) Kenneth.E.Rios@nga.mil

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If "yes", describe the training that disability program staff have received. If "no", describe the training planned for the upcoming year.

Answer: Yes

In addition to the disability program staff having prior experience in recruiting, personnel completed the following web-based trainings: Anti-Harassment and What You Need to Know About Reasonable Accommodation. Disability program staff also took the disability program manager course offered by EEOC.

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If "no", describe the agency's plan to ensure all aspects of the disability program have sufficient funding and other resources.

Answer: Yes

Adequate resources are provided for the disability program.

Section III: Program Deficiencies In The Disability Program

Section IV: 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 APPLICATIONS WITH DISABILITIES

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

NGA's efforts to identify job applicants with disabilities and targeted disabilities include the following: participating in targeted job fairs and outreach events (including those supporting Schedule A, disabled veterans, and Wounded Warriors (WWs)); engaging in social networking platforms that support employment of PWD/PWTD; building and strengthening partnerships with local and Federal disability organizations, local colleges, and universities. NGA actively recruits and hires PWD candidates for competitive job postings through the PWD direct hire and WW programs. In FY 2025, NGA brought on 28 PWD new hires, 7 of which were WW.

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.

NGA continued recruiting PWD and PWTD candidates who indicated that they are eligible under Schedule A hiring or Veteran's Administration (VA) letter of 30 percent or more disability status for non-competitive and direct hire positions to the permanent workforce.

NGA utilized several hiring authorities: Executive Order 13548, Title 10 (Section 1601–1614), U.S. Code Federal Regulations, Section 2108, Veteran, Disability Veteran: Preference Eligible, and 5 C.F.R. 213.3102(u) (3) (ii) Excepted Service—Appointment of Persons with Disabilities to hire PWD, PWTD, and 30 percent 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.

Candidates who expressed their desire to apply under the PWD program were required to provide eligibility documentation (e.g., Schedule A letter or VA letter of 30 percent or more disability status) to NGA's disability recruitment program managers (DRPMs). Candidate applications were reviewed for their qualifications and forwarded directly to the applicable Career Services manpower teams that maintain work roles in alignment with the candidates' knowledge, skills, and abilities. Candidates for the PWD program applied to NGA's resume repository and uploaded their eligibility documentation (e.g., Schedule A letter or VA letter of 30 percent or more disability status) with their application. Candidates for the Wounded Warrior Program provide the HD Wounded Warrior program manager with their application and resume through DoD's Operation Warfighter. HD facilitates directorate review and selection of candidates.

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)? If "yes", describe the type(s) of training and frequency. If "no", describe the agency's plan to provide this training.

Answer: Yes

NGA advises hiring managers on the PWD applicant selection process. The DRPMs provide the hiring managers with information on the use of hiring authorities, including frequently asked questions. HD advises hiring managers on NGA's PWD program's authorities and policies, how it aligns with the Annual Talent Acquisition Plan and existing hiring processes, and how it is used to fill critical work roles.

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.

NGA continued its established relationships with multiple Government, nonprofit, and for-profit organizations to inform candidates of both full-time and internship opportunities. In accordance with NGA's hiring strategy, the DRPMs partnered with private companies such as ABILITY Jobs, Corporate Gray, MITRE, and military organizations affiliated with the DoD's Operation Warfighter (open to all wounded, ill, and injured service members assigned to a service WW program) to secure a continuous pipeline of talent. NGA's DRPMs also maintained relationships with Agency partners such as the Defense Intelligence Agency, National Reconnaissance Office, National Security Agency, and the DoD Recruiters Consortium Group.

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? If "yes", describe the trigger(s) below.

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

No triggers were identified in FY 2025.

New Hires	Total (Number)	Reportable Disability Permanent Workforce (Percentage)	Reportable Disability Temporary Workforce (Percentage)	Targeted Disability Permanent Workforce (Percentage)	Targeted Disability Temporary Workforce (Percentage)
% of Total Applicants					
% of Qualified Applicants					
% of New Hires					

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)? If "yes", please describe the triggers below. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

No triggers were identified in FY 2025.

New Hires to Mission-Critical Occupations	Total (Number)	Reportable Disability New Hires (Percentage)	Targetable Disability New Hires (Percentage)
Numerical Goal	--	12%	2%

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)? If "yes", please describe the triggers below. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- 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)? If "yes", please describe the triggers below. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Promotions for MCO (PWD) Answer: Yes
- b. Promotions for MCO (PWTD) Answer: Yes

There were only 3 promotions to MCOs in FY2025; none were PWD or PWTD.

Section V: 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.

NGA regularly assesses the demographics of employees applying for and receiving promotions and provides that information to the workforce. NGA also makes a variety of other products to illustrate overall representation, promotion, hiring, and attrition for PWD available to the workforce via the EEO website via the NGA intranet.

All members of the workforce, including PWD personnel, have access to resources for mentoring and coaching; developing their Integrated Talent Profile (i.e., NGA's version of a resume); and individualized, constructive feedback designed to prepare them for growth and new challenges.

B. CAREER DEVELOPMENT OPPORTUNITIES

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

The Career Development team works to educate employees and supervisors on enabling a healthy partnership and balance between individual career goals and the mission. The Agency works to establish a culture that facilitates open and ongoing dialogue between employees, supervisors, and career development networks.

NGA provides career development planning guides and career field resource guides designed to provide each NGA employee with the tools and information they need to successfully navigate their career choices and take advantage of career development opportunities available to them. This type of individualized support is important for all members of NGA's workforce, including PWD and PWTD.

In addition, NGA has a multitude of career development programs for employees, including competitive education opportunities, tuition assistance, career advancement, the coaching program, and assignments.

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

Career Development Opportunities	Total Participants Applicants (Percentage)	Total Participants Selectees (Percentage)	PWD Applicants (Percentage)	PWD Selectees (Percentage)	PWTD Applicants (Percentage)	PWTD Selectees (Percentage)
Internship Programs	0	0	0	0	0	0
Fellowship Programs	120	68	10.8	10.3	1.6	2.9
Mentoring Programs	19	19	23.5	23.5	5.3	5.3
Coaching Programs	17	17	26.3	26.3	11.8	11.8
Other Career Development Programs	217	129	14.3	13.2	4.1	3.1
Detail Programs	70	6	20.0	33.0	6.0	0.0
Training Programs	1151	1151	18.3	18.3	3.2	3.2

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.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Applicants (PWD)

Answer: Yes

b. Selections (PWD)

Answer: Yes

In FY 2025, a trigger exists for PWD applicants for fellowship and tuition assistance programs, as the percentage of PWD applicants is slightly less than NGA’s overall PWD representation; and the percentage of PWD selectees is less than the percent of applicants for both programs.

4. Do triggers exist for PWTD 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.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

In FY 2025, a trigger exists for PWTD applicants for fellowship programs and tuition assistance programs, as the percentage of PWTD applicants for fellowship programs is less than NGA’s overall PWTD representation and the percentage of PWTD selectees is less than the percent of the applicant pool for tuition assistance programs.

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? If "yes", please describe the trigger(s) in the text box.

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

In 2025, a trigger exists for PWD and PWTD for various levels of award. For Time Off Awards, a trigger exists for PWTD for award levels of 1-10 hours and 31-40 hrs. For cash awards, a trigger exists for PWTD for all levels and for PWD < \$500, \$2000-2999, \$3000 – 3999, \$4000-\$4999, and > \$5000.

FY 2025 Inclusion Rate		Non-PWD	PWD	PWTD
Time Off Awards	1 – 10 hours	19.9 Percent	22.1 Percent	16.9 Percent
	31 40 hours	0.6 Percent	0.9 Percent	0.4 Percent
Cash Awards	< \$500	4.7 Percent	3.5 Percent	3.0 Percent
	\$501–\$999	1.1 Percent	1.1 Percent	0.4 Percent
	\$1,000–\$1,999	48.2 Percent	51.0 Percent	46.8 Percent
	\$2,000–\$2,999	50.7 Percent	49.1 Percent	46.8 Percent
	\$3,000–\$3,999	22.6 Percent	17.9 Percent	16.5 Percent
	\$4,000–\$4,999	5.5 Percent	3.3 Percent	3.0 Percent
>\$5000	8.2 Percent	5.6 Percent	2.5 Percent	

Time-Off Awards	Total (Number)	Reportable Disability (Percentage)	Without Reportable Disability (Percentage)	Targeted Disability (Percentage)	Without Targeted Disability (Percentage)
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Cash Awards	Total (Number)	Reportable Disability (Percentage)	Without Reportable Disability (Percentage)	Targeted Disability (Percentage)	Without Targeted Disability (Percentage)
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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? If "yes", describe the trigger(s) below.

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

In FY 2025, a trigger exists for performance-based pay increases for PWD and PWTD because the inclusion rate PWD (79 Percent) and PWTD (78 Percent) is lower than the inclusion rate for non-PWD (80 Percent).

Other Awards	Total (Number)	Reportable Disability (Percentage)	Without Reportable Disability (Percentage)	Targeted Disability (Percentage)	Without Targeted Disability (Percentage)
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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.) If "yes", describe the employee recognition program and relevant data in the text box.

- 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. If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
 - i. Qualified Internal Applicants (PWTD) Answer: Yes
 - ii. Internal Selections (PWTD) Answer: Yes
- b. Grade GS-15
 - i. Qualified Internal Applicants (PWTD) Answer: No
 - ii. Internal Selections (PWTD) Answer: Yes
- c. Grade GS-14
 - i. Qualified Internal Applicants (PWTD) Answer: N/A
 - ii. Internal Selections (PWTD) Answer: N/A
- d. Grade GS-13
 - i. Qualified Internal Applicants (PWTD) Answer: N/A
 - ii. Internal Selections (PWTD) Answer: N/A

Note: NGA operates under a pay band structure using the NGA’s merit-based promotion process. Converting to a GS scale for this report is based on base pay of employees. Promotion Opportunity Notice and Senior Executive Appointment decisions are based on the mandatory requirements for the assignment.

There was no trigger in FY 2025 for qualified PWD internal applicants or internal selections for SES, or for qualified internal applicants for GS-15. However, among internal selection for GS-15, a trigger exists for PWD, as there were no PWD selections made.

PWD	Qualified Internal Applicants	Internal Selections
SES	15.7 Percent	27.3 Percent
Grade GS-15	16.5 Percent	0 Percent

2. Does your agency have a trigger involving PWTD 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. If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES

- i. Qualified Internal Applicants (PWTD) Answer: Yes
- ii. Internal Selections (PWTD) Answer: Yes

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

- c. Grade GS-14
 - i. Qualified Internal Applicants (PWTD) Answer: N/A
 - ii. Internal Selections (PWTD) Answer: N/A

- d. Grade GS-13
 - i. Qualified Internal Applicants (PWTD) Answer: N/A
 - ii. Internal Selections (PWTD) Answer: N/A

Note: NGA operates under a pay band structure using the NGA’s merit-based promotion process. Converting to a GS scale for this report is based on base pay of employees. Promotion Opportunity Notice and Senior Executive Appointment decisions are based on the mandatory requirements for the assignment.

Among qualified internal applicants and internal selection applicants for SES, and internal selection applicants for GS-15, a trigger exists for PWTD.

PWTD	Qualified Internal Applicants	Internal Selections	
SES	0 Percent		0 Percent
Grade GS-15	3.5 Percent		0 Percent

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. If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- 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: N/A
- d. New Hires to GS-13 (PWD) Answer: N/A

N/A

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. If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires to SES (PWTD) Answer: Yes
- b. New Hires to GS-15 (PWTD) Answer: No
- c. New Hires to GS-14 (PWTD) Answer: N/A
- d. New Hires to GS-13 (PWTD) Answer: N/A

NGA does not have PWD / PWTD information for SES applicants. Using NGA’s PWTD participation rate for the permanent workforce, a trigger for new hires to SES exists as there were no PWTD hires.

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.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWD) Answer: No
- ii. Internal Selections (PWD) Answer: No

b. Managers

- i. Qualified Internal Applicants (PWD) Answer: N/A
- ii. Internal Selections (PWD) Answer: N/A

c. Supervisors

- i. Qualified Internal Applicants (PWD) Answer: N/A
- ii. Internal Selections (PWD) Answer: N/A

In 2025, NGA’s internal promotions to banded positions were only to non-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.) If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWTD) Answer: No
- ii. Internal Selections (PWTD) Answer: No

b. Managers

- i. Qualified Internal Applicants (PWTD) Answer: N/A
- ii. Internal Selections (PWTD) Answer: N/A

c. Supervisors

- i. Qualified Internal Applicants (PWTD) Answer: N/A
- ii. Internal Selections (PWTD) Answer: N/A

In 2025, NGA’s internal promotions to banded positions were only to non-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? If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

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

There were no new hires selected at the manager or supervisor level who self- identified as PWD.

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? If "yes", describe the trigger(s) in the text box. Select "n/a" if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWTD) Answer: Yes
- b. New Hires for Managers (PWTD) Answer: Yes
- c. New Hires for Supervisors (PWTD) Answer: Yes

There were no new hires that self-identified as PWTD selected at the executive, manager, or supervisor levels.

Section VI: Plan to Improve Retention of Persons with Disabilities

To be 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 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))? If "no", please explain why the agency did not convert all eligible Schedule A employees.

Answer: N/A

There are no employees in the competitive service at NGA; all NGA employees are in the excepted 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? If "yes", describe the trigger below.

a. Voluntary Separations (PWD) Answer: Yes

b. Involuntary Separations (PWD) Answer: Yes

- Voluntary separations (PWD). The percentage of non-PWD voluntary separations was 13.5 Percent and PWD voluntary separations was 14.9 Percent.

- Involuntary separations (PWD). The percentage of non-PWD involuntary separations was 0.14 Percent and PWD involuntary separations was 0.80 Percent.

Separations	Total (Number)	Reportable Disabilities (Percentage)	Without Reportable Disabilities (Percentage)
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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? If "yes", describe the trigger(s) in the text box.

a. Voluntary Separations (PWTD) Answer: Yes

b. Involuntary Separations (PWTD) Answer: Yes

- Voluntary separations (PWTD). The percentage of non-PWD voluntary separations was 13.5 Percent and PWTD voluntary separations was 16.4 Percent.

- Involuntary separations (PWTD). The percentage of non-PWD involuntary separations was 0.14 Percent and PWTD involuntary separations was 2.53 Percent.

Separations	Total (Number)	Targeted Disabilities (Percentage)	Without Targeted Disabilities (Percentage)
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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.

Delayed resignation program (OPM and DoD) as well as Voluntary Early Retirement options contributed to higher percentages of the PWD and PWTD workforce.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §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.

The Agency's public website is www.nga.mil. The link <https://www.section508.gov> explains Section 508. The NGA Section 508 program is described here: https://www.nga.mil/resources/Web_Privacy_&_Accessibility.html. NGA's Section 508 program leverages the EEO complaint process as depicted at https://www.nga.mil/resources/Equal_Employment_&_No_Fear_Act_.html to address complaints.

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.

The Agency's public website is www.nga.mil. The link <https://www.access-board.gov/aba/> explains the Architectural Barriers Act.

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.

In FY 2025, NGA advanced its accessibility by embedding proactive measures across its operations. Key actions included integrating user testing directly into the IT development cycle to save time and resources, while also updating the Section 508 policy and contract language to create clear, enforceable standards for all programs and vendors. To further improve vendor compliance, the Online Software Procurement program introduced a Remediation Plan template to better track software accessibility fixes. NGA also continued its commitment to DHH employees by providing seamless unclassified phone access and maintaining a robust sign language interpreting service. On March 10, 2025, the agency updated its Corporate Caption and Transcription Program policy to align with the latest executive orders.

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 time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

NGA's goal is to fulfill RA requests that do not require purchase of equipment within 30 business days. For requests that require equipment purchase, the timeline often exceeded 30 business days due to procedural Government purchase requirements and supply and delivery chain timelines outside of the Government's control.

The total RA case processing time frame for FY 2025 averaged 80 business days, an increase of 19 days from FY 2024, which correlates with the increasing number of new requests in the same time frame. Total case processing time includes the time from issuing eligibility decision letters, receiving approval from employee's management, and procurement and implementation of purchased RA.

2. Describe the effectiveness of the policies, procedures, or practices to implement the agency's reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring accommodation requests for trends.

During FY 2025, NGA continuously assessed internal Agency processes that are a part of the RA implementation process (e.g., security/IT reviews, facility changes, and contract purchasing). While increasing the purchase card limits helped with faster turnaround time for some RAs, it didn't completely alleviate the barriers outside of the Agency's control (i.e., vendor timelines). Collaboration and communication among the providers continue to be key factors in timely RA provisioning.

The agency also reviewed the effectiveness of its staffing of the RA program. For the last five years, the number of RA requests has increased year-to-year by 6 Percent on average and the cases have become more complex. The staffing level over the last five years has remained at 2 RA Specialists. In FY 2026, the agency will increase its staffing of RA Specialists from 2 to 4 to more effectively and efficiently meet the steady year-to-year increase in RA requests.

NGA continued to provide monthly RA training to managers, supervisors, and employees. In FY 2025, the Agency conducted 20 standalone sessions, participated in approximately 10 new employee briefs and 10 supervisor course briefs, and provided individualized RA office consultations, upon request.

D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE

Pursuant to 29 CFR § 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.

1. Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests for PAS, timely providing approved services, conducting training for managers and supervisors, and monitoring PAS requests for trends.

NGA met all requests for personal assistance services.

Section VII: 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 governmentwide average?

Answer: Yes

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

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.

N/A.

In FY 2025, of the complaints filed by PWD employees, 50 Percent allege harassment. The Government-wide average for FY 2025 was 25.37 Percent.

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 please describe the corrective measures taken by the agency.

N/A.

In FY 2025, of the complaints filed by PWD employees, 25 Percent allege failure to provide a reasonable accommodation. The Government-wide average for FY 2025 was 47.30 Percent.

Section VIII: 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

4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities. Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.

N/A

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

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.

N/A

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