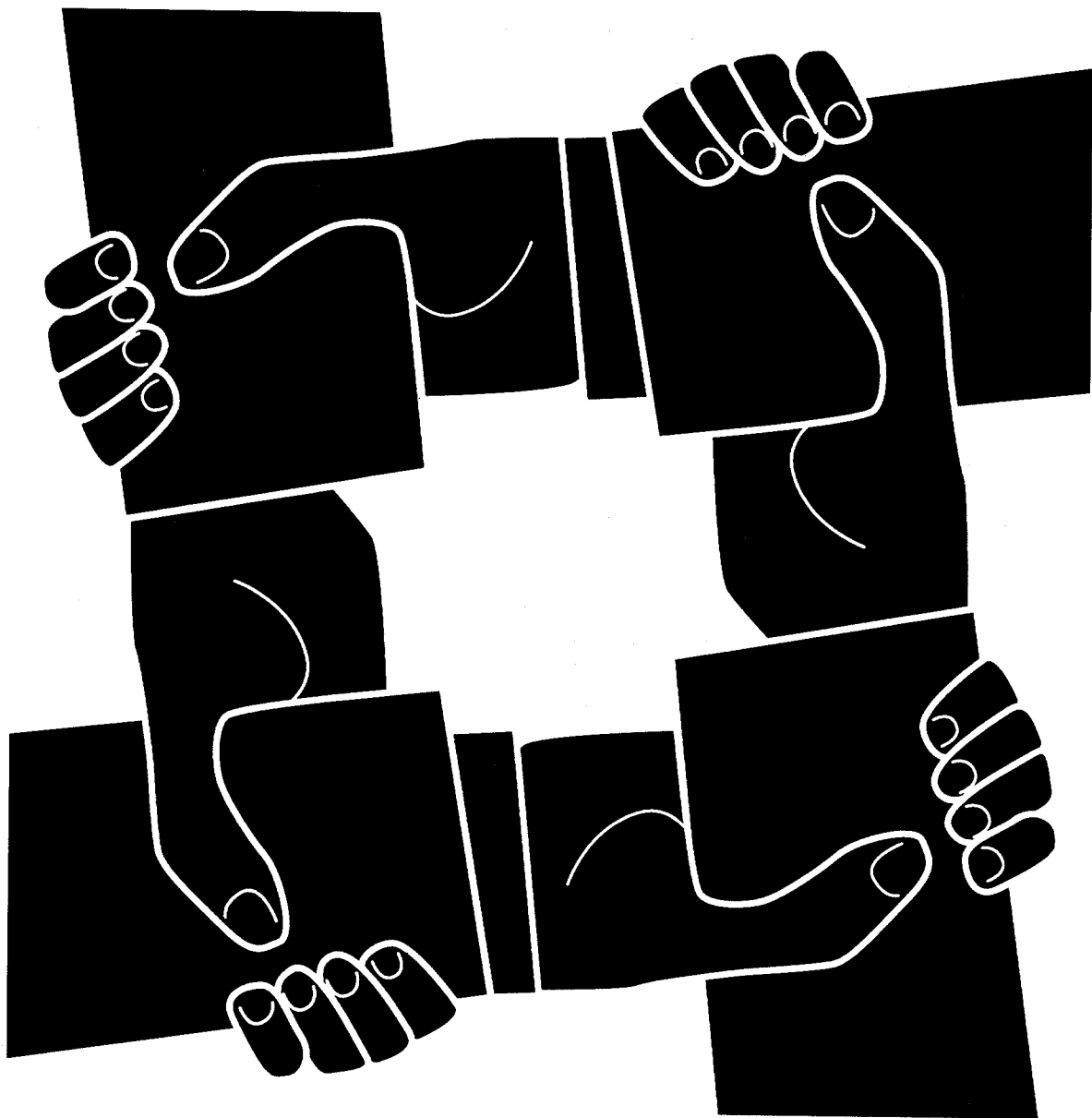


# **Affirmative Employment Plan**

## **FY 2001 - FY 2005**



**U.S. Nuclear Regulatory Commission**

May, 2001

**U.S. NUCLEAR REGULATORY COMMISSION**

**AFFIRMATIVE EMPLOYMENT PLAN**

**FISCAL YEARS 2001 THROUGH 2005**

## FOREWORD

The Nuclear Regulatory Commission (NRC), an independent agency of the Federal Government, was created by the Energy Reorganization Act of 1974. The Agency is headed by five Commissioners, who are appointed by the President and confirmed by the U.S. Senate. The President designates the Chairman of the Commission from among these Commissioners. The mission of the NRC is to ensure that civilian uses of nuclear materials in the United States are carried out with adequate protection of public health and safety, the environment, and national security. It is the policy of the NRC to facilitate equal employment opportunities for all employees and applicants for employment and foster a work environment that maximizes employee potential and utilization.

This Plan supports a set of proactive guiding principles, and challenging goals and objectives for achieving and maintaining equal employment opportunity and a diverse workforce. In developing this Plan, staff from the Office of Small Business and Civil Rights (SBCR) and the Office of Human Resources (HR) considered information from Operating Plans submitted by Office Directors and Regional Administrators, information provided by the EEO Advisory Committees, and the Joint Labor Management Equal Employment Opportunity Committee (JLMEEOC). SBCR also considered NRC's organizational values and an assessment of NRC's workforce, and past EEO goals and accomplishments.

This Plan provides a strategic framework for identifying and pursuing Equal Employment Opportunity goals throughout the NRC and supports the Agency's Managing Diversity initiative. The implementation of the Affirmative Employment Plan meets the guidelines set forth by the Equal Employment Opportunity Commission, which requires agencies to develop and implement an Affirmative Employment Plan and to report annually on the progress achieved in meeting goals.



# UNITED STATES NUCLEAR REGULATORY COMMISSION

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**ANNOUNCEMENT NO:** 16

**DATE:** March 20, 2000

**TO:** ALL NRC Employees

**SUBJECT:** EQUAL EMPLOYMENT OPPORTUNITY AND DIVERSITY POLICY STATEMENT

It is the policy of the U.S. Nuclear Regulatory Commission (NRC) to establish and maintain an organizational environment that fosters equal opportunity for all employees and applicants for employment and that values each member of the NRC community on the basis of ability and character. Workforce diversity serves to enhance NRC's ability to achieve its mission. As a result, discrimination based on sexual orientation, race, color, gender, national origin, religion, age, or mental or physical disability is prohibited.

The Commission actively encourages diversity as an aspect of sound business practice and has incorporated its approach in EEO and affirmative employment goals and strategies. These goals and strategies, and the roles and responsibilities of managers, supervisors, and employees for incorporating them in the workplace, are outlined in the NRC's Affirmative Employment Plan (Plan) for FY 1999 - FY 2003.

To achieve the equal employment and diversity objectives outlined in the Plan, the NRC has implemented affirmative-employment and managing-diversity initiatives that promote the full inclusion, utilization, and upward mobility of all NRC employees. The most recent agency initiatives include the establishment of a non-adversarial alternative dispute resolution process to assist employees and managers in reaching mutually acceptable resolutions to claims of employment discrimination. All of our initiatives in this area, however, require the active support of all managers and employees if they are to succeed.

The Commission is fully committed to creating a work environment free of discrimination and harassment of any kind. With your support, we will establish and maintain a work force that is diverse and a work environment in which relationships are built upon trust, respect, teamwork, and open communication.

A handwritten signature in dark ink, appearing to read "Richard A. Meserve", is positioned above the printed name.

Richard A. Meserve  
Chairman

## INTRODUCTION

I am pleased to present the Agency's updated Multi-Year Affirmative Employment Plan for fiscal years 2001 through 2005.

This Plan provides the guiding principles, goals, objectives and actions to assist management officials and employees in achieving an "EEO Standard of Excellence" in the workplace.

To meet this challenge, the staff of the Office of Small Business and Civil Rights will continue to:

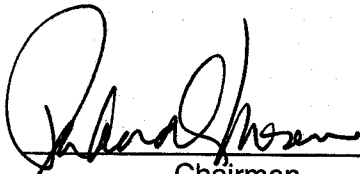
1. Assist managers in identifying challenging and realistic EEO goals and objectives.
2. Work with managers, supervisors and employees to achieve these goals and objectives.
3. Assist employees in taking full advantage of career development and career enhancement opportunities.
4. Serve in the role of an ombudsman by addressing employee concerns and attempting to resolve them informally and expeditiously.
5. Maintain an effective discrimination complaint process that addresses the concerns of individuals who seek redress through the process.


To date, SBCR has conducted Managing Diversity sessions for all employees and managers; and has facilitated follow-up actions with some offices to develop office-specific goals related to managing a diverse workforce. Your continued involvement and strong commitment to the goals and objectives set forth in this Plan are critical to achieving and maintaining a work environment that values diversity and promotes equal opportunity for NRC employees, as well as applicants for employment. I look forward to continuing our efforts as we work together to achieve this reality.

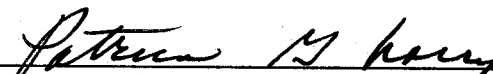
  
Irene P. Little, Director  
Office of Small Business & Civil Rights

## SIGNATURE PAGE

*We, the undersigned, are aware of the statutory requirements of maintaining a workplace free of unlawful discrimination. We embrace the value of Equal Employment Opportunity in a diverse workforce and are fully committed to creating and maintaining a strong Managing Diversity approach which communicates respect for different viewpoints that people bring to the work environment. We believe that this approach taps the full potential of all NRC employees and maximizes individual and organizational performance and productivity.*

  
Chairman

  
Executive Director for Operations

  
Deputy Executive Director for Management Services

  
Director, Office of Small Business and  
Civil Rights

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## **I. ROLES and RESPONSIBILITIES**

An effective Equal Employment Opportunity Program requires the commitment, support, and participation of the entire Agency, including executives, managers, supervisors, and employees. Specific roles and responsibilities are assigned to each group.

### **Office Directors and Regional Administrators**

**ROLE:** Exercise leadership and personal commitment in fulfilling the intent and specifics of this Affirmative Employment Plan (Plan).

**RESPONSIBILITY:** Provide subordinate managers with the necessary resources and hold them accountable for achieving the objectives of this Plan; develop Operating Plans which outline specific strategies to achieve the goals and objectives of this Plan, and report the resultant accomplishments.

Attend EEO and diversity management training to facilitate understanding of equal employment opportunity regulations, concepts and policies, and to enhance management skills.

Promote the philosophy of teamwork and managing diversity by respecting and encouraging different viewpoints for the purpose of arriving at the best possible decision.

### **Managers and Supervisors<sup>1</sup>**

**ROLE:** Provide leadership and direction to employees and programs; and manage resources consistent with the goals and objectives of this Plan.

**RESPONSIBILITY:** Implement innovative strategies to achieve the goals and objectives of this Plan, and be accountable for specific outcomes as outlined in the respective office Operating Plans.

Attend EEO and diversity management training to facilitate understanding of equal employment opportunity regulations, concepts and policies, and to enhance management skills.

Promote the philosophy of teamwork and managing diversity by respecting and encouraging different viewpoints for the purpose of arriving at the best possible decision.

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<sup>1</sup>Throughout this Plan, the term "manager" includes the EDO, Office Directors, Regional Administrators, Division Directors, and Branch Chiefs. The term "supervisor" refers to all first line supervisors.



### **Office of Small Business & Civil Rights (SBCR)**

**ROLE:** Serves as the lead office for the Agency's overall EEO, affirmative employment, and managing diversity initiatives; and facilitates, monitors and evaluates NRC's progress in achieving the goals and objectives of this Plan. Provides progress reports to the Deputy Executive Director for Management Services (DEDM).

**RESPONSIBILITY:** Provides guidance, assistance and advice to managers, supervisors, and employees in establishing and achieving the objectives of this Plan.

Analyzes demographic data, and recommends initiatives and innovative strategies to achieve the objectives of this Plan.

Evaluates EEO goals and objectives contained in office Operating Plans and provides recommendations to Office Directors and Regional Administrators for achieving their goals.

Serves as the lead office in implementing NRC's Managing Diversity initiative.

### **Office of Human Resources (HR)**

**ROLE:** Manages recruitment efforts, the merit selection process, and efforts to promote the hiring, development and retention of employees with disabilities. Ensures that the Agency's training and development policies and procedures are supportive of and compatible with this Plan.

**RESPONSIBILITY:** Provides policies, procedures, and technical assistance in support of the recruitment efforts and merit selection process outlined in this Plan.

Provides training and development policies, procedures, and technical assistance necessary to achieve the objectives of this Plan.

### **NRC Employees**

**ROLE:** Work together with NRC management and peers to carry out the goals and objectives outlined in this Plan.

**RESPONSIBILITY:** As appropriate, participate with his or her supervisor in developing career goals and in following through with training and development activities.

Seek resolution of issues in a manner mutually beneficial to employees, management, and Agency mission. Discuss issues and concerns as soon as they surface.

As appropriate, participate in EEO and diversity management training.

### **EEO Counselors**

**ROLE:** Serve as the point of contact to informally resolve employee concerns or allegations of discrimination at the lowest organizational level possible.

**RESPONSIBILITY:** Conduct inquiries to informally resolve issues brought by employees and applicants for employment.

Prepare accurate and timely reports summarizing counseling efforts to resolve allegations raised.

### **EEO Advisory Committees**

**ROLE:** Serve as the spokesperson for their respective constituent group to identify practices or issues that may have a disparate impact on equal opportunity in the workplace.

**RESPONSIBILITY:** Provide recommendations or other specific input to address discrimination or perceptions of discrimination in the workplace.

Obtain input from constituency regarding employee concerns.

## **II. GUIDING PRINCIPLES**

It is the goal of the NRC to set an Equal Employment Opportunity Standard for Excellence through employment of a highly skilled workforce which is representative, at all levels, of America's diversity. The relationships between management and staff should be built upon trust, respect, teamwork, effective communication, and employee enabling. The workplace environment must be free of discrimination.

**To achieve the Standard for EEO Excellence, the following four Guiding Principles will be observed:**

- I. Create a working environment that is free of discrimination, including sexual harassment, and is accessible to individuals with disabilities.
- II. Ensure that Agency policies, processes, and procedures provide all employees the opportunity to participate in mission accomplishments, and to compete fairly and equitably for career enhancement and advancement.
- III. Employ a competent and highly skilled workforce, representative at all levels of America's diversity; and enable employees to accomplish the Agency's mission by providing support, tools, and a positive work environment.
- IV. Recognize, appreciate, and value diversity, thereby demonstrating trust, respect, and concern for the welfare of all employees within the Agency.

# Goals and Objectives

## GUIDING PRINCIPLE I

*Create a working environment that is free of discrimination, including harassment, and is accessible to individuals with disabilities.*

**Goal 1:** Provide employees with the opportunity to be educated about EEO and the prevention of harassment in the workplace.

**Objectives:**

- A. Provide employees the opportunity to participate in training on equal employment opportunity, including training on the EEO compliant process, Alternative Dispute Resolution, and the prevention of sexual harassment.

**Responsibility:** HR and SBCR

- B. Meet with all office directors and regional administrators to discuss the goals and objectives of the Agency's EEO program, and ways to support the specific goals outlined in their respective Operating Plans.

**Responsibility:** SBCR

- C. Host informational meetings with employees to provide an overview of SBCR programs, EEO program goals, employee rights, and the complaint process.

**Responsibility:** SBCR

**Goal 2:** Ensure that NRC facilities are accessible and services are provided to individuals with disabilities.

**Objectives:**

- A. Provide equal employment opportunities and reasonable accommodations in the workplace to individuals with disabilities.

**Responsibility:** CIO, HR, SBCR, ADM, Managers, and Supervisors

- B. Ensure that facilities and services are in compliance with applicable laws and regulations and meet the needs of employees to the extent practical.

**Responsibility:** HR, SBCR, ADM, and CIO

## Goals and Objectives

### GUIDING PRINCIPLE II

*Ensure that Agency policies, processes, and procedures provide all employees the opportunity to participate in mission accomplishments, and compete fairly and equitably for career enhancement and advancement.*

**Goal 1:** Establish management policies and practices that support the Equal Employment Opportunity initiatives of the Agency.

**Objectives:**

- A. Conduct periodic reviews of the Merit Selection Process (Management Directive 10.15) to ensure that current procedures and practices are consistent with goals and objectives.

**Responsibility:** HR and SBCR

- B. Conduct the Effective Management Participation in Merit Staffing course.

**Responsibility:** HR

- C. Recognize and reward innovative equal opportunity accomplishments of supervisors and managers.

**Responsibility:** Office Directors, Regional Administrators, Managers, HR, and SBCR

- D. Ensure that appropriate consideration for awards is given to women, minorities, individuals with disabilities, and employees in all age groups.

**Responsibility:** Managers and Supervisors

**Goal 2:** Improve management responsiveness to identifying and overcoming barriers that limit accomplishment of the goals and objectives of this Plan.

- A. Monitor and evaluate EEO accomplishments to assess the Agency's efforts in support of EEO goals and objectives.

**Responsibility:** SBCR

- B. Solicit input from employee groups/EEO Advisory Committees regarding their perception of the fairness of management procedures and practices.

**Responsibility:** SBCR and EEO Advisory Committees

## Goals and Objectives

### GUIDING PRINCIPLE III

*Employ a competent and highly skilled workforce, representative of America's diversity, and enable employees to accomplish the Agency's mission by providing support, tools, and a positive environment.*

**Goal 1:** Enhance opportunities for advancement of minorities, women, and individuals with disabilities in professional positions.

**Objectives:**

- A. Target recruitment efforts to increase representation of women, minorities, and individuals with disabilities in the applicant pool for professional positions, particularly in engineering and scientific fields.

**Responsibility:** Managers, Supervisors, HR, and SBCR

- B. Encourage all employees to establish an Individual Development Plan (IDP) which contains clear and reasonable goals that will maximize each employee's development consistent with the mission of the organization/Agency.

**Responsibility:** Managers and Supervisors

- C. Encourage women, minorities, and individuals with disabilities to participate in rotational assignments and formal developmental programs such as Facilitated Mentoring, Nuclear Safety Intern, Senior Executive Service Candidate Development, Leadership Potential, Resident Inspector Development, Executive Leadership, Computer Science Development, Administrative Skills Enhancement, and Certified Professional Secretary.

**Responsibility:** Managers, Supervisors, SBCR, and HR

- D. Ensure that fair and equal consideration for advancement is given to women, minorities, and individuals with disabilities.

**Responsibility:** Managers and Supervisors

**Goal 2:** Expand the pool of women, minorities, and individuals with disabilities for supervisory, management, executive and senior level positions.

**Objectives:**

- A. Implement an Executive Succession Plan consistent with the strategic human resources requirements of the Agency, and ensure that women, minorities, and individuals with disabilities are given a fair and equitable opportunity for participation.

**Responsibility:** Chairman, Commissioners, Managers, Supervisors, HR, and SBCR.

- B. Encourage women, minorities, and individuals with disabilities to seek more senior level assignments.

**Responsibility:** Managers, Supervisors, and SBCR

**Goal 3:** Continue efforts to attract, develop, and retain individuals with disabilities.

**Objectives:**

- A. Advertise vacancies in journals and newspapers, and participate in career fairs and conferences that target individuals with disabilities.

**Responsibility:** HR and SBCR

- B. Conduct periodic reviews of the *NRC Information Guide for People with Disabilities* to ensure information is accurate and consistent with the Agency's goals and objectives.

**Responsibility:** HR

- C. Plan an activity to recognize the contributions of individuals with disabilities, and to enhance employee awareness and sensitivity to concerns of individuals with disabilities.

**Responsibility:** HR and SBCR

**Goal 4:** Maintain an effective Agency-wide outreach program to stimulate student interest in math and science.

**Responsibility:** Office of Public Affairs (OPA)

- A. Provide financial support to Historically Black Colleges and Universities (HBCU) science and engineering research and development activities; encourage student participants in the HBCU Program to consider NRC employment.

**Responsibility:** SBCR

- B. Support the Agency's adopt-a-school initiative and encourage employee participation in instructing and mentoring students at high school and university levels to stimulate awareness and interest in science and engineering, and the NRC.

**Responsibility:** OPA, Managers, Supervisors, and Employees

- C. Support employee participation as judges for science fair exhibits sponsored by local elementary, middle, and high schools.

**Responsibility:** OPA, Managers, Supervisors, and Employees

## Goals and Objectives

### GUIDING PRINCIPLE IV

*Recognize, appreciate, and value diversity, thereby establishing trust, respect, and concern for the welfare of all employees within the Agency.*

**Goal 1:** Provide training on diversity management to all employees.

**Objectives:**

- A. Implement a Managing Diversity process in the Agency to assist in developing an organizational climate and initiatives that supports maximum utilization of all employees.

**Responsibility:** SBCR, HR, Managers, Supervisors and Employees

- B. Review results of employee surveys and recommend improvements.

**Responsibility:** HR, SBCR, Managers, Supervisors, and Employees

**Goal 2:** Demonstrate, through its actions, that management is concerned for employee welfare, morale, and recognition.

**Objectives:**

- A. Recognize significant contributions and accomplishments of employees through use of incentive awards.

**Responsibility:** Managers and Supervisors

- B. Recognize and celebrate the achievements of women and minorities through appropriate diversity activities.

**Responsibility:** SBCR

- C. Require that Senior Executive Service (SES) managers' and supervisors' performance plans contain specific and clear expectations regarding equal employment opportunity.

**Responsibility:** Chairman, Commissioners, EDO

- D. Continue family-friendly policies and practices such as work-at-home, part-time work schedules, and job sharing.

**Responsibility:** Chairman, Commissioners, and Managers



**Goal 3:** Encourage management to create and maintain a work environment that fosters open communication, mutual trust, and respect.

**Objectives:**

- A. Encourage management to include employees in deliberations and decision making processes, as appropriate, to create opportunities for employees' views to be heard and valued without retribution.

**Responsibility:** Managers

- B. Provide honest and timely feedback on employees' performance and other concerns.

**Responsibility:** Managers and Supervisors

- C. Support the Agency's Differing Professional Opinion and Differing Professional View (DPO/DPV) processes through timely review of issues and frequent communication with the employee submitting the differing opinion.

**Responsibility:** Managers and Supervisors

## IV. APPENDIX

### A. Glossary of Terms

*The definitions included here reflect NRC management's interpretation of these terms as they apply to the Agency's Equal Employment Opportunity Program and Diversity Management process.*

**Equal Employment Opportunity (EEO)** - The right of all employees to work and advance on the basis of merit, ability, and potential without respect to non-merit factors such as race, gender, age, color, religion, national origin, disability, sexual orientation, or retaliation for having engaged in activities protected by EEO laws.

**Diversity** - Includes all differences that define each employee as a unique individual. Differences such as culture, ethnicity, race, gender, nationality, age, religion, disability, sexual orientation, education, experiences, opinions, and beliefs are just some of the distinctions that each employee brings to the workplace.

**Discrimination** - An act or failure to act which excludes or has the effect of excluding a person or class of persons from participation in, denying a person or class of persons benefits of, or subjecting a person or class of persons to unequal treatment in any activity or aspect of employment because of race, gender, age, color, religion, national origin, disability, sexual orientation, or retaliation for having engaged in activities protected by EEO laws.

**EEO Advisory Committees** - Groups composed of NRC employees whose charter is to provide recommendations to the Director of the Office of Small Business and Civil Rights to ensure that discrimination is not a factor in the merit process and assist in achieving other EEO objectives. The Committees include: The Hispanic Employment Advisory Committee (HEPAC), Advisory Committee for African Americans (ACAA), Federal Women's Program Advisory Committee (FWPAC), Asian Pacific American Advisory Committee (APAAC), Committee on Age Discrimination (CAD), and Affirmative Action Advisory Committee (AAAC). Additionally, the Joint Labor Management/Equal Employment Advisory Committee (JLMEEOC), which was established as a result of an agreement between the Agency and the National Treasury Employees Union (NTEU), serves as an EEO Advisory Committee.

**Major Occupations** - Agency occupations containing 100 or more positions. See Appendix B for listing of occupational categories.

**Oak Ridge Institute for Science and Education (ORISE) Data** - Demographic data provided to estimate the pool of potential applicants who are available for employment within the eight NRC major occupations (computer science, lawyer, health physics, civil engineer, electrical engineer, materials engineer, mechanical engineer, nuclear engineer).

**Targeted Disabilities** - Disabilities targeted for emphasis in affirmative employment planning as defined by the Equal Employment Opportunity Commission (EEOC). They include: deafness, blindness, missing extremities, complete or partial paralysis, convulsive disorders, mental retardation, mental illness, and distortion of limbs and/or spine.

**Professional, Administrative, Technical, Clerical, Other, Blue Collar (PATCOB)**

**Categories** - Categories used by the Equal Employment Opportunities Commission (EEOC) to group Federal jobs throughout the Federal service as follows:

**Professional:** Occupations that require knowledge in a field of science or learning characteristically acquired through education or training equivalent to a college degree in the particular field.

**Administrative:** Occupations that involve the exercise of analytical ability, judgement, discretion, and personal responsibility and application of a substantial body of knowledge or principles, concepts, and practices applicable to one or more fields of administration or management.

**Technical:** Occupations that involve work, typically associated with and supportive of a professional or administrative field, which is non-routine in nature and which involves extensive practical knowledge, gained through on-the-job experience and/or specific training less than that represented by college graduation. (The EEOC uses "Technical" to describe technician and paraprofessional support positions. The NRC uses "Technical" to refer to engineer and scientists who are included by EEOC in the "Professional" category.)

**Clerical:** Occupations that involve structured work in support of office, business, or fiscal operations performed in accordance with established policies, procedures, or techniques and requiring training, experience, or working knowledge related to the tasks to be performed.

**Other:** This category includes occupations that are not included in the specific categories.

**Blue Collar:** This category includes occupations that involve work typically associated with manual labor, trades and crafts.

## B. NRC Occupations by PATCOB Categories

(This list is not all inclusive)

### PROFESSIONAL

110 Cost Analyst  
 131 International Relations Specialist/Officer  
 170 Historian  
 180 Engineering Psychologist  
 510 Accountant  
 Fee Analyst  
 511 Auditor  
 800's All NRC Engineers  
 ACRS Fellows  
 Resident Inspector  
 Enforcement Specialist  
 Reliability and Risk Engineer/Analyst  
 Technical Training Prog Specialist/Advisor  
 905 Attorneys  
 1102 Contract Specialist  
 1301 Fuel Facilities Inspector  
 Physical Scientist  
 Material Control and Accountability  
 Analyst  
 1306 Health Physicist  
 Radiation Specialist  
 1313 Geophysicist  
 1315 Hydrogeophysicist  
 Hydrologist  
 1321 Metallurgical Engineer  
 1350 Geologist  
 1410 Librarian  
 1515 Operations Research Analyst  
 Reliability and Risk Analyst  
 1529 Mathematical Statistician  
 1701 Training and Assessment Specialist  
 Operator Examiner (SRO)  
 1750 Instructional Systems Specialist

### ADMINISTRATIVE

018 Safety and Health Manager  
 080 Facilities Security Specialist  
 Physical Protection Specialist  
 Physical Security Inspector  
 132 Intelligence Specialist  
 201 Human Resources Specialist  
 Personnel Management Specialist  
 Regional Personnel Officer  
 233 Labor Relations Specialist  
 235 Employee Dev Specialist  
 260 Civil Rights Specialist  
 301 Administrative Assistant  
 Allegations Specialist  
 Program Assistant  
 FOIA Specialist/Officer  
 Congressional Liaison Spec.  
 Emergency Preparedness  
 334 Computer Systems Analyst  
 Computer Security Specialist  
 Information Management Specialist  
 340 Commissioner  
 Office Director  
 Division Director  
 Deputy Regional Administrator  
 341 Administrative Officer  
 342 Administrative Services Specialist  
 343 Management Analyst  
 Program Analyst  
 Records Management Analyst  
 Policy Analyst  
 391 Communications Specialist  
 Telecommunications Specialist

**TECHNICAL**

203 Human Resources Assistant  
303 Office Services Clerk/Assistant (GG-6-10)  
Document Control Assistant  
Emergency Planning Assistant  
Program Assistant  
Technical Information Assistant  
326 Office Automation Assistant  
335 Computer Assistant  
344 Management Assistant  
392 Telecommunications Technician  
503 Budget Assistant  
Fiscal Assistant  
544 Payroll Technician  
561 Budget Assistant  
1106 Procurement Agent  
1411 Library Technician  
2005 Property and Supply Technician  
2102 Transportation Assistant

**CLERICAL**

086 Personnel Security Assistant  
303 Office Services Clerk/Asst. (GG-1-5)  
305 Mail/File Clerk  
Records Management Clerk  
318 Administrative Secretary  
540 Voucher Examiner

**OTHER**

899 Engineering Co-op  
899 Summer Technical Intern

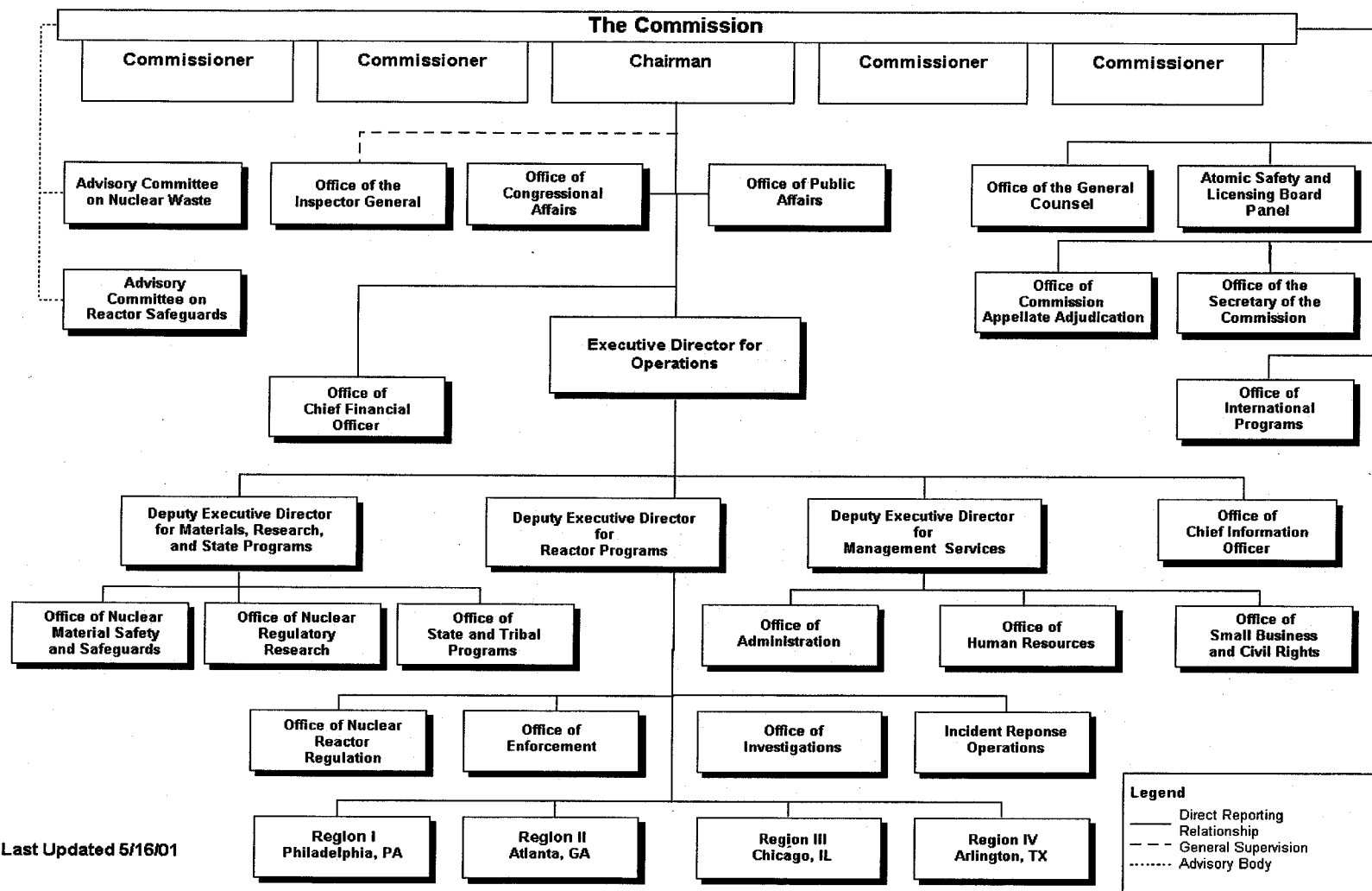
**ADMINISTRATIVE (CONTINUED)**

501 Budget and Finance Analyst  
560 Budget Analyst  
Resource Analyst  
1035 Public Affairs Officer  
1071 Audiovisual Prod Specialist  
1083 Technical Writer  
1084 Visual Information Specialist  
1176 Building Management Specialist  
1412 Technical Information Analyst  
1654 Printing Specialist  
1801 Enforcement Specialist  
1811 Criminal Investigator  
1910 Quality Assurance Specialist  
2001 Property Management Specialist  
2105 Transportation Specialist

**BLUE COLLAR**

4402 Bindery Worker/Copy Machine  
Operator  
4417 General Lithographer

### **C. NRC Organization Chart**



#### **D. Workforce Distribution Chart**

The following charts include baseline data for use in developing Agency and office specific EEO goals outlined in Operating Plans and assessing accomplishments.



**U.S. NUCLEAR REGULATORY COMMISSION**  
**PERMANENT STAFF SUMMARY**  
**FISCAL YEAR 2000**  
**(OCTOBER 1, 1999 - SEPTEMBER 30, 2000)**

DATA AS OF SEPTEMBER 30, 2000

	ON BOARD		SUPERVISORS MANAGERS		COMPETITIVE SELECTIONS		AGENCY AWARDS		TRAINING		ROTATIONS		HIRES	
	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL
<b>TOTAL</b>	<b>2828</b>	<b>100.00%</b>	<b>327</b>	<b>100.00%</b>	<b>165</b>	<b>100.00%</b>	<b>2108</b>	<b>100.00%</b>	<b>9366</b>	<b>100.00%</b>	<b>193</b>	<b>100.00%</b>	<b>161</b>	<b>100.00%</b>
<b>FEMALE</b>	<b>1064</b>	<b>37.62%</b>	<b>58</b>	<b>17.74%</b>	<b>91</b>	<b>55.15%</b>	<b>861</b>	<b>40.84%</b>	<b>3247</b>	<b>34.67%</b>	<b>77</b>	<b>39.90%</b>	<b>80</b>	<b>49.69%</b>
<b>MALE</b>	<b>1764</b>	<b>62.38%</b>	<b>269</b>	<b>82.26%</b>	<b>74</b>	<b>44.85%</b>	<b>1247</b>	<b>59.16%</b>	<b>6119</b>	<b>65.33%</b>	<b>116</b>	<b>60.10%</b>	<b>81</b>	<b>50.31%</b>
<b>AFRICAN AMERICAN</b>	<b>368</b>	<b>13.01%</b>	<b>27</b>	<b>8.26%</b>	<b>20</b>	<b>12.12%</b>	<b>278</b>	<b>13.19%</b>	<b>1080</b>	<b>11.53%</b>	<b>32</b>	<b>16.58%</b>	<b>19</b>	<b>11.80%</b>
<b>FEMALE</b>	<b>258</b>	<b>9.12%</b>	<b>10</b>	<b>3.06%</b>	<b>16</b>	<b>9.70%</b>	<b>210</b>	<b>9.96%</b>	<b>736</b>	<b>7.86%</b>	<b>24</b>	<b>12.44%</b>	<b>14</b>	<b>8.70%</b>
<b>MALE</b>	<b>110</b>	<b>3.89%</b>	<b>17</b>	<b>5.20%</b>	<b>4</b>	<b>2.42%</b>	<b>68</b>	<b>3.23%</b>	<b>344</b>	<b>3.67%</b>	<b>8</b>	<b>4.15%</b>	<b>5</b>	<b>3.11%</b>
<b>ASIAN PACIFIC AMERICAN</b>	<b>196</b>	<b>6.93%</b>	<b>13</b>	<b>3.98%</b>	<b>10</b>	<b>6.06%</b>	<b>111</b>	<b>5.27%</b>	<b>605</b>	<b>6.46%</b>	<b>11</b>	<b>5.70%</b>	<b>11</b>	<b>6.83%</b>
<b>FEMALE</b>	<b>46</b>	<b>1.63%</b>	<b>3</b>	<b>0.92%</b>	<b>6</b>	<b>3.64%</b>	<b>40</b>	<b>1.90%</b>	<b>170</b>	<b>1.82%</b>	<b>3</b>	<b>1.55%</b>	<b>5</b>	<b>3.11%</b>
<b>MALE</b>	<b>150</b>	<b>5.30%</b>	<b>10</b>	<b>3.06%</b>	<b>4</b>	<b>2.42%</b>	<b>71</b>	<b>3.37%</b>	<b>435</b>	<b>4.64%</b>	<b>8</b>	<b>4.15%</b>	<b>6</b>	<b>3.73%</b>
<b>HISPANIC</b>	<b>71</b>	<b>2.51%</b>	<b>7</b>	<b>2.14%</b>	<b>1</b>	<b>0.61%</b>	<b>52</b>	<b>2.47%</b>	<b>241</b>	<b>2.57%</b>	<b>5</b>	<b>2.59%</b>	<b>11</b>	<b>6.83%</b>
<b>FEMALE</b>	<b>27</b>	<b>0.95%</b>	<b>1</b>	<b>0.31%</b>	<b>1</b>	<b>0.61%</b>	<b>19</b>	<b>0.90%</b>	<b>71</b>	<b>0.76%</b>	<b>2</b>	<b>1.04%</b>	<b>6</b>	<b>3.73%</b>
<b>MALE</b>	<b>44</b>	<b>1.56%</b>	<b>6</b>	<b>1.83%</b>	<b>0</b>	<b>0.00%</b>	<b>33</b>	<b>1.57%</b>	<b>170</b>	<b>1.82%</b>	<b>3</b>	<b>1.55%</b>	<b>5</b>	<b>3.11%</b>
<b>NATIVE AMERICAN</b>	<b>7</b>	<b>0.25%</b>	<b>1</b>	<b>0.31%</b>	<b>1</b>	<b>0.61%</b>	<b>7</b>	<b>0.33%</b>	<b>40</b>	<b>0.43%</b>	<b>2</b>	<b>1.04%</b>	<b>0</b>	<b>0.00%</b>
<b>FEMALE</b>	<b>2</b>	<b>0.07%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>0.61%</b>	<b>4</b>	<b>0.19%</b>	<b>18</b>	<b>0.19%</b>	<b>2</b>	<b>1.04%</b>	<b>0</b>	<b>0.00%</b>
<b>MALE</b>	<b>5</b>	<b>0.18%</b>	<b>1</b>	<b>0.31%</b>	<b>0</b>	<b>0.00%</b>	<b>3</b>	<b>0.14%</b>	<b>22</b>	<b>0.23%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>WHITE</b>	<b>2186</b>	<b>77.30%</b>	<b>279</b>	<b>85.32%</b>	<b>133</b>	<b>80.61%</b>	<b>1660</b>	<b>78.75%</b>	<b>7400</b>	<b>79.01%</b>	<b>143</b>	<b>74.09%</b>	<b>120</b>	<b>74.53%</b>
<b>FEMALE</b>	<b>731</b>	<b>25.85%</b>	<b>44</b>	<b>13.46%</b>	<b>67</b>	<b>40.61%</b>	<b>588</b>	<b>27.89%</b>	<b>2252</b>	<b>24.04%</b>	<b>46</b>	<b>23.83%</b>	<b>55</b>	<b>34.16%</b>
<b>MALE</b>	<b>1455</b>	<b>51.45%</b>	<b>235</b>	<b>71.87%</b>	<b>66</b>	<b>40.00%</b>	<b>1072</b>	<b>50.85%</b>	<b>5148</b>	<b>54.96%</b>	<b>97</b>	<b>50.26%</b>	<b>65</b>	<b>40.37%</b>

**U.S. NUCLEAR REGULATORY COMMISSION  
PATCOB PERMANENT STAFF SUMMARY  
FISCAL YEAR 2000  
(OCTOBER 1, 1999 - SEPTEMBER 30, 2000)**

DATA AS OF SEPTEMBER 30, 2000

	ON BOARD		PROFESSIONAL		TECHNICAL		ADMINISTRATIVE		CLERICAL		OTHER		BLUE COLLAR	
	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL	NO.	% OF TOTAL
<b>TOTAL</b>	<b>2828</b>	<b>100.00%</b>	<b>1748</b>	<b>100.00%</b>	<b>191</b>	<b>100.00%</b>	<b>592</b>	<b>100.00%</b>	<b>287</b>	<b>100.00%</b>	<b>3</b>	<b>100.00%</b>	<b>7</b>	<b>100.00%</b>
<b>FEMALE</b>	<b>1064</b>	<b>37.62%</b>	<b>306</b>	<b>17.51%</b>	<b>172</b>	<b>90.05%</b>	<b>312</b>	<b>52.70%</b>	<b>272</b>	<b>94.77%</b>	<b>1</b>	<b>33.33%</b>	<b>1</b>	<b>14.29%</b>
<b>MALE</b>	<b>1764</b>	<b>62.38%</b>	<b>1442</b>	<b>82.49%</b>	<b>19</b>	<b>9.95%</b>	<b>280</b>	<b>47.30%</b>	<b>15</b>	<b>5.23%</b>	<b>2</b>	<b>66.67%</b>	<b>6</b>	<b>85.71%</b>
<b>AFRICAN AMERICAN</b>	<b>368</b>	<b>13.01%</b>	<b>110</b>	<b>6.29%</b>	<b>64</b>	<b>33.51%</b>	<b>119</b>	<b>20.10%</b>	<b>73</b>	<b>25.44%</b>	<b>0</b>	<b>0.00%</b>	<b>2</b>	<b>28.57%</b>
<b>FEMALE</b>	<b>258</b>	<b>9.12%</b>	<b>50</b>	<b>2.86%</b>	<b>57</b>	<b>29.84%</b>	<b>84</b>	<b>14.19%</b>	<b>67</b>	<b>23.34%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>MALE</b>	<b>110</b>	<b>3.89%</b>	<b>60</b>	<b>3.43%</b>	<b>7</b>	<b>3.66%</b>	<b>35</b>	<b>5.91%</b>	<b>6</b>	<b>2.09%</b>	<b>0</b>	<b>0.00%</b>	<b>2</b>	<b>28.57%</b>
<b>ASIAN PACIFIC AMERICAN</b>	<b>196</b>	<b>6.93%</b>	<b>170</b>	<b>9.73%</b>	<b>10</b>	<b>5.24%</b>	<b>9</b>	<b>1.52%</b>	<b>7</b>	<b>2.44%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>FEMALE</b>	<b>46</b>	<b>1.63%</b>	<b>22</b>	<b>1.26%</b>	<b>9</b>	<b>4.71%</b>	<b>8</b>	<b>1.35%</b>	<b>7</b>	<b>2.44%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>MALE</b>	<b>150</b>	<b>5.30%</b>	<b>148</b>	<b>8.47%</b>	<b>1</b>	<b>0.52%</b>	<b>1</b>	<b>0.17%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>HISPANIC</b>	<b>71</b>	<b>2.51%</b>	<b>43</b>	<b>2.46%</b>	<b>7</b>	<b>3.66%</b>	<b>11</b>	<b>1.86%</b>	<b>9</b>	<b>3.14%</b>	<b>1</b>	<b>33.33%</b>	<b>0</b>	<b>0.00%</b>
<b>FEMALE</b>	<b>27</b>	<b>0.95%</b>	<b>7</b>	<b>0.40%</b>	<b>6</b>	<b>3.14%</b>	<b>4</b>	<b>0.68%</b>	<b>9</b>	<b>3.14%</b>	<b>1</b>	<b>33.33%</b>	<b>0</b>	<b>0.00%</b>
<b>MALE</b>	<b>44</b>	<b>1.56%</b>	<b>36</b>	<b>2.06%</b>	<b>1</b>	<b>0.52%</b>	<b>7</b>	<b>1.18%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>NATIVE AMERICAN</b>	<b>7</b>	<b>0.25%</b>	<b>3</b>	<b>0.17%</b>	<b>0</b>	<b>0.00%</b>	<b>3</b>	<b>0.51%</b>	<b>1</b>	<b>0.35%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>FEMALE</b>	<b>2</b>	<b>0.07%</b>	<b>1</b>	<b>0.06%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>0.17%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>MALE</b>	<b>5</b>	<b>0.18%</b>	<b>2</b>	<b>0.11%</b>	<b>0</b>	<b>0.00%</b>	<b>2</b>	<b>0.34%</b>	<b>1</b>	<b>0.35%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>WHITE</b>	<b>2186</b>	<b>77.30%</b>	<b>1422</b>	<b>81.35%</b>	<b>110</b>	<b>57.59%</b>	<b>450</b>	<b>76.01%</b>	<b>197</b>	<b>68.64%</b>	<b>2</b>	<b>66.67%</b>	<b>5</b>	<b>71.43%</b>
<b>FEMALE</b>	<b>731</b>	<b>25.85%</b>	<b>226</b>	<b>12.93%</b>	<b>100</b>	<b>52.36%</b>	<b>215</b>	<b>36.32%</b>	<b>189</b>	<b>65.85%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>14.29%</b>
<b>MALE</b>	<b>1455</b>	<b>51.45%</b>	<b>1196</b>	<b>68.42%</b>	<b>10</b>	<b>5.24%</b>	<b>235</b>	<b>39.70%</b>	<b>8</b>	<b>2.79%</b>	<b>2</b>	<b>66.67%</b>	<b>4</b>	<b>57.14%</b>



**NUREG/BR-0287, REV. 1**