

## 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 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 |

N/A

\*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 | No |
| b. Cluster GS-11 to SES (PWTD)  | Answer | No |

N/A

| Grade Level Cluster(GS or Alternate Pay Planb) | Total |  | Reportable Disability |       | Targeted Disability |      |
|--|-------|--|-----------------------|-------|---------------------|------|
|  | #     |  | #                     | %     | #                   | %    |
| Numarical Goal                                 | --    |  | 12%                   |       | 2%                  |      |
| Grades GS-11 to SES                            | 585   |  | 159                   | 27.18 | 26                  | 4.44 |
| Grades GS-1 to GS-10                           | 354   |  | 104                   | 29.38 | 12                  | 3.39 |

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

The United States Mint (Mint) provides quarterly updates on the participation and hiring of PWD and PWTD, allowing leadership to make informed decisions on how the agency is doing towards meeting the established goals for PWD and PWTD.

### 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

N/A

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<br>(Name, Title, Office Email) |
|-------------------------|-------------------------------------|-----------|-----------------|---|
|                         | Full Time                           | Part Time | Collateral Duty |   |

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

Annually, all human resources (HR) professionals are required to complete online courses related to veteran’s employment, which include disability components. The Office of EEO conducted Mint-wide Reasonable Accommodation training for Supervisors/Managers and Employees, respectively, outlining applicable regulatory requirements and programmatic roles and responsibilities.

**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

**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 PWTDD

**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.

Participation in recruitment/outreach events, fairs, and conferences, to market the United States Mint and its job opportunities. Attendance at veteran hiring events. · Continued partnerships with local military Wounded Warrior programs to include internships for military members. · Continued partnership with the Veterans Administration (VA) Employment Coordinator to identify disabled veteran applicants for potential job opportunities. · Continued outreach with local Department of Rehabilitation offices to identify potential applicants with disabilities. · The West Point Mint utilizes the Workforce Recruitment Program (WRP) · The San

Francisco Mint has an ongoing relationship with the California Department of Rehabilitation to review resumes of potential Schedule A applicants. · The Philadelphia Mint works with the New Jersey Department of Labor & Workforce Development to review resumes of potential Schedule A applicants.

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

Schedule A is available for use along with Veteran Appointment Authorities to non-competitively appoint PWD and PWTD and veterans with service-connected disability rating of 30% or more. The Selective Placement Coordinator has established numerous external partnerships with private and public organizations that assist PWD/PWTD candidates in finding meaningful employment.

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.

When individuals submit their resumes directly to the Selective Placement Coordinator (SPC) for vacant positions within Mint, the SPC refers the resumes to the designated servicing HR Specialist at ARC. The HR Specialist reviews the resumes to determine qualifications. If qualifications and Schedule A eligibility are met, the resumes are then forwarded to the hiring manager for consideration, with guidance on selection procedures.

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

Mint managers, supervisors, and select human resources professionals have an annual requirement to take training on special hiring authorities, to include Schedule A and Veteran Appointment.

**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.

Registered users with Workforce Recruitment Program (WRP), partners with Wounded Warriors and the Veterans Administration.

**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”, please describe the triggers below.

a. New Hires for Permanent Workforce (PWD) Answer No

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

N/A

| New Hires | Total | Reportable Disability |                     | Targeted Disability |                     |
|-----------|-------|-----------------------|---------------------|---------------------|---------------------|
|           |       | Permanent Workforce   | Temporary Workforce | Permanent Workforce | Temporary Workforce |
|           |       |                       |                     |                     |                     |

|                           |     |     |     |     |     |
|---------------------------|-----|-----|-----|-----|-----|
|                           | (#) | (%) | (%) | (%) | (%) |
| % of Total Applicants     | 0   |     |     |     |     |
| % of Qualified Applicants | 0   |     |     |     |     |
| % of New Hires            | 0   |     |     |     |     |

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 N/A

b. New Hires for MCO (PWTD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

| New Hires to Mission-Critical Occupations | Total<br>(#) | Reportable Disability | Targetable Disability |
|---|--------------|-----------------------|-----------------------|
|   |              | New Hires<br>(%)      | New Hires<br>(%)      |
| Numerical Goal                            | --           | 12%                   | 2%                    |
| 0083 POLICE                               | 0            | 0.00                  | 0.00                  |
| 2210 INFORMATION TECHNOLOGY               | 0            | 0.00                  | 0.00                  |
| 3414 MACHINIST                            | 0            | 0.00                  | 0.00                  |
| 3869 METAL MACHING FORMING OPERATOR       | 0            | 0.00                  | 0.00                  |
| 5440 PACKAGING MACHINE OPERATING          | 0            | 0.00                  | 0.00                  |

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.

a. Qualified Applicants for MCO (PWD) Answer N/A

b. Qualified Applicants for MCO (PWTD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

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 N/A

b. Promotions for MCO (PWTD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

## 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.

The United States Mint provides the following programs designed for development opportunities: Operator Certification Apprenticeship Program (OCAP) (San Francisco) OCAP ensures consistent and accurate training while strengthening the relationship between employee and supervisor through designed interaction. The training is structured and integrated to focus on developing Mint personnel to be competitive with the manufacturing industry as a whole. Those employees who complete the Program will receive a nationally recognized certificate of apprenticeship that can increase their competitiveness within the industry. Manufacturer Certification Apprenticeship Program (MCAP) (Philadelphia and Denver) MCAP is a competency-based training and development program that allows employees to acquire the experience, knowledge, and skills necessary to perform the varied duties directly related to the manufacturing of coins and dies at the Mint. In short, it’s cross-training. MCAP participants also receive a nationally recognized certificate, and the Program provides career growth and advancement opportunities

### B. CAREER DEVELOPMENT OPPORTUNITES

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

The Mint does not have a formal Career Development program; however, the MCAP and OCAP programs are available to PWD and PWTD.

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 |               | PWD            |               | PWTD           |               |
|-----------------------------------|--------------------|---------------|----------------|---------------|----------------|---------------|
|                                   | Applicants (#)     | Selectees (#) | Applicants (%) | Selectees (%) | Applicants (%) | Selectees (%) |
| Internship Programs               | 0                  | 0             | 0              | 0             | 0              | 0             |
| Coaching Programs                 | 0                  | 0             | 0              | 0             | 0              | 0             |
| Training Programs                 | 0                  | 0             | 0              | 0             | 0              | 0             |
| Fellowship Programs               | 0                  | 0             | 0              | 0             | 0              | 0             |
| Detail Programs                   | 0                  | 0             | 0              | 0             | 0              | 0             |
| Mentoring Programs                | 0                  | 0             | 0              | 0             | 0              | 0             |
| Other Career Development Programs | 0                  | 0             | 0              | 0             | 0              | 0             |

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 No
- b. Selections (PWD) Answer No

N/A

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 No
- b. Selections (PWTD) Answer No

N/A

**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 No
- b. Awards, Bonuses, & Incentives (PWTD) Answer No

PWTD IR is 4.23% and PWND IR is 4.66% for time off awards. Though there was a slight difference, it was not significant enough to be considered a trigger. Inclusion rates for PWTD (54.93%), PWD (53.30%) and PWND IR rate is (59.71%). The PWTD IR fell below the IR rate for PWND for cash awards of \$500 and under. Inclusion rates for PWTD is (11.27%), PWD is (8.71%) and PWND IR rate is (10.30%). The PWTD IR did not fall below the PWND IR for cash awards pf \$501 - \$ 999, therefore there is no trigger. Inclusion rates for PWTD is (23.94%), PWD is (26.52%) and PWND IR rate is (25.43%). PWTD IR rate fell below PWND IR for cash awards of \$1000 - \$1,999. Inclusion rates for PWTD is (9.86%), PWD is (14.25%) and PWND IR rate is (14.23%). PWTD IR fell below the IR rate for PWND for cash awards of \$2000 – \$2, 999. Inclusion rates for PWTD is (0%), PWD is (.53%) and PWND IR rate is (0.63%). Inclusion rate for PWTD fell below the PWND IR for cash awards \$3000 - \$3,999. Inclusion rates for PWTD is (0%), PWD is (.26%) and PWND IR rate is (0.09%). Inclusion rate for PWTD fell below the PWND IR for cash awards \$4000 - \$4,999. There is not sufficient quantitative data. We will monitor and dig further to acknowledge if higher cash awards or more time off hours were given.

| Time-Off Awards                              | Total (#) | Reportable Disability % | Without Reportable Disability % | Targeted Disability % | Without Targeted Disability % |
|--|-----------|-------------------------|---------------------------------|-----------------------|-------------------------------|
| Time-Off Awards 1 - 10 hours: Awards Given   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 1 - 10 Hours: Total Hours    | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 1 - 10 Hours: Average Hours  | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 11 - 20 hours: Awards Given  | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 11 - 20 Hours: Total Hours   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 11 - 20 Hours: Average Hours | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 21 - 30 hours: Awards Given  | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |

| Time-Off Awards                                 | Total (#) | Reportable Disability % | Without Reportable Disability % | Targeted Disability % | Without Targeted Disability % |
|---|-----------|-------------------------|---------------------------------|-----------------------|-------------------------------|
| Time-Off Awards 21 - 30 Hours: Total Hours      | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 21 - 30 Hours: Average Hours    | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 31 - 40 hours: Awards Given     | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 31 - 40 Hours: Total Hours      | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 31 - 40 Hours: Average Hours    | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 41 or more Hours: Awards Given  | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 41 or more Hours: Total Hours   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Time-Off Awards 41 or more Hours: Average Hours | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |

| Cash Awards                                  | Total (#) | Reportable Disability % | Without Reportable Disability % | Targeted Disability % | Without Targeted Disability % |
|--|-----------|-------------------------|---------------------------------|-----------------------|-------------------------------|
| Cash Awards: \$501 - \$999: Awards Given     | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$501 - \$999: Total Amount     | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$501 - \$999: Average Amount   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$1000 - \$1999: Awards Given   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$1000 - \$1999: Total Amount   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$1000 - \$1999: Average Amount | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$2000 - \$2999: Awards Given   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$2000 - \$2999: Total Amount   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$2000 - \$2999: Average Amount | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$3000 - \$3999: Awards Given   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$3000 - \$3999: Total Amount   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$3000 - \$3999: Average Amount | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$4000 - \$4999: Awards Given   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$4000 - \$4999: Total Amount   | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$4000 - \$4999: Average Amount | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$5000 or more: Awards Given    | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$5000 or more: Total Amount    | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |
| Cash Awards: \$5000 or more: Average Amount  | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |

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”, please describe the trigger(s) in the text box.

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

Inclusion rates for PWD (0.53%) fell below the rates for PWND (1.88%) for Quality Step Increases.

| Other Awards                                  | Total (#) | Reportable Disability % | Without Reportable Disability % | Targeted Disability % | Without Targeted Disability % |
|---|-----------|-------------------------|---------------------------------|-----------------------|-------------------------------|
| Total Performance Based Pay Increases Awarded | 0         | 0.00                    | 0.00                            | 0.00                  | 0.00                          |

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

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 (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- b. Grade GS-15
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- c. Grade GS-14
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A
- d. Grade GS-13
  - i. Qualified Internal Applicants (PWD) Answer N/A
  - ii. Internal Selections (PWD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary,



Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

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 N/A
- ii. Internal Selections (PWTD) Answer N/A

b. Grade GS-15

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

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

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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 N/A
- b. New Hires to GS-15 (PWD) Answer N/A
- c. New Hires to GS-14 (PWD) Answer N/A
- d. New Hires to GS-13 (PWD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

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 N/A
- b. New Hires to GS-15 (PWTD) Answer N/A
- c. New Hires to GS-14 (PWTD) Answer N/A
- d. New Hires to GS-13 (PWTD) Answer N/A

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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 N/A
  - ii. Internal Selections (PWD) Answer N/A
- 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

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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 N/A
  - ii. Internal Selections (PWTD) Answer N/A
- 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

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

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 N/A
  - b. New Hires for Managers (PWD) Answer N/A
  - c. New Hires for Supervisors (PWD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

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 N/A
  - b. New Hires for Managers (PWTD) Answer N/A
  - c. New Hires for Supervisors (PWTD) Answer N/A

Treasury and the bureaus do not have complete analysis of Applicant Flow data required to submit a response to this question. Given Treasury’s commitment to provide accurate and reliable data, based on the challenges identified in the Executive Summary, Treasury made the decision to exclude Applicant Flow data from the FY 2023 submission. OCRE’s efforts and initiatives in FY 2024 will provide Treasury the opportunity to submit complete Applicant Flow data and Part J responses for the FY 2024 report.

## 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 Yes

N/A

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 No

b. Involuntary Separations (PWD) Answer No

N/A

| Seperations                             | Total # | Reportable Disabilities % | Without Reportable Disabilities % |
|---|---------|---------------------------|-----------------------------------|
| Permanent Workforce: Reduction in Force | 0       | 0.00                      | 0.00                              |
| Permanent Workforce: Removal            | 19      | 0.52                      | 1.38                              |
| Permanent Workforce: Resignation        | 34      | 3.14                      | 1.78                              |
| Permanent Workforce: Retirement         | 67      | 4.19                      | 4.13                              |
| Permanent Workforce: Other Separations  | 52      | 5.24                      | 2.59                              |
| Permanent Workforce: Total Separations  | 172     | 13.09                     | 9.87                              |

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 below.

a. Voluntary Separations (PWTD) Answer No

b. Involuntary Separations (PWTD) Answer No

N/A

| Seperations                             | Total # | Targeted Disabilities % | Without Targeted Disabilities % |
|---|---------|-------------------------|---------------------------------|
| Permanent Workforce: Reduction in Force | 0       | 0.00                    | 0.00                            |
| Permanent Workforce: Removal            | 19      | 0.00                    | 1.23                            |
| Permanent Workforce: Resignation        | 34      | 1.39                    | 2.13                            |
| Permanent Workforce: Retirement         | 67      | 2.78                    | 4.20                            |
| Permanent Workforce: Other Separations  | 52      | 4.17                    | 3.17                            |
| Permanent Workforce: Total Separations  | 172     | 8.33                    | 10.74                           |

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.

N/A

**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.

<https://www.usmint.gov/about/careers/eeo/reasonable-accommodations>

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.

<https://www.usmint.gov/policies/accessibility/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.

Due to accessibility audit in 2019, the West Point facility had numerous accessibility updates to its building/grounds to include breakrooms on both floors, restrooms on first floor and parking lot/parking spaces for employees.

### 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.)

Average days of processing is 7 days.

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.

The Mint has an effective Disability Program supported by Treasury and Mint policies, procedures and practices, as shown by the timely processing of reasonable accommodations requests. Average days of processing is 7 days.

### 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.*

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.

All supervisors were required to complete EEO training which included training on PAS accommodation requests and processing.

## 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 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

- 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; the US Mint had no findings of discrimination.

**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; the US Mint had no findings of discrimination.

**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.

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