

## 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 | Yes |
| b. Cluster GS-11 to SES (PWD)  | Answer | Yes |

This report presents results for both persons with disabilities (PWD) and persons with targeted disabilities (PWTD) calculated in cluster results based on the locality adjusted salary specified in the revised regulations implementing Section 501 of the Rehabilitation Act of 1973, compared to the locality adjusted salary of a GS-11, step 1, in the Washington, DC area. For FY 2021, that salary was \$74,950. Based on the self-identification of PWDs, the agency can determine the overall percentages of PWDs in the workforce. For FY2021, the agency's permanent workforce consists of 7.73% PWDs which is well below the regulatory goal and indicative of a trigger. For PWDs, the workforce in the lower cluster is 1.31% or 129 individuals. For Cluster GS-11 to SES, there are 634 PWDs making up 6.42%.

\*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 | Yes |

This report presents results for both persons with disabilities (PWD) and persons with targeted disabilities (PWTD) calculated in cluster results based on the locality adjusted salary specified in the revised regulations implementing Section 501 of the Rehabilitation Act of 1973, compared to the locality adjusted salary of a GS-11, step 1, in the Washington, DC area. For FY 2021, that salary was \$74,950. Based on the self-identification of PWTDs, the agency can determine the overall percentage PWTDs in the workforce. For FY2021, the agency's permanent workforce consists of 1.38% PWTDs which is well below the regulatory goal and indicative of a trigger. For PWTDs, the workforce in the lower cluster is 0.28% or 28 individuals. For Cluster GS-11 to SES, there are 108 PWTDs making up 1.10%.

Grade Level Cluster(GS or Alternate Pay Planb)	Total	Reportable Disability		Targeted Disability	
	#	#	%	#	%
Numarical Goal	--	12%		2%	
Grades GS-1 to GS-10	0	0	0.00	0	0.00
Grades GS-11 to SES	0	0	0.00	0	0.00

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

The EOC program has communicated the numerical goals to TVA Recruiting and they are developing strategies to ensure practices are in place to reach regulatory standards.

## 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

In FY21, TVA's Human Resources and Communication organization underwent a transformational change to how work is completed. TVA’s Benefits and Well-being department along with the People First Solution Center, Customer Solutions Tier II are responsible for TVA's Accommodation Program. TVA provides reasonable accommodations when an applicant with a disability or sincerely held religious belief needs an accommodation to have an equal opportunity to compete for a job; when an employee with a disability needs an accommodation either to perform the essential functions of the job or to enjoy the benefits and privileges of the job as those without a disability; when workplace conditions or the expectations of employment conflict with an employee’s sincerely held religious beliefs. TVA’s Well-being Consultant, the Leave and Accommodation Specialists (2) and TVA’s medical staff (1 Sr. Physician, 10 Nurse Practitioners, 1 Registered Nurses, 2 Licensed Practical Nurses, 3 Med Techs) support managers, employees and applicants in the Accommodations Program, which includes receiving requests for accommodations, identifying accommodations, returning-to-work (RTW) accommodations and potential reassignments when an accommodation cannot be provided.

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

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Section 508 Compliance	0	0	1	Greg Jackson Section 508 Coordinator
Architectural Barriers Act Compliance	0	0	1	Rozh Mohamadameen Section 502 Coordinator
Processing applications from PWD and PWTB	10	0	0	Angela Sims Director, Diversity and Inclusion
Answering questions from the public about hiring authorities that take disability into account	1	0	0	Megan Flynn, Chief Diversity and Inclusion Officer
Processing reasonable accommodation requests from applicants and employees	1	0	0	Angela Watkins Well-being Consultant
Special Emphasis Program for PWD and PWTB	1	0	0	Megan Flynn, Chief Diversity and Inclusion Officer

- 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

Angela Watkins, Well-being Consultant, is PHR certified, received Accommodation Persons with Disability Training in 2013, 2014, and 2015. In addition, the Well-being consultant completed self-study federal requirements training in 2016, 2017, 2018, 2019, 2020 and present. The Well-being consultant, along with support from the Office of General Counsel and the Federal EEOC office have created and published on TVA’s websites the “Practical Guide to Requesting Reasonable Accommodations”.

## **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

Each Business Unit maintains their own budget. In the event an accommodation is needed/approved and purchased, it is the Business Unit's responsibility to provide the accommodation item or request agency funding, if appropriate.

## **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**

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

TVA places the highest priority possible on our Inclusion with Diversity (IwD) initiative. To ensure TVA stays true to its commitment and delivers results, TVA created an enterprise IwD Council to advise, champion, and oversee all IwD strategies and actions across the enterprise. In partnership with Human Resources and Communications, the council includes leadership from all six Strategic Business Units and reports directly to the Enterprise Leadership Team, demonstrating TVA’s commitment to achieve goals around Inclusion and Diversity. In 2021 TVA was again named as one of the Top 10 companies for Diversity Action by The Association of ERGs & Councils. First recognition occurred in 2020. The award recognizes TVA’s efforts to promote Inclusion with Diversity across the enterprise and throughout the communities in which TVA serves. TVA remains committed to increasing the diversity and inclusion of its workforce. TVA’s People Advantage is a strategic priority promoting a culture that lives up to TVA’s values – Safety, Integrity, Inclusion and Service. TVA’s Talent and Acquisition and Diversity Strategic Business Unit is responsible for TVA’s staffing and recruiting efforts. TVA proactively attracts, retains, and promotes people with disabilities (PWD) and people with targeted disabilities (PWTD). The TA&D staff focuses on identifying job applicants with disabilities through outreach via various marketing tools including localjobsnetwork.com which transmits current job openings to local disability-servicing organizations. TVA additionally promotes opportunities through Corporate Connections of Tennessee, and student disability centers at universities as well as military establishments. TVA has included policies designed to provide preference in the selection process for Veterans, including those with targeted disabilities. Additionally, TVA supports various community-based organizations to further brand the organization as an employer of choice including the STAR Center in Jackson, TN. Additionally, TVA engages with suppliers for services who staff individuals with disabilities. TVA partners with its Employee Resource Group, ABLED (Awareness Benefiting Leadership & employees about disAbilities), and the Star Center to educate hiring managers and staff members on the value of hiring individuals with disabilities. TVA continues to refine and improve its training offerings designed for all employees to increase knowledge and awareness of diversity & inclusion, realize the impact of attitudes

and behaviors in the workplace and understand diversity as a business imperative. TVA leaders submit quarterly Pulse Points to maintain a pulse of the workplace climate and identify any themes of employee concerns. TVA programmatically monitors employee concerns, employee grievances, ethics concerns, and inappropriate workplace behaviors as a means to assess the overall workplace climate of the enterprise.

- 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

Although TVA does not participate in the Schedule A program. TVA uses the 30 percent or More Disabled Veteran (5 U.S. C. § 3112; 5 C.F.R. §§ 316.302, 316.402, and 315.707) for individuals interested in joining TVA.

- 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.

TVA does not use Schedule A.

- 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 N/A

N/A

**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.

TVA's efforts include partnering with community-based, military and university organizations to expand its outreach and applicant pipeline via localjobsnetwork.com, a service that connects TVA openings to hundreds of organizations across our service territory.

**C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)**

- 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 Yes

b. New Hires for Permanent Workforce (PWTD) Answer Yes

External hiring remained low for the agency during this timeframe due to the COVID Pandemic. The agency experienced a slight increase in the percentage of new hires for PWD from FY2020 (2.54%) to FY2021 (3.10%), but experienced a decrease in the new hires of PWTDs which dropped from 0.51% (FY2020) to 0.26% (FY2021).

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

New Hires to Mission-Critical Occupations	Total (#)	Reportable Disability	Targetable Disability
		New Hires (%)	New Hires (%)
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.

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

N/A

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

N/A

## 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.

All TVA employees are provided the same opportunities for advancement.

**B. CAREER DEVELOPMENT OPPORTUNITIES**

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

Career development opportunities are available to all TVA employees through various mechanisms, including individual Development Plans, internal and external training, job-shadowing, rotational development opportunities, mentoring programs, etc. If an employee can no longer perform the essential functions of the job, the Leave and Accommodation Specialists (Mike Patty or Shelby Billingsley) discuss with the individual an opportunity to be reassigned to another position in which the disability/restrictions would not impact the essential functions of the job and/or an accommodation could be provided in the new job. This action allows the individual to continue their career with the agency.

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	N/A	N/A	N/A	N/A	N/A	N/A
Fellowship Programs	N/A	N/A	N/A	N/A	N/A	N/A
Detail Programs	N/A	N/A	N/A	N/A	N/A	N/A
Mentoring Programs	N/A	N/A	N/A	N/A	N/A	N/A
Other Career Development Programs	N/A	N/A	N/A	N/A	N/A	N/A
Coaching Programs	N/A	N/A	N/A	N/A	N/A	N/A
Training Programs	N/A	N/A	N/A	N/A	N/A	N/A

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 N/A
- b. Selections (PWD) Answer N/A

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 N/A
- b. Selections (PWTD) Answer N/A

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

N/A

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 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	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
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

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTB 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 (PWTB) Answer No

N/A

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 PWTB 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 (PWTB) 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

N/A

2. Does your agency have a trigger involving PWTB among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. 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 (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A
- b. Grade GS-15
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A
- c. Grade GS-14
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A
- d. Grade GS-13
  - i. Qualified Internal Applicants (PWTB) Answer N/A
  - ii. Internal Selections (PWTB) Answer N/A

N/A

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

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 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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

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	40	0.39	0.39
Permanent Workforce: Removal	44	0.77	0.40
Permanent Workforce: Resignation	100	1.16	0.97
Permanent Workforce: Retirement	173	2.45	1.64
Permanent Workforce: Other Separations	33	0.77	0.29
Permanent Workforce: Total Separations	390	5.54	3.69

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	40	0.00	0.40
Permanent Workforce: Removal	44	0.00	0.44
Permanent Workforce: Resignation	100	0.00	0.99
Permanent Workforce: Retirement	173	0.73	1.71
Permanent Workforce: Other Separations	33	0.00	0.33
Permanent Workforce: Total Separations	390	0.73	3.87

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.

www.tva.gov

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.

www.tva.gov

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.

N/A

**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.)

The time frame for processing a request (including providing an accommodation, if approved) is as soon as possible, but no later than 30 business days from the date the request is made. Time begins when the accommodation is first requested. This 30-day period includes the 10-day time frame in which a Leave and Accommodation Specialist , or a TVA nurse practitioner must contact the requestor after a request for reasonable accommodation is made. In certain circumstances, a request for Reasonable Accommodation requires an expedited review and decision. This includes where a reasonable accommodation is needed to enable an applicant to apply for a job or to enable an employee to attend a scheduled meeting.

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.

TVA's reasonable accommodation program is effective because of its timely processing and approval of accommodations, and an established well-defined written process entitled “Practical Guide to Requesting a Reasonable Accommodation”, located on TVA’s websites. TVA continues to provide training opportunities to managers and supervisors. There have been a small number of EEO complaints filed and findings of discrimination based upon reasonable accommodation requests. TVA continues to closely monitor the reasonable accommodation processes.

**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.

TVA's Personal Assistance Services (PAS program) is identified in the “Practical Guide to Requesting a Reasonable Accommodation.” TVA partners with the local Job Accommodation Network (JAN) when a request is received. Requests are processed timely in accordance with the reasonable accommodation time frame identified in the accommodation guide. In FY21, TVA did not have any PAS requests. TVA’s Practical Guide to Requesting a Reasonable Accommodation highlights that we will provide PAS, along with any accommodations that are needed to federal employees who require such services because of their targeted disability.

## 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

### 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.

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

## 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 No

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

<b>Source of the Trigger:</b>		Workforce Data (if so identify the table)				
<b>Specific Workforce Data Table:</b>		Workforce Data Table - B1				
<b>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</b>  Provide a brief narrative describing the condition at issue.  How was the condition recognized as a potential barrier?		Workforce Data Table - B1 serves as a trigger indicating TVA is not meeting the regulatory goals for at least 12% of the workforce to include PWDs and at least 2% of the workforce to include PWTDs.				
<b>STATEMENT OF BARRIER GROUPS:</b>		<i>Barrier Group</i> People with Disabilities People with Targeted Disabilities				
<b>Barrier Analysis Process Completed?:</b>		N				
<b>Barrier(s) Identified?:</b>		Y				
<b>STATEMENT OF IDENTIFIED BARRIER:</b>  Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		<b>Barrier Name</b> Reasons for Workforce to Self Identify Not Clearly Communicated	<b>Description of Policy, Procedure, or Practice</b> Employees have not received agency-wide communications regarding the importance of self-identifying disabilities. An informed workforce is critical to increased participation and accurate reporting of disability data for the agency.			
<b>Objective(s) and Dates for EEO Plan</b>						
<b>Date Initiated</b>	<b>Target Date</b>	<b>Sufficient Funding / Staffing?</b>	<b>Date Modified</b>	<b>Date Completed</b>	<b>Objective Description</b>	
01/30/2022	09/30/2022	Yes			Raise Awareness of Self-Identification of Disabilities for the Workforce.	
<b>Responsible Official(s)</b>						
<b>Title</b>		<b>Name</b>		<b>Standards Address The Plan?</b>		
EOC Director		Eynus Ellis		Yes		
Director, Diversity and Inclusion		Angela Sims		Yes		
<b>Planned Activities Toward Completion of Objective</b>						
<b>Target Date</b>	<b>Planned Activities</b>			<b>Sufficient Staffing &amp; Funding?</b>	<b>Modified Date</b>	<b>Completion Date</b>
09/30/2022	Form cross-functional team of agency employees to improve self-identification process and communicate importance of self-identifying to increase workforce inclusion and accessibility.			Yes		

<b>Report of Accomplishments</b>	
<b>Fiscal Year</b>	<b>Accomplishment</b>

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