

GOALS AND OBJECTIVES

Goals and Objectives	Milestones	Measure	Measurement Approach	Expected Result
1. Leadership Commitment	<ul style="list-style-type: none"> a. Memorandum from Deputy Secretary to Heads of Elements b. Establish an operating plan c. Establish contacts with disability employment network groups d. Chief Human Capital Officer memorandum 	<ul style="list-style-type: none"> a. Managers integrate disability recruitment and retention practices into workforce and succession plans; and Resources committed to achieving goals and objectives. b. Standard practices/ procedures communicated across the department and supported by management c. Increased recruitment of individuals with disabilities d. Increased activity and attention to disability recruitment, hiring and retention 	<ul style="list-style-type: none"> a. Reports that track recruitment activity; data from DOEInfo b. Reports and HC accountability audits c. DOEInfo d. Managers held accountable for results 	<ul style="list-style-type: none"> a. Increase disability hires, performance and retention rates b. Standardized approach implemented; and clearly defined expectations communicated across the complex c. Increased understanding of Federal government hiring processes, and increase in applicants with disabilities d. Increase in hires and retention rates; local outreach and partnerships established
2. Skills Development	<ul style="list-style-type: none"> a. Participate in vocational rehabilitation programs b. Managers and HR Professionals trained in use of disability authorities and hiring flexibilities c. Encourage employees with disabilities to participate in mentoring programs d. Promote usage of OPM Shared Register of candidates with disabilities 	<ul style="list-style-type: none"> a. Number of hires from vocational rehabilitation programs b. Number of HR Professionals and hiring managers trained; increased knowledge of disability hiring authorities and flexibilities within HR and hiring managers c. Number of participants; increase in satisfaction and understanding of Departmental operations d. Number of hires from shared register 	<ul style="list-style-type: none"> a. Collaboration, evaluations, and reports b. Tracked through CHRIS/participation lists c. Collaboration, and reports d. Collaboration, evaluation, and reports 	<ul style="list-style-type: none"> a. Increased use of Schedule A appointments and other hiring flexibilities b. Managers and HR professionals benefit from understanding flexibilities/authorities; c. Helps acclimate individuals with disabilities to DOE; provides support and networking d. Increased individuals included in the workforce
3. Marketing and Outreach	<ul style="list-style-type: none"> a. Develop talent marketing strategy b. Market frequent hire and mission critical positions to individuals with disabilities c. Promote job opportunities to disability outreach groups through social media d. Engage Energy Student Ambassadors to promote disability employment on college campuses and thru campus publications 	<ul style="list-style-type: none"> a. Participation levels in: disability recruitment activities and workshops; outreach to disability groups at colleges/ universities and job fairs. b. Information is accessible c. Number of individuals with disabilities participants; Number of positions available; d. Number of campus activities targeted to individuals with disabilities conducted by DOE Ambassadors 	<ul style="list-style-type: none"> a. Reports and collaboration b. Information available online; c. Annual reports d. Reports of Ambassador activities 	<ul style="list-style-type: none"> a. Increased interest in DOE; Increased recruitment rates of individuals with disabilities b. Assists individuals with disabilities in identifying employment opportunities c. Increased DOE Visibility, greater communication and transparency; d. Greater focus of DOE opportunities for individuals with disabilities on campuses

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4.Information Gateway	<ul style="list-style-type: none"> a. Establish information on website for individuals with disabilities b. Utilize social media, mobile technologies, and virtual events to target individuals with disabilities and market outreach groups 	<ul style="list-style-type: none"> a. Content of interest to individuals with disabilities; and established by December 31, 2013 b. Variety of media used, and number of job postings in conjunction with Veteran recruitment events 	<ul style="list-style-type: none"> a. Web content implemented b. Reports 	<ul style="list-style-type: none"> a. Establishes commitment to and creates a supportive environment for individuals with disabilities b. Informs and attracts - individuals with disabilities through social networking
5.Reasonable Accommodation	<ul style="list-style-type: none"> a. Establish reasonable accommodation POC list b. Review and update reasonable accommodation procedures and post on website c. Establish and maintain contacts with DOD Computer /Electronic Accommodations Program (CAP) and Job Accommodation Network (JAN) 	<ul style="list-style-type: none"> a. Managers and employees have access to POCs b. Standard practices/ procedures established c. Track the number of employees/applicants requesting reasonable accommodation 	<ul style="list-style-type: none"> a. Easily accessible information b. Managers held accountable for results c. Collaboration and reports 	<ul style="list-style-type: none"> a. Timely processing of requests b. Increased retention of individuals with disabilities c. Data can be reviewed to determine where program modifications are needed
6.Protecting Our Workers and Ensuring Reemployment (POWER) Initiative	<ul style="list-style-type: none"> a. Communicate goals and target of POWER initiative to servicing HR offices, managers and supervisors b. Ensure managers and supervisors are trained and understand their role in accomplishing the return-to-work goals 	<ul style="list-style-type: none"> a. Quarterly review of worker compensation files to determine if any accommodations can be made to return the employee to work b. Quarterly review OWCP Chargeback Reports 	<ul style="list-style-type: none"> a. Monitor and review quarterly OWCP Chargeback Reports b. Managers held accountable for results 	<ul style="list-style-type: none"> a. Reduction in the length of time employees are on Worker's Compensation b. Decrease in the length of time employees are on OWCP