

ENERGY POLICY ACT OF 2005

SECTION 992 REPORT ON EQUAL EMPLOYMENT OPPORTUNITY PRACTICES AT THE DOE NATIONAL LABORATORIES



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EXECUTIVE SUMMARY

This document is intended to meet the requirement of Section 992 of the Energy Policy Act of 2005 (EPACT), which requires that the Secretary of Energy submit a report to Congress regarding the equal employment opportunity (EEO) practices of the national laboratories. EPACT lists 17 Department of Energy (DOE) national laboratories. One of the 17, the National Energy Technology Laboratory (NETL), is unique in that it is managed and operated entirely by Federal employees, who oversee 600 contractor employees. This report focuses on data provided by the 16 laboratories that are managed and operated entirely by contractor organizations, and by NETL.

EPACT defines seven subsections that are to be addressed in the Secretary's report to Congress. This is the first report to Congress and it establishes a baseline for future biennial reports mandated by Section 992. This report is organized by those subsections.

Subsection 1 requested a review of each National Laboratory contractor's equal employment opportunity policies. In response, twelve of the 17 laboratories reported having formal non-discrimination policy statements. With respect to policy statements, Ames, Argonne, and Lawrence Berkeley reported the existence of policy statements issued by the Laboratory Director. Four laboratories—Argonne National Laboratory, Idaho National Laboratory, Lawrence Livermore National Laboratory and Stanford Linear Accelerator Center—provided information regarding quantitative and qualitative results. Four of the 17 laboratories reported communicating non-discrimination policies through such means as handbooks, Web sites, affirmative action plans, and other communications vehicles.¹

In Subsection 2, the Department of Energy requested statistical data from each laboratory on EEO complaints filed during fiscal year 2005 to respond to the Energy Policy Act's requirement for a statistical report on complaints and their disposition. The requested data included information on the basis for the complaints and complaint disposition. There were 176 internal complaints among the facilities, and 72 external complaints, for a total of 248. Two observations regarding the complaint activity at the laboratories can be made for this report:

- In general, Federal EEO complaint resolution provisions provide contractor employees with the means to ensure that their rights for equal treatment and protection are respected; and
- The "other" category (which was included for completion and expected to be only marginally populated) turned out to be the major complaint category (52 percent). Our general understanding of this category is that it primarily refers to age-related complaints.

The number of complaints filed by employees with the laboratories varied widely. For instance, the number of internal complaints (those complaints that are made within the organization) ranges from a minimum of zero complaints to a maximum of 13 complaints. The median number of internal complaints based on race is one. The median number of internal complaints based on gender and other categories is also one. The number of internal complaints based on veteran status and disability is zero. The median number of complaints for all categories of

¹ DOE Order 311.1B provides that the Director of the Office of Civil Rights and Diversity is responsible for conducting second-level oversight of DOE contractor EEO and diversity initiatives. However, the Order does not outline specific responsibilities for DOE contractors.

external complaints is zero. DOE will continue to work to identify root causes of complaints and eliminate those causes.

Subsection 3 of Section 992 of the Energy Policy Act mandates that the national laboratories provide a description of how EEO practices are treated in their respective contracts, and in calculating award fees for each contractor. The national laboratories were requested to provide copies of the actual references in the contract as well as copies of performance plans and performance evaluations to assist in evaluating EEO/diversity performance.

From the information gathered, almost all of the national laboratories are performance-based contracts; that is, the award fee is based totally on their performance. The only exceptions are Ames Laboratory, which is equal parts fixed-fee and award-fee, and Los Alamos National Laboratory, which is cost-plus-fixed-fee. Each laboratory utilizing a performance-based contract has a different formula for calculating fees for performance. Performance-based contracts place a greater focus on mission performance, best business practices, cost management, and improved contractor accountability.

DOE's emphasis on performance-based management will ensure that contractors meet established performance objectives. Equal employment opportunity and diversity performance measures are included as part of the evaluation at the ten Office of Science laboratories. All of the laboratories are covered by Executive Order 11246, as amended, which governs nondiscrimination and affirmative action in employment by Government contractors, and Title 41 CFR, Part 60, which codifies the nondiscrimination and affirmative action requirements of Executive Order 11246, as amended. Taken together, Executive Order 11246 and Title 41 CFR, Part 60 also act to promote equal employment opportunity and diversity.

Subsection 4 addresses EPACT's requirement for "a summary of disciplinary actions and their disposition" for the laboratories. To address this report requirement, the Department requested data on disciplinary actions taken by each national laboratory during fiscal year 2005. Disciplinary actions were grouped into three categories: (1) verbal/written actions; (2) suspensions; and (3) terminations. The laboratories subsequently responded with data, with a total of 594 disciplinary actions for the reporting period, or an average of approximately 42 actions taken by each of the laboratories reporting.

A robust analysis of disciplinary actions could not be done for this report because of a lack of data regarding population numbers by race for each of the laboratories, and because the data, as reported by the laboratories, did not identify cases in which individuals received discipline at various levels (i.e., whether one individual received a verbal action, written action, and suspension by repeating the same violation three times). DOE will develop a protocol to better facilitate tracking and subsequent analysis of disciplinary action data.

In Subsection 5, the report summarizes the outreach efforts by the national laboratories to attract women and minorities for employment, and the results of such efforts. Eight of the laboratories—Lawrence Livermore National Laboratory, Brookhaven National Laboratory, Princeton Plasma Physics Laboratory, Sandia National Laboratories, Lawrence Berkeley National Laboratory, Argonne National Laboratory, Oak Ridge National Laboratory, and Thomas Jefferson National Accelerator Facility—clearly articulated their outreach goals and objectives. The other laboratories either supplied copies of information posted on their Web sites regarding their overall diversity efforts, or provided informal statements regarding outreach

initiatives. All of the national laboratories affirmed their support of, and commitment to, the employment of a diverse workforce.

Some laboratories reported more substantive outreach activities than others. Sandia National Laboratory reported having a system to measure their diversity progress against their outreach efforts. Some laboratories focused on the recruitment of women and minorities, but did not have any formal networks of communication for retention and mentoring programs. The laboratories will need to develop systems that will objectively measure the progress and effectiveness of their outreach efforts, in order to accurately evaluate their diversity progress.

Our assessment of the laboratories' outreach efforts covered in Subsection 6 focused on several areas, including the degree to which the laboratories are taking action to diversify their workforce, whether women and minorities leave the workforce at rates comparable to those of white males or at higher rates, and the degree to which the laboratories are taking action to retain underrepresented members of their workforces. DOE will work with the laboratories to bolster techniques and efforts for quantifying effectiveness of outreach efforts.

In responding to Subsection 6, few of the laboratories reported having formal programs to retain women and minorities. Some of the laboratories retention efforts include special training events, monitoring market pay data to ensure equity, and monitoring and reviewing workforce statistics to identify strengths, weaknesses, and trends affecting workforce diversity. Although most of the laboratories have begun to implement efforts necessary to retain minorities and women, more formalized programs should be developed.

With regard to Subsection 7, DOE's collaboration with the Office of Federal Contract Compliance Programs (OFCCP) at the Department of Labor has been a work in progress. The collaborative efforts have included training on impact ratio analysis and general guidance from OFCCP. A Memorandum of Understanding between DOE and OFCCP is pending execution, and future joint efforts in working on subsequent biennial '992' reports to Congress are anticipated.

DOE will use all collected data to assess the equal employment opportunity environment at the national laboratories, identify and communicate best practices throughout the system to maximize hiring, promotion and disciplinary equity, and engender a culture of inclusiveness and workforce diversity.

This submission also includes an Appendix, which provides brief profiles of each of the seventeen National Laboratories reviewed in this report, and reflects information provided to the Department by each of the laboratories.

BACKGROUND

On August 8, 2005, the President signed the Energy Policy Act (EPACT). Section 992 of the Act requires that: “not later than 12 months after enactment of this Act, and biennially thereafter, the Secretary of Energy shall transmit to Congress a report on the equal employment opportunity practices at National Laboratories.”²

Section 2 of EPACT further defines national laboratories as those included on an enumerated list of 17 Department of Energy (DOE) laboratories. Table 1 lists these 17 laboratories.

Ames Laboratory	National Renewable Energy Laboratory
Argonne National Laboratory	Oak Ridge National Laboratory
Brookhaven National Laboratory	Pacific Northwest National Laboratory
Fermi National Accelerator Laboratory	Princeton Plasma Physics Laboratory
Idaho National Laboratory	Sandia National Laboratories
Lawrence Berkeley National Laboratory	Savannah River National Laboratory
Lawrence Livermore National Laboratory	Stanford Linear Accelerator Center
Los Alamos National Laboratory	Thomas Jefferson National Accelerator Facility
National Energy Technology Laboratory	

This request by Congress is a follow-up to two Government Accountability Office (GAO) reports, *DOE Weapons Laboratories—Actions Needed to Strengthen EEO Oversight* (April 2002) and *Equal Employment Opportunity – Information on Personnel Actions, Employee Concerns, and Oversight at Six DOE Laboratories* (February 2005). In both of these GAO Reports, the Department of Energy was cited for a lack of oversight regarding the national laboratories in the area of equal employment opportunity (EEO).

Section 992 of EPACT outlines seven specific subsections that are to be addressed:

- (1) A thorough review of each National Laboratory contractor’s equal employment opportunity policies, including promotion to management and professional positions and pay raises;
- (2) A statistical report on complaints and their disposition in the National Laboratories;
- (3) A description of how equal employment opportunity practices at the National Laboratories are treated in the contract and in calculating award fees for each contractor;
- (4) A summary of disciplinary actions and their disposition by either the Department or the relevant contractors for each National Laboratory;
- (5) A summary of outreach efforts to attract women and minorities to the National Laboratories;
- (6) A summary of efforts to retain women and minorities in the National Laboratories; and

² The Energy Policy Act of 2005, Pub. L. No. 109-58, Stat. 594, §§ 1251-1254.

- (7) A summary of collaboration efforts with the Office of Federal Contract Compliance Programs (OFCCP) to improve equal employment opportunity practices at the National Laboratories.

A data request was sent out to the aforementioned national laboratories, and each responded with submissions by April 14, 2006.³ Since that time, the submitted materials have been reviewed by a working group at the Department of Energy.

This report is the first in a series of biennial reports to Congress on this issue, and it establishes baseline data at the numerous laboratories. The data submitted by each laboratory have been reviewed in the areas of complaints, disciplinary actions, and outreach/retention efforts. These baselines will foster what is anticipated to be a more analytical review of these subject areas at the National Laboratories, supplemented by a more in-depth follow-up approach. Such efforts may include site-visits to individual laboratories by DOE staff, who will closely examine particular areas of interest or concern.

Future reports will be aided by the lessons learned from this initial report. The working group has, for example, learned that asking for the data in a specific form such as pre-designed templates, and ensuring that all of the national laboratories have the same understanding of the request, will help standardize the data we receive. Such synergy will make the comparative data more useful, which, in turn, will lead to better analysis, as well as more sound conclusions and recommendations.

³ For purposes of this report, the National Energy Technology Laboratory [NETL] has not been included in all aspects of this review. NETL, which submitted data, is unique among DOE National Laboratories in that it is DOE's only government-owned and operated National Laboratory, a departure from the contractor-operated model that is the norm within the DOE laboratory system. NETL is managed and operated entirely by Federal employees and is aided by support service contractors. Unlike NETL, the other laboratories are managed and operated entirely by contractors. Consequently, NETL has no national laboratory contractor as contemplated by the provisions of Section 992 of EPCACT.

SUBSECTION 1: EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICIES

All Department of Energy (DOE) national laboratories were asked to provide a brief summary of equal employment opportunity (EEO) policies, including promotion to management and professional positions. They were also asked to summarize the purpose and intent of the policies; the procedures and methods used to implement the policies; and the results, both quantitative and qualitative, and effects of the policies.

As noted in Table 2, each laboratory, except for the National Energy Technology Laboratory (NETL), reported the existence of policies regarding nondiscrimination in promotion and pay, and procedures and methods for implementing and communicating these policies. NETL adheres to and operates under the Department's EEO and Diversity Policy issued by the Secretary of Energy for all Federal employees. Of the laboratories reporting procedures and methods, Idaho National Laboratory, Lawrence Berkeley National Laboratory, Pacific Northwest National Laboratory, Sandia National Laboratories, and Savannah River National Laboratory provided examples beyond policy statements. Noteworthy methods identified by these facilities included internal Web sites, management resource manuals, annual affirmative action plans, supervisory and employee training, new employee orientation, standards of conduct and business ethics training, and regulation and procedures manuals.

With respect to policy statements, only Ames, Argonne, and Lawrence Berkeley reported the existence of policy statements actually issued by the laboratory director. Only four (4) laboratories—Argonne, Idaho, Lawrence Livermore, and Stanford Linear Accelerator Center—provided information regarding quantitative and qualitative results. The results reported by the Idaho National Laboratory was noteworthy. Specifically, Idaho National Laboratory reported results that included increased educational awareness by the laboratory's management team; an adverse impact analysis for 2006 annual performance reviews that indicated the existence of adverse impact in only one directorate, resulting in the implementation of a corrective action plan for the directorate; an adverse impact analysis in merit pay distribution, indicating that women and minorities were not adversely impacted in the merit pay process; and improvements in the representation of women and minorities in management and science and engineering, which are the primary areas of focus in the laboratory's staffing plan.

Table 2 summarizes the methods reported by each laboratory for implementing and communicating nondiscriminatory promotion and compensation policies.⁴

⁴ National Energy Technology Laboratory (NETL), although a government-owned and operated facility, communicates EEO policies to employees through all methods shown in Table 2, with the exception of the Management Resource Manual.

TABLE 2: NON-DISCRIMINATION COMPENSATION AND PROMOTIONS POLICIES

Facility	Method of Communicating Policies							
	Policy Statements	Employee Handbook	Internal Web Sites	Management Resource Manual	Affirmative Action Plan	Diversity Plan	Supervisory & Employee Training and/or Orientation	Standards of Conduct & Business Ethics Policies
Ames National Laboratory	X							
Argonne National Laboratory	X		X					
Brookhaven National Laboratory	X							
Fermi National Accelerator Laboratory	X			X				
Idaho National Laboratory		X	X	X	X	X		X
Lawrence Berkeley National Laboratory	X	X	X				X	
Lawrence Livermore National Laboratory	X							
Los Alamos National Laboratory	X							
National Renewable Energy Laboratory	X							
Oak Ridge National Laboratory		X	X				X	
Pacific Northwest National Laboratory				X	X		X	X
Princeton Plasma Physics Laboratory							X	
Sandia National Laboratories	X						X	

TABLE 2: NON-DISCRIMINATION COMPENSATION AND PROMOTIONS POLICIES (CONT.)

Facility	Method of Communicating Policies							Standards of Conduct & Business Ethics Policies
	Policy Statements	Employee Handbook	Internal Web Sites	Management Resource Manual	Affirmative Action Plan	Diversity Plan	Supervisory & Employee Training and/or Orientation	
Savannah River National Laboratory	X				X		X	
Stanford Linear Accelerator Facility					X		X	
Thomas Jefferson Accelerator Facility	X		X					

SUBSECTION 2: EEO COMPLAINTS

Overview and Intent

The Department of Energy requested that each laboratory provide statistical data on EEO complaints filed during fiscal year 2005 to respond to the Energy Policy Act's (EPACT's) requirement for a statistical report on complaints and their disposition. The requested data included information on the basis for the complaints (race, gender, veteran status, disability, and other), as well as complaint disposition. Data was also gathered on whether complaints were internal (addressed by the contractor's internal complaint resolution system) or external (i.e., filed through federal or state entities).

Findings

There were 176 internal complaints among the facilities, and 72 external complaints, for a total of 248 complaints. While the data do not provide the race or gender of the complainants, the information does include the complaint basis. The bases utilized in the data collection were race, gender, veteran status, disability, and other. Aggregate information for all participating laboratories is summarized in Table 3 and Table 4.

TABLE 3: NUMBERS OF COMPLAINTS BY BASIS (AGGREGATE)					
Category	Basis	Total complaints	Disposition—complaint supported?		
			Yes	No	Pending
Internal	Race	30	3	22	5
	Gender	34	13	18	3
	Veterans	2	0	2	0
	Disability	16	7	8	1
	Other	94	27	43	24
	<i>TOTAL</i>	176	50	93	33
External	Race	16	0	10	6
	Gender	8	1	3	4
	Veterans	0	0	0	0
	Disability	13	1	5	7
	Other	35	0	19	16
	<i>TOTAL</i>	72	2	37	33
GRAND TOTAL		248	52	130	66

TABLE 4: PERCENTAGES OF COMPLAINTS BY BASIS					
Category	Basis	Percentage of total complaints	Disposition—complaint supported?		
			Yes	No	Pending
Internal	Race	17%	10%	73%	17%
	Gender	19%	38%	53%	9%
	Veterans	1%	0%	100%	0%
	Disability	9%	44%	50%	6%
	Other	53%	29%	46%	26%
External	Race	22%	0%	63%	38%
	Gender	11%	13%	38%	50%
	Veterans	0%	0%	0%	0%
	Disability	18%	8%	38%	54%
	Other	49%	0%	54%	46%

Figure 1 graphically shows the numbers and percentages of internal complaints by complaint basis. Figure 2 graphically shows the numbers and percentages of external complaints by complaint basis. Note that percentages above, and in the pie charts, have been rounded and total percentages do not equal 100 percent.

Figure 1: Internal Complaints

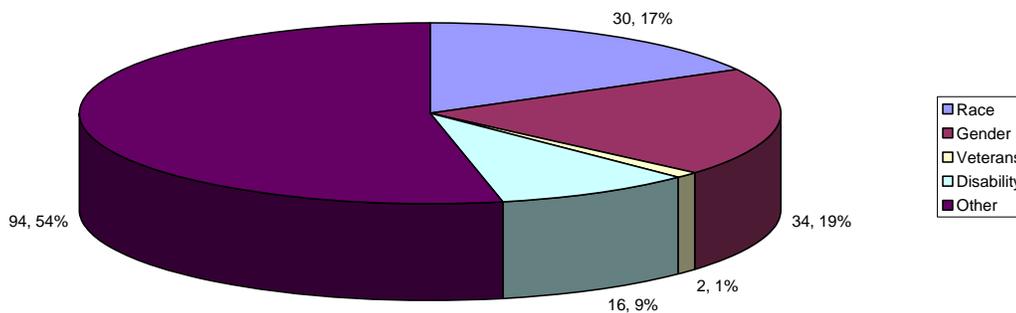
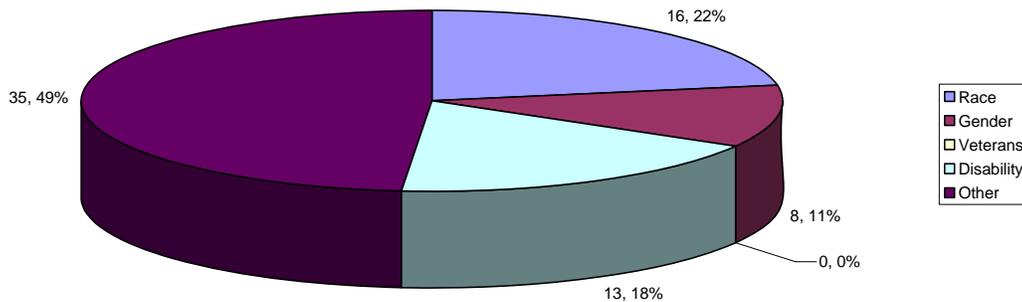


Figure 2: External Complaints



The number of complaints in the “other” category is significant (53 percent of internal complaints and 49 percent of external). Therefore, future biennial Section 992 data calls will replace this broad grouping with more specific categories, such as age, religion, color, national origin, sexual orientation, Vietnam era veteran, or special disability veteran in order to facilitate root cause and corrective action analysis, as well as recommendations.

Observations and Results

For the current report, two major observations regarding the complaint activity at the laboratories can be made:

- (1) In general, Federal EEO complaint resolution provisions provide contractor employees with the means to ensure that their rights for equal treatment and protection are respected. Federal agencies such as the Equal Employment Opportunity Commission, Office of Federal Contract Compliance Programs, and the Department of Justice all provide avenues for resolution of employee complaints. As is generally consistent with good business practice, the information submitted by the laboratories indicates that contractors encourage the timely resolution of complaints at the lowest appropriate management level. Further, many agencies encourage internal resolution before external measures can be utilized. The data submitted by the laboratories reveal that the number of external complaints (72) is less than half of the total number of internal complaints (176) filed by employees.
- (2) The “other” category (which was included for the sake of completion and expected to be only marginally populated) turned out to be the major complaint category for both internal and external complaints (53 percent of internal complaints, 49 percent of external complaints, 52 percent overall). Our general understanding of this category is that it primarily refers to age-related complaints, but the laboratories may have also used the category to include religion, sexual orientation, national origin, and other forms of discrimination. Clearly, with this category representing a majority of the complaint activity, a thorough complaint analysis cannot be completed without further information about this category. Therefore, in future years DOE will gather these data in a manner that minimizes ambiguity.

Gender and Race-based Complaints

Complaints regarding gender and race were the next largest categories after “other.” The number of internal complaints based on gender (34) is slightly higher than internal complaints based on race (30). For external complaints, the order is reversed, with 16 complaints based on race and 8 based on gender. Three important questions that DOE is particularly interested in answering as a result of these data are as follows:

- (1) Are working environments at the labs for women and racial minorities “better” for one group or another, or are they approximately equal?
- (2) Is the smaller percentage of external complaints based on gender (11 percent) indicative of more effective internal resolution?
- (3) Are the racial complaint data indicative of fewer but more intractable complaints?

While more detailed analyses of the individual laboratory data may cast some light on these questions, there are a number of protocols DOE will need to develop in order to allow for a more conclusive result. One of the reasons for this is, unlike hiring or termination data, the federal EEO requirements do not include provisions for quantitatively analyzing complaint data. As a result, generally accepted protocols are not in use and will need to be developed.

The absolute and median numbers of complaints appear relatively low. The overall employee population of the laboratories reporting data for this section is approximately 50,569. Using a conservative estimate of 30 percent females for this population, which is the approximate average of our NNSA laboratories, the overall number of 42 complaints based on gender for the laboratory complex is around 1/4 of 1 percent of the potentially affected population. The median for internal complaints based on gender for all of the laboratories reporting is 1.0, and for external complaints, 0. Indeed, 6 of the laboratories reported no internal gender complaints, and 10 reported no external gender complaints.

Results for complaints based on race are comparable. The median for both internal and external complaints based on race is 1.0. The median number of complaints for each complaint basis is displayed in Table 5.

TABLE 5: MEDIAN NUMBER OF COMPLAINTS BY BASIS		
Category	Basis	Total Complaints
Internal	Race	1
	Gender	1
	Veteran Status	0
	Disability	1
	Other	1
External	Race	1
	Gender	0
	Veteran Status	0
	Disability	0
	Other	0

DOE Response

Information provided by the laboratories varied in terms of specificity. To reach more accurate and definitive conclusions about the nature of the EEO environment of the laboratories, DOE will need more complete data, along with supporting contextual information. To ensure this result, future data calls will require more specific and detailed information. For example, more complete employee population data will allow more accurate assessments of complaints by various groups as a percentage of those group populations. Focus groups and other anecdotal information can help to provide insight into complaints and conditions, especially where complaints are highly localized within one laboratory, geographical, or DOE emphasis area. Questions addressed by this more comprehensive information might include the following:

- Are the complaints promotion based?
- What is the extent to which complaints are multiple-basis (i.e., a single individual making multiple complaints such as race and gender)?
- Is sexual harassment a factor?
- Do complaints correlate with a lack of initiatives to address mentoring, multicultural interviewing, behavior-based interviewing, succession planning efforts, etc.?
- Do veteran status issues and concerns exist and, if so, what are they?
- What do specific laboratory data and comparisons reveal?
- Do data trends appear to exist, and if so, what are they?

Ultimately, our intention is to cross-correlate the data requested in this report to create a comprehensive picture of the EEO environment of the laboratories. This should allow DOE to

understand if success in promotional equity, for example, results in lower numbers of complaints, or if greater management diversity results in fewer disciplinary actions. Eventually, it is hoped that such information can lead to the identification and proliferation of best practices around the DOE laboratory complex.

SUBSECTION 3: EEO/DIVERSITY IN CONTRACTS

Under Subsection 3 of Section 992 of EPACT, DOE must provide a description of how national laboratories EEO practices integrate in their respective contracts and in calculating award fees for each contractor. The national laboratories were requested to provide copies of the actual references in the contract, as well as copies of performance plans and performance evaluations, to assist in evaluating EEO/diversity performance.

Performance-Based Contracts/Performance Plans

From the information gathered, almost all of the national laboratories are performance-based contracts, with the exception of the Ames Laboratory, which is equal parts fixed-fee and award-fee, and Los Alamos National Laboratory, which is cost-plus-fixed-fee. For those national laboratories utilizing a performance-based contract, it is noteworthy to point out that each laboratory has a different formula for calculating fees for performance.

The Department of Energy's performance-based management approach to oversight emphasizes the customer-supplier partnership among DOE and the laboratories' contractors. It has also placed a greater focus on mission performance, best business practices, cost management, and improved contractor accountability. Under the performance-based management system, DOE provides clear direction to the laboratories and develops annual performance plans to assess the contractors' performance in meeting DOE direction in accordance with contract requirements. The DOE policy for implementing performance-based management includes the following guiding principles:

- Performance objectives/measures are established and evaluated in partnership with appropriate organizations, and are consistent with the DOE strategic goals.
- Resource decisions and budget requests are tied to results.
- Results are used for management information, establishing accountability, and driving long-term improvements.

The performance-based approach focuses the evaluation of the contractor's performance against articulated performance goals, as measured through the use of a set of established performance objectives. The success of each performance objective will be measured based on a set of performance measures and targets, both objective and subjective, which focus primarily on end results or impact, and not on processes or activities. EEO and diversity are included as performance measures in the ten Office of Science laboratories: Ames National Laboratory, Argonne National Laboratory, Brookhaven National Laboratory, Fermi National Accelerator Facility, Lawrence Berkeley National Laboratory, Oak Ridge National Laboratory, Pacific Northwest National Laboratory, Princeton Plasma Physics Laboratory, Stanford Linear Accelerator Center, and Thomas Jefferson National Accelerator Facility. These laboratories have Performance Evaluation and Measurement Plans (PEMPs) which require that EEO/diversity be identified as one of the performance measures.

EEO Clauses

From the information gathered, most, if not all, of the laboratories have common contract clauses pertaining to EEO. While not all of the laboratories provided copies of the contract clauses pertaining to EEO, they are all covered under 41 CFR 60 and Executive Order 11246, as amended.⁵ Although column 2, “Contract References for EEO?,” indicates that six of the laboratories did not provide any information, this only indicates that they did not submit the clauses that are in the contract in response to the data request.

Table 6 provides a summarized checklist of the information provided by the laboratories in response to Subsection 3 of the data request. The National Energy Technology Laboratory is operated by federal employees, and therefore is not under a contract with DOE. Accordingly, it is not included in this table.

⁵ Executive Order 11246, “Nondiscrimination in Federal Contracts” (September 24, 1965), as amended (EO 11246), governs nondiscrimination and affirmative action in employment by Government contractors. Title 41 CFR, Part 60, implements the nondiscrimination and affirmative action requirements of Executive Order 11246, as amended, and the affirmative action requirements for covered veterans and handicapped individuals. The standard EEO clauses in the contract are composed in accordance with EO 11246. The Federal Acquisition Regulations (FAR) prescribe the standard clauses.

TABLE 6: EEO PRACTICES AT NATIONAL LABORATORIES

Laboratory	Award fee contract?	Contract references for EEO?	Performance plans
Ames Laboratory	Half award-fee and half fixed-fee.	Yes. Lab employees are covered by Iowa State University personnel policies. The text of the clauses have been provided.	Yes.
Argonne National Laboratory	No. Diversity/EEO is a component of business management measure, which is a composite of system assessment measures. They are not part of the calculation of award fees.	Yes. A list of the clauses, as well as text from the contract, has been provided.	Yes.
Brookhaven National Laboratory	No (performance-based contract).	Yes. A list of the clauses has been provided.	No. Brookhaven reported that performance measures for diversity are detailed in contract.
Fermi National Accelerator Laboratory	No. Information is provided from the contract on determining the contractor's performance rating and performance-based fee.	Yes.	Yes.
Idaho National Laboratory		Yes. Text of EEO clauses in contract and a list of selected sections of contract (FAR and DEAR) and contract requirement list have been provided.	Yes.
Lawrence Berkeley National Laboratory	No (performance-based contract).	Yes. Text of FAR and DEAR clauses from contract have been provided.	Yes. The performance objective and the lab self-assessment in diversity have been provided.
Lawrence Livermore National Laboratory		No. Information is to be provided by National Nuclear Security Administration (NNSA) site office.	No. Information is to be provided by NNSA site office.

TABLE 6: EEO PRACTICES AT NATIONAL LABORATORIES (CONT.)

Laboratory	Award fee contract?	Contract references for EEO?	Performance plans
Los Alamos National Laboratory	No (cost plus fixed-fee contract.)	Yes. A list of clauses has been provided.	Yes.
National Renewable Energy Laboratory	No (performance-based contract).	Yes. The text of clauses has been provided.	Yes. Self-assessment report and affirmative action presentation has been provided.
Oak Ridge National Laboratory	No (performance-based contract).	Yes. The text of clauses has been provided.	Yes.
Pacific Northwest National Laboratory	No (performance-based contract).	Yes.	Yes.
Princeton Plasma Physics Laboratory	No (performance-based contract).	Yes.	Yes.
Sandia National Laboratory		Yes. The text of clauses has been provided.	No. Performance measures for the PEMP are negotiated annually, but were not included in response.
Savannah River National Laboratory	In accordance with prime contract clause, fees may be reduced for noncompliance.	Yes. The text of clauses has been provided.	No.
Stanford Linear Accelerator Center	No (performance-based contract).	Yes.	No.
Thomas Jefferson National Accelerator Facility		Yes.	No.

SUBSECTION 4: DISCIPLINARY ACTIONS

Overview and Intent

This section of the report addresses the EPACT’s requirement for “a summary of disciplinary actions and their disposition . . .” for the laboratories. To address this report requirement, DOE requested data on disciplinary actions taken by each laboratory during fiscal year 2005. The requested data included information on the type of disciplinary action, correlated by employee demographic characteristics (i.e., race, gender, veteran status, disability).

Findings

The laboratories reported a total of 594 disciplinary actions for 2005, or an average of close to 42 actions taken for each of the laboratories reporting. Three laboratories – Pacific Northwest, Princeton and NETL – were not included in this analysis because they did not track the numbers by category [NETL]; did not provide a demographic analysis for this subsection [Pacific Northwest]; or had no disciplinary actions to report [Princeton]. The breakdown by ethnicity as a percent of the total number of actions is as follows: Asian/Pacific Islander, 25 (4.21 percent); American Indian, 5 (0.84 percent); Black, 56 (9.43 percent); Hispanic, 52 (8.75 percent); White, 387 (65.15 percent); and unidentified, 69 (11.62 percent).

Males received a total of 378 actions (for an average of 27 actions per reporting laboratory); females received a total of 122 actions (average of 8.7 actions per reporting laboratory); white employees received a total of 387 actions (average of 27.6 actions per reporting laboratory); and minorities received a total of 138 actions (average of 9.9 actions per reporting laboratory).

Disciplinary actions were grouped into three categories:

- (1) verbal/written actions (such as warnings and reprimands);
- (2) suspensions (with or without pay); and
- (3) terminations (for cause).

The data received in response to this item are summarized in Tables 7–12:

Basis	Number of actions	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Asian/Pacific Islander	25	17	2	2	4
American Indian	5	0	0	1	4
Black	56	37	10	2	7
Hispanic	52	28	2	5	17
White	387	205	55	44	83
Unidentified	69	22	15	26	6
TOTAL	594	309	84	80	121

TABLE 8: PERCENTAGES OF DISCIPLINARY ACTIONS BY RACE

Basis	Percentage of total	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Asian/Pacific Islander	4.21%	5.50%	2.38%	2.50%	3.31%
American Indian	0.84%	0%	0%	1.25%	3.31%
Black	9.43%	11.97%	11.90%	2.50%	5.79%
Hispanic	8.75%	9.06%	2.38%	6.25%	14.05%
White	65.15%	66.34%	65.48%	55.00%	68.60%
Unidentified	11.62%	7.12%	17.86%	32.50%	4.96%

TABLE 9: NUMBER OF DISCIPLINARY ACTIONS BY GENDER

Basis	Number of actions	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Female	122	67	12	16	27
Male	378	185	61	41	91
<i>TOTAL</i>	500 ⁶	252	73	57	118

TABLE 10: PERCENTAGES OF DISCIPLINARY ACTIONS BY GENDER

Basis	Percentage of total	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Female	24.40%	26.59%	16.44%	28.07%	22.88%
Male	75.60%	73.41%	83.56%	71.93%	77.12%

TABLE 11: NUMBER OF DISCIPLINARY ACTIONS BY OTHER CATEGORIES

Basis	Number of actions	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Disabled	9	6	2	1	0
Veteran	13	9	1	2	1
Other	2	0	2	0	0
<i>TOTAL</i>	24	15	5	3	1

⁶ Remainder unidentified.

TABLE 12: PERCENTAGES OF DISCIPLINARY ACTIONS FOR OTHER CATEGORIES					
Basis	Percentage of total	Type of disciplinary action			
		Verbal/written	Suspension	Termination	Other
Disabled	37.50%	40.00%	40.00%	33.33%	0%
Veteran	54.17%	60.00%	20.00%	66.67%	100%
Other	8.33%	0%	40.00%	0%	0%

Data for race and gender are graphically displayed in the pie charts in Figures 3–10. Note that percentages in the pie charts have been rounded, and do not total 100 percent.

Figure 3: Total Disciplinary Actions by Race

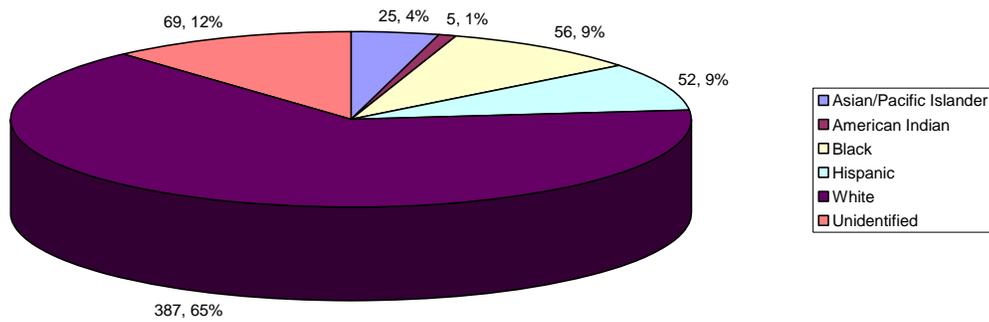


Figure 4: Verbal/Written Actions by Race

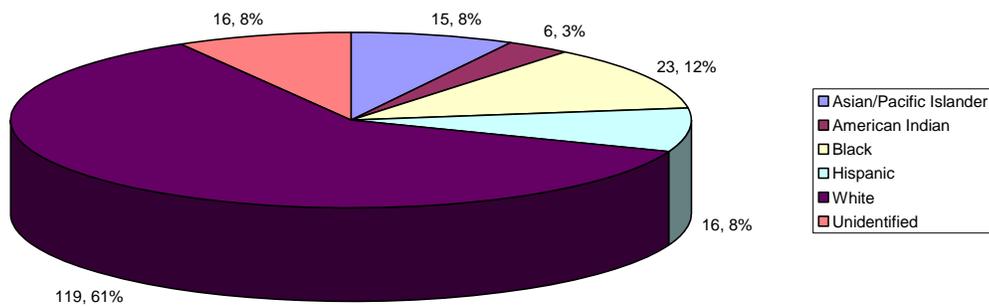


Figure 5: Suspensions by Race

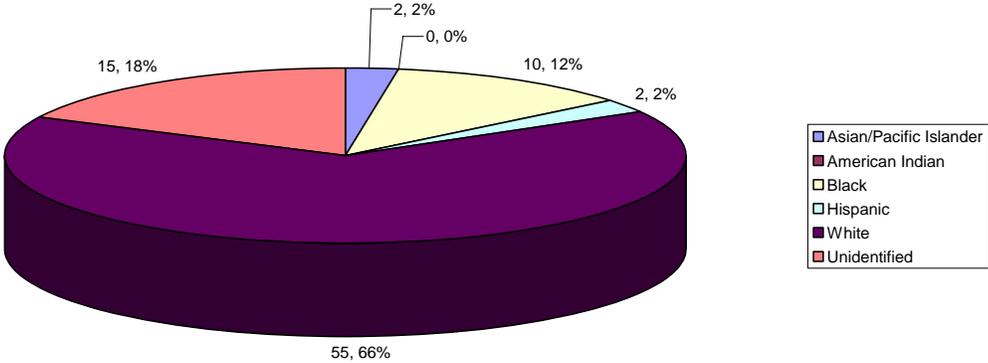


Figure 6: Terminations by Race

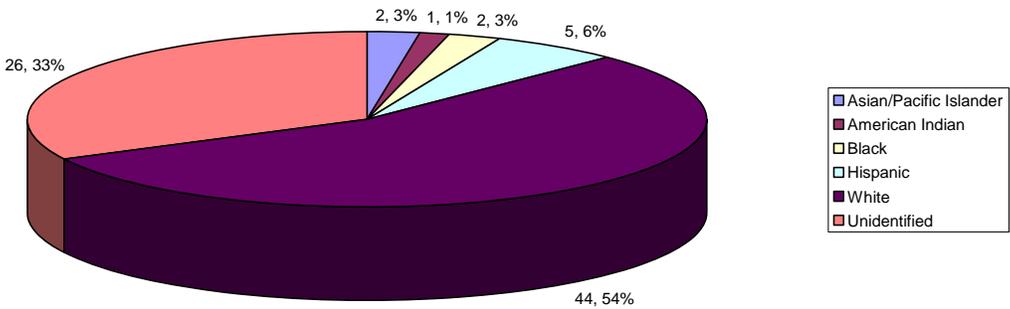


Figure 7: Total Disciplinary Actions by Gender

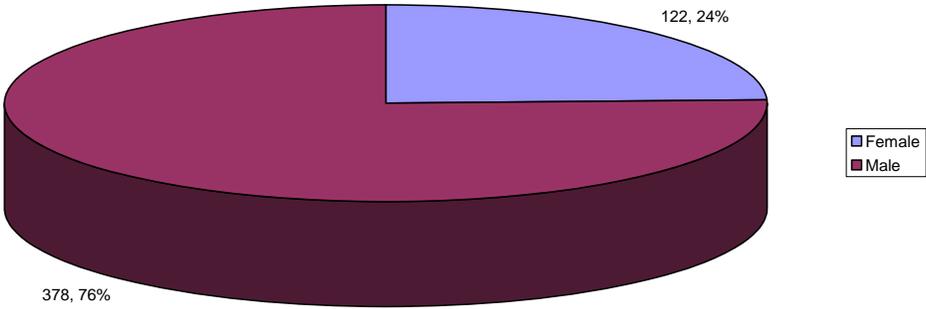


Figure 8: Verbal/Written Actions by Gender

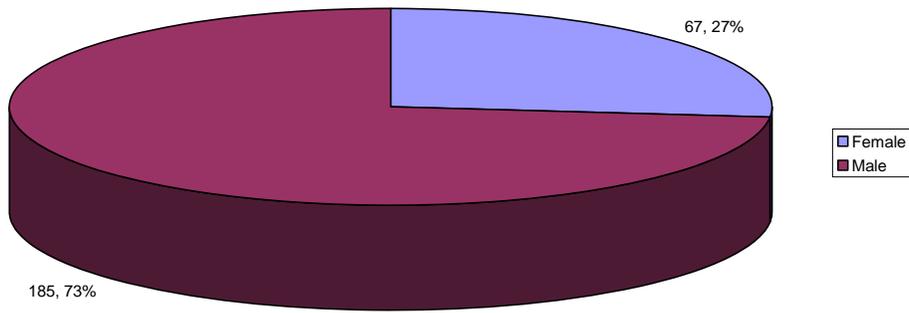


Figure 9: Suspensions by Gender

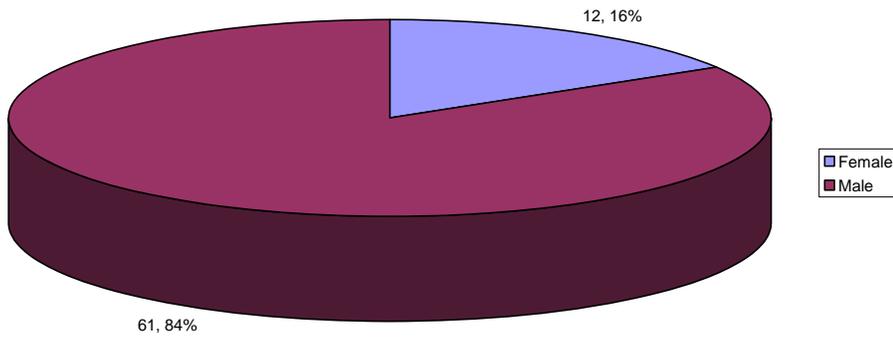
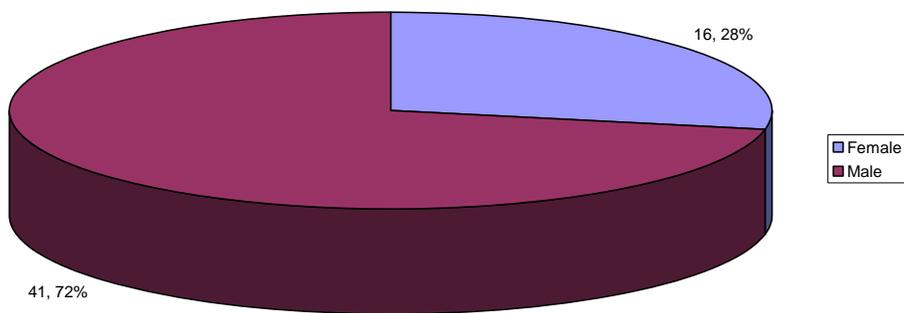


Figure 10: Terminations by Gender



Observations and Results

Absent population numbers by ethnicity from all of the laboratories, it is not possible to provide a more robust analysis of the disciplinary actions. (Some laboratories did not provide this information. In future data calls, this information will be explicitly required.)

Additionally, without specifics on the cause that generated the disciplinary action, a more detailed analysis of root cause and corrective action cannot be done. For example, a safety violation may start out as a verbal action for one individual based on a first-time occurrence of the violation, and then if the behavior is repeated, the same individual may then incur a written action for the repeat safety violation, and perhaps a third violation would result in suspension for this one individual. The numbers could include three actions for one individual.

Certain analyses such as historical patterns and trends are not available for this inaugural report. The current data, nevertheless, allows for assessments of the overall pattern of disciplinary actions. It is reasonable to expect the number of disciplinary actions to decrease as the severity of disciplinary action increases. Generally, this pattern is evident in the data.

As was true in the case of complaints, the distribution of disciplinary actions is not uniform within the laboratory complex (i.e., the majority of actions result from a small number of laboratories). Ultimate conclusions about the EEO status of the laboratories must therefore be deferred until more detailed and comprehensive data are compiled.

To ensure that minorities are not disproportionately involved in disciplinary actions, future reports will compare the number of actions to each group's overall representation in the workforce. These analyses will also attempt to account for variations in disciplinary action frequency by job category (if applicable). Further, a cross-comparison with EEO complaints might be called for where employees may subsequently file complaints in response to receipt of a disciplinary action.

DOE Response

Disciplinary actions, if properly analyzed, can be an important indicator of the EEO/diversity environment within the Department's laboratories. In particular, dispensing disciplinary actions disproportionately in either frequency or severity towards various groups is itself problematic, and can be an indicator of more serious problems. As is the case for complaints, formal monitoring of these actions is not explicitly required by affirmative action regulations. However, DOE considers this to be an important area to monitor, and therefore will begin working on a protocol to facilitate tracking and subsequent analysis of the data. These measures and data are likely to include total population, population by ethnicity, population by disabled veteran status, as well as a breakdown of disciplinary action by cause (e.g., safety violations, conduct violations, and non-safety rule, regulation, or policy violated). Future reports are also expected to include trend data, and sufficient benchmarking information to allow Laboratories to be measured against their prior years' activities and other similarly situated facilities.

SUBSECTION 5: SUMMARY OF OUTREACH EFFORTS

For many years, DOE has undertaken a comprehensive effort to improve its outreach to minority and female populations. The Department expects no less from its contractors. Diversity is about inclusion and empowerment. The issue of diversity is not about asking “do we look different?” The key question is, “*are we different?*” Have we changed the way we do business to become more inclusive, not only in our numbers, but also in our way of accepting those who are different? This is the key challenge in evaluating a comprehensive and effective outreach and retention program.

Diversity efforts, particularly in established organizations for which cultural transformation is an issue, must be led and actively supported by the chief executive officer and others at the highest level of management. Top management also must be willing to demonstrate its commitment to diversity efforts by devoting the resources needed to actually effect desired changes. The ability and commitment required to attract, retain, and increase the utilization of women and minorities is key to a sound diversity program.

The Department requested that the laboratories provide a summary of their efforts to attract women and minorities for employment, and to furnish results for those efforts. Nine of the laboratories—Lawrence Livermore National Laboratory, Brookhaven National Laboratory, Princeton Plasma Physics Laboratory, Sandia National Laboratories, Oak Ridge National Laboratory, Lawrence Berkeley National Laboratory, Argonne National Laboratory, and Thomas Jefferson National Accelerator Facility—clearly articulated their outreach goals and objectives. The other seven laboratories either supplied copies of information posted on their Web sites regarding their overall diversity efforts, or very informal statements regarding outreach initiatives. All of the laboratories affirmed their support of, and commitment to, the employment of a diverse workforce.

Some laboratories reported more substantive outreach activities than others. Sandia National Laboratory did report having a system to accurately and objectively measure their diversity progress against their outreach efforts. Some laboratories were more focused on the recruitment of women and minorities, but did not have any formal networks of communication or retention and mentoring programs. Many of the laboratories’ outreach programs did not appear to be interwoven into the core of their business practices. Several reported that they do comparison tests of availability versus actual representation of minorities and women in their job groups.

The laboratories have attempted to increase the representation of qualified minorities and women in their hiring pools and in their workforces. Their recruitment and outreach efforts are of essentially two types: those that seek to increase the number of minority and female applicants for professional jobs that are available to the general public, and hiring or training programs designed specifically for minorities and women.

Our assessment of the laboratories’ outreach efforts focused on several areas, including to what degree the laboratories are taking action to diversify their workforce, and the degree to which the laboratories are taking action to retain underrepresented members of their workforces. The

following sections describe some of the most significant practices, including internships and other educational outreach activities, as reported by the laboratories.

Efforts to Increase the Pool of Qualified Applicants

Targeted advertisement. Most laboratories referenced the placement of job announcements in Web-based employment sites and traditional print media targeted to women and underrepresented groups. However, no laboratory discussed the effectiveness of this type of advertising, or whether it is more effective than traditional, non-targeted advertisement.

Laboratories also reported sending out recruitment announcements, en masse, to large numbers of universities and community colleges, including institutions that serve minority populations. However, it is unclear whether this type of recruitment effort has been effective.

Targeted advertisement is also conducted through contacts with professional societies that serve minorities, such as the Society of Hispanic Professional Engineers, National Society of Black Engineers, National Association of Women in Science, Society of Women Engineers, National Society of Black Physicists, National Society of Hispanic Physicists, and National Organization for the Professional Advancement of Black Chemists and Chemical Engineers.

Career fairs and job fairs. Participation in career fairs is a commonly-used recruitment tool of the laboratories, as is participation in national conferences sponsored by under-represented groups. Relationships are built with two- and four-year local colleges, vocational-technical schools, high schools, local business schools, and state and community organizations that attract qualified minority and female students. The laboratories advise these institutions of their desire to receive applications from minorities and women to fill job openings in specific classifications. The laboratories' participation ranged from attending the conference or job fair to presenting talks and providing technical and financial assistance. However, the laboratories did not provide information that would enable DOE to assess the effectiveness of these practices in minority recruitment.

Internships. Internships have traditionally been among the most successful outreach efforts employed by the laboratories. Internship programs provide work experience for students and develop a pipeline of qualified candidates to meet future hiring needs. Representation of women and minorities in internship programs continues to increase. Forty percent of the total participants were women, and 36 percent were minorities in Fiscal Year 2005 at Sandia National Laboratories. Although the overall hire rates for women and minorities at all laboratories with prior participation in internship programs were not consistent with their representation in their programs, these numbers are increasing.

Laboratories participate in programs such as the Science Undergraduate Laboratory Internship (SULI). SULI encourages women and minority participation in science and at DOE laboratories. Ames National Laboratory, Stanford Linear Accelerator Center, and Brookhaven National Laboratory all participated in the SULI program. Fermi National Accelerator Laboratory, Oak Ridge National Laboratory, Stanford Linear Accelerator Center, and Brookhaven National Laboratory also participated in the National Consortium for Graduate Degrees for Minorities in

Engineering, Inc., program (GEM). Several laboratories reported positive results in attracting underrepresented groups through the program. For instance, the Stanford Linear Accelerator Center reported hiring several minorities as a result of its participation, and Brookhaven National Laboratory reported placing three students in the GEM program as interns.

Another outreach resource is the Center for Science & Engineering (CSE). The Lawrence Berkeley National Laboratory works with the CSE to pair underrepresented students with mentors, and the laboratory meets annually with representatives from the CSE.

Community outreach programs. Several laboratories participate in a number of educational and community action programs designed to prepare women and minorities for careers in science and engineering, and give consideration to women and minorities not currently in the workforce. Such programs include linking minority teachers and volunteer scientists and engineers, providing minority middle school students with an opportunity to participate in community summer camps to stimulate interest in science, and providing programs to encourage family literacy in preschool.

Sandia National Laboratory has developed “outreach/inreach” committees for American Indians, Asians, Blacks, Hispanics, women, and persons with disabilities. The purpose of these committees is to contribute to the laboratory’s affirmative action efforts by using these community contacts to identify women and minorities for possible employment at the laboratory. These committees supplement the regular recruiting function.

Efforts to hire and train qualified minorities and women

Hiring. Princeton Plasma Physics Laboratory reported that they have implemented a procedure in the employment process that requires staff search forms to be completed that list the candidates interviewed for a position by ethnicity, gender, and disability status. The form must be approved by the deputy director of the laboratory before an offer can be made. The form serves to identify potential minority and women candidates.

Lawrence Berkeley National Laboratory’s Environmental Energy Technologies Division reported that, of its staff of 187, 33 percent (61) are women and 27 percent (51) are minority. In fiscal year 2004 there were six new hires – three were white females and two were minority males, representing 83 percent of the new hires. The Environment, Health and Safety Division has a 40 percent minority representation.

To improve their hiring, Thomas Jefferson National Accelerator Facility undertook an analysis of its workforce to determine the employment of minorities and women and to identify whether placement goals are indicated when compared with the appropriate available workforce. Their analysis revealed only one area involving managers in which the difference between incumbencies versus estimated availability was statistically significant with minorities. This indicates that, for the overwhelming majority of the workforce, employment levels of minorities and women are representative of their recruiting population.

Educational and Professional Development. Virtually all of the laboratories reported a commitment to programs that enhance the performance and professional abilities of minorities and women, and which further their academic qualifications and career development. Some of these programs include the Tuition Assistance Program, Distance Learning Programs, Special Master's Programs, and Management Training Programs.

Sandia National Laboratories has partnered with a technical vocational institute to develop a program in which students attend classes at the institute while they obtain their on-the-job experience at Sandia. At the end of fiscal year 2005, the representation of women (15 percent) and minority (69 percent) students in this program exceeded market availability.

Mentoring. Mentoring has proven to be a powerful and effective development tool for career advancement and professional development for women and minorities at the few laboratories that have formal programs. Sandia National Laboratory reported on the high percentage participation of females and minorities in their mentoring program. Their programs serve to provide employees with tools to build and maintain relationships, and to enhance personal and professional growth.

Conclusion

All of the laboratories reported outreach efforts aimed toward recruitment and widening the pool of qualified minority and women applicants. The effectiveness of these reported outreach efforts will need to be evaluated and measured over time and in the course of other reviews. This summary provides DOE with insight into some specific strategies that are being used by the laboratories to address any under-representation that may exist at individual laboratories.

SUBSECTION 6: ACTIONS AND EFFORTS TO RETAIN WOMEN AND MINORITIES

The Department recognizes that an effective retention program for underrepresented groups should include many elements, including discussions on career expectations with each employee; evaluations of the employee's interests, talents, and skills; development of appropriate goals; encouragement of lateral movements and job rotations; team assignments that will give employees problem-solving skills and leadership opportunities; facilitation of networking by including minorities and women workgroups and informal employee gatherings; training opportunities; and emphasis on employee responsibility for self-development.

Lawrence Livermore National Laboratory reported that providing career advancement opportunities is an important factor in staff retention. They provide on-site training, workshops, conferences, e-learning, televised short courses, and distance learning from the University of California at Davis, California State University at Chico, and Stanford University. They acknowledged that employees who participate in career development programs routinely report experiencing greater levels of career satisfaction and more self-confidence about pursuing positions of greater responsibility.

Listed below are additional examples of the types of efforts being made by some laboratories to improve the retention of minorities and women:

- Employment data on women and minorities are reviewed and analyzed regularly throughout the year to ensure that these groups are not exiting at a disproportionate rate, as compared with men and non-minorities.
- Salary surveys are continually reviewed to assess whether women and minority employees are equitably compensated.
- Annual special recognition conferences are held to highlight the contributions and achievements of women and minorities.
- Annual workforce reviews are conducted to identify strengths, weaknesses, and trends affecting workforce diversity.
- Improved standard benefit plans, such as flexible work schedules, paid time off, and dependent care pretax reimbursement are offered.
- Cultural and special history month occasions are observed to promote cultural awareness and understanding of underrepresented groups.
- Succession planning focuses on addressing the developmental needs of future leaders, taking into account the laboratories' need to increase diversity in management positions.
- Various resources for employee concerns are evaluated. Such resources include diversity offices, employee relations offices, advocacy councils, employee assistance programs, the use of EEO representatives, and affirmative action advisory committees.

Conclusion

Our review concluded that, although most of the laboratories have begun to implement efforts necessary to retain minorities and women, there is still room for improvement. The effectiveness of the efforts listed above will also need to be evaluated and measured in subsequent reviews.

SUBSECTION 7: COLLABORATIVE EFFORTS WITH THE OFFICE OF FEDERAL CONTRACT COMPLIANCE

Shortly after the passage of the Energy Policy Act in August 2005, a series of meetings was initiated to establish a dialogue between the Department of Energy and the Office of Federal Contract Compliance Programs (OFCCP) at the Department of Labor on ways to work together to accomplish the directives of Section 992.

These meetings were instrumental in helping shape the eventual Data Call that was sent to each of the enumerated 17 National Laboratories. The Data Call tracked, in some ways, the language used by the OFCCP in their requirements that certain EEO-related information from contractors must be available in the event of an OFCCP field audit. The incorporation of OFCCP language was intended to minimize the burden of having the 17 National Laboratories provide information for this report, as well as provide data that would be readily reviewable by OFCCP. The Data Call went out, and the laboratory submissions were generally responsive.

During the initial collaboration leading to the Data Call, OFCCP provided training to help prepare the DOE 992 Working Group for the data analysis that would subsequently be submitted by the National Laboratories. The original plan to have an experienced OFCCP Project Director detailed to DOE to help analyze the data to be received from the laboratories was not realized.

In the course of these initial interactions, DOE and OFCCP developed a Memorandum of Understanding (MOU) to further clarify the respective roles and responsibilities that each Department would play in preparing the 992 Report. As of this writing, the MOU has yet to be signed or implemented. We will continue to reach out to OFCCP in an effort to better work together to develop subsequent Section 992 Reports due to the Congress.

APPENDIX: LABORATORY PROFILES

The profiles in this Appendix reflect information submitted to the Department in response to our data call. The information and figures contained herein are reproduced directly from the information provided by the National Laboratories. It has not been independently verified by the Department of Energy.

In reviewing this section, the reader should be advised that the charts used in the laboratory profiles do not follow a single model. Rather, they vary from laboratory to laboratory. Some charts reflect, for example, selection rate percentages of the total number of applicants while other laboratories use the selection percentages of those who were hired. These variations also appear with regard to promotion and disciplinary data.

LABORATORY PROFILE AMES NATIONAL LABORATORY

DESCRIPTION

Mission

Ames Laboratory effectively focuses diverse fundamental and applied research strengths upon issues of national concern, cultivates tomorrow's research talent, and develops and transfers technologies to improve industrial competitiveness and enhance U.S. economic security. At the forefront of current materials research, high-performance computing, and environmental science and management efforts, the Laboratory seeks solutions to energy-related problems through the exploration of physics, chemistry, engineering, applied mathematics and materials sciences. All operations are conducted so as to maintain the health and safety of all workers, and with a genuine concern for the environment.

Operation/Management

Ames Laboratory is a U.S. Department of Energy research facility operated by Iowa State University. Within the university, the Institute for Physical Research and Technology is responsible for administrative oversight of the Lab. The management of the Laboratory is divided in two main categories, Scientific and Administrative.

Historical Overview

Ames Laboratory was formally established in 1947 by the Atomic Energy Commission as a result of the Ames Project's successful development of the most efficient process to produce high-purity uranium metal in large quantities for atomic energy. Today, Ames Laboratory pursues a broad range of priorities in chemical, materials, engineering, environmental, mathematical and physical sciences.

Workforce

Ames' total workforce during the report period was approximately 384 employees. The total number of employees identifying their gender and ethnicity was 384. Women and minorities constitute 25.8% and 32% respectively of the Ames workforce. The majority of employees, 263 or 68% are in the "Professional" job title. Women represent 22.1% of professionals and minorities represent 118 positions or 45.1%. Ames reported employees in seven job titles (official/manager; professional; technicians; clerical; craft; operatives; and service). There are no females in the "craft" job title, and no minorities in five of the job titles (technicians; clerical; craft; operatives; and service). Black males are only in one job title -- Professional -- with 3 employees, or 1.1%. One Black female employee is shown in the Professional job title (3%). There are no Hispanic females reported for any job title, and 3 Hispanic males all in the Professional job title, or 1.1%. There are no Native American employees reported at Ames. Asian/Pacific Islanders are the largest minority group, total 117 or 30.5% of the workforce. There are 90 (34%) Asian/Pacific Islander males and 24 (9.1%) female Asian/Pacific Islanders in the Professional job title. In the official/manager job title there are 2 (4.3%) Pacific Islander males and 1 (2.1%) Asian/Pacific Islander female. Asian/Pacific Islanders are not represented in any other job category.

Policies

Ames Laboratory employees are covered by Iowa State University (ISU) policies including EEO policies. (Responses are linked directly to ISU's web site and policies.) As a federal contractor, ISU is required to develop and implement a monitoring system to assess their affirmative action employment efforts in terms of recruitment and employment. ISU uses the following process:

All professional and nonexempt (bargaining unit) positions are posted on the ISU job site where applicants can apply online for each vacancy. As part of the application process, applicants are requested to complete a Voluntary Statistical Data form. The applicants are notified that this information will be submitted directly to the ISU Office of Equal Opportunity and Diversity (EOD) and that individual statistics will not be provided to employing departments. Employing departments are able to see an online report summarizing gender and ethnic data for the applicant pool for each vacancy. Prior to making a job offer, employing departments must provide the ISU EOD Office with a matrix documenting the selection criteria and rankings of all candidates for the position. In addition, the hiring department completes a Pre-Employment Monitoring form on line, which provides detailed information on the rationale for selecting a particular candidate. Once a candidate has been selected they are invited to voluntarily self-identify using a fully automated online system.

Additional policies applicable to the EEO process include:

Nondiscrimination and Affirmative Action Policy

<http://www.hrs.iastate.edu/AAO/reaffirmation.pdf>

The Policy on Racial and Ethnic Harassment

<http://www.hrs.iastate.edu/diversity/rehp.htm>

The EEO complaint resolution process is outlined in the following:

<http://www.hrs.iastate.edu/diversity/rehf.htm>

EEO/DIVERSITY

Complaints/Disciplinary Actions

Ames' overall number of internal and external complaints (1 and 0 respectively) on a per capita is low for the complex. Ames' reported number of disciplinary actions was minimal, five for the year.

Recruitment/Retention/Outreach

Outreach efforts within Ames Laboratory in 2005 included educational outreach activities to support long-range goals in science and technology while striving to increase the number of underrepresented populations, namely Black and Hispanic staff. Continued sponsorship and enhancement of feeder programs for potential employment strengthened our diversity through program initiatives, which included Educational and Research Experiences, some of those programs included:

Department of Energy's Science Undergraduate Laboratory Internship Program brought ten

undergraduate students from colleges and universities across the country to Ames Laboratory for an eight week program.

Ames National Laboratory continues targeting advertisements at conferences and through professional societies for minorities and women (Society of Hispanic Professional Engineers; National Society of Black Engineers; National Organization for the Professional Advancement of Black Chemists and Chemical Engineers; Association of Women in Science; Society of Women Engineers) in an effort to attract a diverse workforce.

Hiring

Ames hired 12 positions for the current period of this report. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	10%	100
Women	3.3%	61
Unidentified Gender	0%	1
White	6.3%	128
Black	33.3%	3
American Indian	0%	0
Asian/Pacific Islander	14.3%	21
Hispanic	0%	1
Unidentified Race	0%	14
<hr/> <i>TOTAL</i>	7.4%	162

Promotion

A total of four promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Selection Rate	Applicants
Men	50%	2
Women	50%	2
Unidentified Gender	0%	0
White	75%	3
Black	0%	0
American Indian	0%	0
Asian/Pacific Islander	25%	1
Hispanic	0%	0
Unidentified Race	0%	0
<i>TOTAL</i>	100%	4

Termination

Ames National Laboratory terminated ten managerial and professional jobs during the reporting period. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Selection Rate	Number
Men	60%	6
Women	40%	4
Unidentified Gender	0%	0
White	100%	10
Black	0%	0
American Indian	0%	0
Asian/Pacific Islander	0%	0
Hispanic	0%	0
Unidentified Race	0%	0
<i>TOTAL</i>	100%	10

SUMMARY

Ames National Laboratory/ISU has made special efforts for women and minorities in 2005. A hiring waiver is allowed when departments can show “that an extended search would risk negating an opportunity to hire a member of an under-represented group.” Ames National Laboratory took advantage this allowance in its hiring of a Black male as an Assistant Scientist III in 2005. In addition, the laboratory filled two professional positions with minority candidates and we continue to do targeted recruitment for open positions.

LABORATORY PROFILE

ARGONNE NATIONAL LABORATORY

DESCRIPTION

Mission

Argonne National Laboratory's mission is to serve the U.S. Department of Energy (DOE) and national security by advancing the frontiers of knowledge, by creating and operating forefront scientific user facilities, and by providing innovative and effective approaches and solutions to energy, environmental, and security challenges to national and global well-being, in the near and long term, as a contributing member of the DOE laboratory system.

The Laboratory contributes significantly to DOE's mission in science, energy resources, environmental stewardship, and national security. In accomplishing our mission, we partner with DOE, other federal laboratories and agencies, the academic community, and the private sector.

Operation/Management

Argonne is operated by the University of Chicago for the U.S. Department of Energy's Office of Science.

Historical Overview

Argonne National Laboratory (ANL) is one of the U.S. Department of Energy's largest research centers. It is also the nation's first national laboratory, chartered in 1946.

Argonne is a direct descendant of the University of Chicago's Metallurgical Laboratory, part of the World War II Manhattan Project. It was at the Met Lab where, on Dec. 2, 1942, Enrico Fermi and his band of about 50 colleagues created the world's first controlled nuclear chain reaction in a squash court at the University of Chicago. After the war, Argonne was given the mission of developing nuclear reactors for peaceful purposes. Over the years, Argonne's research expanded to include many other areas of science, engineering and technology. Argonne is not and never has been a weapons laboratory.

Today, the laboratory has about 2,900 employees, including about 1,000 scientists and engineers, of whom about 750 hold doctoral degrees. Argonne National Laboratory's annual operating budget of about \$475 million supports upwards of 200 research projects, ranging from studies of the atomic nucleus to global climate change research. Since 1990, Argonne has worked with more than 600 companies and numerous federal agencies and other organizations.

Workforce

ANL downsized during the evaluation period, October 2004–September 2005. The total workforce on September 30, 2005, was 2,623. However, ANL reported an increase over the previous year of female and minority employees: from 28% women and 15%

minorities in 2004 to 30% females and 17% minorities on September 30, 2005. ANL did not report identified race/ethnicity by specific job title (e.g., number of females and minorities in official/manager, professional, technicians).

POLICIES

- **Nondiscrimination and Affirmative Action:** Argonne's EEO and Affirmative Action Policy and Procedure cite that Laboratory employment decisions will be free from unlawful discrimination. The commitment to this policy of non-discrimination in all matters is one of the primary obligations of each organizational unit, all supervisory personnel, as well as all other employees. All manager/supervisors are responsible for ensuring that all employees within the unit are aware of this policy and support its compliance, which includes maintenance of a workplace free of unlawful discrimination and harassment.
- **Complaint Resolution:** Argonne's overall complaint resolution process references EEO-related issues and the Laboratory has a specific policy and procedure for addressing sexual harassment issues.
- **Position Clarification:** The Laboratory's other policies specifically relating to promotions, pay raises and EEO complaint resolution have reference links to Argonne's EEO/AA Policy & Procedure.
- **Salary Determination and Review:** The Laboratory's other policies specifically relating to promotions, pay raises and EEO complaint resolution have reference links to Argonne's EEO/AA Policy & Procedure. In addition, procedures related to promotions and pay increases often involve multiple layers of management and Laboratory committee review.

CONTRACT

Argonne's current prime contract contains sections/contract clauses related to equal employment opportunity. During FY 2005, diversity/equal employment opportunity was a component of Argonne's Business Management measure, which is a composite of system assessment measures. System assessment measure ratings are not part of the calculation of award fees.

EEO/DIVERSITY

Complaints/Disciplinary Actions

Argonne experienced eleven internal and one external complaint during the reporting period. There were three findings of complaint supported, eight not supported, and one pending.

There were a total of 83 disciplinary actions. White employees received 67% of the actions and Black employees 23%.

Recruitment/Retention/Outreach

Argonne's *Strategic Plan for Diversity* outlines strategies and initiatives for increasing opportunities to fully use the talents and capabilities of a diverse workforce. The strategic plan defines the lab's stakeholders and then outlines six diversity focus areas: workforce diversity at Argonne; educational outreach; community involvement and outreach; subcontracting; economic development and technology transfer; and the prevention of profiling based upon race or national origin.

Hiring

Argonne hired 65 employees in the period reported. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	45%	734
Women	20%	221
Unidentified Gender	0%	123
White	43%	639
Black	1%	44
American Indian	2%	3
Asian/Pacific Islander	18%	228
Hispanic	1%	28
Unidentified Race	0%	136
<i>TOTAL</i>	6%	1,078

Promotion

A total of 164 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	75.00%	123
Women	24.00%	41
Unidentified Gender	0.00%	0
White	78.70%	129
Black	1.80%	3
American Indian	0.00%	0
Asian/Pacific Islander	15.00%	25
Hispanic	4.30%	7
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	164

Termination

Argonne's total number of terminations from managerial and professional job groups during the reporting period was 112. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	75.00%	84
Women	25.00%	28
Unidentified Gender	0.00%	0
White	91.10%	102
Black	0.00%	0
American Indian	0.00%	0
Asian/Pacific Islander	8.00%	9
Hispanic	0.90%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100.00%	112

SUMMARY

The diversity of Argonne National Laboratory's programs within its multi-structure provides strength and flexibility to meet the challenges of the future. The Laboratory

recognizes that workforce diversity also provides strength and flexibility to the organization, as well as being an essential catalyst for discovery.

LABORATORY PROFILE BROOKHAVEN NATIONAL LABORATORY

DESCRIPTION

Mission

Brookhaven National Laboratory's role for the DOE is to produce excellent science and advanced technology with the cooperation, support, and appropriate involvement of our scientific and local communities.

Operation/Management

The fundamental elements of the Laboratory's role in support of the four DOE strategic missions are the following:

- To conceive, design, construct, and operate complex, leading edge, user-oriented facilities in response to the needs of the DOE and the international community of users.
- To carry out basic and applied research in long-term, high-risk programs at the frontier of science.
- To develop advanced technologies that address national needs and to transfer them to other organizations and to the commercial sector.
- To disseminate technical knowledge, to educate new generations of scientists and engineers, to maintain technical capabilities in the nation's workforce, and to encourage scientific awareness in the general public.

Historical Overview

In 1946, representatives from nine major eastern universities — Columbia, Cornell, Harvard, Johns Hopkins, Massachusetts Institute of Technology, Princeton, University of Pennsylvania, University of Rochester, and Yale — formed a nonprofit corporation to establish a new nuclear-science facility, and they chose a surplus army base “way out on Long Island” as the site. Thus, Brookhaven National Laboratory was born. On March 21, 1947, the U.S. War Department transferred the site of Camp Upton on Long Island to the U.S. Atomic Energy Commission (AEC), which was the federal agency that oversaw the founding of Brookhaven National Laboratory and was a predecessor to the present U.S. Department of Energy (DOE). The AEC provided the initial funding for Brookhaven's research into the peaceful uses of the atom, with the goal of improving public well-being.

Brookhaven Laboratory was conceived to promote basic research in the physical, chemical, biological and engineering aspects of the atomic sciences. Equally important was the establishment of a national laboratory in the Northeast to design, construct and operate large scientific machines that individual institutions could not afford to develop on their own. The Laboratory was also to resemble a university to the greatest extent possible.

Today, Brookhaven Laboratory is one of ten national laboratories under DOE's Office of Science, which provides the majority of the Laboratory's research dollars and direction. Founded in 1977 as the 12th cabinet-level department, DOE oversees much of the science research in this country through its Office of Science.

POLICIES

BNL policies are posted in every work area around the Lab. Written or verbal communication is provided to senior Lab managers as a reminder of their obligation to share these policies with employees and to take steps to ensure full compliance. Training is provided to new supervisors on all policies. All senior managers have a performance appraisal objective for managing diversity.

- **Nondiscrimination and Affirmative Action:** BNL's mission to do world-class science can be enhanced by having a diverse workforce. Fair treatment and opportunity for all employees in an environment free from harassment should be regarded as the Laboratory's way of doing business.
- **Complaint Resolution:** The cooperation of the supervisor is crucial in resolving discrimination complaints made by an employee. Supervisors become involved by providing all facts and relevant documentation related to the complaint. The facts must indicate objectivity and fair treatment of the employee consistent with Laboratory policy and with the manner in which other employees are treated. If there is an inconsistency with Laboratory policy, the situation will be resolved and the necessary action to restore the employee will be taken.
- **Position Clarification:** No published policy reported.
- **Salary Determination and Review:** It is BNL's policy to be proactive in making equal opportunity (EO) at BNL a reality. This includes promotions, pay equity and salary increases.

CONTRACT

Performance measures for Diversity leadership are detailed in contract and indirectly account for 5% of FY 2005 Annual Operating Budget (\$424M, excluding Capital and Construction).

EEO/DIVERSITY

Complaints/Disciplinary Actions

There were 46 internal and 3 external complaints reported. Six internal complaints were supported, 39 not supported, and 1 is pending. External complaints had one supported, one not supported, and one pending. The basis for the majority of the internal complaints, is listed as "other," at 52%.

There were 25 disciplinary actions during the period reported, with white males receiving 72% of the disciplinary actions.

Recruitment/Retention/Outreach

Efforts to attract women and minorities for employment, including pipeline programs, include: a post-doctorate program; a Professional Associates program; training in nondiscrimination in decision making for employees authorized with hiring decisions; review of minority and gender of applicants; an HR employment referral program with sliding scale dollar rewards; informing prime recruiting resources, orally and in writing periodically, of its EEO policy and maintaining a file of sources notified and acknowledgements received; a uniform employment process for filling all open positions; using funding from Diversity Office budget and departmental budgets to support female and minority employee participation in recruitment events and fairs; the National Society of Black Physicists (NSBP) & the National Society of Hispanic Physicists (NSHP); the Diversity Science and Technology Intern program; targeted recruiting at Historically Black Colleges and Universities; scholarships for women and minorities; and summer student participation in Qualified Environmental Professionals.

Hiring

BNL hired 122 employees in the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	72%	228
Women	28%	85
Unidentified Gender	0.00%	0
White	57.40%	186
Black	7.40%	22
American Indian	0.80%	1
Asian/Pacific Islander	29.50%	94
Hispanic	4.90%	10
Unidentified Race	0.00%	0
<i>TOTAL</i>	39.10%	313

Promotion

A total of 192 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	67.70%	130
Women	32.30%	62
Unidentified Gender	0.00%	0
White	75.00%	144
Black	3.70%	7
American Indian	0.50%	1
Asian/Pacific Islander	15.60%	30
Hispanic	5.20%	10
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	192

Termination

BNL's total number of terminations from managerial and professional job groups during the reporting period was 20 involuntary and 116 voluntary, a total of 189. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	80.00%	151
Women	20.00%	38
Unidentified Gender	0.00%	0
White	72.00%	136
Black	3.00%	5
American Indian	0.00%	0
Asian/Pacific Islander	21.00%	39
Hispanic	4.00%	9
Unidentified Race	0.00%	0
<i>TOTAL</i>	100.00%	189

SUMMARY

The Laboratory recognizes two key assets: the diversity of the research programs within its multidisciplinary structure and the diversity of the people it employs. Both provide strength and flexibility to meet the challenges of the future. It is this combination of talent, energy, commitment and dedication that will keep the Laboratory's basic and applied research on the frontier of human scientific endeavor. An increasing variety of new perspectives, propelled by improved diversity, can serve to foster organizational growth through increased scientific productivity.

LABORATORY PROFILE

FERMI NATIONAL ACCELERATOR LABORATORY

DESCRIPTION

Mission

Fermi National Accelerator Laboratory advances the understanding of the fundamental nature of matter and energy by providing leadership and resources for qualified researchers to conduct basic research at the frontiers of high energy physics and related disciplines.

Operation/Management

Fermilab is operated and managed by Universities Research Association, Inc. (URA), which is a consortium of ninety universities.

Historical Overview

Fermilab, originally named the National Accelerator Laboratory, was commissioned by the U.S. Atomic Energy Commission, under a bill signed by President Lyndon B. Johnson on November 21, 1967. Founding Director Robert R. Wilson committed the laboratory to firm principles of scientific excellence, esthetic beauty, stewardship of the land, fiscal responsibility and equality of opportunity. Universities Research Association built the laboratory, and has operated the facility under those principles since its founding.

On May 11, 1974, the laboratory was renamed in honor of 1938 Nobel Prize winner Enrico Fermi, one of the preeminent physicists of the atomic age. Fermi's widow, Laura Fermi, spoke at the dedication ceremonies.

Two major components of the Standard Model of Fundamental Particles and Forces were discovered at Fermilab: the bottom quark (May–June 1977) and the top quark (February 1995). In July 2000, Fermilab experimenters announced the first direct observation of the tau neutrino, the last fundamental particle to be observed. Filling the final slot in the Standard Model, the tau neutrino set the stage for new discoveries and new physics with the inauguration of Collider Run II of the Tevatron in March 2001.

Workforce

Fermi National Accelerator Laboratory data not available in a single concise format: Listing by employment profession of workforce males, females, and minorities identified by race/ethnicity.

CONTRACT

Scientists and students from universities all over the United States can come to Fermi National Accelerator Laboratory to use the most powerful particle accelerator on earth, working together on experiments to try to understand the ultimate laws of nature.

Today, DOE operates national laboratories throughout the United States. DOE currently supports more than 90 percent of federally funded U.S. research into the underlying structure of matter, through high-energy physics. Universities Research Association, Incorporated, a consortium of ninety universities with physics research programs, contracts with DOE to operate Fermi National Accelerator Laboratory.

EEO/DIVERSITY

Complaints/Disciplinary Actions

Fermi National Accelerator Laboratory reports 26 total complaints (15 internal and 11 external). Five complaints were supported, 15 not supported and 6 pending. Among internal complaints there were 5 race and 5 “other” basis cited. Among external complaints, age was cited 4 times.

There were 24 disciplinary actions in the reporting period. White employees received 21 of these.

Hiring

Fermi National Accelerator Laboratory hired 86 employees in the period reported. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	70 %	
Women	16%	
Unidentified Gender	0	
White	64%	Information not provided.
Black	1%	
American Indian	0	
Asian/Pacific Islander	18%	
Hispanic	3%	
Unidentified Race	0	
<hr/> <i>TOTAL</i>	86%	

Promotion

A total of 84 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	75.00%	3
Women	25.00%	21
Unidentified Gender	0.00%	0
White	86.00%	72
Black	2.00%	2
American Indian	0.00	0
Asian/Pacific Islander	8.00%	7
Hispanic	4.00%	3
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	84

Termination

Fermi National Accelerator Laboratory's total number of terminations from managerial and professional job groups during the reporting period was 147 voluntary and 8 involuntary, totaling 155. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	82.00%	127
Women	18.00%	28
Unidentified Gender	0.00%	0
White	72.00%	112
Black	4.00%	6
American Indian	0.00%	0
Asian/Pacific Islander	17.00%	27
Hispanic	7.00%	10
Unidentified Race	0.00%	0

TOTAL

100%

155

SUMMARY

Fermi National Accelerator Laboratory has had a Summer Internships in Science and Technology program for 35 years. Each year the lab host 15-20 underrepresented minority students majoring in physics, engineering, and computer science to spend 12 weeks working on research. The program targets Historically Black Colleges and Universities, Hispanic, and Native American institutions.

Fermi National Accelerator Laboratory maintains membership in the National Consortium for Graduate Degrees for Minorities in Engineering (GEM). GEM has been designed to assist minority students to obtain engineering experience through summer work at participating labs and companies. Fermi National Accelerator Laboratory has five GEM graduates as regular full time employees at the lab currently, and will provide internships for five fellows this year. Fermi National Accelerator Laboratory also has a program that offers graduate fellowships for promising minority students. The laboratory intends to maintain funding for this program and encourage students to apply. The lab has one prospective fellow for this program in FY 2006.

Other highlights of Fermi National Accelerator Laboratory's outreach program include:

IMPRINT: Fermi National Accelerator Laboratory renewed its participation in IMPRINT. The program is designed to pair promising minority high school seniors with practicing computer professionals and or engineers to foster matriculation in to the University of Illinois at Urbana-Champaign's College of Engineering.

Cooperative Education: The program provides undergraduate students with a combination of work and school experience. Fermi currently has 10 students in this program.

TARGET: Fermi National Accelerator Laboratory has maintained this summer enrichment program for high school students for 26 years. The program was designed to offer high potential sophomore and junior students an opportunity to investigate aspects of scientific research. Eighteen students were selected in 2005, and plans are to host 18 students in 2006.

As part of its retention program, Fermi National Accelerator Laboratory provides a Tuition Reimbursement Program for all full-time employees. In FY 2005, 112 employees participated, of which 31 were minorities (8% of lab employees) and 36 were females (8.2% of lab employees).

Other benefits include on-site child care for infants and preschoolers for lab employees, onsite day camp during summer months for children ages 7-12, and a Reward and Recognition Awards Program in 2005 for one-time achievements that have a notable

impact on a program, project, and individual activity (7 minorities and 15 female employees received an award).

**LABORATORY PROFILE
IDAHO NATIONAL LABORATORY**

DESCRIPTION

Mission

The Idaho National Laboratory (INL) is a science-based, applied engineering national laboratory dedicated to supporting the Department of Energy’s missions in nuclear and energy research, science, and national defense.

Operation/Management

INL is operated and managed by the Battelle Energy Alliance on behalf of the Department of Energy.

Historical Overview

INL has been in operation since 1949, and was formerly known as the National Reactor Testing Station. In February 2005, the Idaho National Engineering and Environmental Laboratory and the Argonne National Laboratory-West became the Idaho National Laboratory. The cleanup operation is now a separately managed effort. The laboratory is located in the southeastern Idaho desert. For many years, INL was the site of the largest concentration of nuclear reactors in the world. Today, the Idaho National Laboratory’s primary mission is to lead the nation in nuclear energy research and development.

Workforce

Idaho reports a total workforce of 3,326. The following tables provide information about workforce makeup by gender and race.

INL Overall Workforce by Gender

Gender	Number	Percent
Men	2,583	77.66%
Women	743	22.33%
<i>TOTAL</i>	3,326	100%

INL Overall Workforce by Race and Gender

Group	Number	Percent
White males	2,466	74.14%
White females	654	19.66%
Black males	15	.45%
Black females	4	.12%
Hispanic males	62	1.86%
Hispanic females	39	1.17%
Asian/Pacific Islander males	20	.60%
Asian/Pacific Islander females	29	.89%
American Indian males	20	.60%
American Indian females	17	.51%
<i>TOTAL</i>	3,326	100%

INL Administrative Workforce by Gender

Gender	Number	Percent
Male	7	4%
Female	172	96%
<i>TOTAL</i>	179	100%

INL Administrative Workforce by Race and Gender

White males	7	4.0%
White females	143	85.9%
Minority males	0	0%
Minority females	18	10.1%
<i>TOTAL</i>	179	100%

INL Craft Workers by Gender

Gender	Number	Percent
Male	161	97.6%
Female	4	2.4%
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<i>TOTAL</i>	165	100%

INL Craft Workers by Majority/Minority

Gender	Number	Percent
White	151	91.5%
Minority	14	8.5%
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<i>TOTAL</i>	165	100%

INL Laborers by Gender

Gender	Number	Percent
Male	22	84.6%
Female	4	15.4%
<hr/>		
<i>TOTAL</i>	26	100%

INL Laborers by Race and Gender

White males	19	73.1%
White females	4	15.4%
Minority males	3	11.5%
Minority females	0	0%
<hr/>		
<i>TOTAL</i>	26	100%

INL Managers by Gender

Gender	Number	Percent
Male	179	83.6%
Female	35	16.4%
<hr/>		
<i>TOTAL</i>	214	100%

INL Managers by Race and Gender

White males	169	79.0%
White females	35	16.3%
Minority males	10	4.7%
Minority females	0	0%
<i>TOTAL</i>	214	100%

INL Operatives by Gender

Gender	Number	Percent
Male	121	80.7%
Female	29	19.3%
<i>TOTAL</i>	150	100%

INL Operatives by Majority/Minority

Gender	Number	Percent
White	131	87.3%
Minority	19	12.7%
<i>TOTAL</i>	150	100%

INL Scientists/Engineers by Gender

Gender	Number	Percent
Male	760	85.2%
Female	122	13.8%
<i>TOTAL</i>	882	100%

INL Scientists/Engineers by Majority/Minority

White	825	93.5%
Minority	57	6.5%
<i>TOTAL</i>	882	100%

**INL Technical Operations
Specialists by Gender**

Gender	Number	Percent
Male	256	84.5%
Female	47	15.5%
<i>TOTAL</i>	303	100%

**INL Technical Operations Specialists
by Majority/Minority**

White	286	94.4%
Minority	17	5.6%
<i>TOTAL</i>	303	100%

INL Service Workers by Gender

Gender	Number	Percent
Male	297	91.4%
Female	28	8.6%
<i>TOTAL</i>	325	100%

INL Service Workers by Majority/Minority

White	309	95.1%
Minority	16	4.9%
<i>TOTAL</i>	325	100%

INL Technicians by Gender

Gender	Number	Percent
Male	358	82.7
Female	75	17.3%
<i>TOTAL</i>	433	100%

INL Technicians by Majority/Minority

White technicians	393	90.8%
Minority technicians	40	9.2%
<hr/>		
<i>TOTAL</i>	433	100%

CONTRACT

As a Department of Energy multi-program national laboratory and one of the agency's 16 Federally Funded Research & Development Centers, INL performs work in all the agency's business lines – energy, security, national security, environmental quality and science. INL has special responsibilities following its July 2002 Secretarial designation as the nation's leading center for nuclear energy research and development.

EEO/DIVERSITY

Complaints/Disciplinary Actions

INL reports 27 internal complaints and no external complaints for the reporting period. The majority of the complaints, 18 were listed with a basis of "other".

INL had 44 disciplinary actions for the reporting period. White males received 80% of the disciplinary actions. There was one minority and two female terminations of a total of seven terminations.

Recruitment/Retention/Outreach

INL reported participating in numerous Career Fairs, conferences, symposia, and meetings as part of its outreach efforts. As a result of its participation in the Hispanic Youth Symposium, three interns were hired.

The laboratory reported that it provided educational assistance programs, employee training, leadership and management training, an education degree program, and rewards and recognition programs. In 2006 INL formed a Human Resources Development Department to develop and implement additional programs to include employee development, mentoring, job rotation, and succession planning.

Termination

INL total number of terminations from managerial and professional job groups during the reporting period was 83. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	71.00%	5
Women	29.00%	2
Unidentified Gender	0.00%	0
White	86.00%	6
Black	0.00%	0
American Indian	0.00%	0
Asian/Pacific Islander	0.00%	0
Hispanic	0.00%	0
Unidentified Race	14.00%	1*
<i>TOTAL</i>	100%	7

*Minority identified, however specific race/ethnicity not identified in data provided by INL.

SUMMARY

The INL is committed to developing an environment where individuals and teams are valued and inspired to contribute fully to our success. We strive to be recognized by our employees and our community as a diversity leader. Diversity in our workforce and community is critical to the success of the INL. Continuing to develop our diversity initiative will expand our base of knowledge, skills, abilities and understanding. We are committed to providing a workplace free from all forms of discrimination, including sexual harassment and other forms of harassment.

**LABORATORY PROFILE
LAWRENCE BERKELEY NATIONAL LABORATORY**

DESCRIPTION

Mission

Lawrence Berkeley National Laboratory (LBNL) is organized into seventeen scientific divisions and has four DOE national user facilities. The mission of the laboratory includes the education and training of scientists and engineers to promote national science goals in the areas of human health, technology, energy, and the environment.

Operation/Management

The laboratory is operated and managed for the Department of Energy by the University of California.

Historical Overview

The Radiation Laboratory began in 1931 by Nobel Prize winner Ernest Lawrence. Lawrence invented the circular particle accelerator for high-energy physics, and began the tradition of multidisciplinary scientific teams working together to solve global problems. The Radiation Laboratory was the forerunner to the Lawrence Berkeley National Laboratory. Lawrence Berkeley National Laboratory diversified into fields such as metallurgy, catalysis and surface science, hydrology, physical chemistry, theoretical chemistry, photoelectron spectroscopy, hydrology, cellular biology, and oncology. New opportunities have arisen from the shift in the national interest, and have resulted in the diversification of the laboratory's research programs.

Workforce

LBNL had 2,240 employees identify their race/ethnicity. The following tables provide information about LBNL's workforce makeup.

LBNL Overall Workforce by Gender

Gender	Number	Percent
Men	1,514	67.6%
Women	726	32.4%
<hr/>		
<i>TOTAL</i>	2,240	100%

LBNL Overall Workforce by Race

Group	Number	Percent
White	1,476	65.9%
Black	174	7.8%
Hispanic	127	5.7%
Asian/Pacific Islander	453	20.2%
American Indian males	10	.45%
<i>TOTAL</i>	2,240	100%

LBNL Officials and Managers by Gender

Gender	Number	Percent
Male	77	59.7%
Female	52	40.3%
<i>TOTAL</i>	129	100%

LBNL Officials and Managers by Majority/Minority

White	105	81.4%
Minority	24	18.6%
<i>TOTAL</i>	129	100%

LBNL Technicians by Gender

Gender	Number	Percent
Male	135	81.3%
Female	31	18.7%
<i>TOTAL</i>	166	100%

LBNL Technicians by Majority/Minority

White	101	60.8%
Minority	65	39.2%
<i>TOTAL</i>	166	100%

LBNL Craft Workers by Gender

Gender	Number	Percent
Male	83	98.0%
Female	2	2.0%
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<i>TOTAL</i>	85	100%

LBNL Craft Workers by Majority/Minority

White	60	70.6%
Minority	25	29.4%
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<i>TOTAL</i>	85	100%

LBNL Operatives by Gender

Gender	Number	Percent
Male	21	91.3%
Female	2	8.7%
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<i>TOTAL</i>	23	100%

LBNL Operatives by Majority/Minority

White	8	34.8%
Minority	15	65.2%
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<i>TOTAL</i>	23	100%

LBNL Service Workers Workforce by Gender

Gender	Number	Percent
Male	27	61.4%
Female	17	38.6%
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<i>TOTAL</i>	44	100%

LBNL Service Workers by Majority/Minority

White	19	43.2%
Minority	25	56.8%
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<i>TOTAL</i>	44	100%

LBNL Office Service Workers by Gender

Gender	Number	Percent
Male	31	18.8%
Female	134	81.2%
<hr/>		
<i>TOTAL</i>	165	100%

LBNL Office Service Workers by Majority/Minority

White	147	89.0%
Minority	18	11.0%
<hr/>		
<i>TOTAL</i>	165	100%

LBNL Professional Administrative Workers by Gender

Gender	Number	Percent
Male	75	26.9%
Female	204	73.1%
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<i>TOTAL</i>	279	100%

**LBNL Professional Administrative Workers by
Majority/Minority**

White	255	91.4%
Minority	24	8.6%
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<i>TOTAL</i>	279	100%

LBNL Professional Scientific Workers by Gender

Gender	Number	Percent
Male	487	84.0%
Female	93	16%
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<i>TOTAL</i>	580	100%

LBNL Professional Scientific Workers by Majority/Minority

White	152	54.5%
Minority	127	45.5%
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<i>TOTAL</i>	279	100%

LBNL Professional Scientific/Technical Workers by Gender

Gender	Number	Percent
Male	578	75.2%
Female	191	24.8%
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<i>TOTAL</i>	769	100%

POLICIES

Laboratory policy requires a positive, concerted effort to ensure equal employment opportunity for all employees and qualified prospective employees.

- **Nondiscrimination and Affirmative Action** It has been and will continue to be the policy of Lawrence Berkeley National Laboratory to be an equal opportunity employer. Berkeley National Laboratory's EEO policy statement is included in Section 4 of Internal and External dissemination of EEO policy.
- **Complaint Resolution** Outlined in Policy and Procedure Memo, February 23, 2005: Sexual Harassment and Complaint Procedure.
- **Position Clarification** – data not available.
- **Salary Determination and Review** – data not available.

CONTRACT

Under University of California (UC) leadership, contractor assurance organizations have been formed to support the management of the Laboratory and its contract.

EEO/DIVERSITY

Complaints/Disciplinary actions

LBNL had seven complaints (four internal and three external) in the reporting period. Two complaints had no finding and five are pending.

There were 79 disciplinary actions in the period. White employees received 48% of the actions, and Black employees received 14%. Males received 70% of the actions.

Recruitment/Retention/Outreach

Lab and UC-sponsored fellowships, internships, and outreach programs supporting workforce diversity plans at the division, department, or group level include:

- Center for Science and Engineering Education (CSE)
- The Lawrence Postdoctoral Fellowship Program
- University of California President's Postdoctoral Fellowship Program
- Student Achievement Guided Experience (SAGE) Scholars
- Berkeley Edge Program

Hiring

LBNL hired 108 new employees. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	54.00%	579
Women	46.00%	399
Unidentified Gender	0.00%	869
White	39.00%	451
Black	4.60%	71
American Indian	0.00%	7
Asian/Pacific Islanders	29%	317
Hispanic	4.60%	51
Unidentified Race	20.40%	850
<i>TOTAL</i>	6.00%	1,847

Promotion

A total of 121 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	62.00%	75
Women	38.00%	46
Unidentified Gender	0.00%	0
White	62.80%	76
Black	2.50%	3
American Indian	0.00%	0
Asian/Pacific Islander	17.30%	21
Hispanic	5.80%	7
Other	8.30%	10
Unidentified Race	3.30%	4
<i>TOTAL</i>	100%	121

Termination

LBNL’s total number of terminations from managerial and professional job groups during the reporting period was 235, which includes 199 voluntary and 36 involuntary. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	63.80%	150
Women	36.20%	85
Unidentified Gender	0.00%	0
White	60.40%	142
Black	3.40%	8
American Indian	0.00%	0
Asian/Pacific Islander	20.80%	49
Hispanic	4.70%	11
Other	9.40%	22
Unidentified Race	1.30%	3
<i>TOTAL</i>	100%	235

SUMMARY

The Laboratory’s recommitment to diversity is stated in the laboratory’s vision, the overarching principle that rests on the following values:

- Leadership accountability
- Managing diversity through Laboratory processes, procedures, and policies
- Employee career growth
- Communication as a means of unifying our community
- Measuring our efforts using best practices as our standard

At Lawrence Berkeley National Laboratory, commitment means leadership taking action to provide motivation and direction in a common cause. The Lab’s leadership shapes the culture and values that distinguish us from all other organizations. The Office of Workforce Diversity supports senior management in their commitment to the values of diversity through individual group, division, and department Diversity Action Plans.

LABORATORY PROFILE

LAWRENCE LIVERMORE NATIONAL LABORATORY

DESCRIPTION

Mission

The Lawrence Livermore National Laboratory (LLNL) is an applied physics, national security Laboratory principally engaged in ensuring the safety and reliability of the nation's nuclear stockpile. In addition to nuclear weapons, LLNL contributes in numerous ways to a broad spectrum of national security programs and technologies through advances in physics, chemistry, material science, advanced computing, life sciences, and technology.

Operation/Management

LLNL is operated for the National Nuclear Security Administration (NNSA) by the University of California (UC). UC has held the contract to manage LLNL since its founding in 1952. However, the contract is currently being competed and a new contractor is expected to be awarded in the spring of 2007.

Historical Overview

LLNL is located in Livermore, California, approximately 50 miles east of San Francisco. The Laboratory was founded in 1952 on the site of Wagner Field, a former naval air station. Livermore's initial thrust as a nuclear weapons laboratory was in the area of hydrogen devices. Over the years, it has made significant contributions to the nation's nuclear stockpile, particularly in regard to miniaturization and safety concerns.

Workforce

LLNL's total workforce during the report period was approximately 7,639 employees. LLNL's overall workforce is 31.7% women, 68.3% men, 76.5% white, 3.2% black, 8.6% Asian/Pacific Islander, 1.1% American Indian, and 8.0% Hispanic. Additionally, 2.6% of employees did not specify a race or ethnicity affiliation. In the scientists and engineer job groups (2,536 total employees – excluding scientists and engineering managers and supervisors), these percentages are: 19.0% women, 81.0% men, 78.2% white, 1.5% black, 13.2% Asian/Pacific Islander, 0.2% American Indian, 3.8% Hispanic, and 3.1% unknown race/ethnicity.

POLICIES

LLNL has comprehensive policies designed to ensure that all employees receive equitable treatment in all aspects of their employment. Policies are disseminated through a variety of means, including posting on the Web, bulletin boards, and internal mailings. LLNL managers are informed of policies in training classes, and are provided advice and guidance on their application by Human Resource professionals. The following is a summary of the policies LLNL submitted in response to this review:

- **Nondiscrimination and Affirmative Action**
 These policies state the Laboratory's official position as an employer committed to following the legal guidelines and principles of nondiscrimination, Affirmative Action (AA), and equal employment opportunity (EEO). The policy describes LLNL's positions with respect to these topics, and cites the statute or legislation requiring such actions. The policy also provides a reference to the Laboratory's policy on sexual harassment, and sexual harassment complaint resolution procedure.

- **Promotion and Transfer**
 This policy sets forth the Laboratory's encouragement of employee career development opportunities. The policy also discusses employees' rights to inquire about and pursue promotional opportunities, and the right of the employee's departments to make certain personnel information available to prospective (internal) departments. Specifically, the policy addresses:
 - responsibilities of the employee;
 - responsibilities of the employee's department head/division leader;
 - responsibilities of the HR manager;
 - announcements of promotion and transfer opportunities;
 - time off for interviews;
 - release of employee to accept transfer; and
 - reviews prior to transfer (for safety and or security as needed)

- **Compensation and Pay Raises**
 This policy sets forth the objectives and operating principles of the Laboratory's compensation program, including the factors upon which employee compensation is based. The policy also describes the following components of the Laboratory's Integrated Pay and Performance Program (IPPP):
 - performance management program
 - base salary review program
 - salary structures
 - target salary zone or rates
 - lump sum (non-base building) merits; and
 - recognition and awards program

- **Complaint Resolution**
 The intent of LLNL's complaint resolution policy is to provide a conflict resolution system that can respond to employment-related complaints and concerns. The policy accomplishes this by providing two major avenues for employees to lodge complaints: *Grievances*, which utilize formal hearings, and *Administrative Reviews*, which involve senior manager decisions. LLNL offers informal complaint resolution vehicles that employees are encouraged to use. These include informal mediation from the *Employee Relations Office* and the use of ombuds.

CONTRACT

For the period covered in this report (2005), LANL was operated by the University of California for the NNSA under contract number Contract No.: W-7405-ENG-48. This

contract had a performance-based fee structure. The performance measures impacting the contractor fee were identified in Appendix F of the contract. In summary, a percentage of the contract fee was based on performance in 10 predetermined areas. Of these 10 areas, one (Objective # 7: Utilize UC strengths to recruit, maintain, and develop the workforce) addressed Human Resource considerations. The human resource measures consisted of seven major components. EEO/diversity was explicitly addressed in two of the three sub-measures associated with this measure. While it is difficult to put a monetary value on these measures, the two referencing EEO/diversity represent 4% of the 48 measures specifically identified in Appendix F of the contract.

EEO/DIVERSITY

Complaints/Disciplinary Actions

LLNL's overall number of internal and external complaints (0 and 1, respectively) is extremely low given its size. LLNL's reported number of disciplinary actions (43 overall) was also relatively low. This figure equates to a per capita rate (0.56%) that is less than half of the 1.4% average of the DOE complex.

Recruitment/Retention/Outreach

LLNL's recruiting office utilizes a traditional approach to recruit diversity candidates, including attending university career fairs and national diversity conferences. LLNL participated in a number of institutional recruitment activities during 2005, including: the American Indian Science and Engineering Society (AISES), National Society of Black Engineers (NSBE), National Society of Black Physicists (NSBP), Organization of Chinese Americans (OCA), Society of Women Engineers (SWE), Society of Hispanic Professional Engineers (SHPE), and the Chinese Institute of Engineers (CIE). LLNL also has a number of educational outreach programs, including pipeline programs ranging from K-12 through post-doctoral studies. These programs collectively work to make the work environment more inclusive for employees from all groups, and provide outreach to a broad diversity of communities.

Hiring

Overall, LLNL hired approximately 175 (1.9%) of the 9,361 applicants who applied for professional or managerial positions at the Laboratory during 2005. Hires were made in all groups except for American Indians. The overall selection rate (hires/applicants) for individual demographic groups is shown below.

Group	Selection Rate	Applicants
Men	2.70%	4,517
Women	2.50%	2,202
Unidentified Gender	0.00%	2,642
White	2.60%	2,555
Black	1.80%	444
American Indian	0.00%	72
Asian/Pacific Islander	2.00%	1,563
Hispanic	2.30%	573
Unidentified Race	0.50%	4,154
<i>TOTAL</i>	1.90%	9,361

Promotion

A total of 56 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	78.60%	44
Women	21.40%	12
Unidentified Gender	0.00%	0
White	82.10%	46
Black	1.80%	1
American Indian	3.60%	2
Asian/Pacific Islander	5.40%	3
Hispanic	7.10%	4
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	56

Termination

LLNL had 300 terminations from managerial and professional job groups during the reporting period. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	74.70%	224
Women	25.30%	76
Unidentified Gender	0.00%	0
White	78.00%	234
Black	3.70%	11
American Indian	0.70%	2
Asian/Pacific Islander	10.30%	31
Hispanic	3.00%	9
Unidentified Race	4.30%	13
<i>TOTAL</i>	100%	300

SUMMARY

LLNL is DOE's third largest Lab by employee population. Due to its Bay Area location, LLNL maintains a number of positive interactions with UC campuses, including Berkeley, Davis, San Francisco, and Merced. LLNL has a comprehensive suite of EEO policies, and offers a number of education and diversity outreach efforts. LLNL continues its efforts to attract and promote women and minorities from all minority groups.

LABORATORY PROFILE LOS ALAMOS NATIONAL LABORATORY

DESCRIPTION

Mission

The Los Alamos National Laboratory (LANL) is an applied physics and national security Laboratory principally engaged in ensuring the safety and reliability of the nation's nuclear stockpile. In addition to nuclear weapons, through advances in physics, chemistry, material science, advanced computing, engineering, life sciences, and technology, LANL contributes in numerous ways to a broad spectrum of national security programs and technologies.

Operation/Management

LANL is operated for the National Nuclear Security Administration (NNSA) by Los Alamos National Security, a limited liability corporation jointly owned by the University of California, Bechtel National, The Washington Group International, and BWX Technologies.

Historical Overview

LANL is located in Los Alamos, New Mexico, approximately 45 miles Northwest of Santa Fe. The Laboratory was founded in 1943 as part of the Manhattan Project, the United State's secret World War II campaign to develop the atomic bomb. After the war, LANL continued to play a leading role in the development of the United States' nuclear arsenal. From its inception until 2006 Los Alamos was managed by the University of California.

Workforce

LANL's total workforce during the report period was approximately 8,360 employees. The total number of employees who have chosen to identify their gender and ethnicity, 7,758, is approximately 93% of this total. Women and minorities constitute 34.2% and 38.1% respectively, of this total. Technical Staff Members (TSM) i.e., scientists and engineers, at 2,391 constitute approximately 31% of the identified total. Women and minorities make up 19.7% and 18.2%, respectively, of the TSM total. While Hispanics are the largest minority group overall at LANL, Asian/Pacific-Islander Americans constitute the largest minority group within the Technical Staff Member category.

POLICIES

LANL has a full suite of policies designed to ensure that all employees receive equitable treatment in all aspects of their employment. Policies are disseminated through a variety of means, including posting on the Web, bulletin boards, and internal mailings. LANL managers are informed of policies in training classes, and are provided advice and guidance on their application by Human Resource professionals. LANL's major personnel and EEO-related policies are briefly summarized into four categories below:

- Nondiscrimination and Affirmative Action**
 These policies state the Laboratory's official position as an employer committed to following the legal guidelines and principles of nondiscrimination, Affirmative Action (AA), and equal employment opportunity (EEO). The policy both describes the Laboratory's requirements in these areas, and directs how LANL will fulfill them. The policies also state LANL's prohibition of retaliation against employees who file complaints based on these policies.
- Complaint Resolution**
 The intent of LANL's complaint resolution policy is to provide a conflict resolution system that can respond to employment-related complaints and concerns. The policy accomplishes this by providing two major avenues for employees to lodge complaints: formal hearings or senior manager decisions. Additionally, LANL offers informal complaint resolution vehicles that employees are encouraged to use. These include informal mediation and the use of ombuds.
- Position Clarification**
 This category describes a comprehensive set of policies addressing official employment positions at LANL. Specifically, the policies cover: how actual job descriptions are formulated and documented, manager and supervisor responsibilities, job growth, classification of new or vacated positions, promotion, demotion and reclassification, and non-credentialed candidates. Taken together, these policies provide explicit guidance for a wide range of employment situations and circumstances.
- Salary Determination and Review**
 The goal of LANL's salary program is to provide a level of compensation that attracts, motivates, and retains a quality workforce, which is necessary for the achievement of Laboratory goals; recognizes and rewards performance and productivity while maintaining a competitive market position; and provides internal equity within the Laboratory. Topics addressed by the Salary Determination and Review policy include salary increase authorization, promotion fund, base percentage increase, salary adjustment component, pay structures, new-hire salaries, transfers, promotions, demotions, and reassignments. The policy also identifies responsibilities for supervisors, managers, the compensation group, and Lab director.

CONTRACT

For the period covered in this report (2005), LANL was operated by the University of California for the NNSA. This contract had a performance-based fee structure. The performance measures impacting the contractor fee were identified in Appendix F of the contract. In summary, a percentage of the contract fee was based on performance in nine predetermined areas. Of these nine areas, one addressed Human Resource

considerations. The human resource measures consisted of seven major components, EEO and diversity being one of these components. As a result, approximately 1.5% of the contractor's fee was based on the contractor's EEO/Diversity performance. The new LANL management contract with Los Alamos National Security, LLC will be discussed in the next reporting period.

EEO/DIVERSITY

Complaints/Disciplinary Actions

LANL's overall number of internal and external complaints (24 and 23 respectively) on a per capita basis was relatively low for the complex. LANL's reported number of disciplinary actions was also less than the per capita average for the reporting DOE Laboratories (1.2% and 1.4% respectively).

Recruitment/Retention/Outreach

LANL's recruiting office utilizes a traditional approach to recruit diversity candidates, including attending university career fairs and national diversity conferences. LANL participated in over 150 institutional recruitment activities during 2005, including: the American Indian Science and Engineering Society (AISES), Career Expo for People with Disabilities (Career Expo), National Society of Black Engineers (NSBE), National Society of Black Physicists (NSBP), Organization of Chinese Americans (OCA), Society of Women Engineers (SWE), Society of Mexican American Engineers and Scientists (MAES), and the Chinese Institute of Engineers (CIE). LANL also has a number of educational outreach programs, including pipeline programs ranging from K-12 through Post-doctoral studies. These programs collectively work to make the work environment more inclusive for employees from all groups, and provide outreach to a broad diversity of communities.

Hiring

LANL hired approximately 30% of the 3,395 qualified applicants who applied for professional jobs during 2005. The overall selection rate (hires/applicants) for individual demographic groups is shown below.

Group	Selection Rate	Applicants
Men	38.30%	1,456
Women	34.20%	1,122
Unidentified Gender	8.90%	817
White	38.60%	1,401
Black	37.50%	24
American Indian	37.80%	37
Asian/Pacific Islander	23.70%	59
Hispanic	30.60%	846
Unidentified Race	16.90%	1,028
<i>TOTAL</i>	29.90%	3,395

Promotion

A total of 707 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	76.80%	543
Women	23.10%	163
Unidentified Gender	0.10%	1
White	71.60%	506
Black	0.40%	3
American Indian	1.60%	11
Asian/Pacific Islander	2.70%	19
Hispanic	18.40%	130
Unidentified Race	5.40%	38
<i>TOTAL</i>	100%	707

Termination

LANL had 618 terminations from managerial and professional job groups during the reporting period. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	69.70%	431
Women	29.60%	183
Unidentified Gender	0.60%	4
White	75.20%	456
Black	0.80%	5
American Indian	1.90%	12
Asian/Pacific Islander	2.60%	16
Hispanic	15.00%	93
Unidentified Race	4.40%	27
<i>TOTAL</i>	100%	618

SUMMARY

LANL is DOE's second largest laboratory by employee population. Further, it is the largest employer in its Northern New Mexico region. As such, LANL takes special care to maintain positive relations with its community and business neighbors. The Laboratory has a comprehensive suite of EEO policies, and offers a number of education and diversity outreach efforts. In particular, LANL's programs and activities in the areas of university programs, post-doctoral studies, diversity awareness and community outreach appear to be both appreciated and effective.

LABORATORY PROFILE NATIONAL RENEWABLE ENERGY LABORATORY

DESCRIPTION

Mission

The National Renewable Energy Laboratory (NREL) is the primary laboratory for renewable energy and energy efficiency research and development.

Operation/Management

The laboratory is managed and operated by the Midwest Research Institute and Battelle for the Department of Energy.

Historical Overview

The laboratory was established in 1974 and began operating as the Solar Energy Research Institute in 1977. It was designated a national laboratory in 1991, and its name changed to the National Renewable Energy Laboratory.

NREL is the principal research laboratory for the Department of Energy's Office of Energy Efficiency and Renewable Energy, and is home to the National Center for Photovoltaics, the National Bioenergy Center, and the National Wind Technology Center.

CONTRACT

NREL conducts renewable energy and energy efficiency R&D in 12 main programmatic areas. Each research area is enhanced by crosscutting functions, including industry partnerships and technology transfer, analysis, and program integration.

In work funded by the DOE Office of Science, the laboratory's scientific staff conducts fundamental and theoretical research in advanced materials and processes.

In work funded by the DOE Office of Electricity Delivery and Energy Reliability (OEDER), the laboratory's engineering staff conducts applied research and engineering in electric distribution technology and standards development, DG interconnection testing, regulatory evaluation, high-temperature superconductivity research, and storage.

EEO/DIVERSITY

Complaints/Disciplinary actions

NREL experienced 7 internal and 1 external complaints for the reporting period. One complaint was supported, five not supported and two are pending.

There were 19 disciplinary actions for the reporting period, white employees received 16 of those, and females received 8 disciplinary actions.

Recruitment/Retention/Outreach

Graduate and undergraduate internships, and postdoctoral research and research associate positions are offered through NREL Research Participant Program. NREL also invites outstanding scholars from other countries to join the organization through the Foreign National Assignment Program.

Sabbatical and faculty appointments are designed for senior scientists or engineers who have established records of research productivity and accomplishments and who are on leave from an academic, business, or governmental institution.

NREL also sponsors ongoing educational programs that provide opportunities for students, teachers, and faculty to learn about renewable energy and energy efficiency through research participation, curricula enhancement, and partnerships with schools, colleges, and universities.

Hiring

NREL hired 63 positions in the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	54.00%	74
Women	46.00%	63
Unidentified Gender	0.00%	0
White	88.00%	120
Black	0.00%	2
American Indian	0.00%	1
Asian/Pacific Islander	8.00%	7
Hispanic	1.45%	7
Unidentified Race	0.00%	0
<i>TOTAL</i>	50.00%	137*

*Selection rate includes those hired for the Research Participant Program, 2; however, applicant data for this group was not available.

Promotion

A total of 47 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	66.00%	31
Women	34.00%	16
Unidentified Gender	0.00%	0
White	94.00%	44
Black	0.00%	0
American Indian	0.00%	0
Asian/Pacific Islander	4.00%	2
Hispanic	2.00%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	47

Termination

NREL’s total number of terminations from managerial and professional job groups during the reporting period was 76 (12 involuntary and 64 voluntary). The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	64.00%	49
Women	36.00%	27
Unidentified Gender	0.00%	0
White	83.00%	63
Black	0.00%	0
American Indian	1.00%	1
Asian/Pacific Islander	7.00%	5
Hispanic	9.00%	7
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	76

SUMMARY

The National Renewable Energy Laboratory (NREL) is the nation's only national laboratory dedicated to renewable energy and energy efficiency research and development. NREL has created an inclusive work environment that benefits from diversity throughout the lab, values individual differences, and encourages employees to develop and contribute to their full potential.

LABORATORY PROFILE OAK RIDGE NATIONAL LABORATORY

DESCRIPTION

Mission

The Oak Ridge National Laboratory (ORNL) has six major mission roles for conducting basic and applied research in areas, including neutron science, energy, high-performance computing, systems biology, materials science at the nanoscale level, and national security.

Operation/Management

Oak Ridge National Laboratory is managed and operated by UT Battelle, in partnership with the University of Tennessee for the Department of Energy.

Historical Overview

Oak Ridge National Laboratory is the Department of Energy's largest science and energy laboratory. The laboratory was established in 1943 as part of the secret Manhattan Project to pioneer a method for producing and separating plutonium. Following the establishment of the Department of Energy, ORNL's mission expanded to energy production, transmission and conservation.

Workforce

ORNL shows a total workforce of 3,348 employees, with females numbering 1,114 (33.3%) and minorities 371 (11.1%). ORNL listed 23 job titles, and did not list by race/ethnicity. There are no minorities in the Mid-Manager (Technical) job group, which has 59 positions.

POLICIES

ORNL seeks to create a work environment that values the contributions of a richly diverse staff, where all members are respected and respect others. ORNL is committed to creating equal employment opportunities for women and minorities through affirmative actions designed to recruit individuals from these groups. ORNL policies are intended not only to be consistent with the letter of applicable laws, but also strive to be an employer of choice for all individuals seeking challenging and rewarding career opportunities.

- **Nondiscrimination and Affirmative Action.** The Oak Ridge National Laboratory (ORNL) is an affirmative action/equal opportunity employer. The laboratory does not discriminate in employment decisions based on race, color, national origin, religion, sex, age, citizenship, veteran's status, physical or mental disability, or any other factor that is not related to work capabilities.
- **Complaint Resolution.** Data not provided.

- **Position Clarification,** Data not provided.
- **Salary Determination and Review.** Data not provided

CONTRACT

ORNL is a multi-program science and technology laboratory managed for the U.S. Department of Energy by UT-Battelle, LLC. Scientists and Engineers at ORNL conduct basic and applied research and development to create scientific knowledge and technological solutions that strengthen the nation's leadership in key areas of science; increase the availability of clean, abundant energy; restore and protect the environment; and contribute to national security.

ORNL also performs other work for the Department of Energy, including isotope production, information management, and technical program management, and provides research and technical assistance to other organizations.

EEO/DIVERSITY

Complaints/Disciplinary Actions

ORNL reported 14 complaints for the reporting period, 10 internal and four external. "Gender" and "Other" as a basis each had four internal complaints. There were two "Race" and two "Other" external complaints.

Recruitment/Retention/Outreach

An annual Placement Goal is established for each job opportunity where there is underutilization, which is equal to the percentage of availability, and both recruiters and managers are held accountable in their efforts to meet this goal. An integral part of this process is the review and analysis of placements (hires and promotions) of women and minorities on a monthly basis.

UT-Battelle's Suspension/Termination Review Committee (STRC) ensures that separations are not predicated on the employee's race, color, sex, religion, national origin, marital status, veteran's status, age, or disability. UT-Battelle's Reduction-in-Force Committee convenes to discuss personnel actions that could result in the termination of a non-bargaining staff member.

The purpose of these two committees is to ensure that disciplinary actions or reductions in force decisions are consistent and fair and without bias. The committee is comprised of the Director of Human Resources, Legal Counsel, an impartial level one manager (not from the employee's organization), the employee's level one manager, the EEO Specialist, and other HR professionals.

Educational outreach activities include educational and research experiences for students and teachers of all ages, collaboration with Oak Ridge Associated Universities, the K-12

Program, UT-Battelle employee scholarship program, and the Graduate Education for Minorities (GEM) and the Research Alliance in Math and Science (RAM) programs.

Oak Ridge has established the following goals:

- By 2007, ORNL will collaborate and participate through cooperative and internship programs at Historically Black Colleges and Universities.
- By 2007, ORNL will aggressively recruit at minority and women-targeted Career Fairs and conferences.
- By 2007, drive recruiting efforts at UT-Battelle's partner universities to attract high-caliber women and minority students.
- By 2007, the Diversity Office will review and analyze all placements (hires and promotions) of minorities and women on a quarterly basis and modify our recruiting and selection processes, as needed.
- Retention of women and minorities will be reviewed and analyzed regularly throughout the year to ensure that these groups are not exiting at a disproportionate rate as compared to men and non-minorities. ORNL will seek to understand the reason(s) for leaving to determine and address issues.

Actions undertaken in 2005:

- Assessment of skills and capabilities and gap analysis to identify requirements and shortfalls as part of UT-Battelle's annual planning process;
- Development and implementation of cost-effective skills development approaches that are aligned with the missions of UT-Battelle and address development needs throughout the employee's career;
- Maturation of the succession planning process with a focus on addressing the developmental needs of future leaders, taking into account UT-Battelle's need to increase diversity in management positions;
- Identification and implementation of best practices to strengthen our ability to recruit and retain a diverse workforce and address strategic skills requirements; and Identification of key vulnerabilities by analyzing anticipated turnover trends and skill needs.

Hiring

ORNL hired 154 employees in the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below.

Group	Selection Rate	Applicants
Men	7.20%	1,478
Women	5.60%	850
Unidentified Gender	0	348
White	6.80%	1,947
Black	4.20%	165
American Indian	0.00%	22
Asian/Pacific Islander	7.90%	156
Hispanic	5.90%	34
Unidentified Race	0.00%	352
<i>TOTAL</i>	6.60%*	2,676

***Does not include unidentified race in calculation.**

Promotion

A total of 204 promotions involving professional job categories occurred during the reporting period for ORNL. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	73.00%	149
Women	27.00%	55
Unidentified Gender	0.00%	0
White	91.00%	185
Black	5.00%	10
American Indian	0.00%	0
Asian/Pacific Islander	3.00%	6
Hispanic	1.00%	3
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	204

Termination

ORNL’s total number of terminations from managerial and professional job groups during the reporting period was 98, including 22 involuntary and 76 voluntary. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	75.50%	74
Women	24.50%	24
Unidentified Gender	0.00%	0
White	86.00%	84
Black	7.00%	7
American Indian	0.00%	0
Asian/Pacific Islander	6.00%	6
Hispanic	1.00%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	98

SUMMARY

Oak Ridge National Laboratory (ORNL) is committed to achieving its strategic business objectives by capitalizing on the diversity in our workforce. We recognize the need to optimize the use of each employee’s unique talents and skills and to reward employees based on their contribution to the success of the business. ORNL achieves its commitment to EEO and Diversity through EEO and Affirmative Action compliance management, EEO concerns resolution, and diversity management.

**LABORATORY PROFILE
PACIFIC NORTHWEST NATIONAL LABORATORY**

DESCRIPTION

Mission

Pacific Northwest National Laboratory (PNNL) is a multi-program laboratory with the mission to provide basic and applied research to deliver energy, environmental, and national security by integrating the chemical, physical, and biological sciences.

Operation/Management

PNNL is operated by Battelle and managed by DOE's Office of Science.

Historical Overview

The laboratory began in 1965 when Battelle won the contract to perform research and development for the Hanford Site in Washington State. The project was renamed the Pacific Northwest Laboratory. Its mission was the development of nuclear energy for peaceful purposes. Its projects included protecting the environment, fabricating reactor fuel, and designing reactors. The laboratory's mission has expanded to include working with NASA to analyze lunar material collected from the Apollo programs. The laboratory also became involved in public and environmental health issues resulting from the eruption of Mount St. Helens. In the mid-1980s PNL became a national laboratory, PNNL.

Workforce

PNNL has a total workforce of 3,706. The following tables provide details about PNNL's workforce makeup.

PNNL Overall Workforce by Gender

Gender	Number	Percent
Men	2,295	62.0%
Women	1,411	38.0%
<i>TOTAL</i>	3,706	100%

PNNL Overall Workforce by Majority Minority

Group	Number	Percent
White	3,313	89.4%
Minority	393	10.6%
<i>TOTAL</i>	3,706	100%

PNNL Managers by Gender

Gender	Number	Percent
Male	371	80.8%
Female	88	19.2%
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<i>TOTAL</i>	459	100%

PNNL Managers by Majority/Minority

White	432	94.0%
Minority	27	6.0%
<hr/>		
<i>TOTAL</i>	459	100%

PNNL Professionals and Engineers by Gender

Gender	Number	Percent
Male	94	82.5%
Female	20	17.5%
<hr/>		
<i>TOTAL</i>	114	100%

PNNL Professionals and Engineers by Majority/Minority

White	106	93%
Minority	8	7.0%
<hr/>		
<i>TOTAL</i>	114	100%

PNNL Scientists and Engineers by Gender

Gender	Number	Percent
Male	1,178	77.8%
Female	337	22.2%
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<i>TOTAL</i>	1,515	100%

PNNL Scientists and Engineers by Majority/Minority

White	1,339	88.4%
Minority	176	11.%
<hr/>		
<i>TOTAL</i>	1,515	100%

PNNL Specialists by Gender

Gender	Number	Percent
Male	262	42.1%
Female	360	57.9%
<hr/>		
<i>TOTAL</i>	622	100%

PNNL Specialists by Majority/Minority

White	564	90.7%
Minority	58	9.3%
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<i>TOTAL</i>	622	100%

PNNL Technologists and Technicians by Gender

Gender	Number	Percent
Male	118	38.6%
Female	188	61.4%
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<i>TOTAL</i>	306	100%

**PNNL Technologists and Technicians by
Majority/Minority**

White	256	83.7%
Minority	50	16.3%
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<i>TOTAL</i>	306	100%

PNNL Secretaries/Clerks by Gender

Gender	Number	Percent
Male	15	3.2%
Female	448	96.7%
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<i>TOTAL</i>	463	100%

PNNL Secretaries/Clerks by Majority/Minority

White	391	84.4%
Minority	72	15.6%
<hr/>		
<i>TOTAL</i>	463	100%

PNNL Craft Workers by Gender

Gender	Number	Percent
Male	141	92.8%
Female	11	7.2%
<hr/>		
<i>TOTAL</i>	152	100%

PNNL Craft Workers by Majority/Minority

White	137	90.1%
Minority	15	9.9%
<hr/>		
<i>TOTAL</i>	152	100%

PNNL Operations/Labor/Service Workers by Gender

Gender	Number	Percent
Male	46	61.3%
Female	29	38.7%
<hr/>		
<i>TOTAL</i>	75	100%

**PNNL Operations/Labor/Service Workers by
Majority/Minority**

White	68	90.1%
Minority	7	9.9%
<i>TOTAL</i>	75	100%

POLICIES

Individuals at PNNL are to be recruited, hired, paid, trained and promoted for all jobs without regard to race, color, national origin, religion, gender, sexual orientation, marital status, age, physical or mental disability, Vietnam-era veteran status, disabled, or other veteran status. Likewise, all personnel actions such as salary, reductions of force, transfers, training programs, promotions recruitment, and other terms and conditions of employment are required to be administered without bias.

- **Nondiscrimination and Affirmative Action:** The Laboratory publishes an Affirmative Action Plan annually that is distributed to all management
- **Complaint Resolution:** A mandatory EEO training program entitled “Equal Employment Opportunity, Affirmative Action and Sexual Harassment Training for Managers” is conducted for all new managers and supervisors. This program covers the basics of EEO law, recruiting, interview techniques, discrimination, unlawful retaliation, and sexual harassment. Each manager is required to take a refresher course every two years. All new employees receive “Sexual Harassment Awareness” training shortly after being hired. In addition, all staff are reminded of the lab’s EEO policy and requirements in an annual training on PNNL Business Ethics. Human Resource Managers and Recruiters actively review the qualifications of candidates and employees to ensure that minorities and women are given full opportunities for open positions, transfers and promotions. There is an EEO/AA Specialist on staff.
- **Position Clarification:** No data provided.
- **Salary Determination and Review:** Individual salary actions for all staff members are administered on a merit basis. The performance of the staff member is compared to standardized job requirements for job categories and to the level of accomplishment of the goals and objectives in the Salary Determination and review. The staff member’s salary is then determined within the salary range of the position based on whether or not actual performance exceeds, meets, or falls below the expectations. Upper and lower merit increase percentage limits are recommended by the Compensation Department each year for exempt and non-exempt staff. This recommended salary increase matrix is based on the size of the

Salary Increase Fund (SIF), the performance rating and the comp-ratio. A regression analysis is completed by compensation on an annual basis.

CONTRACT

PNNL is one of the U.S. Department of Energy's (DOE's) nine multiprogram national laboratories, managed by DOE's Office of Science. PNNL also performs research for other DOE offices as well as government agencies, universities, and industry to deliver breakthrough science and technology to meet today's key national needs. Battelle has operated PNNL for DOE and its predecessors since 1965. A unique feature of Battelle's contract with DOE allows PNNL staff to work for private industry.

EEO/DIVERSITY

Complaints/Disciplinary Actions

PNNL had 28 internal complaints and 1 external complaints during the reporting period. Twenty-two of the internal complaints had the basis listed as "other", and there were 4 each in "gender" and "disability." PNNL reports 19 of these internal complaints were supported, and 9 were not supported. The one external complaint was "other" and was not supported.

PNNL reports 48 disciplinary actions; no information was available on "verbal" actions. The Laboratory reports that it does not track disciplinary actions by protected status nor takes protected status into account regarding disciplinary actions.

Recruitment/Retention/Outreach

PNNL employs a staff of dedicated recruiters to assist managers in the recruitment of staff. Position descriptions are reviewed by managers and recruiters to define qualifications prior to the opening of the position. The recruiters actively advertise vacant positions on the Internet, publications, and in newspapers and coordinate activities such as participation at various job fairs to ensure highly qualified and diverse applicant pools. Recruiters are involved in the selection meetings and processes, participating, and documenting the candidate's skills, knowledge, and ability against the qualifications for the position.

The Community and Regional Outreach organization builds mutually beneficial relationships and implements strategies to promote economic vitality, generate goodwill and advocacy for the laboratory, the community and our regional neighbors.

Hiring

PNNL hired 288 new employees during the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	66.00%	6,973
Women	34.00%	1,909
Unidentified Gender	0.00%	0
White	57.00%	6,697*
Black	1.00%	187
American Indian	1.00%	277
Asian/Pacific Islander	15.00%	1,476
Hispanic	4.00%	245
Unidentified Race	22.00%	*
<i>TOTAL</i>	3.20%	8,882

*PNNL data did not break out “white” and “unidentified” applicants. Minority, male and female data were provided and the 6,697 was extracted from that data, as well as total number of applicants, 8,882.

Promotion

A total of 316 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	63.00%	201
Women	37.00%	116
Unidentified Gender	0.00%	0
White	87.00%	276
Black	0.70%	2
American Indian	2.50%	8
Asian/Pacific Islander	8.50%	27
Hispanic	1.30%	4
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	317

*PNNL provided data by “Ethnic Code” and an associated number, i.e., 1-5, no legend was provided.

Termination

PNNL experienced 115 terminations from managerial and professional job groups during the reporting period. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	65.00%	75
Women	33.00%	40
Unidentified Gender	0.00%	0
White	93.00%	107
Black	1.70%	2
American Indian	0.90%	1
Asian/Pacific Islander	2.60%	3
Hispanic	1.70%	2
Unidentified Race	0.00%	0
<i>TOTAL</i>	99.90%	115

PNNL provided data by “Ethnic Code” and an associated number, i.e., 1-5, no legend was provided.

SUMMARY

To support Battelle’s ongoing commitment to be a global leader in science and technology, Battelle and its affiliate organizations are recognized as model employers, preferred suppliers to customers, and valued partners in the communities in which they work and live.

PNNL is committed to an inclusive environment where they:

- respect and value individual differences;
- collaborate and seek out diverse opinions and viewpoints;
- attract and retain a diverse workforce;
- reach our individual potential while in support of business objectives;
- recognize and reward staff for supporting these key principles; and
- are the leaders advocating diversity.

LABORATORY PROFILE PRINCETON PLASMA PHYSICS NATIONAL LABORATORY

DESCRIPTION

Mission

Princeton Plasma Physics Laboratory (PPPNL) is a national plasma and fusion science laboratory. The laboratory conducts cutting edge research in plasma physics, fusion energy, and related technology. Its primary mission is to develop the scientific understanding and the key innovations leading to new energy sources.

Operation/Management

Princeton Plasma Physics Laboratory is managed and operated by Princeton University.

Historical Overview

The Plasma Physics Laboratory began with the creation of a program in fusion research called Project Matterhorn, at Princeton University in 1952. The work was declassified in 1958, and in 1961 the name of the laboratory changed to Princeton Plasma Physics Laboratory to denote the growing scope of its research efforts; basic plasma physics, astrophysics and space physics, as well as the expansion of studies in controlled fusion.

POLICIES

Copies not provided; however, the Institutional Plan on the web states that all new employees are provided with policy information including EEO, affirmative action, sexual harassment and information about how to respond to racial and ethnic harassment.

CONTRACT

The current contract calls for the management and operation of DOE's PPPL facility. PPPL is a collaborative national center for plasma and fusion science research. The contract is reviewed against established performance measures from DOE.

EEO/DIVERSITY

Hiring

PPPL hired eight new employees during the reporting period. The overall selection rate (hires/applicants) for individual demographic groups in the hired pool is shown below:

Group	Selection Rate	Applicants
Men	37.5%	*
Women	62.5%	*
Unidentified Gender	0%	*
White	87.5%	*
Black	12.5%	*
American Indian	0%	*
Asian/Pacific Islander	0%	*
Hispanic	0%	*
Unidentified Race	0%	*
<hr/>		
<i>TOTAL</i>		

*Data not provided.

Promotion

A total of 17 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	53%	9
Women	18%	3
Unidentified Gender	29%	5
White	100%	17
Black	0%	0
American Indian	0%	0
Asian/Pacific Islander	0%	0
Hispanic	0%	0
Unidentified Race	0%	0
<i>TOTAL</i>	100%	17

Termination

PPPL's total number of terminations from managerial and professional job groups during the reporting period was 24. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	75%	18
Women	25%	6
Unidentified Gender	0%	0
White	92%	22
Black	4%	1
American Indian	0%	0
Asian/Pacific Islander	0%	1
Hispanic	0%	0
Unidentified Race	0%	0
<i>TOTAL</i>	100%	24

SUMMARY

PPPL developed and supported various programs and activities that demonstrate their sustained commitment to affirmative action, equal employment opportunity, and diversity. Achieving and sustaining a diverse workforce is a challenging goal for PPPL. Management regularly assesses the gaps between where the organization is now and where it needs to be relative to diversity. PPPL also looks for ways to design and implement strategies that close gaps, measure results, provide education and improve communications at the Laboratory.

**LABORATORY PROFILE
SANDIA NATIONAL LABORATORY**

DESCRIPTION

Mission

Sandia National Laboratory (SNL) is a national security laboratory. The laboratory's primary missions are to develop technologies that sustain and protect the country's nuclear arsenal, prevent the spread of weapons of mass destruction, defend against terrorism, protect national infrastructures, ensure stable energy and water supplies, and provide new capabilities to the armed forces.

Operation/Management

Sandia National Laboratory is managed and operated by Sandia Corporation, a Lockheed Martin company, for the National Nuclear Security Administration, the Department of Defense, and the Department of Homeland Security.

Historical Overview

Sandia originally began in 1945 as the Z Division, an arm of Los Alamos. In 1948, the laboratory was named Sandia Laboratory, and was managed by Sandia Corporation. The laboratory was designated a national laboratory in 1979. In 1993, Martin Marietta managed the contract and later merged with Lockheed to become Lockheed Martin.

Sandia's original mission involving ordinance engineering has expanded to new areas of national security. In addition to ensuring the safety and reliability of the stockpile, Sandia performs energy research, supercomputing, treaty verification, and nonproliferation.

Workforce

SNL reports 8,817 employees. The following tables provide details about SNL's workforce makeup.

SNL Overall Workforce by Gender

Gender	Number	Percent
Men	5,990	67.9%
Women	2,827	32.1%
<i>TOTAL</i>	8,817	100%

SNL Overall Workforce by Majority Minority

Group	Number	Percent
White	6,242	70.8%
Blacks	212	2.4%
Native Americans	218	2.5%
Asians	339	3.8%
Hispanics	1,806	20.5%
<i>TOTAL</i>	8,817	100%

SNL Officials Managers by Gender

Gender	Number	Percent
Male	813	78.6%
Female	222	21.4%
<i>TOTAL</i>	1,035	100%

SNL Managers by Majority/Minority

White	811	78.4%
Minority	224	21.6%
<i>TOTAL</i>	1,035	100%

SNL Professionals by Gender

Gender	Number	Percent
Male	3,512	73.6%
Female	1,258	26.4%
<i>TOTAL</i>	4,770	100%

SNL Professionals by Majority/Minority

White	3,779	79.2%
Minority	991	20.8%
<i>TOTAL</i>	4,770	100%

SNL Technicians by Gender

Gender	Number	Percent
Male	1,048	79.3%
Female	274	20.7%
<hr/>		
<i>TOTAL</i>	1,322	100%

SNL Technicians by Majority/Minority

White	899	68.0%
Minority	423	32.0%
<hr/>		
<i>TOTAL</i>	1,322	100%

SNL Office and Clerical Workers by Gender

Gender	Number	Percent
Male	52	5.0%
Female	979	95.0%
<hr/>		
<i>TOTAL</i>	1,031	100%

SNL Office and Clerical Workers by Majority/Minority

White	500	48.5%
Minority	531	51.5%
<hr/>		
<i>TOTAL</i>	1,031	100%

SNL Craft Workers by Gender

Gender	Number	Percent
Male	281	93.0%
Female	21	7.0%
<hr/>		
<i>TOTAL</i>	302	100%

SNL Craft Workers by Majority/Minority

White	130	43.0%
Minority	172	57.0%
<hr/>		
<i>TOTAL</i>	302	100%

SNL Operations Workers by Gender

Gender	Number	Percent
Male	95	79.2%
Female	25	20.8%
<hr/>		
<i>TOTAL</i>	120	100%

SNL Operations Workers by Majority/Minority

White	115	95.8%
Minority	5	4.2%
<hr/>		
<i>TOTAL</i>	120	100%

SNL Service Workers by Gender

Gender	Number	Percent
Male	214	90.3%
Female	23	9.7%
<hr/>		
<i>TOTAL</i>	237	100%

SNL Service Workers by Majority/Minority

White	166	70.0%
Minority	71	30.0%
<hr/>		
<i>TOTAL</i>	237	100%

CONTRACT

Sandia is a government-owned/contractor operated (GOCO) facility. Sandia Corporation, a Lockheed Martin company, manages Sandia for the U.S. Department of Energy's National Nuclear Security Administration, seeking collaborative partnerships on emerging technologies that support our mission.

EEO/DIVERSITY

Complaints/Disciplinary Actions

SNL reports 63 internal and external complaints during the reporting period. There were 25 internal complaints, with 52% citing “other” as a basis. With regard to complaint disposition, 4 were supported, 6 were not supported, with 15 pending. External complaints numbered 38; again, “other” was the leading basis cited, at 58%. Under complaint disposition, 5 were supported, 25 were not supported, with 33 pending.

SNL reports 264 disciplinary actions for the reporting period. White employees received the majority, 63%, followed by Hispanic employees, 27%. The majority, 57% of discipline, is listed as “other.”

Community outreach includes management and staff providing leadership as chairpersons in organizations supporting education; donations to local cultural, educational, and human services groups, emphasizing SNL’s engagement with its communities; employees encouraged to volunteer in the community; and surpassing the \$3 million mark in giving to local United Way and other charitable agencies.

Hiring

SNL hired 343 employees during the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below.

Group	Selection Rate	Applicants
Men	68.00%	3,825
Women	32.00%	1,616
Unidentified Gender	0.00%	1,570
White	75.00%	3,097
Black	1.70%	285
American Indian	1.50%	159
Asian/Pacific Islander	7.80%	606
Hispanic	14.00%	1,294
Unidentified Race	0.00%	1,570
<i>TOTAL</i>	4.90%	7,011

Promotion

A total of 141 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	79.00%	112
Women	21.00%	29
Unidentified Gender	0.00%	0
White	85.00%	120*
Black	1.40%	2
American Indian	0.70%	1
Asian/Pacific Islander	4.90%	7
Hispanic	8.00%	11
Unidentified Race	0.00%	0*
<i>TOTAL</i>	100%	141

*SNL did not list “white” and “unidentified” races, they list “other” so this number is a combination of white, unidentified, or multi-ethnicity.

Termination

SNL's total number of terminations from managerial and professional job groups during the reporting period was 216, including 14 involuntary and 202 voluntary terminations. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	78.00%	169
Women	22.00%	47
Unidentified Gender	0.00%	0
White	83.30%	180*
Black	1.90%	4
American Indian	0.90%	2
Asian/Pacific Islander	4.60%	10
Hispanic	9.30%	20
Unidentified Race	0.00%	0*
<i>TOTAL</i>	100%	216

*SNL did not list "white" and "unidentified" races, they list "other" so this number is a combination of white, unidentified, or multi-ethnicity.

SUMMARY

SNL's staffing story was a positive one in Fiscal Year 2005. Total SNL full-time equivalent employee numbers climbed from 8,294 in Fiscal Year 2004 to 8,821, an increase of 527 employees. SNL's HR group continues to work to ensure a stable and sustainable workforce, with highly qualified staff for Sandia's future.

LABORATORY PROFILE

SAVANNAH RIVER NATIONAL LABORATORY

DESCRIPTION

Mission

The Savannah River National Laboratory (SRNL) is the applied research and development laboratory at the Department of Energy Savannah River Site. The laboratory applies state-of-the-art science to provide practical, cost-effective solutions to complex problems.

Operation/Management

The Savannah River National Laboratory is part of the Savannah River Site that is managed by Washington Savannah River Company, the operating contractor for the Savannah River Site.

Historical Overview

Savannah River Technology Center was established in 1951 to perform research and development on nuclear materials production for national defense. Its focus soon expanded by adding national defense tritium missions. In the 1980's the Center expanded its portfolio to include environmental technologies to support the cleanup of the Savannah River Site. In 2004, the Secretary of Energy designated it the Savannah River National Laboratory. As part of its defense mission at the Savannah River Site, SRNL developed, designed, demonstrated, and provides ongoing technical support for the largest hydrogen processing facility in the world based on the integrated use of metal hydrides for hydrogen storage, separation, and compression.

POLICIES

It is the policy of SRNL and its partners to afford equal employment opportunity to qualified individuals regardless of their race, color, religion, gender, national origin, age, physical or mental disability, or veteran status and to conform to applicable laws and regulations. This policy of equal employment opportunity encompasses all aspects of the employment relationship, including application and initial employment, promotion and transfer, selection for training opportunities, wage and salary administration, reduction in force, and the application of service, retirement, seniority and employee benefit plan policies. Harassment or disrespectful treatment on the basis of race, color, religion, gender, national origin, age, physical or mental disability, or veteran status is prohibited.

SRNL has developed the following internal procedures to communicate its obligation to engage in affirmative action efforts:

(a) EEO Policy Reaffirmations Statements are distributed annually to all site employees and posted on employee bulletin boards in a manner and place that ensures all employees are informed of its contents. EEO Policy Statements include Affirmative Action/Equal

Employment Opportunity, Sexual Harassment, and Veterans/Disabled, Veterans/Individuals with Disabilities. The notice states the name of the EEO Manager, the support of top-level management toward this policy, and to whom questions, comments, or complaints should be directed. A statement is included that employees are protected from coercion, intimidation, interference or discrimination for filing a complaint or assisting in an investigation. All required state and federal EEO notices are also posted on the bulletin boards.

(b) Notice of Affirmative Action Plan. SRNL's affirmative action plan is available in the EEO/Diversity Office of employee review. In compliance with Executive Order 11246, as amended, the SRNL Minority/Female Affirmative Action Plan is developed on a calendar year basis as implementation of the Corporate Policy on Equal Employment Opportunity. The Affirmative Action Plan ensures equal employment opportunity by institutionalizing the company's commitment to equality in every aspect of the employment process.

(c) To ensure that minority and female employees continue to be afforded equal consideration for transfer and promotion, annual equal employment opportunity principles are distributed to management to ensure the uniform application of the nondiscrimination policy. Decisions relating to promotions and transfers are reviewed and monitored. Additionally, SRNL's Equal Employment Operations Department monitors actions taken to fill openings and reports on progress towards achieving full utilization. This monitoring and review process allows for the opportunity to determine reasons why minority and/or female candidates were not placed in open positions where underutilization exists and qualified minorities and females were available for consideration.

CONTRACT

The Savannah River National Laboratory (SRNL) utilizes a performance based contract, which includes EEO clauses, and will reduce fees for non-compliance in specified contractual areas.

EEO/DIVERSITY

Complaints/Disciplinary Actions

SRNL reported one internal and three external complaints for the reporting period. The internal complaint, “other”, disposition was not supported. The external complaints were as follows: one supported, one not supported, and one is pending.

There were 15 disciplinary actions taken during the reporting period. Of those disciplined, fourteen were white employees, and the other was a Hispanic employee. Males received eight actions and females received seven actions.

Recruitment/Retention/Outreach

Generally, Westinghouse Savannah River Corporation (WSRC) recruits from colleges and universities, and utilizes the internet, trade journals, national conferences, and career fairs. Specifically, WSRC partnered with its parent company, Washington Group International to form a recruiting team to target Historically Black Colleges and Universities (HBCUs). In addition, the Cooperative Educational Program (CEP) and Internship and Faculty Participant Program (I&FP) provided internships to 54 participants in 2005. Forty-four percent of the participants in the program were female, and 28% were minorities. Of those, seven females and three minorities were placed at SRNL. It is reported that 20 percent of all funding for the I&FP program supported HBCU institutions.

SRNL continues a cooperative agreement with South Carolina State University, a HBCU, as well as the University of South Carolina and the Medical College of Georgia to provide funding for research and development and related education initiatives.

SRNL’s strategic plan includes strategies to attract and retain a diverse workforce. The strategies include developing incentives to hire diverse, highly qualified, new and experienced staff.

Hiring

SRNL hired six employees into professional and management positions during the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	67.00%	154
Women	33.00%	42
Unidentified Gender	0.00%	37
White	100%	142
Black	0.00%	28
American Indian	0.00%	0
Asian/Pacific Islander	0.00%	21
Hispanic	0.00%	3
Unidentified Race	0.00%	39
<i>TOTAL</i>	2.60%	233

Promotion

A total of 41 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	85.00%	35
Women	15.00%	6
Unidentified Gender	0.00%	0
White	90.20%	37
Black	5.00%	2
American Indian	0.00%	0
Asian/Pacific Islander	2.40%	1
Hispanic	2.40%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	41

Termination

SRNL's total number of terminations from managerial and professional job groups during the reporting period was 65, including 18 involuntary and 47 voluntary. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	77.00%	50
Women	23.00%	15
Unidentified Gender	0.00%	0
White	81.00%	53
Black	11.00%	7
American Indian	1.50%	1
Asian/Pacific Islander	5.00%	3
Hispanic	1.50%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	65

SUMMARY

The Savannah River National Laboratory establishes specific missions, goals and responsibilities to ensure the laboratory's success and continued growth. Its strategic plan includes, among other components, supporting graduate school attendance and completion; supporting attendance at technical conferences and developmental courses; providing developmental opportunities through assignment changes; maintaining SRNL's technical staff mentoring program; and enhancing mechanisms for working with universities and other laboratories.

LABORATORY PROFILE
STANFORD LINEAR ACCELERATOR CENTER NATIONAL LABORATORY

DESCRIPTION

Mission

The Stanford Linear Accelerator Center (SLAC) constructs and operates electron accelerators and experimental facilities for high-energy physics and synchrotron radiation research.

SLAC's expertise in theoretical physics enables researchers from all over the world to answer basic questions about the structure of matter and the fundamental forces that operate in our universe.

Operation/Management

SLAC is operated and managed by Stanford University for the Department of Energy.

Historical Overview

SLAC, originally named "Project M," was authorized by Congress in 1961, and was operated by Stanford University and the U.S. Atomic Energy Commission. SLAC is located on 430 acres of the Stanford University campus in Northern California. SLAC began as a land-based, high-energy physics laboratory. Today, SLAC's work extends to collaboration with astrophysicists, and cosmologists in the use of advanced detector-based technologies in space.

Workforce

SLAC reports 1,411 employees. The following tables provide details about SLAC's workforce breakdown.

SLAC Overall Workforce by Gender

Gender	Number	Percent
Men	1,100	78.0%
Women	311	22.0%
<hr/>		
<i>TOTAL</i>	1,411	100%

SLAC Overall Workforce by Majority/Minority

Group	Number	Percent
White	964	68.3%
Minorities	447	31.7%
<hr/>		
<i>TOTAL</i>	1,411	100%

SLAC Officials and Managers by Gender

Gender	Number	Percent
Male	82	78.8%
Female	22	21.2%
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<i>TOTAL</i>	104	100%

SLAC Officials and Managers by Majority/Minority

White	90	86.5%
Minority	14	13.5%
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<i>TOTAL</i>	104	100%

SLAC Professionals by Gender

Gender	Number	Percent
Male	646	80.3%
Female	158	19.7%
<hr/>		
<i>TOTAL</i>	804	100%

SLAC Professionals by Majority/Minority

White	620	77.1%
Minority	184	22.9%
<hr/>		
<i>TOTAL</i>	804	100%

SLAC Technicians by Gender

Gender	Number	Percent
Male	226	92.6%
Female	18	7.4%
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<i>TOTAL</i>	244	100%

SLAC Technicians by Majority/Minority

White	144	59.0%
Minority	100	41.0%
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<i>TOTAL</i>	244	100%

SLAC Office and Clerical Workers by Gender

Gender	Number	Percent
Male	16	12.9%
Female	108	87.1%
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<i>TOTAL</i>	124	100%

SLAC Office and Clerical Workers by Majority/Minority

White	57	46.0%
Minority	67	54.0%
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<i>TOTAL</i>	124	100%

SLAC Craft Workers by Gender

Gender	Number	Percent
Male	93	98.9%
Female	1	1.1%
<hr/>		
<i>TOTAL</i>	94	100%

SLAC Craft Workers by Majority/Minority

White	47	50.0%
Minority	47	50.0%
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<i>TOTAL</i>	94	100%

SLAC Operations Workers by Gender

Gender	Number	Percent
Male	22	88.0%
Female	3	12.0%
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<i>TOTAL</i>	25	100%

SLAC Operations Workers by Majority/Minority

White	9	36.0%
Minority	16	64.0%
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<i>TOTAL</i>	25	100%

SLAC Laborers by Gender

Gender	Number	Percent
Male	8	100%
Female	0	0%
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<i>TOTAL</i>	8	100%

SLAC Laborers by Majority/Minority

White	0	0%
Minority	8	100%
<hr/>		
<i>TOTAL</i>	8	100%

SLAC Service Workers by Gender

Gender	Number	Percent
Male	10	91.0%
Female	1	9.0%
<hr/>		
<i>TOTAL</i>	11	100%

SLAC Service Workers by Majority/Minority

White	0	0%
Minority	11	100%
<hr/>		
<i>TOTAL</i>	11	100%

POLICIES

SLAC's policy is to provide all employees and applicants equal employment opportunities (EEO). The Laboratory does not discriminate against any person due to race, color, religion, sex, age, national origin, status as a Vietnam era veteran, or because of a mental or physical disability. All employment actions including hiring, salary compensation, promotion, training, and termination are nondiscriminatory.

- **Nondiscrimination and Affirmative Action:** Consistent with our commitment towards the realization of equal employment, affirmative action (AA) will be taken to increase the participation of protected class members in areas where they have been historically excluded. Policies and practices will be reviewed periodically to assure they support our efforts under this policy. Supervisors will be evaluated and held accountable for their EEO and AA efforts and practices. Employees will be responsible for maintaining a work environment which is free of prejudicial tensions and harassment.
- **Complaint Resolution:** The purpose and intent of the EEO policies are to assure that all aspects of the employment process, including promotions and pay raises are done without regard to employees' gender, ethnicity, national origin, sexual orientation, or age. These policies are also designed to provide employees with an avenue of redress in the event protected class members feel they are not being treated fairly with regard to promotions and compensation. The Affirmative Action Office administrates the EEO/AA Programs for the Laboratory. The Affirmative Action Officer is appointed by and reports directly to the Laboratory Director. This office is charged with investigation of all allegations of discrimination and making appropriate recommendations for their resolution.
- **Position Clarification:** The Human Resources Director is charged with the responsibility for the department's and the Laboratory's equitable and consistent application of affirmative action principles in employment, compensation, employee relations, and staff development. Periodic reviews will be conducted by the Human Resources Department to assure this is the case. The Director is responsible for assuring that staff completes and maintains all necessary Human Resources/EEO records.
- **Salary Determination and Review:** The Compensation Committee staff members are responsible for the compensation function and verify that all SLAC

employees are paid in accordance with applicable University Classification and Pay Plan structures, SLAC policies and contractual requirements, and is consistent with all EEO/AA guidelines related to compensation. This requires the correct job classification of positions and the correct rates of pay at the time of hire, and for each subsequent position change thereafter. The terms “correct classification” and “correct rates of pay” imply an objective evaluation of the duties and responsibilities within jobs, and the equitable application of classification and pay without regard to race, color, religion, national origin, sex or age, except where sex or age can be proven to be a bona fide occupational qualification.

Compensation issues (e.g., classification action denied) involving protected class members require consultation and input from the Affirmative Action Office prior to implementation.

Periodic reviews will be conducted to identify any possible salary and wage problems which impact EEO or affirmative action objectives. Such reviews will be maintained and made available during an official audit.

CONTRACT

The SLAC Purchasing Department incorporates Federal Acquisition Regulation Clause 52.222-26 Equal Opportunity (April 2002) in all of its terms and conditions formats as a flow down requirement from our DOE Prime Contract.

The subcontractor/vendor is also required to complete, at time prior to award of a purchase order or subcontract, the Equal Opportunity certification attesting that they either have or have not participated in a previous contract or subcontract subject to the Equal Opportunity clause as well as if they have or have not filed all of the required compliance reports. The EO certification is obtained for procurements exceeding \$10,000. Upon receipt of the certification, the buyer is responsible for assuring that the form is fully completed. There is no other validation of the vendor/subcontractor for compliance beyond this responsibility.

Since SLAC does not contract with its vendors/contractors on an award fee basis, there is no calculation of an award fee based upon equal employment opportunity practices of the vendor/subcontractor.

EEO/DIVERSITY

Complaints/Disciplinary Actions

SLAC had one external complaint based on race filed during the reporting period. The disposition is that the complaint was not supported.

There were 49 disciplinary actions during the reporting period for SLAC. Males received 80% of these actions, and white employees received 80% of the actions.

Recruitment/Retention/Outreach

SLAC reported placing employment advertisement on the Internet and in print media. Additionally, SLAC has participated in the Science Undergraduate Laboratory Internship (SULI) program for over 25 years, and is a founding member of the National Consortium for Graduate Degrees for Minorities, Inc. (GEM). As a result of its participation in these programs, SLAC has hired some GEM and SULI participants. SLAC also claims a higher promotion rate for women and minorities relative to their percentage in the workplace.

SLAC reports that it has made no special efforts targeted to women and minorities in 2005. However, SLAC offers benefit programs that assist the lab in attracting and retaining a diverse staff, such as pregnancy disability leave, leave without pay to care for infant, 4–6 weeks of maternity or paternity leave, flexible scheduling, telecommuting, adoption assistance program, child care subsidy, a tuition grant program, and a career development program.

Hiring

SLAC hired 96 employees during the reporting period. The overall selection rate (hires/applicants) for individual demographic groups is shown below:

Group	Selection Rate	Applicants
Men	78.00%	92
Women	22.00%	232
Unidentified Gender	0.00%	170
White	72.00%	522
Unidentified Minority*	28.00%	424
Unidentified Race	0.00%	382
Asian/Pacific Islander	*	*
Hispanic	*	*
Unidentified Race	*	*
TOTAL	7.20%	1,328

*SLAC did not provide minority breakdowns.

Promotion

A total of 47 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	77.00%	36
Women	23.00%	11
Unidentified Gender	0.00%	0
White	77.00%	36
Black	4.00%	2
American Indian	2.00%	1
Asian/Pacific Islander	11.00%	5
Hispanic	6.00%	3
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	47

Termination

SLAC experienced 84 terminations from managerial and professional job groups during the reporting period. SLAC did not provide a breakdown of voluntary and involuntary terminations. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	76.00%	64
Women	24.00%	20
Unidentified Gender	0.00%	0
White	79.00%	66
Black	5.00%	4
American Indian	0.00%	0
Asian/Pacific Islander	15.00%	13
Hispanic	1.00%	1
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	84

SUMMARY

SLAC actively works to diversify its workforce by working to ensure equal employment opportunity for all. Equal employment opportunity is comprised of two categories: employment actions (recruitment, selection, promotion and retention), and affirmative action programs. As an equal opportunity employer, management collaborates to ensure all qualified candidates are granted fair and equal consideration for all employment action. The Affirmative Action Office provides oversight for all Affirmative Action Programs.

As an international leader in scientific excellence, SLAC recognizes the importance of maintaining a diverse workforce in achieving its mission. The laboratory values diversity because it believes in its mission.

LABORATORY PROFILE

THOMAS JEFFERSON NATIONAL LABORATORY

DESCRIPTION

Mission

Thomas Jefferson National Accelerator Facility (Jefferson Lab) is a facility which is used by scientists worldwide. The laboratory's primary mission is to conduct basic research into the atom's nucleus at the quark level. It is also a center for basic and applied research for laser technology.

Operation/Management

The Jefferson Lab is managed and operated for the Department of Energy by the Jefferson Science Associates, LLC. Jefferson Science Associates, LLC, is a joint Southeastern Universities Research Association/Computer Sciences Corporation created specifically to manage and operate Jefferson Lab.

Historical Overview

The Laboratory was officially named the Thomas Jefferson National Accelerator Facility on May 24, 1996, and the construction of the Free-Electron Laser (FEL) began.

POLICIES

It is the policy of the Southeastern Universities Research Association (SURA) and the Thomas Jefferson National Accelerator Facility (Jefferson Lab) to maintain a firm commitment to equal employment opportunity and affirmative action.

- **Nondiscrimination and Affirmative Action** It is the policy of the Southeastern Universities Research Association (SURA) and the Thomas Jefferson National Accelerator Facility (Jefferson Lab) to maintain a firm commitment to equal employment opportunity and affirmative action.
- **Complaint Resolution:** Data not provided.
- **Position Clarification:** Data not provided.
- **Salary Determination and Review:** Data not provided.

CONTRACT

For Fiscal Year 2004, TJNL was rated "Outstanding" in its DOE Performance Evaluation, receiving "Outstanding" in all measurement categories except Quality Performance in EH&S, where a "Good" was received. For Fiscal Year 2005, performance measures were reassessed based upon the Fiscal Year 2004 results.

EEO/DIVERSITY

Complaints/Disciplinary Actions

No complaint activity reported.

There were 22 disciplinary actions reported, 17 for males and 5 for females, and white employees received 17 of the actions.

Recruitment/Retention/Outreach

Thomas Jefferson relies on the Virginia State Department of Employment, job fairs, and recruiting programs sponsored by local community colleges and other community organizations, for its employment advertisement. Local organizations are contacted for referrals of potential minority and female employees, as well as local colleges, vocational and technical schools.

From October 1, 2004, through September 30, 2005, special recruitment activities were conducted at 34 universities and colleges.

Other targeted recruitment activities were made at Women's Network of Hampton Roads, YWCA-Women in Transition, Urban League of Hampton Roads, Veteran's Outreach Counseling Center, Society of Hispanic Professional Engineers, Society of Women Engineers, Virginia Employment Commission, US Department of Energy, NAACP, National Black MBA Association, National Consortium for Graduate Degrees for Minorities in Engineering, National Network of Minority Women in Science, National Society of Black Engineers, National Society of Black Physicists, National Society of Professional Engineers, Navy Family Services Center, Fermi National Accelerator Laboratory, Institute of Electrical and Electronics Engineers, Langley Air Force Base Employment Resource Center, Los Alamos National Laboratory, Department of Rehabilitation Services, American Society for Information Science, and Argonne National Laboratory.

According to the laboratory's submission, on-the-job training is provided to all qualified employees to assist them in developing necessary knowledge and skills for promotion to higher level jobs; tuition reimbursement benefits are available to all qualified employees; formal performance evaluation program for all employees; neither minority nor female employees are required to possess higher qualifications than that of the lowest qualified incumbent in the job for which they apply; promotions are based on merit selection principles; and special internal training programs are offered to eligible employees without regard to race, color, sex, religion, disability, national origin, or veteran status.

The laboratory reports that its workforce represents its recruiting population in all but one area.

Hiring

TJNL hired 17 employees during the reporting period and did not report a breakdown of selection rates by race nor gender.

Promotion

A total of 19 promotions involving professional job categories occurred during the reporting period. The overall breakdown by number and percent for various groups is shown below.

Group	Promotions	Number
Men	84.00%	16
Women	16.00%	3
Unidentified Gender	0.00%	0
White	100%	19
Black	0.00%	0
American Indian	0.00%	0
Asian/Pacific Islander	0.00%	0
Hispanic	0.00%	0
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	19

Termination

TJNL experienced 27 terminations from managerial and professional job groups during the reporting period. The overall breakdown of terminations by number and percent for various groups is shown below.

Group	Terminations	Number
Men	33.00%	9
Women	67.00%	18
Unidentified Gender	0.00%	0
White	78.00%	21
Black	18.00%	5
American Indian	4.00%	1
Asian/Pacific Islander	0.00%	0
Hispanic	0.00%	0
Unidentified Race	0.00%	0
<i>TOTAL</i>	100%	27

SUMMARY

Thomas Jefferson National Laboratory's policy on Equal Employment Opportunity and Affirmative Action is included in the Administrative Manual, available on the JLab Intranet. Copies of the Affirmative Action Plans are available in each division office and Human Resources. SURA/Jefferson will ensure the furtherance of the principles of equal employment opportunity by basing all personnel decisions, which affect employees or employment applicants, on only valid and necessary criteria.

LABORATORY PROFILE NATIONAL ENERGY TECHNOLOGY LABORATORY

DESCRIPTION

Mission

The National Energy Technology Laboratory (NETL) is unique in both its mission and its approach. NETL is the only Department of Energy (DOE) national laboratory dedicated specifically to fossil energy research, and unlike all other DOE laboratories which are government-owned-contractor-operated, NETL is the only government-owned government-operated National Laboratory.

NETL implements research, development, and demonstration programs to resolve the environmental, supply, and reliability constraints of producing and using fossil resources. To achieve this mission, NETL draws on over 1200 federal and support-contractor employees to implement and manage its broad spectrum of energy and environmental research programs.

NETL manages a portfolio of carbon sequestration projects that explore repository options; the mitigation of other greenhouse gases; sequestration measurement, monitoring, and verification; and sequestration as part of enhanced oil recovery.

Spanning across 47 states and more than 40 foreign countries, NETL implements over 1,400 contracted and onsite research and development partnerships with industry, universities, and government entities focused on improving fossil-energy production and use.

Devoted to developing technologies that use the nation's abundant fossil resources more cleanly and efficiently, NETL's efforts enable domestic coal, natural gas, and oil supplies to economically power America's homes, industries, businesses, and transportation while protecting our environment and enhancing our energy independence.

Historical Overview

NETL was designated as a national laboratory by the Secretary of Energy in 1999, as a means of signaling the importance of fossil fuels to the global economy. It grew out of the Federal Energy Technology Center (FETC), which was a merger of the Morgantown, Pittsburg, and Bartlesville sites formed in 1975 by the U.S. Energy Research and Development Administrations. These centers oversaw federally funded contracts for fossil energy research and development of advanced methods for cleaning coal and combustion gases, and substitute coal, and oil recovery. These sites are now responsible for the management of millions of dollars in contracts for research and development conducted by universities and other research institutions.

Management Structure and Operation

NETL employs five contractors to provide administrative and IT support. They are Performance Results Corporation (PRC), a certified 8 (a) Small Disadvantaged Woman Owned Business, Science Applications International Corporation (SAIC), Parsons, EG&G Services, and Goldbelt Eagle, LLC. These contractors are based in Alaska, Oklahoma, Oregon, Pennsylvania and West Virginia. They employ a total of 602 employees.

Retention and Outreach

NETL offers opportunities for women and minority students through the Minority Mentoring and Internship Program (MMIP). These internships provide hands-on research opportunities at a state-of-the-art national laboratory that are directly related to the student's educational programs and career goals. MMIP primarily focuses on students majoring in chemistry, engineering, geology, materials science, and mathematics. Students who have completed their education and worked at least 640 hours at NETL are eligible for conversion to permanent positions.

SAIC has developed a Women's Network to provide a forum for learning, understanding and supporting the professional growth of women; to help recruit, develop, advance and retain women by leveraging the collective knowledge, perspective, skill and experience of all participants through internal and external networking, programs and activities.

EG&G reports it has established contacts with organizations for disabled individuals and veterans. It has tasked the human resources office to identify additional sources for minority and female candidates, and to locate and contact new minority and female organizations and request their support and referral of minority and female candidates to the EG&G Engineering and Technology Services.

Employment

Minorities are employed at a rate of 11%, and are represented in all of PRC's three job categories. PRC reports that from January 01, 2005 through December 31, 2005, it hired eight minorities, representing 10% of the workforce, and 63 women, representing 78% of the workforce. PRC utilizes its own internal audit and reporting system (database) that tracks referrals, placements, transfers, promotions, terminations and compensation. A report is generated on a semi-annual basis to track the degree to which equal employment opportunities and organizational objectives are being met, and a required management meeting is held on a semi-annual basis to review the report results. The President and the Vice President of PRC are advised regarding the programs effectiveness and recommendations are made to improve unsatisfactory performance.

PRC provides an Educational Assistance Program which encourages the professional and technical growth of its employees through reimbursement of all or part of expenses for job-related courses. All full-time employees, with one year of employment are eligible to participate.

SAIC reported that it had minimal hiring needs in 2005; however, when doing so, it utilized the Americasjobbank.com, Monster/diversity.com, and its website, www.saic.com. In addition, SAIC participated in the 32nd Annual National Society of Black Engineers National Convention.

Further, SAIC reports that it has developed a Women's Network to provide a forum for learning, understanding and supporting the professional growth of women; to help recruit, develop, advance and retain women by leveraging their knowledge and experience through networking programs and activities.

SAIC also has a tuition reimbursement program to assist all employees in keeping their skill sets up-to-date. There is also a virtual library available to all employees and nearly 2,000 technical, end-user and business skills courses available via an e-learning program.

Parsons provided minimal information on its retention and outreach efforts. It reported that it is a member of the NETL/EEO/Diversity Federal & Contractor Team and that it actively participates in the Federal Women's Board events held at NETL.

EG&G reports that its EEO Coordinator will conduct periodic reviews of the company's employment practices to ensure that it continues to support the advancement of minorities and women, and will evaluate the training and selecting of all personnel involved in recruiting, screening, selection, promotion and disciplining to ensure equal opportunity and fair treatment. Yet, EG&G has not met its placement goals for women or minorities. There are no minorities in management or skilled craft positions, although their availability in the workforce is 16.1% and 6.4%, respectively. There are no women in skilled craft, operatives or service workers positions. Although women's availability in the workforce for engineering-scientific professionals is 38.6%, they represent only 10% of this class at EG&G. In management, women represent 18.8%, although their availability is 34.5%.

EG&G pledges to continue efforts to retain women and minorities in the workforce and to provide promotional and upgrading opportunities to all qualified minority group employees by policy communication, briefing supervisors, and reviewing all qualifications for all candidates for promotion within.

EEO/Diversity

Complaints

There were no EEO complaints at the five sites (Performance Results Corporation (PRC), Goldbelt Eagle, Parsons, EG&G, and Science Applications International Corporation (SAIC)).

Disciplinary Actions

Parsons, EG&G, and SAIC reported no disciplinary actions during the given period. Goldbelt Eagle reported 15 disciplinary actions resulting in three terminations of two female Caucasians and one male Caucasian. PRC reported two disciplinary actions resulting in First Written Warnings.

Terminations

SAIC reported 7 terminations during the reporting period: 6 were voluntary resignations; one was a lay-off; 4 were males and 3 were females. With respect to race, there were 6 Caucasians and one Asian employee.

NETL Workforce by degree

	Ph. D.	M.S.	B.S	Other
FEDERAL	109	198	187	114
CONTRACTOR	32	83	175	312
TOTAL	141	281	362	426

NETL Workforce by profession

	Scientist	Engineer	Tech.	Admin.	Prof.	Other
FEDERAL	133	217	56	122	65	15
CONTRACTOR	54	156	111	110	74	97
TOTAL	187	373	167	232	139	112