

Affirmative Action Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities

To capture agencies' affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 CFR §1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with disabilities and persons with targeted disabilities in the federal government

1. Using the goal of 12% as the benchmark, does your agency have a trigger involving PWD by grade level cluster in the permanent workforce? If "yes", describe the trigger(s) in the text box.

- | | |
|--------------------------------|------------|
| a. Cluster GS-1 to GS-10 (PWD) | Answer No |
| b. Cluster GS-11 to SES (PWD) | Answer Yes |

The U.S. Immigration and Customs Enforcement (ICE) workforce consisted of 20,021 employees in Fiscal Year (FY) 2019. Analysis of the permanent workforce data contained in Table B-4 indicates that the percentage of PWD in the GS-11 to SES cluster was 11.03% in FY 2019, which falls below the benchmark. Analysis of the permanent workforce data contained in Table B-4 indicates that the percentage of PWD in the GS-1 to GS-10 cluster was 27% in FY 2019, which indicates that ICE does not have a trigger in the GS-1 to GS-10 cluster. Further analysis indicates that there are 10 Law Enforcement Officers and 99 non-Law Enforcement Officers who identified as PWDs in Cluster GS-1 to GS-10. Analysis of the available data indicates that 3.13% of the Cluster GS-1 to GS-10 in the ICE workforce are PWDs, which falls below the benchmark. Additional analysis of the MD-715 Data feed also indicates that Cluster GS-1 to GS-10 also falls below the benchmark for PWD in Law Enforcement positions. Additionally, the analysis indicates that there are 167 Law Enforcement Officers and 166 non-Law Enforcement Officers, who identified as PWDs in Cluster GS-11 to SES. Analysis of the available data indicates that 2.12% of the Cluster GS-11 to SES in the ICE workforce are PWDs, which falls below the benchmark. Analysis of the MD-715 Data feed also indicates that Cluster GS-11 to SES also falls below the benchmark for PWD in Law Enforcement positions. The physical requirements of the Law Enforcement positions at ICE has, and will continue to, prevent ICE from reaching the benchmark for GS-1 to GS-10 and the GS-11 to SES clusters.

*For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d)(7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

2. Using the goal of 2% as the benchmark, does your agency have a trigger involving PWTD by grade level cluster in the permanent workforce? If "yes", describe the trigger(s) in the text box.

- | | |
|---------------------------------|------------|
| a. Cluster GS-1 to GS-10 (PWTD) | Answer No |
| b. Cluster GS-11 to SES (PWTD) | Answer Yes |

The ICE workforce consisted of 20,021 employees in FY 2019. Analysis of the permanent workforce data contained in Table B-4 indicates that the percentage of PWTD in the GS-11 to SES cluster was 0.90% in FY 2019, which falls below the benchmark. Analysis of the permanent workforce data contained in Table B-4 indicates that the percentage of PWTD in the GS-1 to GS-10 cluster was 3.21% in FY 2019, which indicates that ICE does not have a trigger in the GS-1 to GS-10 cluster. Further analysis indicates that there are 5 Law Enforcement Officers and 58 non-Law Enforcement Officers who identified as PWTDs in Cluster GS-1 to GS-10. Analysis of the available data indicates that 1.43% of the Cluster GS-1 to GS-10 in the ICE workforce are PWTDs,

which falls below the benchmark. Additional analysis of the MD-715 Data feed also indicates that Cluster GS-1 to GS-10 falls below the benchmark for PWTB in Law Enforcement positions. Additionally, the analysis indicates that there are 36 Law Enforcement Officers and 123 non-Law Enforcement Officers, who identified as PWTBs in Cluster GS-11 to SES. Analysis of the available data indicates that 1% of the Cluster GS-11 to SES in the ICE workforce are PWTBs, which falls below the benchmark. Analysis of the MD-715 data feed also indicates that Cluster GS-11 to SES falls below the benchmark for PWTB in Law Enforcement positions. The physical requirements of the Law Enforcement positions at ICE has, and will continue to, prevent ICE from reaching the benchmark for GS-1 to GS-10 and the GS-11 to SES clusters within the permanent workforce .

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

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

Information regarding the numerical goals is shared with hiring officials, managers, and recruiters during the ICE Office of Human Capital (OHC) training regarding special hiring authorities. Additionally, the annual EEO & Diversity Managers and Supervisors Update contains information regarding the numerical goals.

Section II: Model Disability Program

Pursuant to 29 C.F.R. § 1614.203(d)(1), agencies must ensure sufficient staff, training and resources to recruit and hire persons with disabilities and persons with targeted disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

A. PLAN TO PROVIDE SUFFICIENT & COMPETENT STAFFING FOR THE DISABILITY PROGRAM

- Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

Answer No

During FY 2019 the Disability program staff consisted of a Disability Program Manager, one Reasonable Accommodation Coordinator, and a collateral duty Reasonable Accommodation Coordinator for 5 months. Furthermore, the Office of Diversity and Civil Rights (ODCR) awaits the onboarding of an additional RA coordinator who was selected during FY 2019. ODCR is also leveraging contractual staff to assist with data management, data analysis projects, and other projects in support of the Disability Program.

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

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Processing applications from PWD and PWTB	2	0	0	Riza Takeda Office of Human resources Operations Center Team A – Staffing Branch Chief hrasstdro@ice.dhs.gov Ekron Tanwongprasert Office of human Resources Operations Center Team B – Acting Staffing Branch Chief DCS-HR-Staffing@ice.dhs.gov
Answering questions from the public about hiring authorities that take disability into account	2	0	0	Lynn Dickson, Disability Program Manager, Lynn.M.Dickson@ice.dhs.gov
Section 508 Compliance	1	0	0	Arva Parker, IT Specialist, ICE Section 508 Coordinator
Architectural Barriers Act Compliance	1	0	0	Lynn Dickson, Disability Program Manager
Processing reasonable accommodation requests from applicants and employees	4	0	2	Lynn Dickson, Disability Program Manager June – September 2018 Carmen Senior, Reasonable Accommodation Specialist
Special Emphasis Program for PWD and PWTB	1	0	0	Natasha Hewlett, Special Emphasis Program Manager

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If “yes”, describe the training that disability program staff have received. If “no”, describe the training planned for the upcoming year.

Answer Yes

ODCR has provided training for all Disability Program team members to bolster their knowledge and skills for responding to reasonable accommodation requests. During FY 2019, the disability program staff attended the EEOC Disability Program Manager (Basic) course. The Disability Program manager attended EEOC’s 22nd Annual EXCEL Training Conference, the Federal Dispute Resolution (FDR) Training conference, and participated in Federal Exchange on Employment and Disability meetings. The reasonable accommodation coordinator attended the Americans with Disabilities Act Training, and the Federal Exchange on Employment and Disability training regarding Deaf and Hard of Hearing in the Federal workplace. Additionally, the Disability Program Manager provided on the job training for the reasonable accommodation coordinator.

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If “no”, describe the agency’s plan to ensure all aspects of the disability program have sufficient funding and other resources.

Answer Yes

The ICE Central Accommodation Fund (CAF) was established in FY 2016 and remains in place. It continues to be sufficiently funded to meet the accommodation needs of ICE employees and applicants for employment. Additionally, the Disability Program receives support from our current contractors. The contractors assist with data management, data analysis projects, and other projects in support of the Disability Program.

Section III: Program Deficiencies In The Disability Program

Brief Description of Program Deficiency	C.2.b.5. Does the agency process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If “no”, please provide the percentage of timely-processed requests, excluding ongoing interpretative services, in the comments column.
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Objective	Process reasonable accommodations requests within the timeframe set forth in ICE reasonable accommodation procedures.		
Target Date	Sep 30, 2020		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
	Sep 30, 2019		Provide updated plan to senior staff for consideration.
	Sep 30, 2019		Coordinate with the Contract Project Manager to facilitate the assignment of RA projects to available contractors.
	Dec 31, 2019		Revise ODCR internal Standard Operating Procedure (SOP) and templates for processing RA requests to align with providing supervisors with decision making authority.
	Feb 28, 2020		With the assistance of outside facilitators, the Diversity Management Division will engage in a series of process-mapping activities to identify weaknesses and undue delays in the RA process.
	Mar 30, 2020		Initiate a plan to review the ICE Reasonable Accommodation procedures to gain internal efficiencies.
	Apr 30, 2020		Update the ICE Reasonable Accommodation procedures in accordance with results from the process mapping.
	Jun 30, 2020		Assess reasonable accommodation system requirements to identify bottlenecks and ascertain whether additional tracking mechanisms are required.
	Sep 30, 2020		Review the current staffing plan and submit requests to fill vacant positions.
Sep 30, 2020		Provide training for managers, supervisors, and employees regarding the revised reasonable accommodation procedures.	
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
	2019	<p>Modification to Target Date: The number of RA cases processed timely in FY 2019 increased by 11 percent in comparison with FY 2018. While this is a noteworthy accomplishment, additional time and tasks are needed in order for the RA team to process all RA requests within the timeframes established in the ICE Reasonable Accommodations procedures. In order to continue working on these tasks, the target date is modified from September 30, 2019, to September 30, 2020. Accomplishments: During FY 2019, the ICE Reasonable Accommodation internal tracking system was monitored and revised to gather pertinent information for the MD-715 – Part J. For example, name of the decision-maker, date(s) medical documentation was requested/received, tracking of purchases, purchase costs, and detailed information related to recurring requests have been captured throughout the year. Additionally, data not needed for completion of the MD-715 or internal ICE reports is no longer tracked on the internal tracking system. This revision reduced the amount of time spent gathering data for the MD-715 and resulted in a reduction in the average number of processing days. Case processing days were reduced on average by 23.55 days per case during FY 2019. The ICE Reasonable Accommodation procedures are in process of being revised, in accordance with the EEOC instruction. During FY 2019, additional benchmarking was completed with various law enforcement agencies and Disability Program Managers within other Federal Agencies. As a result, some of the best practices identified and being considered for adopting include: • increase in the number of RA processing days; • clearly identify the decision maker during the initiation of an RA request; • create RA decision letter templates for decision makers; and • the role of the RA Coordinator serves as a subject matter expert and facilitator of the interactive process. Staffing needs were reviewed in FY 2019, which resulted in the selection of an additional Reasonable Accommodation Coordinator who will onboard during the 1st quarter, FY 2020.</p>	

Brief Description of Program Deficiency	C.2.c. Has the agency established procedures for processing requests for personal assistance services that comply with EEOC's regulations, enforcement guidance, and other applicable executive orders, guidance, and standards? [see 29 CFR §1614.203(d)(6)]		
Objective	Establish PAS procedures that comply with EEOC's regulations and enforcement guidance.		
Target Date	Sep 30, 2019		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
	Jun 28, 2018		The Disability Program Manager will draft the PAS procedures.
	Jun 28, 2018		Submit to the Chief Diversity Officer for review.
	Sep 2, 2018		Submit to ODCR's embedded Attorney for review.
	Oct 12, 2018		Post PAS FAQ's to ICE's public website. Additionally, PAS FAQ's are included in ICE-ODCR training for Managers and Supervisors.
	Aug 31, 2019		Submit draft procedures to DHS Office for Civil Rights and Civil Liberties and relevant ICE program offices for review.
Sep 30, 2019		Submit final procedures to the EEOC for review and posting on the public website.	
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
Objective	Establish PAS procedures that comply with EEOC's regulations and enforcement guidance.		
Target Date	Sep 30, 2020		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
	Sep 30, 2019		Submit the draft PAS procedures to Deputy Assistant Director for review.
	Oct 15, 2019		Submit the PAS procedures to Assistant Director for review.
	Feb 28, 2020		Submit draft procedures to DHS Office for Civil Rights and Civil Liberties (CRCL) and relevant ICE program offices for review.
	Mar 20, 2020		Submit final procedures to the EEOC for review and posting on the public website
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
	2019	Modification to Target Date: The target date for submission to DHS CRCL and relevant ICE program offices for review is modified from August 31, 2019, to February 28, 2020. The target date for submitting the final procedures to the EEOC for review and posting to the ICE public website is modified from September 30, 2019, to March 30, 2020. Accomplishments: The Disability Program Manager completed the draft of the PAS procedures. The procedures have been reviewed by the Chief Diversity Officer and ODCR's attorneys, as well as the Deputy Assistant Director and Assistant Director of ODCR. All requested revisions have been completed and the procedures are currently in the process of being submitted for review to DHS CRCL.	

Brief Description of Program Deficiency	C.2.c.1. Does the agency post its procedures for processing requests for Personal Assistance Services on its public website? [see 29 CFR §1614.203(d)(5)(v)] If “yes”, please provide the internet address in the comments column.		
Objective	Establish PAS procedures that comply with EEOC’s regulations and enforcement guidance.		
Target Date	Sep 30, 2020		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
	Jun 28, 2018	June 28, 2020	The Disability Program Manager will draft the PAS procedures.
	Oct 12, 2018	October 12, 2018	Post PAS FAQ’s to ICE’s public website. Additionally, PAS FAQ’s are included in ICE ODCR training for Managers and Supervisors.
	Sep 30, 2019	September 30, 2019	Submit draft to the Deputy Assistant Director for review.
	Oct 15, 2019	October 15, 2019	Submit draft to Assistant Director for review.
	Feb 28, 2020	February 28, 2020	Submit draft procedures to DHS Office for Civil Rights and Civil Liberties (CRCL) and relevant ICE program offices for review.
	Mar 20, 2020		Submit final procedures to the EEOC for review and posting on the public website.
	Jun 28, 2020	June 28, 2020	Submit draft to the Chief Diversity Officer for review.
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
	2019	The Disability Program Manager completed the draft of the PAS procedures. The procedures have been reviewed by the Chief Diversity Officer and ODCR’s attorneys, as well as the Deputy Assistant Director and Assistant Director of ODCR. All requested revisions have been completed and the procedures are currently in the process of being submitted for review to DHS CRCL.	

Brief Description of Program Deficiency	D.1.c. Does the agency conduct exit interviews or surveys that include questions on how the agency could improve the recruitment, hiring, inclusion, retention and advancement of individuals with disabilities? [see 29 CFR §1614.203(d)(1)(iii)(C)]																													
Objective	Obtain information that aids ICE in creating strategies and tools to institute ways for agency to improve the recruitment, hiring, inclusion, retention and advancement of disabilities. Additionally, ODCR is launching an educational campaign to encourage ICE employees to validate and/or update their disability status in their MyEPP profiles.																													
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Brief Description of Program Deficiency	E.4.b. Does the agency have a system in place to re-survey the workforce on a regular basis? [MD-715 Instructions, Sec. I]		
Objective	Obtain information that aids ICE in creating strategies and tools to institute ways for agency to improve the recruitment, hiring, inclusion, retention and advancement of disabilities. Additionally, ODCR is launching an educational campaign to encourage ICE employees to validate and/or update their disability status in their MyEPP profiles.		
Target Date	Sep 30, 2020		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
	Oct 15, 2018	October 15, 2018	ODCR staff will draft information to be shared with all ICE employees, which includes information regarding the re-survey, how the information is used, and the instructions for updating their information.
	Oct 22, 2018	October 22, 2018	An ICE broadcast message will be sent out to all employees, providing information regarding the resurvey, and the steps for updating their information.
	Dec 15, 2019	December 15, 2019	ODCR will initiate a review of the exit interview survey instrument to capture data points for future assessment.
	Jan 6, 2020	January 6, 2020	ODCR will contact the Office of Human Capital (OHC) to identify best method(s) for securing information from the exit interview survey.
	Jan 13, 2020	January 13, 2020	Schedule quarterly meetings with OHC to receive updates on the primary causes for employee departures, by data points such as race, disability, age etc., to seek ways for improving retention and organizational effectiveness.
	Feb 19, 2020		Schedule meeting with OHC to discuss timelines for future re-surveys of the ICE workforce.
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
	2019	ODCR staff prepared and disseminated re-survey information via an ICE Broadcast message on October 22, 2018. The message included information regarding the re-survey, how the information would be used, and the instructions for updating personal information.	

Section IV: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of individuals with disabilities. The questions below are designed to identify outcomes of the agency’s recruitment program plan for PWD and PWTD

A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES

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

The Selective Placement Program Coordinator (SPCC) conducts training on the Federal Hiring Process and assisting applicants with completing a federal resume at local Employment Centers, Military Installations, and Rehabilitative Centers in the Washington, DC metro area. The SPPC also coordinates with hiring managers to consider hiring noncompetitive applicants before announcing the job on usajobs.gov.

2. Pursuant to 29 C.F.R. §1614.203(a)(3), describe the agency’s use of hiring authorities that take disability into account (e.g., Schedule A) to recruit PWD and PWTD for positions in the permanent workforce

The Agency currently use the following authorities to hire persons with disabilities: 1. Schedule A for PWD and PWTD 2. Veterans with a 30% or greater disability rating Additionally, the agency uses the Wounded Warrior and the Human Exploitation Rescue

Operation (HERO) programs, which allow applicants to participate in an internship that may lead to a noncompetitive appointment.

- 3. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A), explain how the agency (1) determines if the individual is eligible for appointment under such authority; and, (2) forwards the individual's application to the relevant hiring officials with an explanation of how and when the individual may be appointed.

Applications are submitted via USAJobs. The applicant can upload their Schedule A letter, and/or their Disabled Veteran documentation, to be considered under one of the special hiring authorities. The Office of Human Capital (OHC) reviews the applicants resume to determine if they meet the minimum qualifications of the position for which they applied. If they are determined to meet the minimum qualifications of the position, they are referred to the hiring authority on a Schedule A/non-competitive cert, and/or Disabled Veteran 30% or more cert, for their consideration. Once the hiring official makes a selection, the selectee is notified and provided instructions for completing the pre-employment requirements as outlined in the tentative job offer. Once the applicant has completed and passed all pre-employment requirements they are provided an appointment letter.

- 4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)? If "yes", describe the type(s) of training and frequency. If "no", describe the agency's plan to provide this training.

Answer Yes

1. The use of the Schedule A hiring authority is covered as part of the mandatory annual training for managers and supervisors. It is also covered in "ICE Disabilities 201", an online training course. 2. The Schedule A and veterans hiring authorities are covered under the annual mandatory training for all hiring managers/supervisors and HR Specialists.

B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS

Describe the agency's efforts to establish and maintain contacts with organizations that assist PWD, including PWTD, in securing and maintaining employment.

The SPPC provides the federal hiring process workshops at American Job Centers in the District of Columbia, Maryland, and Virginia regarding Schedule A hiring. The SPCC provides information on the Schedule A hiring process, how to create an effective federal resume, and one-on-one follow-up resume assistance. ODCR and OHC meet quarterly to share resources, including the use of Field Special Emphasis Program Managers (F-SEPM) at recruitment events and the development of targeted recruitment plans for increasing the representation of PWD's and PWTD's.

C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)

- 1. Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD and/or PWTD among the new hires in the permanent workforce? If "yes", please describe the triggers below.

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

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

The ICE workforce consisted of 20,021 permanent employees in FY 2019. Law Enforcement Officers (LEO) comprise 63% of the ICE workforce, and 37% of the ICE workforce hold non-Law Enforcement positions (non-LEO). Analysis of Table B-1 indicates that the percentage of New Hires in the permanent workforce for PWD is 12.42%, which exceeds the benchmark. Thus, ICE does not have a trigger related to the percentage of PWD New Hires in the permanent workforce. However, further analysis of Table B-1 indicates that the percentage of New Hires in the permanent workforce for PWTD is 1.08% which falls below the benchmark. Thus, ICE does have a trigger related to the percentage of PWTD New Hires in the permanent workforce. ICE conducted additional analysis of the available ICE workforce data for pay period 19. The analysis demonstrates that during FY 2019, ICE had a total of 1561 permanent new hires, of which 98 or 6.28% are coded as having a reportable disability.

New Hires	Total (#)	Reportable Disability		Targeted Disability	
		Permanent Workforce (%)	Temporary Workforce (%)	Permanent Workforce (%)	Temporary Workforce (%)
% of Total Applicants	0				
% of Qualified Applicants	0				
% of New Hires	0				

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for MCO (PWD) Answer Yes
- b. New Hires for MCO (PWTD) Answer Yes

The ICE workforce consisted of 20, 021 permanent employees in FY 2019. Law Enforcement Officers comprise 63% of the ICE workforce, and 37% of the ICE workforce hold non-Law Enforcement positions. Analysis of the available ICE Workforce Data for pay period 19, demonstrates that during FY 2019, ICE had a total of 1561 permanent new hires, of which 98 or 6.28% are coded as having a reportable disability. According to the ICE Workforce data, new hires among mission-critical occupations are noted as follows: General Inspection, Investigation, Enforcement and Compliance Series 1801 – 345 new hires of whom 24, or 6.96% have a reportable disability Criminal Investigator Series 1811 – 1,267 new hires of whom 0, or 0%, have a reportable disability Attorney/ General Attorney Series 0905 – 212 new hires of whom 6, or 2.83%, have a reportable disability In comparison to the benchmarks, the percentage of New Hires (external selections) among the qualified external applicants for General Inspection, Investigation, Enforcement and Compliance job series (1801) as mission critical positions are PWD (21.13) and PWTD (3.09%). The physical requirements of the Criminal Investigator series (1801), are a potential barrier for PWD and PWTD applicants; however, as noted in FY 2019, ICE does not have a trigger for New Hires to General Inspection, Investigation, Enforcement and Compliance job series (1801). ICE conducted additional analysis regarding the Criminal Investigator series and determined that all positions within series 1801 are not Law Enforcement positions. The non-Law Enforcement positions within the 1801 series, appears to provide a platform for the entrance of PWD and PWTD individuals into the 1801 series. In comparison to the benchmarks, the percentage of New Hires (external selections) among the qualified external applicants for Criminal Investigator series (1811) as mission critical positions are PWD (6.70%) and PWTD (0%). The physical requirements of the Criminal Investigator series (1811), are a potential barrier for PWD and PWTD applicants, however, as noted in FY 2019, ICE does not have a trigger for New Hires to Criminal Investigator series (1811). ICE conducted additional analysis regarding the Criminal Investigator series and determined that all positions within series 1811 are not Law Enforcement positions. The non-Law Enforcement positions within the 1811 series, appears to provide a platform for the entrance of PWD and PWTD individuals into the 1811 series. In comparison to the benchmarks, the percentage of New Hires (external selections) among the qualified external applicants for Attorney/General Attorney series (0905) as mission critical positions are PWD (5.77%) and PWTD (0%). Therefore, ICE has a trigger regarding PWD and PWTD individuals within the 0905 series. In comparison to the benchmarks, the percentage of New Hires (external selections) among the qualified external applicants for Intelligence Research Specialist job series (0132) as mission critical positions are PWD (9.52%) and PWTD (1.59%). Therefore, ICE Has a trigger regarding PWD and PWTD individuals within the 0132 series.

New Hires to Mission-Critical Occupations	Total (#)	Reportable Disability		Targetable Disability	
		Qualified Applicants (%)	New Hires (%)	Qualified Applicants (%)	New Hires (%)
Numerical Goal	--	12%		2%	

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified internal applicants for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Qualified Applicants for MCO (PWD) Answer No
- b. Qualified Applicants for MCO (PWTD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19 indicates that there were 1,561 new hires during FY 2019, of which 2% joined ICE as a DHS Intra-Agency transfer. The available information includes all applicants, not just internal applicants for open positions. Additionally, identifying which current ICE employees would qualify for a job series that they are not currently assigned to is a difficult undertaking. OHC does not adjudicate applicant qualifications until an applicant applies for a specific position, and the applicant may qualify based on experience obtained prior to entry into their current job series, or into ICE. Analysis of Table B 6-1 Per indicates that a trigger exists in regard to Qualified Applicants for General Inspection, Investigation, Enforcement and Compliance job series (1801) among PWTD. Analysis of Table B 6-1 Per (2) indicates that a trigger exists in regard to Qualified Applicants for Criminal Investigator job series 1811 among PWD and PWTD. Analysis of Table B 6-1 Per (3) indicates that a trigger exists in regard to Qualified Applicants for Attorney/General Attorney series 0905 among PWD and PWTD. Analysis of Table B 6-1 Per (4) indicates that a trigger exists in regard to Qualified Applicants for Intelligence Research Specialist job series 0132 among PWTD.

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
- a. Promotions for MCO (PWD) Answer Yes
 - b. Promotions for MCO (PWTD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19 demonstrates that, during FY 2019, ICE had a total of 3,588 promotions within the workforce. Promotions in relation to mission-critical occupations are noted as follows: Series 1801 – 1,079 promotions Series 1811 – 1,267 promotions Series 0905 – 181 promotions Additionally, the available ICE Workforce Data for pay period 19 does not contain PWD or PWTD classification for ICE employees whom received a promotion. The available USA Staffing Applicant Flow Data only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. According to Table B 6-1 Per, that 24.17% of the internal selections for promotion involving the General Inspection, Investigation, Enforcement and Compliance job series (1801) are PWDs. Additionally, ICE noted that 1.66% of the internal selections for promotion involving the General Inspection, Investigation, Enforcement, and Compliance job series (1801) are PWTDs. Based on the available information it appears that a trigger exists for PWTD among internal selections for promotion. According to Table B6-1 Per (2) regarding PWD for internal selections Criminal Investigator job series. Due to this error, it is not currently possible to determine whether a trigger exists related to PWD among Series 1811. Additionally, ICE noted that 71% of internal selections for promotion involving the Criminal Investigator job series (1811) are PWTDs. Based on the available information it appears that a trigger exists for PWD among internal selections for promotion. According to Table B 6-1 Per (3) that 4.35% of internal selections for promotion involving the Attorney/General Attorney series (0905) are PWDs. Additionally, ICE noted that none of the internal selections for promotion involving the Attorney/General Attorney series (0905) are PWTDs. Based on the available information it appears that a trigger exists for PWD and PWTD among internal selections for promotion. According to Table B 6-1 Per (4) that 34.04% of internal selections for promotion involving the Intelligence Research Specialist job series (0132) are PWDs. Additionally, ICE noted that 1.42% of internal selections for promotion involving the Intelligence Research Specialist job series (0132) are PWTDs. Based on the available information it appears that a trigger exists for PWTD among internal selections for promotion. The available Applicant Flow Data contains all applicants for promotions, thus ICE is unable to truly identify the percentage of qualified internal PWTD applicants whom have been promoted to Attorney/General Attorney series (0905) positions. In conducting a comparison of the available information, the benchmarks, it appears that a trigger exists for PWD (0.00%) and PWTD (0.00%) among the selections for promotion involving the Attorney/General Attorney series (0905) during FY 2018. The available Applicant Flow Data contains all applicants for promotions, thus ICE is unable to truly identify the percentage of qualified internal PWTD applicants whom have been promoted to Intelligence Research Specialist job series (0132) positions. In conducting a comparison of the available information, the benchmarks, it appears that a trigger exists for PWD (2.13%) and PWTD (2.13%) among the selections for promotion involving the Intelligence Research Specialist job series (0132) during FY 2018.

Section V: Plan to Ensure Advancement Opportunities for Employees with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(iii), agencies are required to provide sufficient advancement opportunities for employees with disabilities. Such activities might include specialized training and mentoring programs, career development opportunities, awards programs, promotions, and similar programs that address advancement. In this section, agencies should identify, and provide data on programs designed to ensure advancement opportunities for employees with disabilities.

A. ADVANCEMENT PROGRAM PLAN

Describe the agency’s plan to ensure PWD, including PWTD, have sufficient opportunities for advancement.

In FY 2019, ODCR provided training for Managers and Supervisor’s with the goal of increasing their knowledge in the areas of Diversity, Reasonable Accommodation, and Anti-Harassment. ODCR’s goal for providing this training is to equip Managers and Supervisor’s with the tools and resources available for recruiting and effectively managing PWD and PWTD employees. These tools and resources equip ICE Managers and Supervisor’s to identify the unique qualities of PWD and PWTD employees. In FY 2019, the Disability Program Manager worked with the ICE Office of Leadership and Career Development (OLCD) to ensure data will be collected regarding PWD and PWTD participation, and that all notifications/announcements contain information for requesting a reasonable accommodation. Additionally, the Disability Program Manager attended the DHS Academia and Professional Development Symposium and identified the points of contact for the Homeland Security Rotation Program, Joint Duty Program, DHS SES Candidate Development Program, and the DHS Joint Mission Fellows Program. During FY 2020 the Disability Program Manager will be coordinating with the newly identified points of contact to ensure data will be collected regarding PWD and PWTD participation.

B. CAREER DEVELOPMENT OPPORTUNITES

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

ICE offers training opportunities for employees via the DHS Performance and Learning Management System (PALMS) online portal. In addition to completing required training, this portal allows ICE employees to complete certification(s) and career development courses, which may lead to career advancement. The ICE OLCD consists of the Leadership Development Center and the Training and Performance Support Division. OLCD provides training for the ICE workforce that serve to enhance current skills, and build new skills, which may enhance opportunities for career advancement. The Leadership Development Center (LDC) provides resident, virtual, and exported leadership and career development training to enhance the knowledge, skills, and abilities of all employees. The LDC supports professional development of all leader-levels of the Department of Homeland Security Leader Development Program framework to include a variety of services. Courses available via the LDC provides opportunities for employees to increase knowledge, skills and abilities leading to opportunities for career advancement. Additionally, ICE employees can participate in training opportunities provided by Department of Homeland Security (DHS). DHS offers academic programs, leader development, career development, mandatory training, professional development, and technical skills training.

2. In the table below, please provide the data for career development opportunities that require competition and/or supervisory recommendation/ approval to participate.

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (%)	Selectees (%)	Applicants (%)	Selectees (%)
Coaching Programs						
Other Career Development Programs	1234	1234	29.9	29.9	12.44	
Internship Programs						
Fellowship Programs						
Detail Programs						
Mentoring Programs	250	250	2.39	2.39	0.4	0.4
Training Programs						

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”,

describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWD) Answer Yes
- b. Selections (PWD) Answer Yes

Analysis of data gathered in FY 2019 indicates that ICE has triggers for PWD among applicants and selectees for Career Development Programs.

4. Do triggers exist for PWTDD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWTDD) Answer Yes
- b. Selections (PWTDD) Answer Yes

Analysis of data gathered in FY 2019 indicates that ICE has triggers for PWTDD among applicants and selectees for Career Development Programs.

C. AWARDS

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTDD for any level of the time-off awards, bonuses, or other incentives? If “yes”, please describe the trigger(s) in the text box.

- a. Awards, Bonuses, & Incentives (PWD) Answer Yes
- b. Awards, Bonuses, & Incentives (PWTDD) Answer Yes

Analysis of the ICE Workforce Data pay period 19, indicates that in FY 2019, ICE employees received 38,058 awards. However, the ICE Workforce Data for pay period 19, does not contain codification of PWD or PWTDD for employees whom received an award. Therefore, ICE used information provided on Table B 9 to conduct the required analysis. The agency identified triggers involving the percentage of PWD and PWTDD who received Time Off Awards hours, as follows: PWD whom received a Time Off Award of 11-20 hours. PWTDD whom received a Time Off Award of 11-20 hours. PWD whom received a Time Off Award of 21-30 hours. PWTDD whom received a Time Off Award of 21-30 hours. PWD whom received a Time Off Award of 31-40 hours. PWTDD whom received a Time Off Award of 31-40 hours. The agency identified triggers involving the percentage of PWD and PWTDD who received Cash Awards, as follows: PWD whom received a Cash Award \$1,000-\$1,999 PWTDD whom received a Cash Award \$1,000-\$1,999 PWD whom received a Cash Award \$2,000-\$2,999 PWTDD whom received a Cash Award \$2,000-\$2,999 PWD whom received a Cash Award \$3,000-\$3,999 PWD whom received a Cash Award \$4,000-\$4,999 PWTDD whom received a Cash Award \$4,000-\$4,999 PWD whom received a Cash Award \$5,000-\$5,999 PWTDD whom received a Cash Award \$5,000-\$5,999 The available award data for FY 2019 is greatly expanded in the new 2.0 Data Tables. The data available for FY 2018 only provided ICE the opportunity to evaluate awards across four categories: 1) Time-Off Awards 1-9 hours, 2) Time-Off Awards – 9+ hours, 3) Cash Awards \$100-\$500, and 4) Cash Awards \$500+. The availability of expanded data provides ICE the ability to drill down and identify potential barriers across multiple categories, as well as assisting ICE to identify specific areas for additional barrier analysis.

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTDD for quality step increases or performance-based pay increases? If “yes”, please describe the trigger(s) in the text box.

- a. Pay Increases (PWD) Answer No

b. Pay Increases (PWTD) Answer Yes

Analysis of Table B-9 indicates that ICE has a trigger regarding Quality Step Increases for PWTDs.

Other Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Performance Based Pay Increase	0	0.00	0.00	0.00	0.00

3. If the agency has other types of employee recognition programs, are PWD and/or PWTD recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.) If “yes”, describe the employee recognition program and relevant data in the text box.

a. Other Types of Recognition (PWD) Answer N/A

b. Other Types of Recognition (PWTD) Answer N/A

D. PROMOTIONS

1. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. SES

i. Qualified Internal Applicants (PWD) Answer Yes

ii. Internal Selections (PWD) Answer Yes

b. Grade GS-15

i. Qualified Internal Applicants (PWD) Answer Yes

ii. Internal Selections (PWD) Answer Yes

c. Grade GS-14

i. Qualified Internal Applicants (PWD) Answer Yes

ii. Internal Selections (PWD) Answer Yes

d. Grade GS-13

i. Qualified Internal Applicants (PWD) Answer Yes

ii. Internal Selections (PWD) Answer Yes

The available USA Staffing Applicant Flow Data only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, ICE is unable to identify the percentage of qualified internal PWD applicants whom have been promoted to SES, GS-15, GS-14, or GS-13 positions. Analysis of the available ICE Workforce Data for pay period 19 demonstrates that, during FY 2019, there were a total of 3,588 promotions within the workforce. Promotions in relation to SES, GS-15, GS-14, or GS-13 positions are noted as follows: SES – the available data does not contain information regarding promotions to SES positions. GS-15 – According to the current workforce data indicates that 187 individuals were promoted to GS-15 positions. However, current workforce data does not contain information regarding disability

coding for these individuals, thus we are unable to determine how many PWDs were promoted to a GS-15 position. GS-14 – According to the current workforce data indicates that 627 individuals were promoted to GS-14 positions. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWDs were promoted to a GS-14 position. GS-13 – According to the current workforce data indicates that 554 individuals were promoted to GS-13 positions. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWDs were promoted to a GS-13 position. Additionally, analysis of Table B 7-1, which identified triggers among SES, GS-15, GS-14, and GS-13 grades for PWD.

2. Does your agency have a trigger involving PWTd among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. SES

i. Qualified Internal Applicants (PWTd) Answer Yes

ii. Internal Selections (PWTd) Answer Yes

b. Grade GS-15

i. Qualified Internal Applicants (PWTd) Answer Yes

ii. Internal Selections (PWTd) Answer Yes

c. Grade GS-14

i. Qualified Internal Applicants (PWTd) Answer Yes

ii. Internal Selections (PWTd) Answer Yes

d. Grade GS-13

i. Qualified Internal Applicants (PWTd) Answer Yes

ii. Internal Selections (PWTd) Answer Yes

The available USA Staffing Applicant Flow Data only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, ICE is unable to identify the percentage of qualified internal PWTd applicants whom have been promoted to SES, GS-15, GS-14, or GS-13 positions. Analysis of the available ICE Workforce Data for pay period 19 demonstrates that, during FY 2019, there were a total of 3,588 promotions within the workforce. Promotions in relation to SES, GS-15, GS-14, or GS-13 positions are noted as follows: SES – the available data does not contain information regarding promotions to SES positions. GS-15 – According to the current workforce data indicates that 187 individuals were promoted to GS-15 positions. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTds were promoted to a GS-15 position. GS-14 – According to the current workforce data indicates that 627 individuals were promoted to GS-14 positions. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTds were promoted to a GS-14 position. GS-13 – According to the current workforce data indicates that 554 individuals were promoted to GS-13 positions. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTds were promoted to a GS-13 position. Additionally, analysis of Table B 7-1, which identified triggers among SES, GS-15, GS-14, and GS-13 grades for PWTd.

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires to SES (PWD) Answer Yes
- b. New Hires to GS-15 (PWD) Answer No
- c. New Hires to GS-14 (PWD) Answer Yes
- d. New Hires to GS-13 (PWD) Answer Yes

Analysis of Table B 7-1, identified triggers in regard to New Hires among GS-14, and GS-13 grades for PWD. ICE was unable to determine if a trigger exists for PWD new hires to SES, as Table B 7-1 does not contain information regarding new hires for SES. However, analysis of the available ICE Workforce Data for pay period 19, demonstrates that, during FY 2019, ICE had a total of 1,561 new hires. Additionally, ICE workforce data indicates that 42.25% of new hires were Law Enforcement Officers, and 57.75% of new hires were non-Law Enforcement Officers. FY 2019 new hires in relation to SES, GS-15, GS-14, or GS-13 positions are noted as follows: SES – the available data does not contain information regarding new hires to SES positions. GS-15 – According to the available data there were 17 new hires to GS-15 positions. Additional analysis demonstrates that of the 17 individuals, 0% were Law Enforcement Officers, and 100% were non-Law Enforcement Officers. Additionally, of the 17 selectees, 11.76% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWDs were new hires to a GS-15 position. GS-14 – According to the available data there were 148 new hires to GS-14 positions. Additional analysis demonstrates that of the 148 individuals, 2% were Law Enforcement Officers, and 98% were non-Law Enforcement Officers. Additionally, of the 149 selectees, 8% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWDs were new hires to a GS-14 position. GS-13 – According to the available data, there were 176 new hires to GS-13 positions. Additional analysis demonstrates that of the 176 individuals 6.86% were Law Enforcement Officers, and 93.14% were non-Law Enforcement Officers. Additionally, of the 175 selectees, 7.43% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWDs were new hires to a GS-13 position. Historically, ICE had a trigger regarding PWD among new hires in the senior grade levels, regarding SES, GS-15 and GS-14. Based on the available workforce data ICE anticipates that a trigger remains regarding PWD in the SES, GS-15 and GS-14 positions. It is also important to note that the physical requirements of the Law Enforcement positions at ICE, are a barrier for PWD and PWTB applicants, that cannot be resolved, therefore ICE may experience barriers in reaching the PWD benchmark as it relates to Law Enforcement officers among selectees for promotion.

4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTB among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires to SES (PWTB) Answer Yes
- b. New Hires to GS-15 (PWTB) Answer Yes
- c. New Hires to GS-14 (PWTB) Answer Yes
- d. New Hires to GS-13 (PWTB) Answer Yes

Analysis of Table B 7-1, identified triggers in regard to New Hires among GS-15, GS-14, and GS-13 grades for PWTB. ICE was unable to determine if a trigger exists for PWTB new hires to SES, as Table B 7-1 does not contain information regarding new hires for SES. However, analysis of the available ICE Workforce Data for pay period 19, demonstrates that during FY 2019, ICE had a total of 1,561 new hires. Additionally, ICE workforce data indicates that 42.25% of new hires were Law Enforcement Officers, and 57.75% of new hires were non-Law Enforcement Officers. FY 2019 new hires in relation to SES, GS-15, GS-14, or GS-13 positions are noted as follows: SES – the available data does not contain information regarding new hires to SES positions. GS-15 – According to the available data there were 17 new hires to GS-15 positions. Additional analysis demonstrates that of the 17 individuals 0% were Law Enforcement Officers, and 100% were non-Law Enforcement Officers. Additionally, of the 17 selectees, 11.76% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTBs were new hires to a GS-15 position. GS-14 – According to the available data there were 148 new hires to GS-14 positions. Additional analysis demonstrates that of the 148 individuals 2% were Law Enforcement Officers, and 98% were non-Law Enforcement Officers. Additionally, of the 149

selectees, 8% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTDS were new hires to a GS-14 position. GS-13 – According to the available data, there were 176 new hires to GS-13 positions. Additional analysis demonstrates that of the 176 individuals 6.86% were Law Enforcement Officers, and 93.14% were non-Law Enforcement Officers. Additionally, of the 175 selectees, 7.43% were individuals with a reportable disability. However, current workforce data does not contain information regarding disability coding for these individuals, thus we are unable to determine how many PWTDS were new hires to a GS-13 position. Historically, ICE had a trigger regarding PWTDS among new hires in the senior grade levels, regarding SES, GS-15 and GS-14. Based on the available workforce data ICE anticipates that a trigger remains regarding PWTDS in the SES, GS-15 and GS-14 positions. It is also important to note that the physical requirements of the Law Enforcement positions at ICE, are a barrier for PWD and PWTDS applicants, that cannot be resolved, therefore ICE may experience barriers in reaching the PWTDS benchmark as it relates to Law Enforcement officers among selectees for promotion.

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer Yes

b. Managers

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer Yes

c. Supervisors

- i. Qualified Internal Applicants (PWD) Answer Yes
- ii. Internal Selections (PWD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19, demonstrates that during FY 2019, there were a total of 3,588 promotions within the workforce. The available Applicant Flow Data provided by USA Staffing only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, based on available Applicant Flow Data, ICE is unable to determine if a trigger exists involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions. Due to the inability to identify only Qualified Internal Applicants, we anticipate that ICE continues to have triggers regarding PWTDS Qualified Internal Applicants within Executives, Managers and Supervisors at all levels.

6. Does your agency have a trigger involving PWTDS among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

- i. Qualified Internal Applicants (PWTDS) Answer Yes
- ii. Internal Selections (PWTDS) Answer Yes

b. Managers

- i. Qualified Internal Applicants (PWTD) Answer Yes
- ii. Internal Selections (PWTD) Answer Yes
- c. Supervisors
 - i. Qualified Internal Applicants (PWTD) Answer Yes
 - ii. Internal Selections (PWTD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19, demonstrates that during FY 2019, there were a total of 3,588 promotions within the workforce. The available Applicant Flow Data provided by USA Staffing only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, based on available Applicant Flow Data, ICE is unable to determine if a trigger exists involving PWTD among the qualified internal applicants and/or selectees for promotions to supervisory positions. Due to the inability to identify only Qualified Internal Applicants, we anticipate that ICE continues to have triggers regarding PWTD Qualified Internal Applicants within Executives, Managers and Supervisors at all levels.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
- a. New Hires for Executives (PWD) Answer Yes
 - b. New Hires for Managers (PWD) Answer Yes
 - c. New Hires for Supervisors (PWD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19, demonstrates that there was a total of 1,561 new hires during FY 2019. At this time the available Applicant Flow Data is provided by USA Staffing and only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, based on available Applicant Flow Data ICE is unable to determine if a trigger exists involving PWD for new hires to supervisory positions. Analysis of Table B 8-1, identified triggers in regard to New Hires among Executives, Managers and Supervisors for PWD.

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.
- a. New Hires for Executives (PWTD) Answer Yes
 - b. New Hires for Managers (PWTD) Answer Yes
 - c. New Hires for Supervisors (PWTD) Answer Yes

Analysis of the available ICE Workforce Data for pay period 19, demonstrates that there were a total of 1,561 new hires during FY 2019. At this time the available Applicant Flow Data is provided by USA Staffing and only provides information regarding Internal Competitive promotions for mission critical positions across all grades. Additionally, the Applicant Flow Data provided by USA Staffing is only made available when the announcement is closed and all certificates for a vacancy have been audited. Thus, based on available Applicant Flow Data ICE is unable to determine if a trigger exists involving PWD for new hires to supervisory positions. Analysis of Table B 8-1, identified triggers in regard to New Hires among Executives, Managers and Supervisors for PWTD.

Section VI: Plan to Improve Retention of Persons with Disabilities

To be model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, agencies should: (1) analyze workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace assistance services.

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

1. In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 C.F.R. § 213.3102(u)(6)(i))? If “no”, please explain why the agency did not convert all eligible Schedule A employees.

Answer No

All Schedule A employees, who were eligible for conversion to competitive service in FY 2019 were not converted. ODCR has received updated data regarding the ICE Schedule A employees eligible for conversion and will be working with the OHC to ensure those who have satisfactorily completed their 2 years are converted to competitive service, as appropriate.

2. Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities? If “yes”, describe the trigger below.

a. Voluntary Separations (PWD) Answer Yes

b. Involuntary Separations (PWD) Answer Yes

Using the inclusion rate as the benchmark, indicates that ICE has a trigger among PWD whom voluntary or involuntary separated from the agency during FY 2019. Further analysis was conducted using ICE Workforce Data for pay period 19, which indicates there were 1,283 voluntary separations, and 70 involuntary separations, for a total of 1,353 separations during FY 2019. The employees voluntarily separated from the agency were comprised of 547 Law Enforcement Officers, and 736 were non-Law Enforcement Officers. The employees whom were involuntarily separated from the agency were comprised of 34 Law Enforcement Officers, and 36 were non-Law Enforcement Officers. The available Workforce Data for pay period 19 indicates that 131 of the individuals, who voluntarily separated during FY 2019, had a reportable disability. Additionally, the Workforce Data for pay period 19 indicates that 10 of the individuals who involuntarily separated during FY 2019, had a reportable disability.

Separations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
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3. Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities? If “yes”, describe the trigger below.

a. Voluntary Separations (PWTD) Answer Yes

b. Involuntary Separations (PWTD) Answer Yes

Using the inclusion rate as the benchmark indicates that ICE has a trigger among PWTD whom voluntary or involuntary separated from the agency during FY 2019. Further analysis was conducted utilizing ICE Workforce Data for pay period 19, which indicates there were 1,283 voluntary separations, and 70 involuntary separations, for a total of 1,353 separations during FY 2019. The employees voluntarily separated from the agency were comprised of 547 Law Enforcement Officers and 736 were non-Law Enforcement Officers. The employees whom were involuntarily separated from the agency were comprised of 34 Law Enforcement Officers and 36 were non-Law Enforcement Officers. The available Workforce Data for pay period 19 indicates, that 131 of the individuals who voluntarily separated during FY 2019 had a reportable disability. Additionally, the Workforce Data for pay period 19 indicates that 10 of the individuals who voluntarily separated during FY 2019 had a reportable disability.

Separations	Total #	Targeted Disabilities %	Without Targeted Disabilities %
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4. If a trigger exists involving the separation rate of PWD and/or PWTD, please explain why they left the agency using exit interview results and other data sources.

Not applicable

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

1. Please provide the internet address on the agency's public website for its notice explaining employees' and applicants' rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint.

A notice of employees' and applicants' rights under Section 508 appears at: <https://www.ice.gov/doclib/about/offices/dcr/pdf/noticeOfRightsABA.pdf>.

2. Please provide the internet address on the agency's public website for its notice explaining employees' and applicants' rights under the Architectural Barriers Act, including a description of how to file a complaint.

A notice of employees' and applicants' rights under the Architectural Barriers Act appears at: <https://www.ice.gov/doclib/about/offices/dcr/pdf/noticeOfRightsABA.pdf>

3. Describe any programs, policies, or practices that the agency has undertaken, or plans on undertaking over the next fiscal year, designed to improve accessibility of agency facilities and/or technology.

ODCR staff is currently working with supervisors in various locations throughout ICE to address identified architectural barriers. Additionally, ODCR staff is drafting a plan to assess ICE facilities to identify potential Architectural Barriers. ODCR staff conducted Architectural Barrier walkthroughs of six ICE offices in Washington, DC during FY 2019. ODCR staff will complete the last Architectural Barrier walkthrough in the Washington, DC area during the first quarter of FY 2020, as well as completing walkthroughs in the Baltimore, MD area. F-SEPM's will be provided training in FY 2020 to conduct walkthroughs of ICE facilities. The F-SEPM's will be used to complete walkthroughs of ICE facilities, during which they will complete a checklist and return a written report to the Disability Program Manager. We will implement strategies to resolve the identified Architectural Barriers from the Washington, DC inspections in FY 2020. ODCR staff continues to work with the Office of the Chief Information Officer and the 508 Compliance Office to resolve issues related to the use of JAWS on the ICE network, and to improve accessibility for visually impaired employees to the ICE network.

C. REASONABLE ACCOMMODATION PROGRAM

Pursuant to 29 C.F.R. § 1614.203(d)(3), agencies must adopt, post on their public website, and make available to all job applicants and employees, reasonable accommodation procedures.

1. Please provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

The average processing time for reasonable accommodation requests in FY 2019 was 66.95 days. In comparison with the average processing time in FY 2018, the RA team reduced the average processing days in FY 2019 by 23.55 days.

2. Describe the effectiveness of the policies, procedures, or practices to implement the agency's reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring accommodation requests for trends.

In FY 2019, the reasonable accommodation tracking system was updated to include tracking reassignment searches, requests for

reconsideration, and to facilitate the identification of barriers within the processing of requests. The gathering of this additional information has provided us the opportunity to continue streamlining our processes, with the goal of reducing the number of processing days. Standardized emails were revised to aid reasonable accommodation coordinators when requesting needed information from employees and decision-makers. The development of these standardized emails has led to an increase in responses from employees and decision-makers. Additionally, we have noted that decision-makers are providing more in-depth responses regarding decisions as well as an increase in decision-makers providing alternative accommodations if the requested accommodation would not be effective. Additionally, during FY 2019, the reasonable accommodation templates were revised, and a plan established to transition the preparation of reasonable accommodation response letters to the Decision-makers.

D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE

Pursuant to 29 CFR §1614.203(d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests for PAS, timely providing approved services, conducting training for managers and supervisors, and monitoring PAS requests for trends.

During FY 2019, the draft PAS procedures and templates underwent internal clearance, which included comment reviews and revisions as indicated. The Statement of Work was finalized, as well as the market research report. In the interim, ICE provided PAS FAQ's to Managers and Supervisors during FY 2018 mandatory EEO training and published them on ICE's intranet site available to all employees. During FY 2019, ICE did not receive any PAS requests.

Section VII: EEO Complaint and Findings Data

A. EEO COMPLAINT DATA INVOLVING HARASSMENT

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging harassment, as compared to the governmentwide average?

Answer No
2. During the last fiscal year, did any complaints alleging harassment based on disability status result in a finding of discrimination or a settlement agreement?

Answer No
3. If the agency had one or more findings of discrimination alleging harassment based on disability status during the last fiscal year, please describe the corrective measures taken by the agency.

B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide a reasonable accommodation, as compared to the government-wide average?

Answer No
2. During the last fiscal year, did any complaints alleging failure to provide reasonable accommodation result in a finding of discrimination or a settlement agreement?

Answer Yes

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year, please describe the corrective measures taken by the agency.

Complaint was resolved via settlement agreement, there was no finding of discrimination.

Section VIII: Identification and Removal of Barriers

Element D of MD-715 requires agencies to conduct a barrier analysis when a trigger suggests that a policy, procedure, or practice may be impeding the employment opportunities of a protected EEO group.

1. Has the agency identified any barriers (policies, procedures, and/or practices) that affect employment opportunities for PWD and/or PWTD?

Answer Yes

2. Has the agency established a plan to correct the barrier(s) involving PWD and/or PWTD?

Answer Yes

3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected participation of PWD in the permanent workforce, regarding grade GS-11 to SES, as compared to the goal of 12%.</p>				
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <hr/> <p>People with Disabilities</p>				
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>					
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Architectural Barriers have been identified at ICE facilities in Washington, DC. Physical requirement barriers have been identified regarding Law Enforcement positions.</p>				
<p>Objective</p>	<p>To resolve architectural barriers for GS-11 to SES in the permanent workforce regarding PWD.</p> <table border="1" data-bbox="440 940 1495 1087"> <tr> <td data-bbox="440 940 649 993">Date Objective Initiated</td> <td data-bbox="657 940 1495 993">Oct 1, 2019</td> </tr> <tr> <td data-bbox="440 1003 649 1087">Target Date For Completion Of Objective</td> <td data-bbox="657 1003 1495 1087">Dec 21, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 21, 2021
Date Objective Initiated	Oct 1, 2019				
Target Date For Completion Of Objective	Dec 21, 2021				
<p>Responsible Officials</p>	<p>Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief Scott Lanum Assistant Director for Diversity and Civil Rights Stacie Jones Chief Diversity Officer Robin Kilgore Deputy Assistant Director</p>				

Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2019	Conduct barrier analysis to identify any potential barriers.	No	06/30/2020	
01/31/2020	Draft a plan of action to resolve identified barriers.	No	09/30/2020	
06/30/2021	Implement plans of action to resolve identified barriers.	No		
06/30/2020	Develop a state by state list of universities and colleges whom provide career development services for individuals with disabilities.	No		09/26/2019
12/30/2019	Conduct a pilot walkthrough of ICE facilities in Baltimore to identify Architectural Barriers.	Yes	12/31/2020	
09/30/2020	Establish a national strategy to conduct Architectural Barrier investigations of ICE facilities.	No		
09/30/2020	Develop a state by state list of local disability agencies whom serve potential job candidates.	No		
09/30/2020	Draft a plan to address identified Architectural Barriers for ICE Facilities in Washington, DC.	Yes		
12/31/2020	Implement resolutions for identified Architectural Barriers for ICE Facilities in Washington, DC.	Yes		
12/31/2021	Implement resolutions for identified Architectural Barriers for ICE Facilities in Baltimore.	Yes		
01/31/2021	Provide training for F-SEPM's for conducting independent inspections to identify Architectural Barriers.	Yes		
06/30/2020	Develop reasonable accommodation materials to be provided to perspective job applicants.	No		
09/30/2020	Develop reasonable accommodation materials to be provided to perspective job applicants at community events.	No		
09/30/2020	Develop marketing materials to provide to colleges whom provide career development services for individuals with disabilities.	No		
09/30/2019	Conduct a pilot walkthrough of ICE facilities in Washington, DC to identify Architectural Barriers.	Yes	12/31/2020	
09/30/2019	Coordinate with SPPC and Recruiting to provide information regarding reasonable accommodation to perspective job applicants at community events.	No	09/30/2020	
09/30/2021	Draft a plan to address identified Architectural Barriers for ICE Facilities in Baltimore.	Yes		
09/30/2020	Draft a plan to expand investigations related to Architectural Barriers to other geographic locations.	No		
08/30/2020	Develop training for F-SEPM's regarding the identification of Architectural Barriers	Yes		

Fiscal Year	Accomplishments
2019	OCDR coordinated with the General Services Administration (GSA) and the Architectural Barriers Board to obtain information regarding the Architectural Barriers requirements and checklists for conducting Architectural Barriers walk throughs. Additionally, we coordinated with POCs in five (5) locations and conducted a total of seven (7) architectural barrier walkthroughs of ICE facilities in Washington, DC.
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The low number of selections of PWTB regarding new hires in the permanent workforce as compared to the goal of 12%.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Architectural Barriers have been identified at ICE facilities in Washington, DC.</p>							
<p>Objective</p>	<p>To increase the number of PWTB selections (new hires) in the permanent workforce.</p> <table border="1" data-bbox="483 940 649 1075"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Target Date For Completion Of Objective	Dec 31, 2021							
<p>Responsible Officials</p>	<p>Rita Bhanot Acting Deputy Chief Lynn Dickson Disability Program Manager Robin Kilgore Deputy Assistant Director Stacie Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>03/30/2021</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>06/30/2021</p>	<p>Draft an outreach plan in partnership with OHC to target these institutions.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Conduct additional analysis to identify additional barriers.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>ODCR and OHC will share resources, including the utilization of Field Special Emphasis Program Managers at recruitment events.</p>	<p>No</p>						
<p>01/31/2021</p>	<p>ODCR and OHC will share resources and participate in recruitment events for Gallaudet University and the National Technical Institute for the Deaf (NTID) at the Rochester Institute of Technology.</p>	<p>No</p>						
<p>09/20/2021</p>	<p>Develop marketing materials to be provided to the Disability Program Point of Contact at these institutions.</p>	<p>No</p>						
<p>11/30/2020</p>	<p>Draft a plan of action to resolve identified barriers.</p>	<p>No</p>						
<p>03/30/2021</p>	<p>Develop a state by state list of Law Schools and their Disability Program Point of Contact.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWD and PWTD among qualified internal applicants for mission critical occupations.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p> <p>People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Data is not available for Qualified Internal Applicants.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for qualified internal applicants.</p> <table border="1" data-bbox="440 1003 1510 1150"> <tr> <td data-bbox="440 1003 646 1056">Date Objective Initiated</td> <td data-bbox="646 1003 1510 1056">Oct 1, 2019</td> </tr> <tr> <td data-bbox="440 1056 646 1150">Target Date For Completion Of Objective</td> <td data-bbox="646 1056 1510 1150">Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Rita Bhanot Acting Deputy Chief Stacie Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights Lynn Dickson Disability Program Manager Robin Kilgore Deputy Assistant Director</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2019</p>	<p>Monitor updates regarding the availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>09/30/2020</p>	<p>Coordinate with the USA Staffing point of contact to determine if a custom report can be developed for ICE that would provide the internal competitive promotions information broken down by grade level.</p>	<p>Yes</p>						
<p>09/30/2020</p>	<p>Conduct barrier analysis to determine if triggers exist, once data is available.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected participation of PWTD in the permanent workforce, regarding grade GS-11 to SES.</p>				
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>				
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>					
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Architectural Barriers have been identified at ICE facilities in Washington, DC. Physical requirement barriers have been identified in regard to Law Enforcement positions.</p>				
<p>Objective</p>	<p>To resolve architectural barriers for GS-11 to SES in the permanent workforce regarding PWTD.</p> <table border="1" data-bbox="487 934 649 1077"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2019	Conduct a pilot walkthrough of ICE facilities in Washington, DC to identify Architectural Barriers.	No	12/31/2020	
09/30/2020	Develop a state by state list of local disability agencies whom serve potential job candidates.	No		
06/30/2020	Develop a state by state list of universities and colleges whom provide career development services for individuals with disabilities.	No		09/26/2019
09/30/2019	Conduct barrier analysis to identify any potential barriers.	No	06/30/2020	
12/30/2019	Conduct a pilot walkthrough of ICE facilities in Baltimore to identify Architectural Barriers	Yes	12/31/2020	
01/31/2020	Draft a plan of action to resolve identified barriers.	No	09/30/2020	
06/30/2021	Implement plans of action to resolve identified barriers.	No		
09/30/2019	Coordinate with SPPC and Recruiting to provide information regarding reasonable accommodation to perspective job applicants at community events.	No	09/30/2020	
06/30/2020	Develop reasonable accommodation materials to be provided to perspective job applicants.	No		
09/30/2020	Develop reasonable accommodation materials to be provided to perspective job applicants at community events.	No		
09/30/2020	Develop training for F-SEPM's regarding the identification of Architectural Barriers.	No		
09/30/2020	Develop marketing materials to provide to colleges whom provide career development services for individuals with disabilities.	No		
09/30/2020	Draft a plan to address identified Architectural Barriers for ICE Facilities in Washington, DC.	No		
09/30/2020	Draft a plan to expand investigations related to Architectural Barriers to other geographic locations.	No		
12/31/2020	Implement resolutions for identified Architectural Barriers for ICE Facilities in Washington, DC.	No		
09/30/2020	Establish a national strategy to conduct Architectural Barrier investigations of ICE facilities.	No		
01/31/2021	Provide training for F-SEPM's for conducting independent inspections to identify Architectural Barriers	No		
Fiscal Year	Accomplishments			
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.			
2019	OCDR coordinated with GSA and the Architectural Barriers Board to obtain information regarding the Architectural Barriers requirements and checklists for conducting Architectural Barriers walk throughs. Additionally, we coordinated with POCs in five (5) locations and conducted a total of seven (7) architectural barrier walkthroughs of ICE facilities in Washington, DC.			

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>Reasonable Accommodations Staff has not received sufficient training to carry out their responsibilities, due to a high volume of RA staff turnover during FY 2018.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>An ineffective reasonable accommodation program, due insufficiently trained Reasonable Accommodation Staff.</p>							
<p>Objective</p>	<p>Provide specialized training for Reasonable Accommodation Coordinators during FY 2019.</p> <table border="1" data-bbox="446 934 1502 1081"> <tr> <td data-bbox="446 934 641 997">Date Objective Initiated</td> <td data-bbox="641 934 1502 997">Oct 1, 2019</td> </tr> <tr> <td data-bbox="446 997 641 1081">Target Date For Completion Of Objective</td> <td data-bbox="641 997 1502 1081">Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief Robin Kilgore Deputy Assistant Director Stacie Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2020</p>	<p>Participate in DEOMI training opportunities, when available.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>DPM will attend the EEOC Excel Training Conference</p>	<p>Yes</p>		<p>08/01/2019</p>				
<p>06/30/2019</p>	<p>Reasonable Accommodation Coordinators will participate in EEOC Disability Program Manager (Basics)</p>	<p>No</p>		<p>06/19/2019</p>				
<p>06/01/2019</p>	<p>DPM will develop and provide in-house training for Reasonable Accommodation Coordinators.</p>	<p>No</p>		<p>06/01/2019</p>				
<p>09/30/2019</p>	<p>DPM will provide one-on-one training as needed to assist Reasonable Accommodation Coordinators in developing skills needed for processing RA cases</p>	<p>No</p>		<p>09/30/2019</p>				
<p>09/30/2019</p>	<p>DPM will attend the FDR 2019 conference.</p>	<p>Yes</p>	<p>06/15/2019</p>	<p>08/15/2019</p>				
<p>09/30/2020</p>	<p>Maintain contact with DEOMI registration staff regarding training opportunities, for non-DOD entities.</p>	<p>No</p>						

Fiscal Year	Accomplishments
2019	Training was provided for the RA team via one-on-one training, conference, and webinar attendance. Contractors were provided training and written instruction for each assigned project.
2019	The Disability Program Manager and the Reasonable Accommodation Coordinator attended the EEOC Disability Program Manager Basics course.
2019	The Disability Program Manager prepared training developed and provide in-house training for Reasonable Accommodation Coordinators. Additionally, the Disability Program Manager met one-on-one with the Reasonable Accommodation Coordinator to discuss specific RA cases to further develop and enhance skills needed for processing RA cases.

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period?</p>																		
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>																		
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>																			
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Insufficient resources for processing reasonable accommodation requests and implementation of the disability program.</p>																		
<p>Objective</p>	<p>Leverage available resources for processing reasonable accommodation requests, and implementation of the disability program.</p> <table border="1" data-bbox="487 961 779 1108"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021											
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)															
09/30/2019	Coordinate with Project Manager for the current contract to facilitate the assignment of RA projects to available contractors.	Yes		09/30/2019															
09/30/2019	Provide additional training for reasonable accommodation staff, and contractors.	No		09/30/2019															
<p>Fiscal Year</p>	<p>Accomplishments</p> <p>2019 Training was provided for the RA team via one-on-one training, conference and webinar attendance. Contractors were provided training and written instruction for each assigned project.</p> <p>2019 Assignments are being coordinated with the Project Manager and assigned to the current contractors to facilitate the completion of RA projects.</p>																		

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The low number of selections of PWD and PWTD regarding new hires for Mission Critical Position; Attorney/General Attorney (0905), and Intelligence Research Specialist job series (0132) as compared to the goal(s) of 12% and 2%.</p>				
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p> <p>People with Targeted Disabilities</p>				
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>					
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date, a barrier has not been identified.</p>				
<p>Objective</p>	<p>To increase the number of PWD and PWTD selections (new hires) for Mission Critical Positions.</p> <table border="1" data-bbox="487 961 1502 1108"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
06/30/2021	Draft an outreach plan in partnership with OHC to target these institutions.	No		
09/30/2020	Draft a plan of action to resolve identified barriers.	No		
08/30/2020	Conduct additional analysis to identify any potential barriers regarding Criminal Investigator Series 1811, and Intelligence Research Specialist Series 0132.	No		
09/30/2021	Develop marketing materials to be provided to the Disability Program Point of Contact at these institutions.	No		
11/30/2020	Implement plans of action to resolve identified barriers.	No		
01/31/2021	ODCR and OHC will share resources and participate in recruitment events for Gallaudet University and the National Technical Institute for the Deaf (NTID) at the Rochester Institute of Technology.	No		
03/30/2021	Develop a state by state list of Law Schools and their Disability Program Point of Contact.	No		
09/30/2019	Conduct additional analysis to identify any potential barriers regarding Attorney/General Attorney (0905).	No		12/31/2019
09/30/2020	ODCR and OHC Office of Human Capital will share resources, including the utilization of Field Special Emphasis Program Managers at recruitment events.	No		
Fiscal Year	Accomplishments			
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce.			
2019	The number of PWD and PWTD new hires for the General Inspection, Investigation, Enforcement and Compliance job series (1801) increased in FY 2019, resulting in the resolution of the triggers identified in FY 2018.			
2019	Additionally, the number of PWD and PWTD new hires for the Criminal Investigator job series (1811) increased in FY 2019, resulting in the resolution of the triggers identified in FY 2018.			

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected participation of PWTD applicants and/or selectees for Career Development Programs.</p>				
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <hr/> <p>People with Targeted Disabilities</p>				
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>					
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>				
<p>Objective</p>	<p>Identify potential barriers to participation and enhance data gathering for PWTD participants for Career Development Programs.</p> <table border="1" data-bbox="487 961 1502 1108"> <tr> <td data-bbox="487 961 649 1024">Date Objective Initiated</td> <td data-bbox="656 961 1502 1024">Oct 1, 2019</td> </tr> <tr> <td data-bbox="487 1024 649 1108">Target Date For Completion Of Objective</td> <td data-bbox="656 1024 1502 1108">Dec 31, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
10/31/2019	Schedule a meeting with the ICE Chiefs of Staff office to discuss detail assignments and data gathering requirements.	No	12/31/2020	
09/30/2020	ICE Broadcast to workforce informing them that Reasonable Accommodations are available for individuals participating in Career Development programs.	No		
09/30/2021	Collaborate with OLCD to update the website regarding reasonable accommodations and ensure 508 compliance.	No		
09/30/2020	Disability Awareness month fair, to include community partner demonstrations, info sessions, and career development sessions.	No		
09/30/2019	Schedule a meeting with OLCD to discuss data gathering requirements.	No		03/27/2019
11/30/2019	Schedule a meeting with OLCD to discuss Internship and Fellowship programs and data gathering requirements.	No	11/30/2020	
12/31/2019	Schedule a meeting with the PALMS point of contact to ensure information is available regarding reasonable accommodations.	No	09/30/2020	
12/31/2019	Review application for Leadership and Career Development programs to ensure it contains information regarding reasonable accommodations.	No		03/28/2019
12/31/2019	Coordinate with OLCD to ensure all announcements contain information for requesting reasonable accommodation.	No		03/28/2019
09/30/2020	Develop Reasonable Accommodation marketing materials that can be distributed by OLCD and other ICE Career Development programs, providing information on how to request a RA for participation in a Career Development program.	No		
Fiscal Year	Accomplishments			
2019	ODCR staff and OLCD staff discussed the need to provide reasonable accommodation information for each of OLCDs.			
2019	ODCR met with OLCD to discuss the requirements for data collection. As a result of that meeting, a means to provide ODCR with the needed data was developed.			
2019	ODCR staff and OLCD staff reviewed the application for OLCD programs and ensured it contains information for requesting a reasonable accommodation.			

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWD among qualified internal applicants and/or selectees for promotions to supervisory positions.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Applicant Flow Data is not available regarding Qualified Internal Applicants per grade level.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for Qualified Internal Applicants.</p> <table border="1" data-bbox="487 940 649 1075"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>09/30/2020</p>	<p>Conduct barrier analysis to identify potential triggers, upon receipt of updated available.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>Monitor updates regarding the availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The higher than average rate of voluntary and involuntary separations among PWDs.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>							
<p>Objective</p>	<p>Lower the rate of voluntary and involuntary separations among PWDs.</p> <table border="1" data-bbox="440 940 1515 1083"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>09/30/2020</p>	<p>Conduct barrier analysis to identify any potential barriers.</p>	<p>No</p>						
<p>03/30/2021</p>	<p>Schedule a round table with Managers/Supervisors</p>	<p>No</p>						
<p>12/31/2019</p>	<p>Schedule a meeting with OHC to discuss the status of implementation of exit interviews.</p>	<p>No</p>	<p>12/31/2020</p>					
<p>01/31/2021</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>12/31/2020</p>	<p>Draft a plan of action to resolve identified barriers.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected representation of PWD and PWTD whom received time off awards of 11-20 hours, 21-30 hours, and 31-40 hours; as well as cash awards of \$1,000-\$1999, \$2,000-\$2,999, \$3,000-\$3,999. \$4,000-\$4,999, and \$5,000-\$5,999.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p> <p>People with Targeted Disabilities</p>							
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<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>							
<p>Objective</p>	<p>Identify and resolve potential barriers regarding PWD and PWTD within the awards programs.</p> <table border="1" data-bbox="483 961 1502 1108"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>09/30/2019</p>	<p>Conduct additional analysis to identify any potential barriers.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>06/30/2020</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>12/31/2020</p>	<p>Conduct a focus group with employees.</p>	<p>Yes</p>						
<p>09/30/2020</p>	<p>Conduct a focus group with supervisors.</p>	<p>Yes</p>						
<p>01/31/2020</p>	<p>Establish a plan of action to resolve identified barriers.</p>	<p>No</p>	<p>01/31/2021</p>					
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019 and will continue in FY 2020.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWD and PWTD among employees promoted to mission critical occupations.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p> <p>People with Targeted Disabilities</p>							
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<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Data is not available for Qualified Internal Applicants.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for qualified internal applicants.</p> <table border="1" data-bbox="440 957 1515 1104"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>09/30/2019</p>	<p>Monitor updates regarding the availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>09/30/2020</p>	<p>Coordinate with the USA Staffing point of contact to determine if a custom report can be developed for ICE that would provide the internal competitive promotions information broken down by grade level.</p>	<p>Yes</p>						
<p>09/30/2020</p>	<p>Conduct barrier analysis to determine if triggers exist, once data is available.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected participation of PWD applicants and/or selectees for Career Development Programs.</p>				
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <hr/> <p>People with Disabilities</p>				
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<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>				
<p>Objective</p>	<p>Identify potential barriers to participation and enhance data gathering for PWD participants for Career Development Programs.</p> <table border="1" data-bbox="487 961 1495 1108"> <tr> <td data-bbox="495 961 649 1024">Date Objective Initiated</td> <td data-bbox="657 961 1495 1024">Oct 1, 2019</td> </tr> <tr> <td data-bbox="495 1024 649 1108">Target Date For Completion Of Objective</td> <td data-bbox="657 1024 1495 1108">Dec 31, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
09/30/2020	Develop RA marketing materials that can be distributed by OLCD and other ICE Career Development programs, providing information on how to request a RA for participation in a Career Development program.	No		
09/30/2019	Schedule a meeting with the Office of Leadership and Career Development (OLCD) to review data gathering requirements.	No		03/27/2019
10/31/2019	Schedule a meeting with the ICE Chiefs of Staff office to discuss detail assignments and data gathering requirements.	No	12/31/2020	
12/31/2019	Schedule a meeting with the PALMS point of contact to ensure information is available regarding reasonable accommodations.	No	09/30/2020	
09/30/2020	ICE Broadcast to workforce informing them that Reasonable Accommodations are available for individuals participating in Career Development programs.	No		
11/30/2019	Schedule a meeting with the Office of Leadership and Career Development to discuss Internship and Fellowship programs and data gathering requirements.	No	11/30/2020	
09/30/2021	Collaborate with OLCD to update the website regarding reasonable accommodations and ensure 508 compliance.	No		
12/31/2019	Review application for Leadership and Career Development programs to ensure it contains information regarding requesting a reasonable accommodation.	No		03/28/2019
12/31/2019	Coordinate with Leadership and Career Development to ensure all announcements contain instructions for requesting a reasonable accommodation.	No		03/28/2019
09/30/2020	Disability Awareness month fair, to include community partner demonstrations, info sessions and career development sessions.	No		
Fiscal Year	Accomplishments			
2019	ODCR met with OLCD to discuss the requirements for data collection. As a result of that meeting, a means to provide ODCR with the needed data was developed.			
2019	ODCR staff and OLCD staff discussed the need to provide reasonable accommodation information for each of OLCDs.			
2019	ODCR staff and OLCD staff reviewed the application for OLCD programs and ensured it contains information for requesting a reasonable accommodation.			

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWTB among qualified internal applicants and/or selectees for promotions to supervisory positions.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>							
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<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Applicant Flow Data is not available regarding Qualified Internal Applicants per grade level.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for Qualified Internal Applicants.</p> <table border="1" data-bbox="446 934 1502 1081"> <tr> <td data-bbox="446 934 641 997">Date Objective Initiated</td> <td data-bbox="641 934 1502 997">Oct 1, 2019</td> </tr> <tr> <td data-bbox="446 997 641 1081">Target Date For Completion Of Objective</td> <td data-bbox="641 997 1502 1081">Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief Robin Kilgore Deputy Assistant Director Stacie Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2019</p>	<p>Monitor updates regarding the availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>09/30/2020</p>	<p>Conduct barrier analysis to identify potential triggers, upon receipt of updated available.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The higher than average rate of voluntary and involuntary separations among PWTDs.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>							
<p>Objective</p>	<p>Lower the rate of voluntary and involuntary separations among PWDs.</p> <table border="1" data-bbox="487 940 649 1075"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Rita Bhanot Acting Deputy Chief Lynn Dickson Disability Program Manager Robin Kilgore Deputy Assistant Director Stacie Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>12/31/2019</p>	<p>Schedule a meeting with the Office of Human Capital to discuss the status of implementation of exit interviews.</p>	<p>No</p>	<p>12/31/2020</p>					
<p>12/31/2020</p>	<p>Draft a plan of action to resolve identified barriers.</p>	<p>No</p>						
<p>03/30/2021</p>	<p>Schedule a round table with Managers/Supervisors</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Conduct barrier analysis to identify any potential barriers.</p>	<p>No</p>						
<p>01/31/2021</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than expected representation of PWTD whom received Quality Step Increases in FY 2019.</p>											
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>											
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>												
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>											
<p>Objective</p>	<p>Identify and resolve potential barriers regarding PWTD in regard to receiving Quality Step Increases.</p> <table border="1" data-bbox="440 938 1515 1085"> <tr> <td data-bbox="440 938 646 993"> <p>Date Objective Initiated</p> </td> <td colspan="3" data-bbox="646 938 1515 993"> <p>Oct 1, 2019</p> </td> </tr> <tr> <td data-bbox="440 1001 646 1085"> <p>Target Date For Completion Of Objective</p> </td> <td colspan="3" data-bbox="646 1001 1515 1085"> <p>Dec 31, 2021</p> </td> </tr> </table>				<p>Date Objective Initiated</p>	<p>Oct 1, 2019</p>			<p>Target Date For Completion Of Objective</p>	<p>Dec 31, 2021</p>		
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<p>Responsible Officials</p>	<p>Rita Bhanot Acting Deputy Chief Scott Lanum Assistant Director for Diversity and Civil Rights Stacie Jones Chief Diversity Officer Lynn Dickson Disability Program Manager Robin Kilgore Deputy Assistant Director</p>											
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>								
<p>06/30/2021</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>										
<p>01/31/2021</p>	<p>Conduct a focus group with employees.</p>	<p>Yes</p>										
<p>03/30/2020</p>	<p>Conduct additional analysis to identify any potential barriers.</p>	<p>No</p>										
<p>03/30/2021</p>	<p>Establish a plan of action to resolve identified barriers.</p>	<p>No</p>										
<p>09/30/2020</p>	<p>Conduct a focus group with supervisors.</p>	<p>Yes</p>										
<p>Fiscal Year</p>	<p>Accomplishments</p>											

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWD among qualified internal applicants and/or selectees for promotions in GS-13 to SES.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Applicant flow data is not available specific to qualified internal applicants.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for qualified internal applicants.</p> <table border="1" data-bbox="446 934 1502 1081"> <tr> <td data-bbox="446 934 641 997">Date Objective Initiated</td> <td data-bbox="641 934 1502 997">Oct 1, 2019</td> </tr> <tr> <td data-bbox="446 997 641 1081">Target Date For Completion Of Objective</td> <td data-bbox="641 997 1502 1081">Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Robin Kilgore Deputy Assistant Director Stacie D. Jones Chief Diversity Officer Scott Lanum Assistant Director for Diversity and Civil Rights Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2020</p>	<p>Conduct barrier analysis to identify potential triggers, upon receipt of updated available.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>Monitor updates regarding availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce.</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>ICE has a perceived trigger involving PWTB among qualified internal applicants and/or selectees for promotions to GS-13 to SES.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Applicant flow data is not available specific to qualified internal applicants.</p>							
<p>Objective</p>	<p>Obtain applicant flow data for qualified internal applicants.</p> <table border="1" data-bbox="444 940 1505 1079"> <tr> <td data-bbox="444 940 646 995">Date Objective Initiated</td> <td data-bbox="646 940 1505 995">Oct 1, 2019</td> </tr> <tr> <td data-bbox="444 995 646 1079">Target Date For Completion Of Objective</td> <td data-bbox="646 995 1505 1079">Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Stacie Jones Chief Diversity Officer Robin Kilgore Deputy Assistant Director Scott Lanum Assistant Director for Diversity and Civil Rights Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2019</p>	<p>Monitor updates regarding the availability of updated Internal Applicant Data.</p>	<p>No</p>		<p>09/30/2019</p>				
<p>09/30/2020</p>	<p>Conduct barrier analysis to identify potential triggers, upon receipt of updated available.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions.</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than anticipated rate of selectees from the qualified applicant pool for PWD new hires in regard to GS – 13, GS-14 and SES.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Physical requirement barriers have been identified in regard to Law Enforcement positions. Architectural barriers have been identified at ICE facilities in Washington, DC.</p>							
<p>Objective</p>	<p>To identify and resolve potential barriers, resulting in an Increase in the number of PWD selectees for GS – 13 to SES.</p> <table border="1" data-bbox="483 961 779 1108"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>06/30/2020</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Develop marketing materials to provide to colleges whom provide career development services for individuals with disabilities.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Develop a list of state by state local disability agencies whom serve potential job candidates.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>Develop reasonable accommodation materials to be provided to perspective job applicants at community outreach events.</p>	<p>No</p>	<p>06/30/2020</p>					
<p>12/31/2019</p>	<p>Coordinate with SPPC and Recruiting to provide information regarding reasonable accommodation to perspective job applicants at community events.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>09/30/2019</p>	<p>Conduct additional analysis to identify any potential barriers.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>01/31/2020</p>	<p>Draft a plan of action to resolve identified barriers.</p>	<p>No</p>	<p>12/31/2020</p>					

Fiscal Year	Accomplishments
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers regarding physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The lower than anticipated rate of selectees from the qualified applicant pool for PWTB new hires from GS – 13 to SES.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Physical requirement barriers have been identified in regard to Law Enforcement Officers.</p>							
<p>Objective</p>	<p>To identify and resolve potential barriers, resulting in an Increase in the number of PWD selectees for GS – 13 to SES.</p> <table border="1" data-bbox="483 961 779 1108"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2020</p>	<p>Develop a list of state by state disability agencies whom serve potential job candidates.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Develop marketing materials to provide to colleges whom provide career development services for individuals with disabilities.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>Conduct additional analysis to identify any potential barriers.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>09/30/2020</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>09/30/2020</p>	<p>Develop reasonable accommodation materials to be provided to perspective job applicants at community events.</p>	<p>No</p>						
<p>01/31/2020</p>	<p>Establish a plan of action to resolve identified barriers.</p>	<p>No</p>	<p>12/31/2020</p>					
<p>09/30/2019</p>	<p>Coordinate with SPPC and Recruiting to provide information regarding reasonable accommodation to perspective job applicants at community events.</p>	<p>No</p>	<p>09/30/2020</p>					

Fiscal Year	Accomplishments
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers regarding physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	The low number of selections of PWD among new hires to supervisory positions.
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STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities
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<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	
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<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	Physical requirement barriers have been identified in regard to Law Enforcement positions. Architectural barriers have been identified in ICE facilities in Washington, DC.
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Objective	To identify and resolve potential barriers resulting in an Increase in the number PWTD selectees among new hires to supervisory positions.				
	<table border="1"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>	Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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Responsible Officials	Lynn Dickson Disability Program Manager Rita Bhanot Acting Deputy Chief Stacie D. Jones Chief Diversity Officer Robin Kilgore Deputy Assistant Director Scott Lanum Assistant Director for Diversity and Civil Rights
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Target Date (mm/dd/yyyy)	Planned Activities	Sufficient Staffing & Funding (Yes or No)	Modified Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)
06/30/2020	Implement plans of action to resolve identified barriers.	No		
01/31/2020	Draft a plan of action to resolve identified barriers.	No	12/31/2020	
09/30/2019	Conduct additional analysis to identify any potential barriers.	No	09/30/2020	

Fiscal Year	Accomplishments
2019	Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>The low number of selections of PWTD among new hires to supervisory positions.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i> People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Physical requirement barriers have been identified in regard to Law Enforcement positions. Architectural barriers have been identified in ICE Facilities in Washington, DC.</p>							
<p>Objective</p>	<p>To identify and resolve potential barriers resulting in an increase in the number PWTD selectees among new hires to supervisory positions.</p> <table border="1" data-bbox="487 997 779 1136"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>09/30/2019</p>	<p>Conduct additional analysis to identify any potential barriers.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>01/31/2020</p>	<p>Draft a plan of action to resolve identified barriers.</p>	<p>No</p>	<p>12/31/2020</p>					
<p>06/30/2020</p>	<p>Implement plans of action to resolve identified barriers.</p>	<p>No</p>						
<p>Fiscal Year</p>	<p>Accomplishments</p>							
<p>2019</p>	<p>Barrier analysis was implemented in FY 2019, with a focus on identifying barriers in relation to physical requirements for employees throughout the ICE workforce. Review of position descriptions for the 1801 series noted potential barriers in regard to physical requirements, inability to control meal times, and necessity to maintain a current driver's license, for both Law Enforcement Officers and non-Law Enforcement Officers.</p>							

<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>All Schedule A employees eligible for conversion, were not converted into the competitive service after two years of satisfactory service.</p>							
<p>STATEMENT OF BARRIER GROUPS:</p>	<p><i>Barrier Group</i></p> <p>People with Disabilities</p> <p>People with Targeted Disabilities</p>							
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>								
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no barrier has been identified.</p>							
<p>Objective</p>	<p>All Schedule A employees eligible for conversion, will be converted into the competitive service after 2 years of satisfactory service.</p> <table border="1" data-bbox="483 982 649 1125"> <tr> <td>Date Objective Initiated</td> <td>Oct 1, 2019</td> </tr> <tr> <td>Target Date For Completion Of Objective</td> <td>Dec 31, 2021</td> </tr> </table>				Date Objective Initiated	Oct 1, 2019	Target Date For Completion Of Objective	Dec 31, 2021
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<p>Responsible Officials</p>	<p>Deputy Assistant Director Robin Kilgore Stacie Jones Chief Diversity Officer Assistant Director for Diversity and Civil Rights Scott Lanum Rita Bhanot Acting Deputy Chief Lynn Dickson Disability Program Manager</p>							
<p>Target Date (mm/dd/yyyy)</p>	<p>Planned Activities</p>	<p>Sufficient Staffing & Funding (Yes or No)</p>	<p>Modified Date (mm/dd/yyyy)</p>	<p>Completion Date (mm/dd/yyyy)</p>				
<p>06/30/2020</p>	<p>Revise ODCR supervisor and manager training to include information regarding the conversion of Schedule A employees.</p>	<p>No</p>						
<p>04/30/2020</p>	<p>Coordinate with OHC to ensure eligible Schedule A candidates, whom have not been converted, are converted to competitive service.</p>	<p>No</p>						
<p>10/31/2019</p>	<p>Identify the Schedule A employees whom have not been converted to competitive service.</p>	<p>No</p>		<p>03/04/2019</p>				
<p>12/31/2019</p>	<p>Work with the RRPM to develop a tracking system to monitor and ensure the timely conversion of future Schedule A employees.</p>	<p>No</p>	<p>12/31/2020</p>					
<p>09/30/2020</p>	<p>Coordinate with OHC to ensure the supervisor of each Schedule A employee who has not been converted is contacted, to determine why the employee was not converted.</p>	<p>No</p>						
<p>09/30/2019</p>	<p>Schedule a meeting with RRPM to discuss the conversion of Schedule A employees.</p>	<p>No</p>	<p>09/30/2020</p>					
<p>Fiscal Year</p>	<p>Accomplishments</p>							

4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities.

ICE was unable to conduct the final architectural barrier walk-through in Washington, DC due to scheduling issues. ICE anticipates completing this walk-through by March 31, 2020. Architectural barrier walkthroughs were further delayed in Washington DC and Baltimore due to COVID 19. Architectural barrier walkthroughs scheduled for FY 2020 will be rescheduled for FY 2021. Barrier analysis was initiated in FY 2019. However, due to the limited number of RA staff and Contractors available to conduct the analysis, it will continue and be completed in FY 2020.

5. For the planned activities that were completed, please describe the actual impact of those activities toward eliminating the barrier(s).

The completion of the Architectural Barrier walkthroughs provided valuable information which will be used to establish the plan for resolving the identified barriers. Barriers identified included issues such as absence of electronic door openers, inaccessible kitchen areas or pantries, inaccessible file cabinets, and inaccessible maps or notices for visually impaired employees. The training provided resulted in a more confident and knowledgeable RA team. As a result of the training provided, the Reasonable Accommodation team is more confident and skilled in responding to inquiries and processing reasonable accommodation requests. Additionally, the training has provided a Reasonable Accommodation Coordinator with the knowledge of how and where to research Reasonable Accommodation (RA) information, which in turn continues to increase knowledge and skill. Coordinating with the Program Manager for the current contract facilitated the assignment of RA projects to available contractors. Additionally, this resulted in the Program Manager having the opportunity to identify the Contractor with the knowledge and skill to complete the task. An additional benefit that occurred during FY 2019, was the opportunity for a Contractor to expand her knowledge and skill in conducting research and completing projects for the RA team. The availability of Applicant Flow Data from USA Staffing provided ICE the ability to review and determine whether the information provided is sufficient for conducting the needed analysis of the ICE workforce, as well as determining next steps to obtain additional data. The availability of Applicant Flow Data from USA Staffing provided ICE the ability to review and determine whether the information provided is sufficient for conducting the needed analysis of the ICE workforce, as well as determining next steps to obtain additional data. The meeting with OLCDC established the protocols and manner in which data will be provided to ODCR.

6. If the planned activities did not correct the trigger(s) and/or barrier(s), please describe how the agency intends to improve the plan for the next fiscal year.

ODCR will be preparing the plan for addressing areas identified during the walkthroughs. Barrier analysis will continue in FY 2020 and transition to a review of policies and procedures. Training provided resulted in a more confident and knowledgeable RA team. ODCR will continue to monitor available training via DEOMI during FY 2020. Barrier analysis will continue in FY 2020 in order to identify potential barriers regarding the Attorney/General Attorney series (0905), and Intelligence Research Specialist series (0132). Applicant Flow Data was obtained via the USA Staffing portal which provides information regarding internal competitive promotions. However, although ICE was able to obtain this data, it did not assist us in eliminating the barrier. The information available provides information regarding internal competitive promotions across the workforce and not broken down by grade level. The Disability Program Manager will coordinate with the USA Staffing point of contact to determine if a custom report can be developed for ICE that would provide the internal competitive promotions information broken down by grade level. Applicant Flow Data was obtained via the USA Staffing portal, which provides information regarding internal competitive promotions. However, although ICE was able to obtain this data, it did not assist us in eliminating the barrier. The information available provides information regarding internal competitive promotions across the workforce and not broken down by grade level. The Disability Program Manager will coordinate with the USA Staffing point of contact to determine if a custom report can be developed for ICE that would provide the internal competitive promotions information broken down by grade level. ODCR will continue to evaluate data provided by OLCDC to determine the PWD and PWTD participation rates and determine next steps to evaluate potential barriers