

# **DEFENSE NUCLEAR FACILITIES SAFETY BOARD**

## **DIVERSITY, EQUITY, AND INCLUSION STRATEGIC PLAN FY 2021–2025**

### **Background**

Executive Order 13583: Establishing a Coordinated Government-wide Initiative to Promote Diversity and Inclusion in the Federal Workforce, directs agencies to implement the government-wide plan created by the Office of Personnel Management (OPM) to promote diversity and inclusion in the federal workplace. A commitment to equal opportunity, diversity, equity, and inclusion is critical to accomplishing the Defense Nuclear Facilities Safety Board's (DNFSB or Board) mission. The law requires the federal government's policies and practices to "endeavor to achieve a workforce from all segments of society" while avoiding discrimination for or against any employee or applicant on the basis of race, color, religion, sex (includes sexual orientation), national origin, age, disability or any other unlawful basis. 5 U.S.C. § 2301(b)(1) and 2302(b).

### **Vision, Key Definitions, and Plan Implementation**

#### **Vision of the Diversity, Equity, and Inclusion Strategic Plan**

Dedication to diversity, equity, and inclusion is embedded in the DNFSB's core values, which are integrated throughout the organization and work environment to ensure DNFSB continues to effectively achieve its mission.

#### **Diversity**

Diversity is defined by who we are as individuals. DNFSB's strength comes from the dedication, experience, talents, and perspectives of every employee. Diversity encompasses the range of similarities and differences each individual brings to the workplace, including but not limited to national origin, language, race, color, disability, ethnicity, gender, age, religion, sexual orientation, gender identity, socioeconomic status, veteran status, and family structure. The concept also encompasses differences among people concerning where they are from and where they have lived and their differences of thought and life experience.

#### **Equity**

Equity is promoting justice, impartiality, and fairness within the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society.

#### **Inclusion**

Inclusion is the process of creating and maintaining a work culture and environment that: recognizes, appreciates, and effectively utilizes the talents, skills, and perspectives of every employee in the achievement of the DNFSB's objectives and mission; connects each employee to the organization; and encourages collaboration, flexibility, and fairness.

#### **Implementation**

The Diversity, Equity, and Inclusion (DEI) Strategic Plan will be implemented from FY 2021 through FY 2025 and incorporated into DNFSB's strategic plan. To support implementation, DNFSB will establish a Diversity, Equity, and Inclusion Advisory Council (DEI AC), with representation from all agency components, to develop and oversee the implementation of the

plan and promote leadership engagement on diversity, equity, and inclusion issues. The DEI AC will advise DNFSB leadership at all levels on issues related to diversity, equity, and inclusion; will provide actionable recommendations; and will develop analytical reports on diversity, equity, and inclusion topics to increase organizational awareness and engagement about those topics throughout DNFSB on an ongoing basis. The EEO Manager will work with the Office of the Executive Director of Operations (OEDO) to develop implementation actions within the OEDO workplan to advance, through collaborative efforts with offices across DNFSB, the items contained in this DEI Strategic Plan. The EEO Manager will lead the DEI AC.

## **Strategic Goal 1**

**DNFSB will recruit from a diverse, qualified group of potential applicants to secure and maintain a high-performing workforce drawn from all segments of U.S. society.**

### **Strategic Objective 1.1**

Ensure the DNFSB's recruitment process reaches and appeals to a diverse and highly qualified pool of candidates.

#### **Key Performance Goals**

- 1.1.1. Expand hiring personnel access to workforce and recruitment analytics to measure the success of recruitment and outreach activities in reaching under-represented groups.
- 1.1.2. Establish, broaden, and/or strengthen relationships with organizations that support diverse populations and provide recruitment opportunities for women and other underrepresented minorities.
- 1.1.3. Implement the use of social media in outreach and recruitment activities to target demographically diverse audiences and avoid cultural bias during outreach and recruitment activities.
- 1.1.4. Assess progress and provide advice on recruitment, hiring, and promotion trends.

### **Strategic Objective 1.2**

Employ hiring practices that promote fair and consistent treatment and equal opportunity.

#### **Key Performance Goals**

- 1.2.1. Ensure federal vacancies available only to internal agency candidates are advertised to the widest practical extent within the DNFSB to promote and encourage open and fair competition.
- 1.2.2. Use structured interview questions and, when feasible and to the extent possible, diverse interview panel members to create an inclusive interview environment.
- 1.2.3. Use Subject Matter Experts (SME), as needed, to review job applications and, to the extent possible, ensure the use of diverse SMEs.
- 1.2.4. Provide all recruiters with appropriate training on diversity recruiting.

- 1.2.5. Provide training in interviewing techniques, including information on avoiding unconscious biases to personnel involved in the hiring process.

## **Strategic Goal 2**

**DNFSB will cultivate a culture that encourages collaboration, flexibility, and fairness to enable individuals to contribute to their full potential and improve retention.**

### **Strategic Objective 2.1**

Develop succession management and career path opportunities to retain DNFSB's workforce.

#### **Key Performance Goals**

- 2.1.1. Analyze the results of the Federal Employee Viewpoint Survey and other surveys to identify reasons employees express dissatisfaction in the workplace or choose to leave DNFSB and utilize data and analysis to find ways to enhance working conditions to promote retention and continuously improve the work environment for all.
- 2.1.2. Use the Management Directive 715 (MD-715) barrier analysis and other metrics to analyze attrition to determine if disparities exist and address any issues related to retention or succession management efforts.
- 2.1.3. Collect applicant flow data on advertised vacancy announcements and analyze the data as part of the MD-715 report.

### **Strategic Objective 2.2**

Manage career management policies and practices consistently so that all federal employees have an equal opportunity for career advancement.

#### **Key Performance Goals**

- 2.2.1. Support transparency of developmental opportunities by posting announcements, ensuring they are accessible to all eligible employees, and systematically tracking applications and selections.
- 2.2.2. Support participation in developmental and mentoring opportunities by enhancing mentoring programs and encouraging employee and leadership participation.
- 2.2.3. Integrate coaching into career management and mentorship programs, specifically related to promoting individual career development.
- 2.2.4. Encourage employee participation in formal coaching, as well as informal coaching between supervisors and employees.

### **Strategic Objective 2.3**

Conduct ongoing communications to reinforce the commitment of all employees to diversity, equity, and inclusion.

## Key Performance Goals

- 2.3.1. Seek opportunities to enhance the Special Emphasis Program
- 2.3.2. Promote and share activities, events, best practices, and recognition involving diversity, equity, and inclusion with the DNFSB workforce.
- 2.3.3. Maintain DNFSB's Equal Employment Opportunity Policy Statement on internal and external agency websites, along with relevant information about employee rights and responsibilities.
- 2.3.4. Communicate the Board's commitment to diversity, equity, and equal opportunities, and promote accountability at all levels for cultivating a culture that encourages collaboration, flexibility, and fairness to enable individual to contribute to their full.
- 2.3.5. Ensure that equal employment opportunity, diversity, equity, and inclusion are included in developmental competencies that enhance organizational units and high-performing teams, and that they meet the needs of DNFSB and its workforce
- 2.3.6. Implement training for employees to ensure a consistent understanding of DNFSB's commitment to diversity, equity, and inclusion.
- 2.3.7. Provide training to supervisors and employees about the prevention of unlawful discrimination, retaliation, and harassment through in-person training, computer-based training, webinars, and resource information.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Joyce L. Connery  
Chair

**AFFIRMATION OF BOARD VOTING RECORD**

**SUBJECT:** FY 2021-2025 Diversity, Equity, and Inclusion Strategic Plan

**Doc Control#:** 2021-300-0023

The Board acted on the above document on 07/29/2021. The document was Approved.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING	COMMENT	DATE
Joyce L. Connery	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/29/2021
Thomas Summers	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/29/2021
Jessie H. Roberson	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/29/2021

This Record contains a summary of voting on this matter together with the individual vote sheets, views and comments of the Board Members.

*Shelby Qualls*

Executive Secretary to the Board

Attachments:

1. Voting Summary
2. Board Member Vote Sheets

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**  
**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Joyce L. Connery

**SUBJECT:** FY 2021-2025 Diversity, Equity, and Inclusion Strategic Plan

**Doc Control#:** 2021-300-0023

**DATE:** 07/29/2021

**VOTE:** Approved

**COMMENTS:**

None

*Joyce L. Connery*

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**  
**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Thomas Summers

**SUBJECT:** FY 2021-2025 Diversity, Equity, and Inclusion Strategic Plan

**Doc Control#:** 2021-300-0023

**DATE:** 07/29/2021

**VOTE:** Approved

**COMMENTS:**

None

*Thomas Summers*

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**

**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Jessie H. Roberson

**SUBJECT:** FY 2021-2025 Diversity, Equity, and Inclusion Strategic Plan

**Doc Control#:** 2021-300-0023

**DATE:** 07/29/2021

**VOTE:** Approved

**Member voted by email.**

**COMMENTS:**

None

*Jessie H. Roberson*