

VETS-4212 and EEO-1 Report Updates: *Expected Timelines and Changes*

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Data Driven, Client-Focused

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Advancing workforce equity and organizational effectiveness through our dynamic client partnerships.

Our Vision

We believe every person deserves equal opportunity and fair treatment in the workplace and beyond.

Our Services

DCI is your one-stop shop for your HR analytics needs



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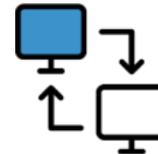
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- Participant phone lines are muted
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Agenda

- 1 Veteran's Employment and Training Service VETS-4212 Report**
- 2 Equal Employment Opportunity Commission EEO-1 Report**
- 3 Concluding Thoughts**



VETS 4212 Report

VETS-4212 Report – Who, When & How

- **WHO** – Employers with federal contracts or subcontracts in the amount of \$150,000 or more with funding from any department or agency of the U.S. for the procurement of personal property or non-personal services.
 - Services such as utility, construction, transportation, research, insurance, irrespective of whether the government is the purchaser or the seller.
- **WHEN** – Report is due annually and this year must be filed on or before September 30, 2023.
 - Reporting Period – A date in the current year between July 1 and August 31 that represents the end of a payroll period. Data may also be pulled as of December 31.
- **HOW** - Preferred method of filing is electronically through the VETS web-based filing system. Electronic filing is required if more than 10 hiring locations are reporting.

"Protected Veteran" Defined

1. Disabled Veterans;
2. Veterans who served on active duty in the U.S. Military during a war or campaign or expedition for which a campaign badge is awarded;
3. Veterans who, while serving on active duty in the Armed Forces, participated in a United States military operation for which an Armed Forces Service Medal was awarded pursuant to Executive Order 12985; and
4. Recently Separated Veterans (veterans within 36 months from discharge or release from active duty).

Types of Organizations and Forms

TYPE OF REPORTING ORGANIZATION

(Check one or both, as applicable)

- Prime Contractor
- Subcontractor

TYPE OF FORM (Check only one)

- Single Establishment
- Multiple Establishment-Headquarters
- Multiple Establishment-Hiring Location
- Multiple Establishment-State Consolidated (specify number of locations) (MSC)

- If your organization serves both types of contractual relationships, you will check both types on the report.
- Single Establishment Employers – Employers doing business at one hiring location.
- Multi-Establishment Employers – Employers doing business at more than one hiring location, must file:
 - a. VETS-4212 covering the Headquarters office
 - b. VETS-4212 report for each hiring location with 50+ employees
 - c. EITHER (i) A VETS-4212 report for each hiring location with less than 50 employees; Or (ii) consolidated reports that cover all hiring locations within one state that have fewer than 50 employees.

What is Reported on the VETS-4212 Report?

1. The number of employees in your workforce by job category and hiring location, and the number of such employees, who are qualified protected veterans.
2. The number of new hires during the period covered by the report and the number of qualified hires who are protected veterans.
3. The maximum and minimum number of employees during the period covered by the reporting period.

| JOB CATEGORIES | NUMBER OF EMPLOYEES | | NEW HIRES (PREVIOUS 12 MONTHS) | |
|---|------------------------|---------------------|--------------------------------|---------------------|
| | PROTECTED VETERANS (A) | TOTAL EMPLOYEES (B) | PROTECTED VETERANS (C) | TOTAL NEW HIRES (D) |
| EXECUTIVE/SENIOR LEVEL OFFICIALS AND MANAGERS 1.1 | | | | |
| FIRST/MID LEVEL OFFICIALS AND MANAGERS 1.2 | | | | |
| PROFESSIONALS 2 | | | | |
| TECHNICIANS 3 | | | | |
| SALES WORKERS 4 | | | | |
| ADMINISTRATIVE SUPPORT WORKERS 5 | | | | |
| CRAFT WORKERS 6 | | | | |
| OPERATIVES 7 | | | | |
| LABORERS/HELPERS 8 | | | | |
| SERVICE WORKERS 9 | | | | |
| TOTAL EMPLOYEES 10 | | | | |

Report the total maximum and minimum number of permanent employees during the period covered by this report.

| Maximum Number | Minimum Number |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |



EEO-1 Report

EEO-1 Reporting – Who, When, How, & What

- **WHO** – All employers subject to the Civil Rights Act of 1964 that have 100+ employees must file an EEO-1 report annually.
 - Or federal contractors with 50+ employees.
- **WHEN** – This report is due annually and usually in the year's second quarter.
 - Filing Period: Waiting to be determined...
 - Reporting Period – A pay period in the 4th quarter of the previous year (between October 1 and December 31).
- **HOW** – Required method of filing through the EEO-1 Component 1 Online Filing System (OFS).
- **WHAT** – All full- and part-time employees during the reported pay period, counted by sex/race in 10 job categories.

EEO-1 Report “TYPES”

Prior to 2022:

Single Establishments

- Type 1 – Single Establishment

Multi-Establishments

- Type 2 – Consolidated Report
- Type 3 – Headquarters Report
- Type 4 – Establishments over 50 Employees
- Type 8 – Establishments under 50 Employees

2022 EEOC discontinued the use of Type 6 – list of all establishments, addresses, and head counts under 50. As of 2022, all filers were required to submit a Type 8 for establishments under 50 Employees.

No More “Types”:

- Single Establishments
- Consolidated Report
- Headquarters Report
- Establishments over 50 Employees
- Establishments under 50 Employees

EEO-1 Report Components

Reporting Components:

- Component 1 – The EEO-1 Report(s) for Single and Multi-Establishment Employers
- Component 2 (***Discontinued*) – In effect from 2017 – 2018 and discontinued in 2019. A comeback is expected in the future.
 - Recent comments made by EEOC personnel indicate a return to this type of data collection.
 - DCI does not expect component 2 data collection to be part of the upcoming EEO-1 reporting window.
 - Breakdown of hours worked and pay information of Box 1 of employee's W-2 by race/ethnicity and sex.

Current Reasoning for Filing Delays

- Originally, the EEO-1 filing period was expected to open April of 2023.
 - First delay occurred pushing the opening date to “Mid-July” of 2023.
 - As mentioned earlier, the filing period has now shifted again to “Fall of 2023”
- Delays are due to required approval every three years from the Office of Management and Budget (OMB).
 - The EEOC expected approval in the Summer.
- This OMB review and approval is not centered around changing the types of data historically collected.
 - “The EEOC seeks OMB approval of measures that streamline and modernize how the current EEO-1 Component 1 workforce demographic data are collected from employers.”

So...What Has Changed?

- Report-wise... nothing.
- The filing timelines for EEO-1 and VETS.
 - EEO-1 reporting has been delayed from an expected summer filing period to “Fall of 2023”
 - Unusually, EEO-1 filing will now be occurring after the VETS filing period.
 - As a reminder, data processing especially for organizations using 12/31 snapshots for AAPs (i.e., the same data for both filings) may have to be adjusted.

Concluding Thoughts

VETS-4212

- VETS-4212 Online Filing System
 - opened August 1
 - deadline for filing is September 30
- No changes were made from previous years filing requirements.
- Dates of acceptable data are:
 - December 31, 2022, if you have January 1, Federal AAPs
 - An ending pay date in a pay period between July 1 and August 31 of 2023.

EEO-1

- EEO-1 Online Filing System
 - has been delayed to mid-Fall
 - filing due date unknown
- No changes are expected from previous year filing requirements.
- Dates of acceptable data are:
 - December 31, 2022, if you have January 1, Federal AAPs
 - An ending pay date in a pay period between October 1 and December 31, 2022.



Thank you for your attention!

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