

**11U.S. ARMY
JOINT MUNITIONS COMMAND
(JMC)**



**DISABLED VETERANS
2009 PROGRAM PLAN AND
ACCOMPLISHMENT REPORT FOR
FY 2008**

31 October 2008

**Joint Munitions Command
Disabled Veterans Affirmative Action Program (DVAAP)
Fiscal Year 2008**

IDENTIFYING INFORMATION

**A. Name and Address of Organization:
US Army Joint Munitions Command**

**B. Name and Title of Designated DVAAP Official/Contact Person
Telephone and FAX Numbers:
Chief, Equal Employment Opportunity Office**

CERTIFICATION: I certify that the above named agency: (1) has a current DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM (DVAAP) plan and the program is being implemented as required by 38 U.S.C. §4214, as amended, and appropriate regulations and guidance issued by the U.S. Office of Personnel Management; (2) that all field offices or installations having less than 500 employees are covered by a DVAAP plan; (3) that all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) that such plans are available upon request from field offices or installations.

COMMANDER'S SIGNATURE _____ **DATE** _____
<NAME>
**BRIGADIER GENERAL, USA
COMMANDING**

JMC - FY 2008 DISABLED VETERANS' AFFIRMATIVE

**JMC - FY 2008 DISABLED VETERANS' AFFIRMATIVE
ACTION PROGRAM PLAN ACCOMPLISHMENT
REPORT**

JMC REPORT ON DVAAP IMPLEMENTATION

Analysis of Permanent Workforce: In accordance with HQ AMC guidance, this report serves as the FY 2008 report on the status of disabled veterans in the JMC workforce, and measures the efficacy of our efforts to recruit and develop disabled veteran employees as an integral part of the JMC workforce. The following tables consist of FY 2008 year-end data extracted from the Defense Civilian Personnel Database System (DCPDS) as of 30 Sep 2008.

The overall Demographics of the JMC were impacted in FY 2008 by the addition of the Pine Bluff Arsenal workforce to the JMC. Additional skewing of the below statistical representation was caused by the large number of retirements and the transfer of positions from the GS/GG/GM categories to pay bands. Essentially, the FY 2008 year-end work force data is equivalent to a new base line.

Analysis of Permanent Workforce – all JMC Employees:

Categories	Total (6,326)	GS/GM (1-12) (2,126)	GS/GM 13+ (234)	Wage System (3,141)	Pay Banding (825)
Prior FY Disabled Veterans (DV) % Prior FY Representation	384 8.45%	209 13.16%	10 4.90%	175 8.29%	66 10.54%
Current FY Disabled Veterans % Current FY Representation	516 8.41%	189 -3.08%	14 5.98%	233 7.42%	80 9.69%
Population Change % Population Change*	132 34.38%	20 -9.57%	4 0%	58 33.14%	14 21.21%

Categories	Prof (340)	Admin (1,606)	Technical (517)	Clerical (144)	Other (579)	Blue Collar (3141)
Prior FY Disabled Veterans % Prior FY Representation	15 5.70%	120 8.65%	25 6.70%	14 11.48%	37 12.85%	175 8.29%
Current FY Disabled Veterans % Current FY Representation	18 5.29%	136 8.47%	49 9.48%	13 9.03%	67 11.57%	233 7.42%
Population Change % Population Change*	3 20.0%	16 13.33%	16 64.00%	-1 -7.14%	30 81.08%	58 33.14%

Categories	Total (6,326)	30% DV GS 1-12 (2,126)	30% DV GS/GM 13+ (234)	30% DV Wage System (3,141)	30% DV Pay Banding (825)
Prior FY 30% Disabled Veterans Prior FY Representation 30% DV	181 3.98%	63 3.97%	4 1.82%	81 3.84%	33 5.27%
Current FY 30% DV % Current FY Representation	261 4.13%	107 5.03%	5 2.14%	108 3.44%	41 4.97%
Population Change % Population Change*	80 44.19%	44 69.84%	1 25.0%	27 33.33%	8 24.24%

- Divide population change, +/-, by the total within that category. Resulting % may be a +/-

I. RECRUITMENT AND EMPLOYMENT METHODS

A. Policy:

It is the policy of the JMC that qualified individuals with disabilities and disabled veterans will receive full consideration for employment, training and advancement opportunities. The role of the JMC EEO Office is to ensure that JMC Command policies are carried out at the installation level where installation policy statements emphasize support of civilian employees and job applicants based on abilities and merit regardless

of race, color, religion, sex (gender), national origin, age, or physical or mental disability. Both Command and local installation policy statements are required to be re-signed annually in compliance with the provisions of MD 715.

B. Methods:

Servicing Civilian Personnel Advisory Centers (CPACs) use the U.S. Office of Personnel Management (OPM) Centralized Applicant Referral System (CARS) to verify the status of disabled veterans' applications.

JMC reporting installations have participated in job fairs, seminars, and career days. They have utilized representatives from state and local employment and rehabilitation organizations to provide placement assistance for Individuals with Disabilities (IWDs), to include Disabled Veterans. These agencies can certify individuals with disabilities for specific jobs enabling the use of non-competitive (Schedule A) appointing authorities. One installation utilizes a committee for individuals with disabilities (IWDs) which continues to maintain regular contact with local veteran groups and provides information on upcoming vacancies.

Information on special hiring authorities is available to any disabled veteran who visits a JMC activity CPAC and/or EEO office and is available on local and national Army employment websites. Because of the presence of disabled veterans throughout the Army workforce, CPAC and EEO staff members are well acquainted with veteran's programs, preferences and special appointment authorities. The Army Career and Alumni Program (ACAP) is another agency program which assists transitioning soldiers in seeking civilian employment opportunities within the Army.

JMC headquarters and installation vacancy announcements are listed on the Internet (i.e., USAJOBS and the ARMY CPOL on-line) to ensure the widest distribution of information. One installation EEO office has established an email communication tree, which includes local community veteran organizations. The communication tree is utilized to inform local organizations of local hiring opportunities. Another installation works closely with the State Career Center in both disseminating information to and gathering information from disabled veterans.

Civilian Personnel Operations Centers (CPOCs), process all recruitment actions for JMC Installations. Commanders, directors and managers receive advisory guidance from the servicing Civilian Personnel Advisory Center (CPAC). JMC reporting installations regularly use Veterans Readjustment Appointments (VRA), Veteran Employment Opportunity Act (VEOA), and other special authorities for veterans who have a 30 percent compensable disability, thus utilizing veterans as a key hiring pool.

Training courses for new supervisors provide sessions on recruitment and placement which include discussions of veterans programs and special hiring authorities available for employment of disabled veterans and individuals with disabilities.

II. METHODS USED TO PROVIDE OR IMPROVE INTERNAL ADVANCEMENT OPPORTUNITIES FOR DISABLED VETERANS.

Merit promotion, intern and upward mobility vacancy announcements are available to all JMC garrison employees. Job announcements can be accessed via the Intranet. Subject to hiring and budgetary restrictions, JMC job announcements include statements that allow the hiring of veterans under the Veteran Employment Opportunity Act (VEOA). Under VEOA Veterans may compete concurrently with other in-service applicants. Further, all veterans appointed under the VRA, who have less than 15 years of formal education are required to have a formal training plan for at least the first two years of employment.

JMC disabled veteran employees may request a reassignment to a specific position and, if qualified, may be referred non-competitively when the position in question becomes vacant. Several JMC EEO offices disseminate information of the DOD Computer-Electronics Accommodation Program (CAP) which can provide electronic accommodations for employees with certain disabilities, to include disabled veterans. When feasible, positions can be restructured to facilitate placement of Disabled Veterans and/or Individuals with disabilities. Surveys are conducted to ensure that we are continuing to remove physical and architectural barriers which impede the placement of Disabled Veterans and individuals with physical disabilities.

Some installations utilize formal mentoring programs, which are available to all employees. Disabled veteran employees who are seeking higher levels of employment can take advantage of the mentoring program to learn and improve skills in critical areas. All employees, including Disabled Veterans and individuals with disabilities are encouraged to participate in available installation training opportunities and correspondence courses to improve their job skills and qualifications for higher-level positions.

III. MONITORING, REVIEW AND EVALUATION OF MAJOR COMMAND (MACOM)/INDEPENDENT REPORTING ACTIVITIES (IRA) PROGRAMS.

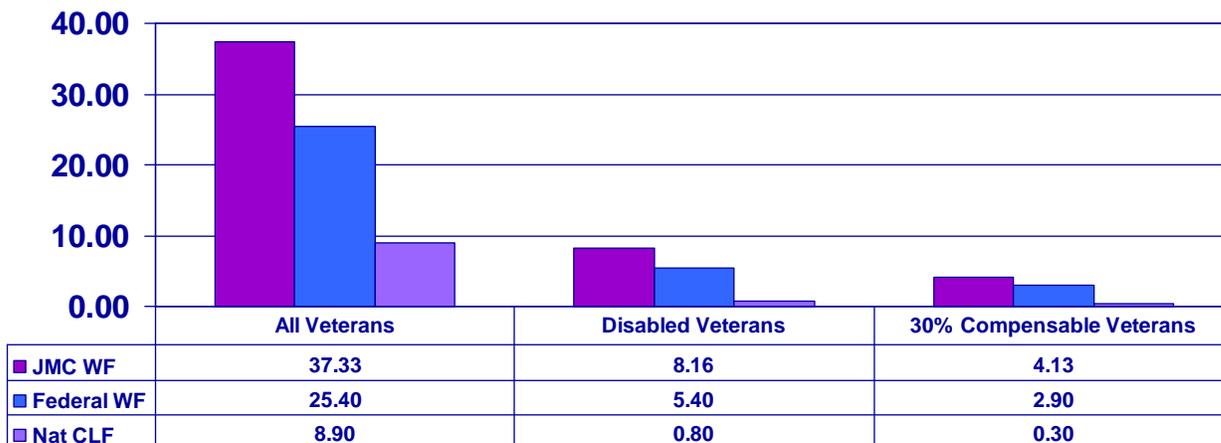
The JMC EEO Office has a regular and recurring program to monitor, review and evaluate reporting installations to ensure programmatic compliance and implementation of JMC EEO policies. Each JMC reporting offices must submit a copy of their DVAAP Annual Affirmative Action Accomplishment Report which is used in compiling the JMC input to the JMC DVAAP Plan and Report. Further, the installation status is monitored by regular and recurring on-site staff assistance visits.

IV. PROGRESS IN IMPLEMENTING AFFIRMATIVE ACTION PLAN.



Overall JMC DVAAP Demographics

FY 2008 JMC vs Federal WF & National CLF



The JMC is proud of its efforts in the employment of veterans (37.33 percent of JMC workforce), disabled veterans (8.16 percent of JMC workforce) and 30% or more compensable disabled veterans (4.13 percent of JMC workforce). These workforce percentages exceed those of the Federal workforce as a whole and are exceptional when compared to the overall National Civilian Labor Force representation.

We will closely monitor this vital area to ensure that there is continued emphasis on the hiring and advancement of Disabled Veterans. The JMC is committed to its responsibility to ensure Disabled Veterans are treated fairly and affirms its commitment to the hiring, development, promotion and retention of Disabled Veterans.