

**HEADQUARTERS
U.S. ARMY
JOINT MUNITIONS COMMAND
(HQ JMC)**



**DISABLED VETERANS
2010 PROGRAM PLAN AND
ACCOMPLISHMENT REPORT FOR
FY 2009**

8 October 2009

**Headquarters Joint Munitions Command
Disabled Veterans Affirmative Action Program (DVAAP)
Fiscal Year 2009**

IDENTIFYING INFORMATION

A. Name and Address of Organization:

**Headquarters, US Army Joint Munitions Command
Attn: AMSJM-EE
1 Rock Island Arsenal
Rock Island, IL 61299-6000**

**B. Name and Title of Designated DVAAP Official/Contact Person
Telephone and FAX Numbers:**

**Chief, Equal Employment Opportunity Office
/DSN**

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 _____

**BRIGADIER GENERAL, USA
COMMANDING**

HQ JMC - FY 2009 DISABLED VETERANS' AFFIRMATIVE ACTION PROGRAM PLAN ACCOMPLISHMENT REPORT

HQ JMC REPORT ON DVAAP IMPLEMENTATION

Analysis of Permanent Workforce: In accordance with HQ AMC guidance, this report serves as the FY 2009 report on the status of Disabled Veterans in the HQ JMC workforce, and measures the efficacy of our efforts to recruit and develop disabled veteran employees as an integral part of the HQ workforce. The following tables consist of FY 2009 data extracted from the Defense Civilian Personnel Database System (DCPDS) as of 30 Aug 2009.

Analysis of Permanent Workforce – HQ JMC Employees:

Categories	Total (739)	GS/GM (1-12) (432)	GS/GM 13+ (195)	Wage System (0)	Pay Banding (109)
Prior FY Disabled Veterans (DV) % Prior FY Representation	37 4.97%	22 4.92%	11 5.88%	0 N/A	4 3.67%
Current FY Disabled Veterans % Current FY Representation	50 6.77%	32 7.41%	11 5.64%	0 N/A	7 6.42%
Population Change % Population Change*	13 35.14%	10 45.45%	0 (0.24%)	0 N/A	3 (75.00%)

Categories	Prof (84)	Admin (598)	Technical (35)	Clerical (19)	Other (3)	Blue Collar (0)
Prior FY Disabled Veterans % Prior FY Representation	3 3.57%	32 6.72%	1 2.13%	0 0.00%	0 0.00%	0 N/A
Current FY Disabled Veterans % Current FY Representation	3 3.57%	45 7.53%	2 5.71%	0 0.00%	0 0.00%	0 N/A
Population Change % Population Change*	0 0.00%	13 40.62%	1 100.00%	0 0.00%	0 0.00%	0 N/A

Categories	Total (739)	30% DV GS 1-12 (432)	30% DV GS/GM 13+ (195)	30% DV Wage System (0)	30% DV Pay Banding (109)
Prior FY 30% Disabled Veterans Prior FY Representation 30% DV	20 2.69%	14 3.13%	4 2.14%	0 N/A	2 1.83%
Current FY 30% DV % Current FY Representation	25 3.38%	17 3.94%	4 2.05%	0 N/A	4 3.67%
Population Change % Population Change*	5 25.00%	3 21.42%	0 (0.09%)	0 N/A	2 50.00%

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

I. RECRUITMENT AND EMPLOYMENT METHODS

A. Policy:

It is the policy of the HQ JMC that qualified individuals with disabilities and Disabled Veterans will receive full consideration for employment, training and advancement opportunities. JMC 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. Command 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.

The servicing RIA Garrison EEO Office has 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. The RIA Garrison also 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 the Arsenal Island CPAC and/or RIA Garrison EEO office and is available on local and national Army employment websites. JMC G1 participates in the Community Based Health Care Organization (CBHCO) Musters Employment Readiness Session. These sessions are for current active duty, recently wounded warriors. Each session includes various working groups from health care and finances to how to write a resume. 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), at Ft. Knox, assist transitioning soldiers in seeking civilian employment opportunities within the Army. Additionally, local Army ACS Offices are available to provide individualized counseling, including employment counseling, to soldiers who are leaving the Army and returning to civilian life.

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. 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). HQ JMC regularly uses 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 employees. Job announcements can be accessed via the Internet. Subject to hiring and budgetary restrictions, HQ 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 employees, including 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. The JMC EEO office and the RIA Garrison EEO office regularly disseminate information about the DOD Computer-Electronics Accommodation Program (CAP) which provides 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.

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

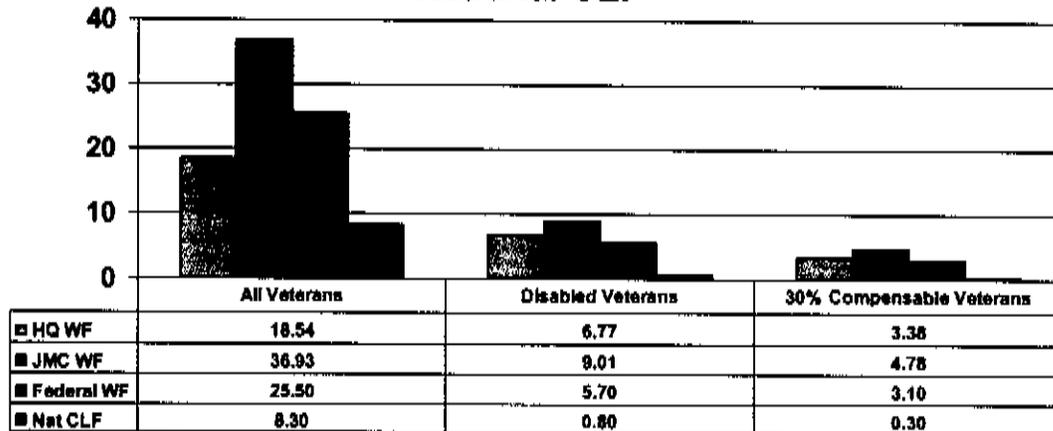
The JMC EEO Office is regularly monitored and annually reviewed and evaluated by the AMC Office of Equal Opportunity (AMCEE) to ensure programmatic compliance and implementation of all JMC EEO policies, to include the hiring and advancement of Disabled Veterans. The JMC is required to submit a copy of our Disabled Veterans Annual Affirmative Action Accomplishment Report and Plan which is used in compiling the AMC input to the AMC DVAAP Plan and Report.

PROGRESS IN IMPLEMENTING AFFIRMATIVE ACTION PLAN:



HQ JMC DVAAP Demographics

FY 2009 HQ JMC vs JMC, Federal WF & National CLF



* Federal and Nat CLF Workforce percentages are derived from the OPM FY 2007 DVAAP Report to Congress

Although the HQ JMC representation of veterans is lower than that of the overall JMC and the Federal workforce as a whole, the representation of Disabled Veterans (6.77%) and 30 percent-compensable veterans (3.38%) is actually greater than that of the Federal workforce and the national civilian labor force. Further, efforts to increase the number of Disabled Veterans in the HQ workforce, have resulted in tangible increases. Both the number and the representational percentage of Disabled Veterans in the HQ JMC workforce (increased from 37 to 50 Disabled Veterans and from a representation of 4.97% to 6.77% of the overall workforce), and 30% Compensable Veterans (increased from 20 to 25 Compensable Veterans and from a representation of 2.69% to 3.68% of the overall workforce).

We will continue to closely monitor this vital area to ensure that the emphasis on the hiring and advancement of Disabled Veterans remains a core value of this Command. 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.