



Upcoming Events

December 2021

Hanukkah

November 28–December 6

World AIDS Day

December 1

International Day of Persons with Disabilities

December 3

Pearl Harbor Remembrance Day

December 7

Human Rights Day/Week

December 10/5–11

Bill of Rights Day

December 15

Yule

December 21–January 1

Christmas

December 25

Kwanzaa

December 26–January 1

ORMDI

Steps Toward Conflict Resolution

You can contact ORMDI toll-free at 1-888-566-3982 (TTY/TDD at 1-888-626-9008) and speak with a specialist regarding [EEO Complaint Processing](#), [Alternative Dispute Resolution](#), and [Harassment Prevention](#). You must initiate contact with an EEO counselor within 45 days of the date of the alleged act of discrimination by calling 1-888-566-3982 or visiting your local ORMDI Field Office. The harassment prevention procedures do not affect rights under the EEO complaint process. Employees must report harassment as soon as they believe management action is needed. If an employee has made the harasser aware of the unwanted conduct and the harassment persists, employees should report the unwanted behavior immediately.



Commemorate

Human Rights Day and Week, and Bill of Rights Day

VA joins the Nation in commemorating Human Rights Week beginning December 5, Human Rights Day on December 10, and Bill of Rights Day on December 15.

Human Rights Week begins the Sunday before Human Rights Day, an annual observance marking December 10, 1948, the day that the United Nations General Assembly adopted the Universal Declaration of Human Rights.

“Drafted by representatives of diverse legal and cultural backgrounds from all regions of the world, the Declaration sets out universal values and a common standard of achievement for all peoples and all nations. It establishes the equal dignity and worth of every person” ([United Nations](#)).

Bill of Rights Day is national celebration of “the first 10 amendments to the Constitution, which spell out our rights as Americans. It guarantees civil rights and liberties such as freedom of speech, press, and religion. It sets rules for due process of law and reserves all powers not delegated to the Federal Government to the people or the states” ([National Archives](#)).

On Wednesday, December 15, 2021, from 1 to 2 p.m. (EST), the National Archives Museum will hold an online program entitled, “[Bill of Rights Day: ‘Anti-Federalists and the Bill of Rights.’](#)” The 1787 Constitutional Convention considered and rejected a Bill of Rights. The first 10 amendments were adopted only after pressure from opponents of the new national government. Most of these “Anti-Federalists” were disappointed with the Bill of Rights. Using clips from the documentary series “Confounding Father: A Contrarian View of the U.S. Constitution,” scholars will discuss the arguments of the Anti-Federalists over the Bill of Rights. Moderated by Richard Hall, director and co-producer of “Confounding Father”, panelists include Mary Sarah Bilder, professor of law at Boston College, and Woody Holton, history professor at the University of South Carolina.

Visit the [National Archives](#) for videos and other resources on the Bill of Rights.

Message from the DAS

Harvey Johnson, Deputy Assistant Secretary for Resolution Management, Diversity and Inclusion



DAS Johnson, ORMDI

As we approach the holiday season, I want to remind all VA employees that, in accordance with Title VII of the Civil Rights Act of 1964, VA provides religious accommodations to employees unless doing so imposes an undue hardship to the organization. Accommodations may include adjustments to work schedules to accommodate religious observances, permission regarding religious attire, permission to be excused from compulsory activities that conflict with employees sincerely held religious beliefs or practices, and other modifications. VA employees may request religious accommodations by notifying their immediate supervisors. VA Notice 20-03 provides the policy update on Compensatory Time Off for Religious Observances and amends [VA Handbook 5011, Hours of Duty and Leave](#).

Finally, I am pleased to share the publication on November 21 of the [Government-wide Strategic Plan to Advance Diversity, Equity, Inclusion, and Accessibility in the Federal Workforce](#). VA will implement this plan and within 120 days develop our own plan so please look for that in the future. Happy Holidays!

Training

Mandatory Training Update

In view of new legislation and regulatory requirements, and pursuant to the September 7, 2021, memorandum from the Assistant Secretary for Human Resources Administration/Operations, Security and Preparedness on “Mandatory Equal Employment Opportunity, Diversity, Equity and Inclusion; Harassment Prevention and Accountability; and No FEAR Act Training”, the following mandatory trainings have been assigned to the learning plans of all VA employees in the Talent Management System (TMS):

- Harassment Prevention and Accountability Training (VA 45224), completed within 60 days and annually thereafter.
- No FEAR Act Training (VA 45316), completed within 90 days and biennially thereafter.
- EEO, Diversity, Equity and Inclusion Training for Executives, Managers and Supervisors (VA 45049), completed within 90 days and biennially thereafter.

VA employees must return to the TMS home page, select the TMS item from their learning plan, and complete the associated end-of-course survey in order to receive course completion credit.

For questions, contact “VA ODI Training Request and Customer Feedback”.

Workplace Civility

Workplace Civility training will be held December 8 and 15. Training for Managers (TMS VA 4559059) is 11 a.m. to noon and training for Employees (TMS VA 4562623) is 1 to 2 p.m.

Special Observances

Calendar Year 2022 Schedule Now Available

VA joins the Nation in observing certain days, weeks and months designated by joint congressional resolution or presidential proclamation. The [VA Special Observances for Calendar Year 2022](#) memo lists observances that are related to the Special Emphasis Programs (SEPs) managed by VA's Office of Resolution Management, Diversity & Inclusion (ORMDI).

VA leaders are encouraged to support the commemoration of these observances, including new ones that may be established throughout the year. ORMDI's [SEP Observances Toolkit](#) offers suggested observance activities and is available to any VA employee or group interested in forming a committee and organizing such events.

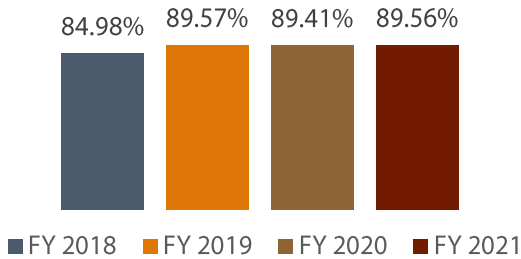
Valuing the diversity of all our employees is integral to VA delivering outstanding services to our Nation's Veterans, their families and beneficiaries.

VA WORKFORCE DIVERSITY

FY 2021: A Year in Review

The Growing Diversity in VA

Diversity Index (RCLF)¹



Female
61.98%

Male
38.01%

FROM THE 2021 ALL EMPLOYEE SURVEY²

Gay or Lesbian: 2.28%

Bisexual: 1.78%

Transgender: 0.52%

²Data provided by the NCOD

Hispanic males and females and White males have **lower** representation when compared to the **RCLF**.

	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
	Hispanic or Latino		White		Black		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native		Two or More Races	
RCLF	8.76%	6.06%	33.02%	33.18%	5.39%	6.67%	2.48%	2.67%	0.08%	0.07%	0.50%	0.51%	0.29%	0.29%
FY 2021	3.08%	3.96%	22.19%	34.23%	8.49%	16.49%	3.26%	5.57%	0.18%	0.29%	0.56%	0.96%	0.25%	0.48%

Veterans Serving Veterans³

VETERANS MAKE UP

29.37%

OF VA'S WORKFORCE; THAT MEANS NEARLY 1 IN 3 VA EMPLOYEES IS A VET!

³Data provided by VESO; includes Manila residents.

45.26% OF VETERAN EMPLOYEES HAVE A SERVICE CONNECTED DISABILITY.

NEARLY 1 OUT OF 2 VETERAN EMPLOYEES IS A DISABLED VETERAN!

People with Disabilities

12.11% of VA's permanent workforce; **higher** than the **12% goal!**

2.33% OF VA PERMANENT EMPLOYEES HAVE A TARGETED DISABILITY; **HIGHER THAN THE 2% GOAL!**

¹The Diversity Index measures the convergence of VA's aggregate workforce representation by race, ethnicity, and gender to the Relevant Civilian Labor Force (RCLF). It represents the mean ratio of VA's incumbent workforce to the corresponding groups in the RCLF. Furthermore, the RCLF consists of all U.S. citizens 16 years of age and over, excluding those in the Armed Forces, who are employed in or unemployed and seeking employment in VA occupations. RCLF data provided by the Census Bureau; based on 2010 Census.



National Diversity Internship Program

Consider a 2022 Summer Intern

Managed by the Human Capital Services Center (HCSC), the National Diversity Internship Program (NDIP) provides internship opportunities and invaluable work experience in VA career fields to diverse undergraduate and graduate students who are currently enrolled, full-time or part-time, in a degree-seeking program at accredited post-secondary institutions, including Minority Serving Institutions such as Historically Black Colleges and Universities, Hispanic Serving Institutions, Asian American Colleges, Pacific Islander Serving Institutions, and Tribal Colleges and Universities.

Students interested in internships must apply directly to one of the approved vendors listed on the NDIP website.

To apply for a NDIP intern, prospective mentors may complete a NDIP application available from the NDIP Application Portal. For access to the Portal, contact "VACO NDIP Applications". Applications for the summer session (June through August 2022) will be accepted during February 2022. All applications must include a signed mentor agreement, nondisclosure agreement, and signed funding document (VA Form 90-2237) for the estimated cost of the NDIP internship.

For more information, visit the [NDIP website](#).

Commemorate

International Day of Persons with Disabilities

International Day of Persons with Disabilities was first proclaimed by the United Nations on December 3, 1992. This annual observance aims to promote the rights and well-being of persons with disabilities while also increasing awareness of their international situation in every aspect of political, social, economic and cultural life ([United Nations](#)).



International
Day of
Persons with
Disabilities

3 DECEMBER

The 2021 theme, "Leadership and participation of persons with disabilities toward an inclusive, accessible and sustainable post COVID-19 world" aligns with the 2021 National Disability Employment Awareness Month theme, "America's Recovery Powered by Inclusion" ([Department of Labor, Office of Disability Employment Policy](#)).

The United Nations Department for Economic and Social Affairs, World Intellectual Property Organization, and International Telecommunications Union will hold a virtual event on December 3, 2021, from 8 a.m. to 9:30 a.m. (Eastern Standard Time). The event will be globally focused on, "Reducing Inequalities Through Technologies: A Perspective on Disability Inclusive Development." Visit the [Webinar Registration webpage](#) for more information or to register.

Persons with physical, sensory, cognitive/learning, or invisible disabilities represent nearly 15% (one billion persons) of the world population who can benefit from assistive technologies that facilitate social, economic, and political engagements, including participation in decision-making processes. Of particular importance is existence of innovation ecosystems to incentivize researchers, technologists, and creators as they work towards expansive technical solutions to improve the lives of persons with disabilities. This global community allows members of the assistive technology industry to share international insights and trends. Such a community is catalytic to expanding the scope of universal product design and building environments that are globally accessible.

As of the end of fiscal year 2021, 48,352 (12.11%) of VA's permanent workforce have reportable disabilities and 9,316 (2.33%) have targeted disabilities. Of the 119,664 Veterans employed by VA, 54,267 are Disabled Veterans. For more information, visit [VA's Individuals with Disabilities Employment Program webpage](#).

Office of Human Resources & Administration/Operations, Security, and Preparedness
Office of Resolution Management, Diversity and Inclusion (ORMDI)
Alternative Dispute Resolution | EEO Complaint Processing | Harassment Prevention Program
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