

DEPARTMENT OF LABOR

2014-2015 Agency Plan for the White House Initiative on Asian Americans and Pacific Islanders

Goal Area	Agency Objective	Strategic Activity	Benchmarks
Capacity Building	Create specific targets of industries and businesses for outreach and education based on the existence of high concentrations of AAPI workers.	Determine if AAPI populations are clustered in certain industries that are likely to have Federal contracts and develop an outreach and education plan to engage those workers.	Create a plan and/or commission a study to identify AAPI population clusters in FY 2014. Implement a Plan of Action (POA) in FY 2015 based on the results of the industry/business study.
Capacity Building	Create streamlined process to ensure appropriate funding opportunities reach AAPI communities.	OSHA to continue to include nail, beauty salon health & safety work for Susan Harwood follow-on and/or targeted topic grants.	For the FY 2014 award cycle, include nail and hair salon hazards as a follow-on and/or targeted topic for Harwood grants (to be awarded in September 2014).
Capacity Building	Improve access and increase outreach to better serve AAPI populations and Asian American Native American and Pacific Islanders Serving Institutions (AANAPISIs).	Develop partnerships with AAPI serving entities to increase AAPI access to DOL grants and programs.	In FY 2014 and FY 2015 conduct outreach activities with AAPI community-based organizations.
Capacity Building	Improve access and increase technical assistance and outreach to better serve AAPI populations.	Develop outreach and technical assistance plans focused on AAPI community based-organizations.	In FY 2014 and FY 2015, conduct outreach/technical assistance calls, webinars, or other activities that include extensive outreach to AAPI community-based organizations.
Capacity Building	Improve access and increase technical assistance and outreach to better serve AAPI populations.	Develop outreach and technical assistance plans to allow greater access for AAPI-serving organizations to DOL WB programs and office services.	In FY 2014 and FY 2015 conduct 10 outreach/technical assistance calls, Webinars, or other outreach sessions with at least five AAPI community-based organizations (five in FY 2014 and five in FY 2015).
Capacity Building	Partner with AANAPISIs.	Establish and continue to maintain relationships with various AAPI worker advocacy groups and business associations throughout the country.	Increase the number of relationships with AAPI worker advocacy groups such as: Thai Community Development Corporation, NTWA, ROC-United, NDWA, Korean Churches for Community Development, and the Chinese Staff and Workers Association.
Capacity Building	Partner with AANAPISIs.	Establish and continue to maintain relationships with various AAPI worker advocacy groups and business associations throughout the country.	WHD will look for opportunities to sign formal agreements with consulates that serve AAPI communities throughout the U.S. In FY 2014 and FY 2015, WHD will conduct 10 outreach/technical assistance calls, webinars, or other outreach sessions with at least five AAPI community-based organizations (five in FY 2014 and five in FY 2015).

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Capacity Building	Partner with Asian American and Pacific Islander organizations.	Establish and continue to maintain relationships with various AAPI worker advocacy groups and business associations throughout the country.	By December 2014, create Secretarial travel visits to five AAPI organizations, business associations, or businesses across the country.
Data	Improve data disaggregation practices.	Add a labor force estimates for seven Asian subgroups (Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese and Other Asian) to the BLS annual report, "Labor Force Characteristics by Race and Ethnicity."	Target date: December 2014.
Data	Improve data disaggregation practices.	Add a variable for seven Asian subgroups (Asian Indian, Chinese, Filipino, Japanese, Vietnamese and Other Asian) to the American Time Use Survey public use files. The variable will appear on some ATUS records in the 2013 files and will be fully phased in for the 2014 files.	Target date: August 2015 for full phase-in (public use files are released 6-9 months after the data have been collected).
Data	Improve data disaggregation practices.	Examine current data from OSHA Alliance Program, Partnerships, and other cooperative programs to determine which are already reaching AAPIs.	Through FY 2014, review data on OSHA Alliance Program, Partnerships, and other cooperative programs to determine which are already reaching AAPIs. Using this disaggregated data, develop draft action plan for FY 2015.
Data	Improve data disaggregation practices.	Identify existing agency programs that disaggregate data (e.g. BLS) and investigate the potential for replication for programs that do not.	By March 2014, identify a sub-agency as model for data disaggregation and sub-agencies that could benefit from replication of model. By September 2014, implement replicated model across all applicable sub-agencies.
Data	Improve data disaggregation practices.	Identify existing agency programs that disaggregate data (e.g. BLS) and investigate the potential for replication for programs that do not.	By September 2014, identify a sub-agency as model for data disaggregation and sub-agencies that could benefit from replication of model. By June 2014, implement replicated model across all applicable sub-agencies.

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Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Actively participate with agency LEP WG to ensure compliance with Executive Order 13166.	In FY14, increase translated materials for appropriate AAPI languages by approximately 15%. By September 30, 2014, increase the number of employers and workers that receive translated equal pay materials (in AAPI languages) by 20%.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Complete translations of key OSHA publications providing an overview of the laws administered by the agency and the agency's services in Korean, Vietnamese, Simplified Chinese, and Nepali.	Complete and post Korean, Vietnamese, Simplified Chinese, and Nepali translations of "All about OSHA," "Workers Rights," and the "It's the Law" poster on OSHA's website by the end of FY 2014.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Conduct outreach to AAPI community to increase awareness of laws EBSA administers and the services that the agency provides.	By September 2014, regional offices with significant minority populations, including AAPIs, will conduct outreach to local community organizations -- potentially in partnership with the WHIAAPI Regional IWG.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Conduct outreach to AAPI community to increase awareness of laws WHD administers and the services the agency provides.	WHD regional offices (and potentially in partnership with the WHIAAPI Regional IWG) with a significant minority population, including AAPI, will conduct outreach with local community organizations.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Conduct outreach to AAPI community to increase awareness of WB programs.	In FY 2014-2015, conduct outreach activities focused on the AAPI community and utilizing translated materials.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Develop a publication providing an overview of the laws administered by EBSA (including the Affordable Care Act) and the agency's services. Translate this publication into at least three AAPI languages.	Complete by the end of FY 2014.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Develop a translated publication providing an overview of the laws administered by the agency and the agency's services in appropriate and relevant translations in five languages.	In FY 2014 and FY 2015, WHD will translate "We Can Help" booklets in different AAPI languages.

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Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Develop educational materials that focus on workers' rights. Create a plan for disseminating and translating materials into AAPI languages.	By end of FY 2014, determine which materials should be translated. By FY 2015, create an outreach and dissemination plan for worker education materials for the AAPI community.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Develop educational materials that focus on workers' rights. Create a plan for disseminating and translating materials into AAPI languages.	In FY 2014, OFCCP will complete development of a worker-focused "landing page" on the agency's web site that will serve as a one-stop shop of information for workers.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Develop in-language materials, or replicate existing language access models (e.g. programs within WHD) to better serve these identified communities.	Throughout FY 2014 and FY 2015, WHD will translate five publications per year in different AAPI languages. WHD will develop glossaries of commonly used WHD phrases (e.g., overtime, minimum wage, etc.) in various AAPI languages for consistency in translation and add new words to the glossaries in FY 2014 and FY 2015.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Evaluate sub-agencies and geographic areas served to identify under-served AAPI, immigrant, or refugee communities that require direct access to agency resources.	In FY 2014 and FY 2015, WHD will continue to look for opportunities and conduct in-language engagements (meetings, webinars, etc.) in five AAPI languages.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Respond to individuals requiring translation services for assistance with retirement and health benefit questions or complaints.	Respond to callers needing translation services for assistance with their questions or complaints immediately when possible and within one business day when not.
Language Access	Improve delivery of services to LEP individuals, especially where LEPs directly access agency services.	Respond to individuals requiring translation services for assistance with retirement and health benefit questions or complaints.	WHD will continue to utilize telephone-based translation services to deliver assistance to individuals with limited English proficiency.
Language Access	Make outreach and education material available in AAPI languages based on the language needs identified in the LEP needs survey.	Ensure that language resources are appropriately distributed based on demonstrated language needs in an area/district/region.	Create a strategic distribution plan in FY 2014 based on the agency's own LEP survey results and other relevant information.

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Workforce Diversity	Improve data access and analysis of AAPI employees at DOL.	Identify sub-agencies whose recruitment of AAPIs is below the 9th Grade Labor Workforce Distribution and provide them with quarterly analysis of their recruitment pools to utilize in discussions of targeted AAPI outreach.	Provide sub-agencies with low percentages of AAPI applicants with first quarterly report. By September 2014, provide sub-agencies with low percentages of AAPI applicants with report outlining the best recruitment practices of those agencies who have higher percentages of AAPIs.
Workforce Diversity	Improve data access and analysis of AAPI employees at DOL.	Provide sub-agencies with quarterly reports reflecting the onboard and separation data of AAPI employees to be utilized in creating retention strategies, as well as to understand reasons why AAPIs leave the Department.	By September 2014, provide sub-agencies with first quarterly report containing analysis of their respective onboard and separation data related to AAPIs.
Workforce Diversity	Increase participation rate of AAPIs in Student Pathways programs.	Develop recruitment partnerships with AANAPISI-designated colleges and universities.	In FY 2014-2-15, have at least one partnership in each region in place with a local AANAPISI college/university.
Workforce Diversity	Increase participation rate of AAPIs in Student Pathways programs.	Develop recruitment partnerships with AANAPISI-designated colleges and universities.	Partner with OASAM HRC and CRC to ensure that WHD vacancy announcements for Pathways students are distributed to AANAPISI colleges and universities.
Workforce Diversity	Increase pipeline for AAPI applicants to managerial and SES positions.	Assess numbers of AAPIs in managerial positions at OSHA and strengthen plan to increase pipeline to upper-level and SES positions.	In FY14-15, review findings of the OSHA Workforce Diversity Taskforce to assess numbers of AAPIs in managerial positions, update if necessary and increase pipeline to upper-level and SES positions through the OSHA OTI Assessment Center.
Workforce Diversity	Increase pipeline for AAPI applicants to managerial and SES positions.	Strengthen plan to increase number of AAPIs in SES, or through partnership with Asian American Government Executive Network's (AAGEN) SES Development program.	In FY14-15, continue to outreach to AAGEN and Asian Pacific American Labor Alliance (APALA) to explore partnership opportunities.
Workforce Diversity	Increase pipeline for AAPI applicants to managerial and SES positions.	Strengthen plan to increase number of AAPIs in SES, or through partnership with Asian American Government Executive Network's (AAGEN) SES Development program.	Partner with OASAM HRC to advertise WHD opportunities in managerial and SES positions to increase pipeline for AAPI applicants. Review outreach and hiring practices of supervisors and managers.

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Workforce Diversity	Increase employment opportunities to qualified AAPI candidates.	Promote employment opportunities and conduct analysis of AAPI applicants at the GS 11-13 levels.	By September 2014, identify gaps in current recruitment strategies and develop strategies to improve recruitment.
Workforce Diversity	Increase employment opportunities to qualified AAPI candidates.	Promote employment opportunities and conduct analysis of AAPI applicants at the GS 11-13 levels.	Coordinate recruitment activities with OASAM CRC. Participate in at least one job fair designed to recruit AAPI candidates. Analyze applicant flow data provided by OASAM HRC.
Workforce Diversity	Increase employment opportunities to qualified AAPI candidates.	Promote employment opportunities and conduct analysis of AAPI applicants at the GS 11-13 levels.	In FY 2014 and FY 2015 disseminate vacancy announcements to AAPI serving organizations. Analyze applicant flow data on a quarterly basis and adjust outreach initiatives accordingly.
Workforce Diversity	Increase employment opportunities to qualified AAPI candidates.	Strengthen plan to increase number of AAPIs in agency.	In FY 2014-2015, outreach to increase awareness of agency and employment opportunities.
Workforce Diversity	Increase employment opportunities to qualified AAPI candidates.	Strengthen plan to increase number of AAPIs in agency.	Partner with OASAM HRC to increase awareness of WHD and its employment opportunities. Assess use of social media for reaching out to AAPI community.
Workforce Diversity	Strengthen relationship and improve communication and coordination with the Native Hawaiian community.	Continue to provide consultation and enforcement support to the Hawaii OSHA State Plan per the agreement (renewed September 2013) with the Hawaii State Department of Labor & Industrial Relations (DLIR).	Through FY 2014, continue support to the HIOSHA State Plan as necessary, including providing supplementary financial support, training, and mentoring opportunities for HIOSH staff and help developing compliance assistance programs for Hawaii small businesses.
Workforce Diversity	Supplement Agency delivery of services to LEP individuals.	Develop strategies to supplement agency efforts in getting new publications/materials to AAPI communities in multiple languages.	By December 2014, enlarge AAPI outreach list to include 500 AAPI organizations, business associations and small businesses from across the country.

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Workforce Diversity	Collaborate with DOL's Asian Pacific American Council (APAC) affinity group on outreach and recruitment.	Promote employment opportunities.	In FY 2014 and FY 2015 continue sharing department vacancy announcements to increase awareness of agency and employment opportunities.
Workforce Diversity	Utilize multilingual employees for translation and interpretation purposes.	Determine the method and policies for assessment of multilingual employees and a plan for how and when they can be used and shared within the agency to provide language services.	WHD will continue to update the internal multi-lingual database as new investigators are hired to shift resources as needed to meet the needs of the AAPI workforce.
Agency Specific	Improve overall workplace health outcomes for AAPIs through outreach and education.	Continue to organize regional and local AAPI health/safety conferences and workshops in high-AAPI worker population regions.	In FY 2014 and FY 2015 continue to organize AAPI conferences and workshops. By December 2014, update nail and hair salon websites.
Agency Specific	Increase protection of immigrant workers and address relevant health and safety violation and wage and hour violations.	Co-host with WHIAAPI a community briefing on exploitation of AAPI immigrant workers, their challenges with safety and health regulations enforcement and wage and hour regulations enforcement. Protect AAPI workers through WHD enforcement initiatives in various industries.	WHD will co-host at least one community briefing with WHIAAPI in both FY 214 and FY 2015. WHD will continue to implement enforcement initiative in industries where there is a high percentage of AAPI workers including restaurant, garment, residential care, etc.
Agency Specific	Increase the understanding of AAPIs employment outcomes through research.	Organize a forum to better understand the employment needs of AAPI job seekers and workers. Research/study the specific barriers that are the most challenging for AAPI to obtain sustainable employment.	In FY 2014 and FY 2015 organize one AAPI forum. By September 2014, issue a policy paper on the barriers to employment in the AAPI communities.
Agency Specific	Rigorously enforce civil rights statutes/laws that require equal access and non-discrimination in federal programs that involve grants, loans, contracts, financial aid, and other benefits.	Evaluate trends and patterns of compliance and enforcement activity for AAPI population and subpopulations.	Partner with the Equal Employment Opportunity Commission and the Department of Justice to coordinate joint outreach efforts (events, trainings, development of resource materials, etc.) aimed at educating vulnerable AAPI workers about civil rights protections afforded by the Federal government.