



THE SECRETARY OF TRANSPORTATION
WASHINGTON, DC 20590

September 26, 2014

MEMORANDUM TO: Secretarial Officers
Departmental Officers
Heads of Operating Administrations

FROM: Anthony R. Foxx

A handwritten signature in blue ink, appearing to read 'AR Foxx', is positioned to the right of the 'FROM:' line.

SUBJECT: Our Commitment to Hiring Persons with Targeted Disabilities

President Obama is committed to expanding access to employment by having the Federal Government lead by example in hiring persons with disabilities (PWD). This includes enforcing existing laws, providing technical assistance and information on accommodations for people with disabilities, and identifying and removing barriers to employment that persons with disabilities encounter. In July 2010, President Obama issued Executive Order 13548, which directs Executive departments and agencies to hire 100,000 persons with disabilities into the Federal Government over 5 years, including persons with targeted disabilities (PWTD).

I ask that you include these talented persons with disabilities in all aspects of the U.S. Department of Transportation's (DOT) mission and workforce. I am committed to the President's agenda and to making DOT a model employer of a diverse workforce that includes persons with disabilities, especially those with targeted disabilities (deafness, blindness, partial paralysis, complete paralysis, missing limbs, epilepsy, severe intellectual disability, psychiatric disability, and dwarfism). Persons with targeted disabilities are persons with the most severe disabilities and hold the Nation's highest unemployment rate and, when employed, experience the most challenges to advancement.

The DOT was required to set goals for the employment of persons with disabilities, especially targeted disabilities, within the 5 year plan submitted to the Office of Personnel Management (OPM). Accordingly, DOT Offices of Human Resource Management and Civil Rights closely collaborated to draft our plan, which was submitted to OPM on April 8, 2011. Within our plan, each Operating Administration identified specific hiring goals for PWD, including sub-goals for PWTD. The Fiscal Year (FY) 2014 and 2015 employment goals of each Operating Administration are set forth as follows:

OA	FY 2014		FY 2015	
	PWD	PWTD	PWD	PWTD
FAA	107	46	107	46
FHWA	9	7	9	7
FMCSA	7	2	7	2
FRA	2	2	2	2
FTA	4	3	4	3
MARAD	10	2	9	2
NHTSA	2	2	2	2
OIG	2	2	2	2
OST	2	2	3	3
PHMSA	3	2	3	2
RITA	1	1		
SLSDC	1	1	1	1
TOTALS	150	72	149	72

At DOT, we have maintained a 3 percent goal for hiring persons with targeted disabilities since 2006. For FY 2013, PWTD comprised 1.29 percent of all DOT permanent hires. Clearly, we still have significantly more work to do. For that reason, the 3 percent hiring goal has been included as a performance goal in the draft FY 2014-2018 DOT Strategic Plan, under Organizational Excellence.

Given DOT's low hiring and participation rates for PWTD, we will continue to monitor hiring to ensure that DOT reaches a hiring rate of 3 percent of our permanent workforce. Persons with severe disabilities may be hired non-competitively using the Schedule A (or, in FAA, On-the-Spot) hiring authority, or they may be hired through the competitive process. I direct you to work closely with your Human Resource Management and Civil Rights teams to recruit broadly and increase the number of applicants with disabilities who meet the talent requirements of DOT. I also expect all supervisors and managers within DOT to be knowledgeable about the reasonable accommodation process and resources related to accommodation within DOT.

I have charged the Departmental Offices of Human Resource Management (DOHRM) and Civil Rights (DOCR) with the responsibility to closely monitor progress and report to me on a regular basis. If you have any questions or need assistance, please contact Cynthia Vaughan, Acting Director, DOHRM at (202) 366-1728 or cynthia.vaughan@dot.gov, or Camille M. Hazeur, Director, DOCR, at (202) 366-4648 or camille.hazeur@dot.gov.