Understanding the ER EO 13839 Report

Description: The ER EO 13839 Report was created to satisfy mandatory Adverse Action reporting requirements related to Executive Order 13839 dated May 25, 2018.

Typical users of this report: WRD ER Specialists and Leadership.

Want a subscription to this report? To start/stop/modify a report subscription, visit our WiTS Subscription Page, for instructions.

Report Parameter Page

- **Choose a Report List:** ER Report List.
- **Select Your Report:** ER EO 13839 Report.
- **Start and End Dates:** Enter a date range to filter the report by the date the case was closed and/or archived.
- **Generate Report Metrics Using:** Indicate whether you would like the metrics in your report calculated using Calendar Days (includes weekends and Federal holidays) or Working Days (excludes weekends and Federal holidays).
- **Quick Export:** Click on the icon of the report type you would like: CSV, PDF (recommended), Word, or Web View.
The Report

Executive Order 13839 Report

Run Date: 10/23/2018 2:10:03 PM

Cases closed and/or archived between 10/1/2018 to 10/23/2018
(metrics calculated using Calendar days)

Adverse Actions:
This block displays counts of Removals, Demotions, Suspensions (Indefinite and more than 14 days) and Reprimands. For all actions, except Reprimands, a count of actions where the difference between the proposal issuance and decision date is greater than, equal to, or more than 30 days is also displayed. Note: Terminations during probationary periods are counted as Removals.

Removals:
This block displays a count of all active employees who are serving their initial probationary period at the time the report is generated (data sourced from Capital HR). For Proposed Removals, a count of actions where the proposal was issued greater than, or equal to or less than 15 days after the end of the employee's reply period is included. A count of Removals during initial probationary period is also displayed.

Opportunity to Demonstrate Acceptable Performance (ODAP):
This block displays a count of cases where the Final Action taken is ODAP, broken down by the length of the opportunity period.

Memorandum of Understanding (MOU)/Settlement Agreements:
This block displays a count of the total cases which resulted in MOU/Settlement Agreements and includes details on whether the document was issued in lieu of Removal, after notice of the proposed action, or prior to proposal issuance.

*Date Source: Capital HR. Counts all active employees serving their initial probationary period as of the date the report is generated.