

## Office of Federal Contract Compliance Programs

### Methodology for Developing the FY 2021 Supply & Service Scheduling List

SL21R1: July 1, 2021

The Office of Federal Contract Compliance Programs (OFCCP) downloaded data on Supply & Service Federal contracts from the Federal Procurement Data System–Next Generation (FPDS-NG) and processed it to create a pool of establishments eligible for scheduling compliance evaluations. A detailed summary of the steps that OFCCP took to create this pool of establishments is documented in the “Methodology for Developing FY 2020 Scheduling List” which is available at: [Methodologies | U.S. Department of Labor](#). The FY 2020 scheduling list which was later amended on March 2, 2021 was created from this pool. The remaining pool of eligible establishments that were not on the FY 2020 scheduling list was used to create this FY 2021 list.

OFCCP further refined this pool by removing establishments with contracts expiring on or before September 30, 2021. The size of this list was set at 750 establishments and included only full compliance reviews. The share of each district office was computed based on the list size and is proportional to its FTE count as of May 12, 2021. Establishments for the list were selected for district offices from all available establishments located in their respective geographic jurisdictions. OFCCP applied the following criteria to select establishments: (1) select establishments with large employee counts where all available establishments are ordered by employee count within each district office, (2) no parent company to have more than nine establishments on the list, (3) no company with a Functional Affirmative Action Program (FAAP) agreement with OFCCP to have more than three functional units on the list, (4) no district office to have more than two establishments/functional units of the same parent company, (5) no district office to have more than one CMCE review, and (6) no region to have more than one university review. The CMCE, FAAP, university and establishment reviews were selected from their respective pools based on the above criteria. Establishments identified as headquarter locations in the EEO-1 report with 300 or more employees were considered for CMCE reviews. If a district office did not have enough establishments available within its geographic jurisdiction, another office of the same region was assigned additional establishments to meet the region’s proportional share. Regions have the ability to transfer cases across their district offices to balance their workload. Once all establishments for this release were identified, they were randomly ordered for uploading into the Case Management System and appended to district offices’ lists of unscheduled establishments. OFCCP does not purge unscheduled reviews from prior lists before releasing a new scheduling list.

*DISCLAIMER: OFCCP’s decision to publish its scheduling methodology is voluntary. OFCCP has no legal obligation to publish its methodology and will revisit the decision to publish its scheduling methodology each time the methodology is revised.*