

Office of Federal Contracts Compliance Programs

Methodology for Developing the Supply and Service Scheduling List FY 2024, Release – 1

The FY 2024 Supply and Service Scheduling List Release 1 contains 500 compliance evaluations for federal contractors and subcontractors covering establishment-based reviews, Corporate Management Compliance Evaluation (CMCE) reviews, and Functional Affirmative Action Program (FAAP) reviews. Establishment-based reviews for this list will also include reviews for financial institutions, universities, and colleges.

OFCCP created the pool of eligible contractors for this list by downloading federal contracts valued at \$50,000 or more from the USAspending database. Contracts awarded to federal, state, local, municipal, tribal, city, and foreign governments, school districts, and construction companies were removed. Healthcare contracts that fall under OFCCP's Final Rule: Affirmative Action and Nondiscrimination Obligations of Federal Contractors and Subcontractors: TRICARE Providers, 85 FR 39834 (July 2, 2020), and OFCCP's Extending the Scheduling Moratorium for Veterans Affairs Health Benefits Program Providers Directive (DIR 2021-01) were removed. Contract records expiring on or before December 31, 2024, were also removed.

OFCCP further refined the pool by prioritizing contractor and subcontractor establishments with the highest employee count in each district office's jurisdiction. OFCCP matched company names and addresses against the 2021 EEO-1 filings to obtain employee counts. For each parent company with at least one contract of \$50,000 anywhere in the organization, all U.S. establishments with at least 500 employees, establishments in U.S. territories with at least 150 employees, and FAAP units with at least 300 employees that meet the scheduling list's other criteria below were included in the eligible pool of contractors. OFCCP created the pool of eligible financial institutions by downloading FDIC-insured banks, addresses, and employee counts from the FDIC's publicly available database.

OFCCP cross-referenced all eligible establishments and FAAP units with the agency's case management system and removed those that were: (1) currently under review; (2) currently in a monitoring period pursuant to a conciliation agreement; (3) currently within the exemption period following a closed review; (4) currently pending scheduling for review from a prior scheduling list; or (5) have an active separate facilities waiver.

OFCCP used the following criteria to finalize the scheduling list: (1) OFCCP selected five CMCE reviews per OFCCP region, prioritizing those with the highest employee count in a district office's jurisdiction; (2) OFCCP selected establishments with the highest employee count within each district office's jurisdiction for establishment reviews and did not include more than two establishments of any parent company; (3) OFCCP selected four FAAP units per OFCCP region, prioritizing those with the highest employee count in each district office's jurisdiction and did not select more than two FAAP units of any parent company; (4) OFCCP selected two financial institutions for review per OFCCP region, prioritizing those with the highest employee

count in each region: and (5) OFCCP selected one college/university for review per OFCCP region, prioritizing those with the highest employee count in each region.

OFCCP then assigned district office and regional codes to each establishment and FAAP unit based on the postal address. The number of compliance evaluations were then proportionally distributed across regions and their district offices based on available staff, measured in full-time equivalents. When district offices did not have a large enough pool to receive their proportional share, other offices of the same region were assigned additional cases to maintain the regional share. Regions can transfer cases across their district offices to balance their workload when appropriate. Where a parent company has two establishments on the scheduling list, OFCCP reassigned these compliance reviews to a single region so that both the agency and the contractor can engage in these reviews in a coordinated manner. These grouped establishments were placed at the beginning of the list and university reviews were placed at the end; all other reviews were randomly ordered within each district office.

OFCCP does not purge unscheduled cases 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.