



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Chief Diversity Officers Executive Council Charter

NAME OF ORGANIZATION

Chief Diversity Officers Executive Council

AUTHORITY

This charter establishes the Chief Diversity Officers Executive Council (Council) as a coordinated effort to embed DEIA principles across the Federal government to advance merit system principles and build subject matter expertise within executive branch agencies at the executive level in support of achieving mission critical outcomes for management and budgetary concerns. Executive Order 14035, issued on June 25, 2021, and entitled *Diversity, Equity, Inclusion, and Accessibility in the Federal Workforce*, set forth the authorities supporting development of this Council, including:

- Federal merit system principles include that the Federal Government’s recruitment policies should “endeavor to achieve a work force from all segments of society” and that “[a]ll employees and applicants for employment should receive fair and equitable treatment in all aspects of personnel management” (5 U.S.C. 2301(b)(1), (2)).
- As set forth in Executive Order 13583 of August 18, 2011 (Establishing a Coordinated Government-Wide Initiative to Promote Diversity and Inclusion in the Federal Workforce), the Presidential Memorandum of October 5, 2016 (Promoting Diversity and Inclusion in the National Security Workforce), Executive Order 13988 of January 20, 2021 (Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation), the National Security Memorandum of February 4, 2021 (Revitalizing America’s Foreign Policy and National Security Workforce, Institutions, and Partnerships), and Executive Order 14020 of March 8, 2021 (Establishment of the White House Gender Policy Council), the Federal Government is at its best when drawing upon all parts of society, our greatest accomplishments are achieved when diverse perspectives are brought to bear to overcome our greatest challenges, and all persons should receive equal treatment under the law.



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PURPOSE

The Council is the principal interagency forum to implement and sustain a national strategy for DEIA across the Federal government and position the Federal government as a model for DEIA. The Council will advise agencies and their senior leaders on promising practices in DEIA and promote those practices as important to agency strategic plans, missions, and operations; coordinate activities of its member agencies on government-wide policy implementation and partnerships; assist with setting clear strategies, benchmarks, and metrics for DEIA standards of excellence and accountability across the Federal government; and promote an inclusive workplace culture for all Federal employees.

FEDERAL GOVERNMENT-WIDE DEIA VISION STATEMENT

The Federal government will advance and embed Diversity, Equity, Inclusion, and Accessibility (DEIA) throughout its workforce.

FEDERAL GOVERNMENT-WIDE DEIA MISSION STATEMENT

Across the Federal government, agencies will work collaboratively to drive innovation and organizational outcomes, draw from the full diversity of the nation, and position the Federal government to serve as a model employer that values and promotes equity for all Americans.

OBJECTIVES

The Council shall perform functions that include the following:

- Collaborate on broad strategic and operational matters, projects or programs across the Federal government related to DEIA.
- Collaborate with member agencies and public and private stakeholders, as appropriate, on DEIA policies and programs in the Federal government and across other employment sectors.
- Assist with setting clear strategies, benchmarks, and metrics for DEIA standards of excellence and accountability to be employed across the Federal government.
- Support and advise member agencies on their DEIA strategic plans.
- Promote the DEIA priorities outlined in Executive Order 14035, and incorporate the following operating principles:
 - **Accountability and sustainability**
 - **Use of data and evidence-based decision-making**
 - **Continuous improvement and learning**
 - **Broad engagement with diverse stakeholders and partners**



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COUNCIL LEADERSHIP AND MEMBERSHIP

Council Leadership

- The Chairperson of the Council shall be the Director of OPM, who will serve as the Senior Accountable Official in coordination with the Vice Chairpersons.
- The Vice Chairpersons of the Council shall be the Deputy Director for Management of OMB and the Chair of the EEOC.
- The Director of OPM's Office of Diversity, Equity, Inclusion, and Accessibility (ODEIA) shall serve as the government-wide Chief Diversity Officer.
- OPM's Office of DEIA shall support the administrative functions of the Council.

Chairperson Responsibilities

- Convene the Council and preside over meetings which will be convened at least quarterly.
- Foster interagency and stakeholder collaboration.
- Provide strategic direction for the Council.
- Ensure Council objectives are met.
- Designate staff and advisors from OPM to support the daily operations of the Council, including facilitation of activities of the Council and its working groups.

Council Membership

In addition to individuals listed in Council Leadership, permanent members of the Council will include:

- Chief Diversity Officer, Diversity and Inclusion Officer, or equivalent executive of the following Agencies identified in the Chief Financial Officer Act of 1990 (31 U.S.C. § 901(b)):
 - Department of Agriculture
 - Department of Commerce
 - Department of Defense
 - Department of Education
 - Department of Energy
 - Department of Health and Human Services
 - Department of Homeland Security
 - Department of Housing and Urban Development
 - Department of the Interior
 - Department of Justice
 - Department of Labor
 - Department of State
 - Department of Transportation
 - Department of the Treasury



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- Department of Veterans Affairs
- Environmental Protection Agency
- National Aeronautics and Space Administration
- Agency for International Development
- General Services Administration
- National Science Foundation
- Nuclear Regulatory Commission
- Office of Personnel Management
- Small Business Administration
- Social Security Administration
- Additionally, the Small Agency Council shall select three Chief Diversity Officers or equivalent executives from their membership to serve as members of this Council.

Membership should include the Chief Diversity Officer, Diversity and Inclusion Officer, or equivalent executive for each agency with sufficient seniority to coordinate efforts to promote diversity, equity, inclusion, and accessibility within the member agency. At the discretion of the Chairperson, additional Federal agency members may be added or removed.

Member Responsibilities

Members of the Council (or their designees) are expected to:

- Attend regularly scheduled quarterly meetings, committee meetings, Council events and forums.
- Be an active participant in Council meetings and be present to vote when required.
- Participate in the implementation of Council initiatives and projects.
- Serve on committees, as appropriate.
- Bring to the Council's attention initiatives and issues that impact the DEIA Federal community.
- Participate as a leader within the broader Federal DEIA community to help foster cross-agency collaboration and shared solutions.
- At the discretion of the Chairperson, represent Council interests at Council-sponsored meetings, events, and forums.



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INVOLVEMENT OF OUTSIDE OR VISITING INDIVIDUALS OR GROUPS

The Chairperson may invite members of other interagency councils, Federal employee labor organizations, major Federal or agency affinity and employee resource organizations, representatives from state and local government, leaders in the Legislative and Judicial branches of the Federal government and of independent agencies, and other stakeholder groups to attend any of the Council meetings, standing committees, special committees, working groups, advisory groups, and temporary bodies as determined by the Chairperson. The Chairperson may invite guests to provide input and expertise, as appropriate, to the Council's meeting agenda.

COMMITTEE STRUCTURE AND PROCEDURES

Executive Committee

The Chairperson may appoint an Executive Committee, which shall include the Chairperson, each Vice Chairperson, the government-wide Chief Diversity Officer, and no more than 5 additional members of the Council for a total of 9 members.

Additional Standing Committees and Working Groups

The Chairperson, with input of the members and consultation of the Vice Chairpersons, may establish additional standing committees, special committees, working groups, advisory groups, and temporary bodies to address areas of interest to the Council and to carry out the implementation of Federal DEIA initiatives or projects.

Voting

When a quorum of 50 percent of the Council's permanent membership is present (virtually or in person), the Council may hold a vote on topics including, but not limited to, priorities for upcoming fiscal years and recommendations for government-wide policies, initiatives, programs, or events for action by the U.S. Office of Personnel Management. The Chairperson leads voting, and when the Chairperson is unable to serve, one of the Vice Chairpersons shall lead the voting process. When votes are taken, each member of the Council shall have one vote and the member must be present. Motions are passed based on a simple majority vote. Visiting participants or outside groups do not have voting rights.

Records

OPM will maintain records of all activities of the Council, including recommendations, decisions, issues, action items, meeting summaries, voting outcomes, and other pertinent materials attributable to the Council, in accordance with the Federal Records Act.



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AMENDMENTS

This Charter may be amended with input from the Council and at the discretion of the Chairperson and Vice Chairpersons following review by the OPM Office of the General Counsel.

APPROVAL AND EFFECTIVE DATE

Upon signature below, this Charter is approved and shall remain in effect until such time that it is amended or superseded.

09/23/2022

Kiran A. Ahuja
Director of the U.S. Office of Personnel Management

Date

09/26/2022

Jason Miller
Deputy Director for Management of
the U.S. Office of Management and Budget

Date

09/27/2022

Charlotte A. Burrows
Chair of the U.S. Equal Employment
Opportunity Commission

Date