



DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Assistant Secretary for Administration
Washington, D.C. 20201

U.S. OFFICE OF
SPECIAL COUNSEL
WASHINGTON, D.C.
2013 JUL 16 PM 4:07

July 12, 2013

Ms. Karen Gorman
Deputy Chief Disclosure Unit
U.S. Office of Special Counsel
1730 M Street, Suite 300
Washington DC, 20036-4505

Dear Ms. Gorman:

This is in response to your email communication with Oliver Potts, Immediate Office of the Secretary, regarding the Department of Health and Human Services' (the "Department") state of compliance with the No FEAR Act, as outlined in the Office of Special Counsel File Number DI-12-3610 (OSC File No. DI-12-3610). As you are aware, by letter dated May 30, 2013, the Assistant Secretary for Administration responded to the Special Counsel's request for an investigation into compliance with the No FEAR Act's reporting requirements. In your email, you requested clarification of the steps the Department intended to take to address the compliance issue. Per your request, I have included below a detailed listing of actions taken and actions planned to ensure the Department's timely completion of the No FEAR Act Report on an annual basis.

- Actions Taken:

- Assigned responsibility for the No FEAR Act report to the Office of Human Resources (OHR), Data Analytics and Reporting unit that has assumed responsibility for the annual collection of data and report preparation.
- Added the No FEAR Act report to the list of reports actively tracked and managed by the Department's Compliance-Reports Community of Practice to ensure timely completion. The Community of Practice meets on a monthly basis to discuss issues related to the compliance reports HHS is required to complete for other federal agencies such as the Equal Employment Opportunity Commission and the Office of Personnel Management. The Community of Practice develops project plans for the completion and dissemination of the report data.

- Actions Planned:

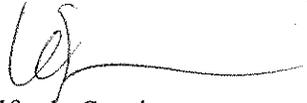
- Update OHR's Master Calendar of Reporting Requirements to include the No FEAR Act report.
 - **Status:** Currently in progress. Target completion date - August 2013
- Draft and implement a project plan for the No FEAR Act report submission. This will include milestones for completion for each of the OPDIVs, timelines to compile the report, complete the management vetting, and ensure that the report is submitted by the required deadline of March 31st.

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- **Status:** Currently in progress. Target completion date – September 2013

If you have any further questions and/or concerns, please contact me directly at 202.690.7137 or via email at wilfredo.sauri@hhs.gov.

Sincerely,



Wilfredo Sauri
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Office of Human Resources
U.S. Department of Health and Human Services
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