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# LANL Workforce Reporting Tool



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## Tool Summary

The LANL Workforce Reporting Tool compiles and analyzes workforce demographics and attributes as presented in the annual Stockpile and Stewardship Management Plan (SSMP) over FY15-21 using MicroStrategy, a data analytics and visualization software. There are three major employee populations included in the tool:

- 1) LANL's regular (permanent) employees;
- 2) LANL's entire workforce (regular, craft, contractors, students, post doctorate students, limited term employees, and lab associates);
- 3) The Nuclear Security Enterprise's (NSE) permanent career employees (combined and site-by-site).

The tool features interactive graphics and simple filter drop downs to easily view a selected year of data. Users also have the ability to customize the data included in each visual. Figure 1 illustrates LANL's regular workforce by career stage over FY15-21.

An Excel version of the tool was also developed (for accessibility and portability) and shared with the multi-site workforce working group within the NSE.

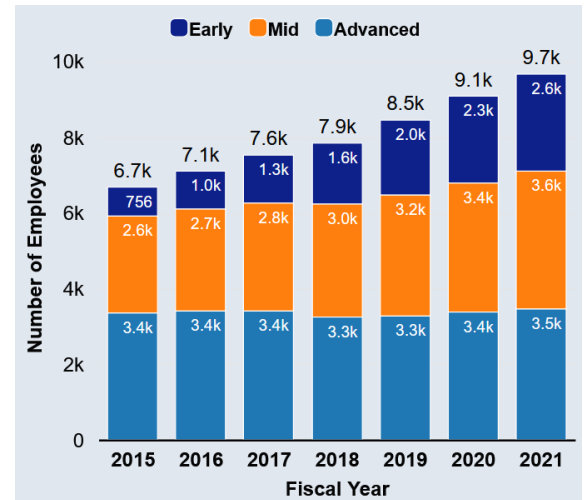


Figure 1. Regular LANL employee headcount by career stage over FY15-21.

## Workforce Demographics

NNSA requests the regular employee type for the annual workforce data call to be included in the SSMP. This selection criterion is chosen for consistency across the Federal and eight Management and Operating (M&O) sites. The SSMP utilizes the DOE Common Occupational Classification System (COCS) to sort employees by occupation. This standardized categorization system can be mapped to the complex sets of skills and job classes across the sites performing both weapons design and manufacturing activities.

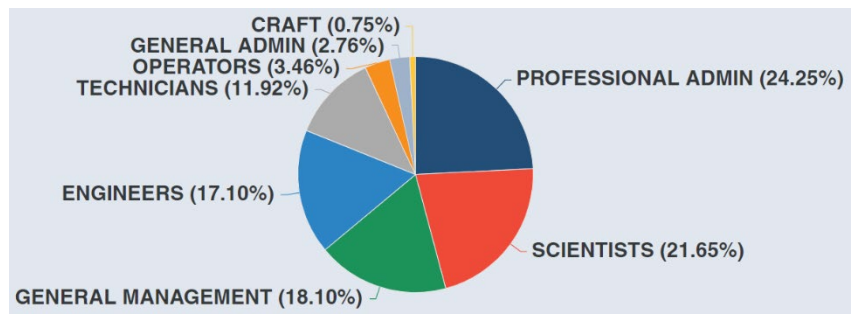


Figure 2. Regular LANL headcount by COCS for FY21.

LANL's Human Resource (HR) Division collected and prepared data for the Weapons Program's annual reporting activities in preparation of the 2017-2023 SSMPs. This data represents the fiscal year-end snapshot of the permanent employee population. As an example, the LANL permanent headcount by the COCS for FY21 is shown in Figure 2. This tool reproduces the Los Alamos, Federal, and 7 other M&O sites workforce figures as presented in the SSMPs: permanent employees are reported by the COCS, age, years of service, and career stage, as well as separations by age and years of service. The tool also displays data over time to present the population changes and demographics, which reflect the impacts of hiring, attrition, and other external factors. Trend figures were produced for each attribute.

A crosswalk definition between COCS categorization and the internal laboratory job classification hierarchy at LANL is included in the Workforce Reporting Tool to enable users to view the entire LANL workforce by the SSMP reporting structure. This complete picture of the workforce supports communication with the Weapons Program and ongoing collaborations with HR for workforce evaluation and planning.