**Diversity Profile (HPA-003)**

Description: Number and percent of the workforce by diversity category. Individual views include HR Management Diversity Profile, Diversity Profile All, and Diversity by Job Group. Excludes non-employees.

- **Universe** WWA EDW Headcount and Personnel Actions
- **Required filter prompt** Calendar Year Month
- **Diversity Profile (default view)** Number and percent of the workforce by diversity category.
- **Diversity Profile All** Number and percent of the workforce by diversity category, including all ethnicity, race, gender and veteran fields.
- **Diversity by Job Group** Number of employees by diversity category for agency specific job groups.
- **Additional information** Beginning February 2015, Ethnic Origin is the primary source for persons of color for enterprise affirmative action reporting.

The standard report is located in the Washington Workforce Analytics Reports – Web Intelligence > Headcount and Personnel Actions folder.

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Sample - Diversity Profile > Diversity Profile View

![Sample Diversity Profile View](image-url)
Prompts

Prompt values restrict the data pulled from the Enterprise Data Warehouse.

**Required Prompt** must include a value for Calendar Year Month.

**Optional Prompts**

- Business Area (EE)
- Business Area Code (EE)
- Job ( EE)
- Job Class Abbr (EE)
- Job Code (EE)
- Organizational Unit
- Organizational Unit Code
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Subarea (EE)
- Personnel Subarea Code (EE)

Query Results

**Default Data Fields**

These fields are included in the standard report by default and should not be removed. Adding or removing default data fields will impact the integrity of the data.

**Diversity Profile:**

- Employee Count
- Female
- Gender X/Non-Binary
- LGBTQ+
- Persons with Disabilities
- Veterans
- Vietnam Era Veterans
- Veterans with Disabilities
- Military Spouse
- Age 40 and Over
- Persons of Color
- American Indian/Alaskan Native

**Diversity Profile All:**

- Employee Count
- Female
- Gender X/Non-Binary
- LGBTQ+
- Persons with Disabilities
- Veterans
- Vietnam Era Veterans
- Veterans with Disabilities
- Military Spouse
- Age 40 and Over
- Persons of Color
- American Indian/Alaskan Native
- Vietnamese American
- Race: Asian
- Race: Black/African American
- Race: Native Hawaiian/Pacific Islander
- Race: Not Assigned
- Race: Two or More
- Race: White/Caucasian

**Diversity by Job Group:**

- Job Group Code (EE)
- Job Group (EE)
- Job Code (EE)
- Job ( EE)
- Job Class Abbr (EE)
- Pay Group (EE)
- Work Contract Code
- Work Contract
- Employment Percent
- Agency Hire Date
- Appointment Date
- Separation Date
- Monthly Salary
- Female
- Male
- Gender X/Non-Binary
- LGBTQ+
- Persons with Disabilities
- Vietnamese American
- Veterans
- Veterans with Disabilities
- Veterans: Arm Frc Srv Md
- Veterans: Disabled
- Veterans: Non-Veteran
- Veterans: Not a Protected Veteran
- Veterans: Not Assigned
- Veterans: Other Protected Veteran
- Veterans: Prefers Not to Answer
- Veterans: Recently Separated
- Number
- Percent
- American Indian/Alaskan Native
- Asian/Pacific Islander
- Black/African American
- Hispanic/Latino
- Number
- Percent
- Ethnic Origin Not Assigned
Additional Fields
These fields may be added to the standard report views for additional analysis. Adding or removing additional data fields will not impact the integrity of the data.

- Annual Salary
- Business Area (EE)
- Business Area Code (EE)
- Calendar Year
- Calendar Year Month
- Calendar Year Quarter
- Cap Utilization Level
- Contract Type
- Date – Seniority
- Date – Unbroken Service
- Disability Date
- Duty Station County
- Employee Group (EE)
- Employee Group Code (EE)
- Employee Subgroup (EE)
- Employee Subgroup Code (EE)
- Employment Status
- Fiscal Year
- Fiscal Year Month
- Fiscal Year Quarter
- Job (EE)
- Job Class Abbr (EE)
- Job Code (EE)
- Name - Full
- Organization Unit
- Organization Unit Code
- Part Time Indicator
- Pay Area (EE)
- Pay Area Code (EE)
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Number
- Personnel Subarea (EE)
- Personnel Subarea Code (EE)
- Position
- Position Code
- Unemployment County
- Unemployment County Code
- Workforce Indicator (EE)
- Workforce Indicator Code (EE)

Measures
These measures are included in the standard report and should not be removed. Adding or removing measures will impact the integrity of the data.

- Age (Years)
- Distinct Employee Count
- Salary - Annual
- Salary - Monthly

Restrictions and Calculations
Restrictions and calculations are built in to the report to create standardized results across the enterprise.

Diversity Categories
Note: Beginning February 2015, Ethnic Origin became the primary source for persons of color for enterprise affirmative action reporting.

Washington Workforce Analytics determines Ethnic Origin, Disability Status, Race and Veteran Status based on an employee’s Additional Personal Data infotype (0077) start date. If an employee’s master data is updated and a new record is created, only reports run with a prompt date equal to or after the start date of the new record will reflect the updated values.
### Age 40 and Over
**Age (Years):**
- Greater than or equal to 40

### American Indian/Alaskan Native
**Ethnic Origin Code:**
- 05 American Indian/Alaskan

### Asian/Pacific Islander
**Ethnic Origin Code:**
- 04 Asian or Pacific Islander

### Black/African American
**Ethnic Origin Code:**
- 02 Black/Not Hispanic origin

### Female
**Gender:**
- Female

### Ethnic Origin Not Assigned
**Ethnic Origin Code:**
- (blank)

### Hispanic/Latino
**Ethnic Origin Code:**
- 03 Hispanic

### Male
**Gender:**
- Male

### Persons of Color
**Ethnic Origin Codes:**
- 02 Black/Not Hispanic origin
- 03 Hispanic
- 04 Asian or Pacific Islander
- 05 American Indian/Alaskan

### Persons with Disabilities
**Disability Status Code:**
- X Has a disability (or previously had one)

### Race: American Indian/Alaskan Native
**Race Category:**
- American Indian/Alaska Native

### Race: Asian
**Race Category:**
- Asian

### Race: Black/African American
**Race Category:**
- Black or African American

### Race: Native Hawaiian/Pacific Islander
**Race Category:**
- Native Hawaiian or Other Pacific Islander

### Race: Not Assigned
**Race Category:**
- (blank)

### Race: Two or More
**Race Category:**
- Two or More

### Race: White/Caucasian
**Race Category:**
- White

### Veterans
**Veteran Status:**
- Armed Forces Service Medal Veteran
- Disabled Veteran
- Other Protected Veteran
- Recently Separated Veteran
- Special Disabled Veteran
- Vietnam Era Veteran

### Veterans with Disabilities
**Veteran Status:**
- Special Disabled Veteran

### Veterans: Armed Forces Service Medal
**Veteran Status:**
- Armed Forces Service Medal Veteran

### Veterans: Disabled
**Veteran Status:**
- Disabled Veterans

### Veterans: Non-Veteran
**Veteran Status:**
- Non Veteran

### Veterans: Not a Protected Veteran
**Veteran Status:**
- Not a Protected Veteran

### Veterans: Not Assigned
**Veteran Status:**
- (blank)

### Veterans: Other Protected
**Veteran Status:**
- Other Protected Veteran

### Veterans: Prefers Not to Answer
**Veteran Status:**
- Prefers Not to Answer

### Veterans: Recently Separated
**Veteran Status:**
- Recently Separated Veteran

### Vietnam Era Veterans
**Veteran Status:**
- Vietnam Era Veteran

### White/Caucasian
**Ethnic Origin Code:**
- 01 White/Not Hispanic origin
## Employee Count
- Distinct Employee Count

## Non-Employee Exclusions

Excludes the following Organizational Unit Codes:

- 30002393 FPB – Preparedness - Mobes
- 31000100 EMERGENCY FIRE FIGHTERS
- 31000101 EMERGENCY FIRE FIGHTERS
- 31000175 EMERGENCY FIRE FIGHTERS
- 31000176 EMERGENCY FIRE FIGHTERS

Excludes the following Pay Area Code (EE):
- 44 Work Study Student

Excludes the following Personnel Area Codes (EE):

- 2201 Vol Firefighters/Res Officers
- 2251 WSP Disabled Non- Employee
- 2451 Mil Dept Misc Active Duty
- 3430 Higher Ed Coor Board
- 3460 Higher Ed Facilities
- 4611 Ecology Youth Corps
- 4612 Wa Conservation Corps

Excludes the following Personnel Subarea Code:
- 0005 Non-Employee

Excludes the following Work Contract Code:
- 24 Non-Employee

## Number

- Sum of Employee Count by Diversity Category

## Percent

- Number divided Employee Count