



455 Broadway FL 3
New York, NY 10013
(646) 760-9750

support@greenhouse.io
www.greenhouse.io

Equal Employment Opportunity and Affirmative Action in Greenhouse

Fulfilling Government Requirements

EEOC stands for the Equal Employment Opportunity Commission, the federal agency primarily tasked with enforcing federal laws preventing employment discrimination based on a candidate's race, religion, gender, national origin, age, disability, or veteran's status. Most companies and organizations are covered by federal nondiscrimination laws, and while the rules apply to firings, promotions, harassment, training, wages, and benefits, we're most concerned with how they intersect with the hiring process. Many companies prefer to proactively track and analyze their hiring data to ensure compliance with federal, state, and local nondiscrimination laws.

In addition, the EEOC form in Greenhouse is intended to assist companies with federal contracts track recruiting and hiring data, as required by law. Specifically, if a company has 50+ employees and any single government contract worth more than \$50,000, such company is subject to the affirmative action planning requirements of Executive Order 11246 and its implementing regulations. These regulations require government contractors to create an annual affirmative action plan which includes, in relevant part, applicant and hiring demographic information, and analyses revealing whether hiring decisions have an adverse impact on any specific candidate demographic. Affirmative action plans must be completed by federal contractors on an annual basis and are subject to being randomly and periodically reviewed during audits by the Office of Federal Contract Compliance Programs (OFCCP).



455 Broadway FL 3
New York, NY 10013
(646) 760-9750

support@greenhouse.io
www.greenhouse.io

Site Admins can make the Rejection Reasons field mandatory on the Configure > Permission Policies page, and the EEOC form can be enabled on each individual position's Job Post. By enabling the EEOC form, Greenhouse will solicit demographic information from job candidates by using a voluntary survey. The questions included on the voluntary survey are uneditable because the surveys were carefully crafted to comply with the relevant regulations and even seemingly minor changes could be deemed a violation by OFCCP. Results are anonymized and compiled into the EEOC report, which is only accessible to Site Admins with explicit permission to see it.

Race	Applicants	Hired
American Indian or Alaskan Native	0	0
Asian	0	0
Black or African American	0	0
Hispanic or Latino	0	0
White	0	0
Native Hawaiian or Other Pacific Islander	0	0
Two or More Races	0	0
Decline To Self Identify	0	0
Gender	Applicants	Hired
Male	0	0
Female	0	0
Decline To Self Identify	0	0
Veteran status	Applicants	Hired
I am not a protected veteran	0	0
I identify as one or more of the classifications of a protected veteran	0	0
I don't wish to answer	0	0
Disability status	Applicants	Hired
Yes, I have a disability (or previously had a disability)	0	0
No, I don't have a disability	0	0



455 Broadway FL 3
New York, NY 10013
(646) 760-9750

support@greenhouse.io
www.greenhouse.io

Promoting Company Diversity

While the intention of the report is to fulfill federal requirements, some companies see an opportunity to use the same data to audit and promote diversity initiatives in their hiring. From analyzing which sources provide diverse pools of candidates to identifying deficiencies in recruiting processes, there are plenty of well-intentioned reasons why a company might want to review their recruiting data at a more granular level than what is provided in the standard report. Greenhouse cautions you, however, to speak with your legal counsel to better understand the benefits and risks in having access to, and reviewing, this type of information.