



WorkforceTactix | July 2011

HR *insider*

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Reminder: It's almost time to file your EEO-1 Report!

Who files an EEO-1 Report?

- Employer groups with 100+ employees
- Employers that handle federal government contracts of \$50,000 or more and have 50+ employees

What is the EEO-1 Report?

A government form requiring employers to provide a count, from any pay period in July through September of that year, of their employees by job category and then by ethnicity, race and gender

When is the EEO-1 Report filed?

Annual filings due to the EEOC by September 30th

Where is additional information for EEO-1 Report?

Employers can find more information at the following website:

<http://www.eeoc.gov/employers/eeo1survey/index.cfm>.

How is the EEO-1 Report filed?

Through the EEO-1 online filing system or as an electronically transmitted data file through the EEOC website. Paper forms will be generated by request only and in extreme cases where Internet access is not available to the employer.