

**Forest Service Manual  
National Headquarters (WO)  
Washington, DC**

**Forest Service Manual 1700 – Civil Rights**

**Chapter 1750 - Civil Rights Reports**

**Amendment:** 1700-2000-7

**Effective date:** March 03, 2000

**Duration:** This amendment is effective until superseded or removed.

**Superseded Directive:** FSM 1750, Amendment 1700-90-1

**Approved by:** Mike Dombeck, Chief

**Date approved:**

**Responsible Staff:**

**Explanation of changes:** Following is an explanation of the changes throughout the directive by section.

**POSTING NOTICE.** Amendments are numbered consecutively by Title and calendar year. Post by document name. Remove entire document and replace with this amendment. Retain this transmittal as the first page of this document. The last amendment to this Title was Amendment 1700-2000-6 to FSM 1750 Contents.

**1750.4:** Adds the responsibility of unit line officers for ensuring timely completion and submission of civil rights reports.

**1751:** Adds a listing of required civil rights reports and the frequency of submission.

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#### **1750.4 - Responsibility**

Line officers are responsible for timely completion and submission of unit civil rights and related reports to the Director, Civil Rights Staff, Washington Office (FSM 1751).

#### **1751 - Reports**

For general direction and a full listing of Forest Service forms and reports, see FSH 1309.14, Information Requirements Handbook.

The following exhibit 01 contains a listing of civil rights reports that must be submitted to the Director, Civil Rights Staff, Washington Office and the frequency of submission.

**1751 - Exhibit 01****Recurring Civil Rights Reports**

<u>Title of Report/Request (FSM/FSH Reference)</u>		<u>Frequency</u>
1710	Affirmative Employment and Recruitment Plan Accomplishment Report (Report 1700-E) (FSM 1711.1; FSH 1709.11, sec. 11.1)	Annually
1710	Federal Equal Opportunity Recruitment Program Plan and Accomplishment Report (FSM 1711.2)	Annually
1710	Disabled Veterans Affirmative Action Program Plan and Report (FSM 1711.3)	Annually
1710	Affirmative Employment and Recruitment Plan for Persons with Disabilities (FSM 1711.4)	Annually
1730	Civil Right Impacts of Reorganization and Downsizing (FSM 1730.6)	Quarterly
1760	Discrimination Complaints Settlement Agreements (FSM 1760)	Quarterly
1760	EEO Informal Complaints Report (FSM 1760)	Monthly
1760	Status of Formal EEO Complaints (FSM 1760)	Monthly
1760	Secretary's Hispanic Issues Task Force/HACU (FSM 1760)	Quarterly
1770	Civil Rights Implementation Plan (FSM 1775)	Annually
1780	Guidance for Preparing the Fiscal Year Annual Plan under Executive Order 12876, Historically Black Colleges and Universities (FSM 1782.2).	Annually