

Legal Update

Brought to you by: Leavitt Group Northwest



EEOC Opens EEO-1 Reporting Portal for 2021 Workforce Data

The portal for private sector employers to submit equal employment opportunity ([EEO-1](#)) workforce data from 2021 to the U.S. Equal Employment Opportunity Commission (EEOC) has opened as of April 12, 2022. The deadline for submissions is May 17, 2022. This data collection was previously delayed due to the COVID-19 pandemic.

EEO-1 Reporting Background

Mandated under Title VII of the Civil Rights Act, the EEO-1 Report is an annual survey that requires certain employers to submit information about their workforces by race or ethnicity, gender and job categories by March 31 every year. The EEOC uses the collected data to enforce Title VII's prohibitions against employment discrimination based on race, color, religion, national origin or sex.

Employers Subject to EEO-1 Reporting

In general, a private sector employer is subject to EEO-1 reporting if it:

- Has 100 or more employees;
- Has 15-99 employees and is part of a group of employers with 100 or more employees; or
- Is a federal contractor with 50 or more employees and a contract of \$50,000 or more.

Employer Action Items

Employers subject to EEO-1 reporting requirements should begin submitting 2021 EEO-1 data in the EEO-1 portal and ensure they complete these submissions by May 17, 2022. These employers should also review the EEOC's [home page](#) and [website dedicated to EEO data collections](#) for additional information.



Important Dates

April 12, 2022

The first day employers subject to EEO-1 reporting requirements may begin entering data from 2021.

May 17, 2022

The last day for employers subject to EEO-1 reporting to submit 2021 workforce data.

March 31, 2023

The deadline for submission of EEO-1 data from 2022. The law requires employers to submit reports by March 31 every year. Collection of 2019, 2020 and 2021 data was delayed due to COVID-19.

Employers subject to EEO-1 reporting must submit 2021 data by May 17, 2022.

This Legal Update is not intended to be exhaustive nor should any discussion or opinions be construed as legal advice. Readers should contact legal counsel for legal advice. © 2022 Zywave, Inc. All rights reserved.