

DoD Component Disabled Veterans Affirmative Action Program (DVAAP) Plan and Certification

1. Agency	Department of the Army	2. FY	2024
3. POC Name	Rosemary Salak	4. Phone	(703) 545-5775

5. A statement of the agency's policy with regard to the employment and advancement of disabled veterans, especially those who are 30 percent or more disabled (Attach supporting addendums if needed)

Department of the Army (DA) remains committed to hiring and providing advancement opportunities for veterans with disabilities through the use of special hiring authorities and providing training and professional development opportunities to enhance their ability to compete for promotions. It is the policy of DA to provide veterans with disabilities full opportunity for employment and advancement through the application of special hiring authorities available to veterans:

1. Veterans Recruitment Appointment (VRA),
2. Veterans Employment Opportunity Act (VEOA)
3. Schedule A Appointing Authority for People with Disabilities,
4. Hiring authority for Veterans rated at 30% or more disability, and
5. The Student Intern Program and Fellows Programs (not exclusive to veterans), and
6. Others as authorized by the National Defense Authorization Act.

Commanders throughout the DA issue policy statements confirming commitment to equal employment opportunity and affirmative employment for individuals with disabilities to include veterans with disabilities. Policy statements are distributed throughout the organizations and posted on official media sites. Veterans preference in hiring is described on the website:

(https://portal.chra.army.mil/hr_public/hr_publicid=chra_kb_home&kb_base=15f7dc56f0b78700d85301ff8e12e28f&kb_category=6ef2618c7c52c4104a5ddb81b74856eb).

Commands use partnerships that have proven to be successful sources for outreach activities, including national and state veterans organizations, the Veterans Employment Service of the Department of Labor (DOL); organizations fostering the employment of individuals with disabilities, other Federal agencies and the Department of Defense (DoD) Veterans Employment Programs Office, which hosts the DoD Hiring Heroes Program and Hiring Heroes Career Fairs. DA remains diligent in its efforts to strengthen its strategic plans to ensure compliance with Army Regulation 690-12 which outlines responsibilities for DVAAP and compliance with the Equal Employment Opportunity Commission Management Directive 715. Equal Employment Opportunity (EEO) professionals and Human Resources professionals are the principal advisors regarding the DVAAP, and strengthen the program through concentrated efforts for effective, sustained impact throughout DA in the areas of (1) outreach and recruitment, (2) education and awareness, (3) pipeline and career development, (4) reasonable accommodations, (5) accessibility to facilities and electronic information and communications accessibility, (6) personal assistance services and (7) inclusive culture.

6. OPM DVAAP Manager Official Use Only: Did agency provide a policy outline in regards to the employment and advancement of disabled veterans, especially those that are 30 percent or more disabled?

Yes	<input type="checkbox"/>	Somewhat	<input type="checkbox"/>	No	<input type="checkbox"/>
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7. An assessment of the current status of disabled veteran employment within the agency, with emphasis on those veterans who are 30 percent or more disabled (Attach supporting graphs/charts if needed)

8. Total # Employees	195,719	9. # Of Veterans	97,446	10. # Of Disabled Veterans	61,934	11. # Of 30% Or More Disabled Veterans	46,004
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DA continues to be successful in employing veterans and veterans with disabilities. Consistent with the previous fiscal year, nearly half of the DA civilian population are veterans, 32% of the DA civilian population are veterans with disabilities, and 24% are veterans with a disability rating of 30% or more.

There is no benchmark or goal for employment of this population. In comparison to the Federal 12% benchmark for individuals with disabilities and the 2% benchmark for individuals with targeted/severe disabilities, DA exceeds each with regard to veterans with disabilities and veterans rated at 30% or more disability. Of the veteran population, 63.56% are veterans with disabilities.

Soldiers leaving active duty are counseled on federal job opportunities available within the region's footprint. Soldiers separated through the Integrated Disability Evaluation System (IDES)/ Medical Evaluation Board (MEB) receive briefings on hiring opportunities for disabled veterans. Soldiers also attend mandatory Soldier For Life Transition Assistance Program (SFL-TAP) briefings that entail professional development, resume writing, job fairs, entrepreneurship, mock interviews, employment, and other resources.

12. OPM DVAAP Manager Official Use Only: Did agency provide an assessment of the current status of disabled veterans, especially those that are 30 percent or more disabled?

Yes Somewhat No

13. A description of recruiting methods which will be used to seek out disabled veteran applicants, including special steps to be taken to recruit veterans who are 30 percent or more disabled (Attach supporting addendums if needed)

Through the Civilian Implementation Plan (CIP), DA established the Army Civilian Career Management Activity (ACCMA) within the Civilian Human Resources Agency (CHRA). ACCMA is the enterprise provider of talent management services. The CIP has 10 objectives and 48 tasks that support four lines of effort (Acquire, Develop, Employ, and Retain Talent). CIP tasks supporting the DVAAP include centralizing recruitment and outreach services; providing annual recruiter training; expanding outreach and recruitment of people with disabilities, including veterans; centralizing civilian training and development functions; establishing career counselors, and developing viable career progression pathways within and across career fields. With the CIP enhancements, DA will continue to use the outreach, recruitment, and employment practices that have historically been successful:

1. Partnerships and Outreach: EEO and CHRA partnering and conducting outreach with state and local rehabilitation offices, Wounded Warrior Transition Units, Veteran Employment Services Office of the Department of Veterans Affairs, DoD Hiring Heroes Program, Operation Warfighter, Warriors to Work, Chambers of Commerce, and college and university veteran organizations.
2. Transition from Active Duty: Advising Soldiers leaving the active duty Army of federal job opportunities and special hiring authorities for veterans with disabilities.
3. Applicant Sources: Accessing a variety of sources to expand the applicant pool of veterans with disabilities (Workforce Recruitment Program, Operation Warfighter, Army Recovery Care Program, Non-Paid Work Experience Program, conferences, social media platforms, public and private sector employment sites, USA Jobs Agency Talent Portal).
4. Education and Awareness: EEO and CHRA partnering to increase awareness among leaders, supervisors, managers, and hiring officials of the Army's commitment to hiring and advancement of veterans, the use of special hiring authorities, and procedures for reasonable accommodation and personal assistance services.
5. Resume Repository and Referral: Use of Selective Placement Program Coordinator and resume repositories for individuals with disabilities including veterans with disabilities.
6. Area of Consideration (AOC): Encouraging the inclusion of all veteran categories within the AOC.
7. Enhance the public-facing websites with information designed to attract veterans with disabilities.
8. Vacancy Announcements: Inclusion of language in vacancy announcements regarding special hiring authorities for veterans with disabilities.
9. Use of special hiring authorities:
 - a. Veterans Recruitment Appointment (VRA)
 - b. Veterans Employment Opportunity Act of 1998 as amended (VEOA)
 - c. Schedule A Appointing Authority for People with Disabilities
 - d. Others as authorized by the National Defense Authorization Act
 - e. Hiring authority for veterans with a disability rating of 30% or more

14. OPM DVAAP Manager Official Use Only: Did agency provide a description of recruiting methods that they will use to seek out disabled veterans?

Yes Somewhat No

15. OPM DVAAP Manager Official Use Only: Did agency provide special steps that would be taken to recruit 30 percent or more disabled veterans?

Yes Somewhat No

16. A description of how the agency will provide or improve internal advancement opportunities for disabled veterans (Attach supporting addendums if needed)

1. The CIP tasks address centralizing civilian training and development functions; establishing career counselors, and developing viable career progression pathways within and across career fields. Monthly progress briefings will be provided to Army leadership.
2. DA will review the procedures for capturing and monitoring the data on advancement opportunities for people with disabilities, including veterans with disabilities.
3. DA will continue to provide internal advancement opportunities through the implementation of existing Army tools and internal career development resources. Professional development opportunities will be flexible so as to have the option to be conducted in a virtual environment when appropriate.
4. Merit promotion, intern, and upward mobility vacancy announcements are available to all employees throughout the installation/activity. The announcements can be accessed via the internet. Subject to hiring and budgetary restrictions, the area of consideration, for most of our service activities, job announcements are normally open to all Federal employees, as well as VRA, 30% DAV, and VEOA applicants. VRA and 30% DAV applicants may be considered and appointed noncompetitively or they may apply to merit promotion announcements. The Veteran Employment Opportunity Act (VEOA) also allows veterans to apply directly to merit promotion announcements, if the area of consideration for recruitment is open outside DOD or specifically includes VEOA eligible. If a vacancy announcement is open through external recruitment, the agency must accept VEOA applicants.
5. Army Commands and ACCMA will continue to encourage the civilian workforce, including veterans with disabilities, to actively pursue professional development opportunities through self-development, formal education, mentoring programs, DA career development programs, and merit promotion.
6. DA's mandatory web based training course, "EEO, Anti-Harassment, and No FEAR Act Training" will continue to be required for all employees and all supervisors of civilian employees. The course will be updated to include a description of reasonable accommodations, and personal assistance services. The primary method of delivering the training will be face-to-face.
7. DA will provide and improve internal advancement opportunities to include a variety of leader development programs, apprentice programs, developmental assignments, joint duty assignments, mentoring programs, the Army's Civilian Education System Program, the Emerging Enterprise Leaders Development Program, the Army's Training and Development Program, bridge positions, career-ladder positions, Individual Development Plans (IDP), and professional development training.
8. Disability Program Managers, Special Emphasis Program Managers, CHRA, and Employee Resource Groups for veterans and for employees with disabilities will work together to advise veterans with disabilities, of primary means for upward mobility, and continue to monitor the Merit Promotion Program, and selection rates for competitive professional development programs. If and when barriers are identified, the EEO office will work with CHRA to identify root causes and take corrective action to eliminate barriers as appropriate.

17. OPM DVAAP Manager Official Use Only: Did agency provide a description of how they will provide internal advancement opportunities for disabled veterans?

Yes Somewhat No

18. OPM DVAAP Manager Official Use Only: If needed, is there a plan of how the agency will improve internal advancement opportunities for disabled veterans?

Yes Somewhat No Not Needed

19. A description of how the agency will inform its operating components and field installations, on a regular basis, of their responsibilities for employing and advancing disabled veterans (Attach supporting addendums if needed)

DA will continue to inform operating components on a regular basis through the following means:

1. Auto generated reports to the field that provide veteran statistical data by ethnic race indicator, gender, veteran status, compensable veteran status, and veterans rated at 30% or more disabled, pay plan, occupational series, and grade. Each component EEO office is provided a report monthly and has the ability to generate their respective report at any time. Additionally, statistics for the hiring and advancement of disabled veterans will be maintained at the HQ CHRA Office of Diversity, Equity, Inclusion, and Accessibility (ODEIA) and progress reports on implementation of DVAAP will be provided annually. Where deficiencies are found to exist, the ODEIA, local EEO Office, HR, and managers will determine action(s) to be taken to improve representation of disabled veterans.
2. HQ CHRA conducting training to the CHRA workforce on Uniform Services Employment and Reemployment Rights Act (USERRA) topics and Veteran employment topics during Staffing Live Events.
3. Quarterly meetings with the EEO Board of Directors.
4. Monthly professional development sessions open to all DA EEO practitioners.
5. Leadership staff meetings, human capital strategic planning meetings, and manpower reviews.
6. Regular communication of component DPMs with the DA DPM and CHRA.
7. Through the CIP monthly progress meetings.
8. DA level program evaluations and component staff assistance visits.
9. DA DPM communication with Army Career Program Managers.
10. Supervisory training in which supervisors are made aware of the veteran hiring programs and preferences.

20. OPM DVAAP Manager Official Use Only: Did agency provide a description on how they will inform their operating components and field installations, on responsibilities such as the employment and advancement of disabled veterans? (Not Applicable for agencies that do not have operating components or field installations)

Yes Somewhat No Not Applicable

21. A description of how the agency will monitor, review, and evaluate its planned efforts, including implementation at operating component and field installation levels during the period covered by the plan (Attach supporting addendums if needed)

Department of the Army will continually monitor, review, and evaluate DVAAP activities and results by:

1. After Action Reviews (AAR) upon return from job fairs, conferences, and affinity groups activities.
2. Through each director's annual performance appraisal.
3. Comparison and analysis of the data from the previous fiscal year against the current fiscal year.
4. Reviewing the monthly reports generated by the MD715 Reporter.
5. Conducting Staff Assistance Visits (SAV) and Program Evaluations.
6. Explore the feasibility and value of stay surveys and exit surveys to determine the factors that influence veterans with disabilities to join, stay, and leave (CIP task R-1.4).
7. Through the Human Resources community, review quarterly information related to hires, promotions, and separations of veterans with disabilities as well as outreach and recruitment efforts and results.
8. In accordance with Army Regulation 690-12, emphasize Commanders' responsibilities to implement the DVAAP and certify the DVAAP each year.
9. Review the results of the Federal Employee Viewpoint Survey (FEVS), Command Climate Survey, Focus Groups, and program evaluation listening sessions relative to the employment, advancement, and retention of veterans with disabilities.
10. Through the annual application of EEOC MD715 evaluation process.

22. OPM DVAAP Manager Official Use Only: Did agency provide a description on how they will monitor, review and evaluate its planned efforts? (If applicable as well as for major operating components and field installations)

Yes Somewhat No

**23. POC's Name, Email, and Phone Number of Operating Components and Field Installations
(If Applicable)**

U.S. Army Forces Command (FORSCOM), Rachel Barnes, rachel.m.barnes2.civ@army.mil 910 570-5132,
U.S. Army Training and Doctrine Command (TRADOC), Alfredo Woods, Alfredo.N.Woods.civ@army.mil
757-501-6886 and Joseph E. Hissim, Joseph.E.Hissim.civ@army.mil (757) 501-6505
U.S. Army Materiel Command (AMC), Danita P. Daniels (256) 450-9274 danita.p.daniels.civ@army.mil and
Rene Boyd (256) 450-8527
U.S. Army Futures Command (AFC), Dr. Victoria Dixon, Victoria.a.dixon2.civ@army.mil 512-726-4151 and
Ronald Watts ronald.j.watts.civ@army.mil
U.S. Army, Pacific (USARPAC), Mr. Renier L.Torres, reiner.l.torres.civ@army.mil, phone 808-438-3314
U.S. Army Europe (USAREUR), Mr. Ron Vitiello, Ronald.l.vitiello.civ@army.mil DSN: 314-537-1031
U.S. Army Central Command (USARCENT), Ms. Carla Clark-Pitchford 803-885-8636
carla.m.clark-pitchford.civ@army.mil
U.S. Army Africa Command, Mr. Ron Vitiello, Ronald.l.vitiello.civ@army.mil DSN 314-537-1031
U.S. Army Special Operations Command (USASOC), Ms. Nicole Williams, Nicole.williams@socom.mil 910-432-
9437
U.S. Army South (USARSOUTH) VACANT
U.S. Army North (USARNORTH), Ms. Shannon J.Trejo, shannon.j.trejo.civ@army.mil, phone 210-221-2056
U.S. Army Corps of Engineers (USACE), Renita W. McNeill, renita.w.mcneill@usace.army.mil, (404) 562-5045
U.S. Army Space and Missile Defense Command/U.S. Army Forces Strategic Command (SMDC), Kimley L.
Pierce, kimley.l.pierce.civ@army.mil, (256) 788-7394
U.S. Army Cyber Command (ARCYBER), Ms. Darlene H. Robinson, darlene.h.robinson.civ@army.mil, (706)
791-8845.
U.S. Army Medical Command (USAMEDCOM), Matthew V. Burton, matthew.v.burton.civ@health.mil; (210)
529-6395 and Angela Walton angela.m.walton9@health.com
U.S. Army, Test and Evaluation Command (ATEC), Mr. Jody Jackson, jody.b.jackson.civ@army.mil;
443-861-9258, and David B. Pickett email: david.b.pickett.civ@army.mil; 443-861-9255.
U.S. Army Intelligence and Security Command (INSCOM), Henry McLain, henry.c.mclain.civ@army.mil,
570-515-6734 and Tasha Cole Tasha.a.cole.civ@army.mil 570-515-6732
Arlington National Cemetery (ANC), Charles Brooks charles.a.brooks36.civ@army.mil 703) 545-7595 Mr. Juan
Torres, Juan.L.Torres.civ@army.mil (703) 545-7592
U.S. Army Acquisition Support Center (USAASC), Yolanda Compton, Yolanda.y.compton.civ@army.mil,
703-888-7916
U.S. Army Criminal Investigation Division (CID), Aaron Hamilton aaron.l.hamilton.civ@army.mil
571-305-4013
U.S. Military Academy (USMA), No report
U.S. Army War College, No report
Civilian Human Resources Agency (CHRA) Mr. Peter Hosutt, peter.c.hosutt.civ@army.mil, 410 306-1740 and
Mr. Miguel Ortiz Miguel.A.Ortiz86.civ@army.mil
Military District of Washington, (MDW), No report
Office of the Administrative Assistant to the Secretary of the Army (OAA), Samuel Edison 703-545-4515,
Samuel.E.Edison.civ@army.mil
Human Resources Command (HRC), VACANT

Plan Certification

The plans shall cover a time period of not less than one year, and may cover a longer period if concurrent with the agency's Section 501(b) Plan. Each plan must specify the period of time it covers.

Agency must have a plan covering all of its operating components and field installations. The plan shall include instructions assigning specific responsibilities on affirmative actions to be taken by the agency's operating components and field installations to promote the employment and advancement of disabled veterans. OPM must be informed when headquarters offices require plans at the field or installation level.

Agency operating components and field installations must have a copy of the plan covering them, and must implement their responsibilities under the plan. OPM may require operating components and field installations to develop separate plans in accordance with program guidance and/or instructions.

Certification

The below certification indicates that the program is being implemented as required by 5 CFR Part 720, Subpart C and appropriate guidance issued by the U.S. Office of Personnel Management. Additionally, this agency has a current plan as required by the regulation.

Please type or print clearly. After an original signature is obtained, scan and return this sheet.

24. Dates of the Period of Time the Plan is Covered		From	10/01/2023	To	09/30/2024
25. Agency Name	United States Department of the Army				
26. DVAAP POC's Name	Rosemary Salak				
27. Title	Disability Program Manager				
28. Telephone Number	(703) 545-5775	29. Email	rosemary.salak.civ@army.mil		
30. Date Plan Last Amended	10/01/2023	31. Date Effective	10/01/2023		
32. DVAAP Certifying Official's Name	Dr. Michelle L. Zbylut				
33. Title	Deputy Assistant Secretary of the Army for Equity and Inclusion				
34. Telephone Number	(703) 545-5781	35. Email	michelle.l.zbylut.civ@army.mil		
36. DVAAP Certifying Official Signature	ZBYLUT.MICHELLE.LEIGH.1260906808	<small>Digitally signed by ZBYLUT.MICHELLE.LEIGH.1260906808 Date: 2023.10.31 14:49:55 -04'00'</small>		37. Date	10/31/2023

Agency Disabled Veterans Affirmative Action Program Plan and Certification Electronic Reporting Instructions

General Instructions:

1. Complete all items and questions in the forms field.
2. Electronic Requirements – Agency should only submit data for what they are planning to do for the next Fiscal Year in accordance with the minimal requirements of the plan content from Title 5 CFR Part 720 Subpart C, which is provided on this form.
3. Collection of plan data requires a completed plan data element that has been recorded to be used throughout the Fiscal Year. Plans may vary from agency to agency. This form provides conformity and standardization for the minimal required core data. The forms have limited characters so agency may attach addendums when needed, if the form does not allow you to capture the data completely.

DVAAP Plan and Certification Information

1. **Agency** – Provide the name of the DoD component/agency.
2. **FY** – Provide the Fiscal Year of which the plan will be covered under. If the plan is covering more than one year capture it in the form field, as seen on the following example: 2016-2018.
3. **POC Name** – Provide the name of the point of contact.
4. **Phone** – Provide the phone number of point of contact.
5. **A statement of the agency's policy with regard to the employment and advancement of disabled veterans, especially those who are 30 percent or more disabled** – Provide a statement of the agency's policy in regards to the employment and advancement of disabled veterans, especially those who are 30 percent or more disabled. You may attach supporting addendums if the information provided pertains to the requirement.
6. **Did agency provide a policy outline in regards to the employment and advancement of disabled veterans, especially those that are 30 percent or more disabled?** – OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provided a policy in regards to the employment and advancement of disabled veterans, especially those that are 30 percent or more disabled.
7. **An assessment of the current status of disabled veteran employment within the agency, with emphasis on those veterans who are 30 percent or more disabled -** Provide an assessment of the current status within the agency of the total amount of employees, veterans, disabled veterans and emphasizing those veterans who are 30 percent or more disabled. You may attach supporting graphs, charts, and addendums if the information provided pertains to the requirement.
8. **# of Employees** – Provide the total number of employees within the agency.
9. **# of Veterans** – Provide the total number of veterans within the agency.
10. **# of Disabled Veterans** - Provide the total number of disabled veterans within the agency.

11. **# of 30% or More Disabled Veterans** – Provide the total number of 30% or more disabled veterans within the agency.
12. **Did agency provide an assessment of the current status of disabled veterans, especially those that are 30 percent or more disabled?** – OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provided an assessment of the current status of disabled veterans, especially those that are 30 percent or more disabled.
13. **A description of recruiting methods which will be used to seek out disabled veteran applicants, including special steps to be taken to recruit veterans who are 30 percent or more disabled** – Provide a description of recruiting methods which will be used to seek out disabled veteran applicants, including special steps to be taken to recruit veterans who are 30 percent or more disabled. You may attach supporting addendums if the information provided pertains to the requirement.
14. **Did your agency provide a description of recruiting methods that they will use to seek out disabled veterans?** - OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provided a description of recruiting methods that they will use to seek out disabled veterans.
15. **Did your agency provide special steps that would be taken to recruit 30 percent or more disabled veterans?** - OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provided special steps that would be taken to recruit 30 percent or more disabled veterans.
16. **A description of how the agency will provide or improve internal advancement opportunities for disabled veterans** – Provide a description of how the agency will provide or improve internal advancement opportunities for disabled veterans. You may attach supporting addendums if the information provided pertains to the requirement.
17. **Did your agency provide a description of how they will provide internal advancement opportunities for disabled veterans?** - OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provided a description of how they will provide internal advancement opportunities for disabled veterans.
18. **If needed, is there a plan of how your agency will improve internal advancement opportunities for disabled veterans?** - OPM DVAAP Manager should click on “Yes”, “Somewhat”, “No”, or “Not Needed” to indicate if agency provided a description of how they will improve internal advancement opportunities for disabled veterans.
19. **A description of how the agency will inform its operating components and field installations, on a regular basis, of their responsibilities for employing and advancing disabled veterans** – Provide a description of how the agency will inform its operating components and field installations, on a regular basis, of their responsibilities for employing and advancing disabled veterans. You may attach supporting addendums if the information provided pertains to the requirement. For agencies that do not have operating components or field installations, state in the form field N/A.

20. **Did your agency provide a description on how they will inform their operating components and field installations, on responsibilities such as the employment and advancement of disabled veterans?** - OPM DVAAP Manager should click on “Yes”, “Somewhat”, “No”, or “Not Applicable” to indicate if agency provided a description on how they will inform their operating components and field installations on a regular basis, on responsibilities such as the employment and advancement of disabled veterans. Not Applicable for agencies that do not have operating components or field installations.
21. **A description of how the agency will monitor, review, and evaluate its planned efforts, including implementation at operating component and field installation levels during the period covered by the plan** – Provide a description of how the agency will monitor, review, and evaluate its planned efforts, if applicable, including implementation at operating component and field installation levels during the period covered by the plan. You may attach supporting addendums if the information provided pertains to the requirement.
22. **Did your agency provide a description on how they will monitor, review and evaluate its planned efforts?** OPM DVAAP Manager should click on “Yes”, “Somewhat” or “No” to indicate if the agency provides a description on how they will monitor, review and evaluate its planned efforts.
23. **DoD Component POC’s Name, Email, and Phone Number of Operating Components and Field Installations** – If applicable provide point of contact’s name, email, and phone number of operating components and field installations.
24. **Dates of the Period of Time the Plan is Covered** – Provide the start date of the plan and the end date of the plan.
25. **Agency Name** – Provide the name of the DoD component/agency.
26. **DVAAP POC’s Name** – Provide the DoD Component DVAAP point of contact’s name.
27. **Title** – Provide the title of the point of contact.
28. **Telephone Number** – Provide the phone number of the point of contact.
29. **Email** – Provide the email of the point of contact.
30. **Date Plan Last Amended** – Provide the date of when the plan was last amended.
31. **Date Effective** – Provide the date when the plan is effective.
32. **DVAAP Certifying Official’s Name** – Provide the DVAAP Certifying Official’s name.
33. **Title** – Provide the title of the DVAAP Certifying Official.
34. **Telephone Number** – Provide the phone number of the DVAAP Certifying Official.
35. **Email** – Provide the email of the DVAAP Certifying Official.
36. **DVAAP Component Certifying Official Signature** – DVAAP Certifying Official must provide an electronic signature or print out the page and hand sign the plan certification.
37. **Date** – Provide the date that plan was signed.