

Data Quality Record for Long-Term Performance Goals

Long-Term Performance Goal Text: By September 30, 2026, all EPA programs and regions will implement program and region-specific language assistance plans.

Corresponding Annual Performance Goal: Percentage of EPA programs and regions that have implemented program and region-specific language assistance plans.

Goal Number/Objective: Goal 2/Objective 2.2

NPM Lead: Office of Environmental Justice and External Civil Rights (OEJECR)

1a. Purpose of Long-Term Performance Goal:

This long-term performance goal (LTPG) will ensure EPA is in compliance with the obligation to provide meaningful access for persons with limited English proficiency to EPA "federally conducted" programs or activities as required by [Executive Order \(EO\) 13166: Improving Access to Services for Persons with Limited English Proficiency \(LEP\)](#).

1b. Performance Measure Term Definitions:

EPA programs and regions: In FY23, the original universe of 13 headquarters offices was narrowed to 9, excluding offices that are more administrative in function. The updated starting point is 9 headquarters offices as listed below and EPA's 10 regional offices.

Headquarters Offices:

- [Office of the Administrator](#)
- [Office of Air and Radiation](#)
- [Office of Chemical Safety and Pollution Prevention](#)
- [Office of Enforcement and Compliance Assurance](#)
- [Office of Environmental Justice and External Civil Rights](#)
- [Office of International and Tribal Affairs](#)
- [Office of Land and Emergency Management](#)
- [Office of Research and Development](#)
- [Office of Water](#)

Implement: For this LTPG, the headquarters office or region-specific language assistance plan will have been implemented when the plan has been put into practice and staff have been trained.

Program and region-specific language assistance plans: Plans that address all the requirements, including the four-factor analysis, consistent with [EPA Order 1000.32](#) and technical assistance from the Office of External Civil Rights Compliance (OECRC). The four factors are:

- 1) The number or proportion of LEP individuals in the eligible service population;
- 2) The frequency with which LEP individuals come in contact with the program;
- 3) The importance of the service provided by the program; and
- 4) The resources available to the EPA.

1c. Unit of Measure:

The percentage of EPA programs and regions.

2a. Data Source:

Each implicated headquarters office and regional office will submit their plans quarterly, generally within the month after the end of a quarter, until all language assistance plans are in place.

2b. Data needed for interpretation of (calculated) Performance Result:

The submission of completed language assistance plans. The FY 2022 baseline is 0.

3. Calculation Methodology:

Quarterly results will be calculated cumulatively, with the number of headquarters offices and regions submitting plans for that period representing the numerator. The total number of implicated headquarters offices and regions will be the denominator.

4. Quality Assurance/Quality Controls:

EPA Order 1000.32 sets forth EPA's expectations and requirements to ensure the Agency's compliance with EO 13166 and will be used to determine whether the language assistance plans meet the established requirements. OECRC will work with leaders in EPA's headquarters offices and regions by providing technical assistance for developing and implementing program and region-specific language access plans.

5. Data Limitations/Qualifications:

The data are subject to the verification from headquarters offices and regions that a program or region-specific language assistance plan has been implemented.

6. Technical Contact:

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7. Certification Statement/Signature:

I certify the information in this DQR is complete and accurate.

PDAA Signature Original signed by Theresa Segovia **Date** 5/6/2024