

## e-Alert

05.05.22

# EEO-1 Reporting Due Date Approaching

## Background

The portal for employers to submit Equal Employment Opportunity (EEO-1) workforce data opened on **April 12, 2022**, with a filing deadline of **May 17, 2022**.

## Summary

### EEO-1 Report

- The [EEO-1](#) Report is a federally mandated survey that collects workforce data categorized by race, ethnicity, sex, and job category.

### Requirements for Filing EEO-1

- Private-sector employers who had 100 or more employees within the workforce snapshot period\* **OR**
- A federal contractor with 50 or more employees and has a contract of \$50,000 or more.

\* The workforce snapshot period is any pay period in October through December of 2021. If you are unsure if you need to file EEO-1 data, please refer to our [EEO-1 Reporting Reference Guide](#).

### Reporting Timeline

- On **April 12, 2022**, the EEO-1 reporting portal opened for data submissions.

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- The deadline to file 2021 EEO-1 data collection is **May 17, 2022**.

## Employer Next Steps

- Eligible filers should begin to prepare their data in preparation of the May 17 deadline.
- If you are interested in having HR Knowledge prepare and submit your EEO-1, please [email us](#) by **May 6, 2022**.

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