



Introduction to the EEO-1 Component 1 Filing

Since 1966, the EEOC has required EEO-1 filers to submit demographic data on an annual basis. All private employers that are covered by Title VII of the Civil Rights Act of 1964, 42 U.S.C. 2000e, et. seq., as amended (Title VII) and that have 100 or more employees are required to file the EEO-1 Component 1 report. In addition, the Office of Federal Contract Compliance Programs (OFCCP) regulations require certain federal contractors to file the EEO-1 Component 1 if they have 50 or more employees and are not exempt as provided for by 41 CFR 60-1.5.

Employers meeting the reporting thresholds have a legal obligation to submit annual workforce data on their employees by race/ethnicity, sex and job category. The data include seven race/ethnicity categories and 10 job categories. EEO-1 Component 1 data are used by the EEOC to investigate charges of employment discrimination against employers and to provide information about the employment status of minorities and women. Please see the instruction booklet for additional information on the EEO-1 Component 1 data collection.

What employers (i.e., companies) are required to file the EEO-1 Component 1 report?

The following employers are required to file the EEO-1 Component 1 report annually:

- a. Private employers (who are subject to Title VII of the Civil Rights Act of 1964, as amended) with 100 or more employees.
- b. Federal government prime contractors or first-tier subcontractors subject to Executive Order 11246, as amended who are not exempt as provided for by 41 CFR 60-1.5, with both **50 or more employees** and a prime contract or a first-tier subcontract amounting to **\$50,000 or more**.
- c. Employers that serve as a depository of Government funds in any amount or as a financial institution which is an issuing and paying agent for U.S. Savings Bonds and Savings Notes.
- d. Employers **affiliated through common ownership and/or centralized management** with other entities in an enterprise with a **total employment of 100 or more**.



Are local and state governments, public elementary and secondary school districts, or local referral unions subject to the EEO-1?

No. Local referral unions are required to submit workforce demographic data to the EEOC as part of the EEO-3 report. The 2020 EEO-3 data collection is scheduled to open in August 2021. State and local governments are required to submit workforce demographic data to the EEOC as part of the EEO-4 report. The 2021 EEO-4 data collection is scheduled to open in October 2021. Public elementary and secondary school districts are required to submit workforce demographic data to the EEOC as part of the EEO-5 report. The 2020 EEO-5 data collection is scheduled to open in July 2021. The precise opening dates of the collections, as well as the new submission deadline dates, will be announced by posting a notice on the EEOC's home page at www.eeoc.gov as well as on the new dedicated website for the EEOC's data collections at EEOCdata.org. As in previous years, a notification letter will also be sent to eligible filers. Please visit EEOCdata.org for more information regarding updates on the data collections. When the collections open, resources to assist filers with their submissions will be available online at EEOCdata.org. The EEO-1 Filer Support Team will also be available to respond to filer inquiries and to provide additional filing assistance.

Are there any entities or institutions that are exempt from filing the EEO-1 Component 1 report?

Institutions of higher education, American Indian or Alaska Native tribes and tax-exempt private membership clubs other than labor organizations are exempt from filing EEO-1 Component 1 Reports. However, non-profits and not for profit organizations are required to file the EEO-1 Component 1 Report. Additionally, employers and federal contractors which do not meet the reporting thresholds are not required to file the EEO-1 Component 1 Report.

Is filing the EEO-1 Component 1 report mandatory?

Yes. All private employers that are covered by Title VII of the Civil Rights Act of 1964, 42 U.S.C. 2000e, *et. seq.*, as amended (Title VII) and that have 100 or more employees are required to file the EEO-1 Component 1 report. In addition, the Office of Federal Contract Compliance Programs (OFCCP) regulations require certain federal contractors to file the EEO-1 Component 1 if they have 50 or more employees and are not exempt as provided for by 41 CFR 60-1.5.



For information on other EEO-1 Component 1 topics, please see:

Is EEO-1 Component 1 data confidential?

Yes. All reports and any information from individual reports are subject to the confidentiality provisions of Section 709(e) of Title VII, 42 U.S.C. § 2000e-8(e). and may not be made public by the EEOC prior to the institution of any proceeding under Title VII involving the EEO-1 data.

Who is required to file?

- [Fact Sheet on What Companies Must File.](#)

How can I get ready to file?

- [Fact Sheet on How to Get Ready to File.](#)

Click here to view a list of ['All Fact Sheets'](#).