
Federal Deposit Insurance Corporation
**DIVERSITY SELF-ASSESSMENT OF
FDIC REGULATED FINANCIAL INSTITUTIONS**

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The Federal Deposit Insurance Corporation (FDIC) provides this self-assessment instrument in support of the *Interagency Policy Statement Establishing Joint Standards for Assessing Diversity Policies and Practices of Regulated Entities* dated June 10, 2015. Pursuant to the Policy Statement, a self-assessment is voluntary. However, financial institutions conducting self-assessment of their diversity policies and practices against the Standards contained in the Policy Statement may use this instrument or its own assessment tool.

The FDIC may use information submitted by financial institutions to monitor progress and trends in the financial services industry with regard to diversity and inclusion in employment and contracting activities. This information may also be used to identify and highlight successful policies and practices. The FDIC may publish leading practices, in any form that does not identify a particular organization, financial institution or individual or disclose confidential business information. Financial institutions submitting information may designate such information as **confidential commercial information** as appropriate, and the FDIC will follow the Freedom of Information Act in the event of requests for particular submissions.

The FDIC will continue to reach out to financial organizations, financial institutions, other federal financial regulators, and other interested parties to discuss diversity and inclusion in the financial services industry and share leading practices.

SECTION I - FINANCIAL INSTITUTION INFORMATION

Name of Financial Institution	Period Covered by the Assessment		Date Submitted
First Federal Savings and Loan Association of Port Angeles	2019		
Address	City	State	Zip Code
1603 EAST FIRST STREET	PORT ANGELES	WA	98362-0000
Diversity and Inclusion Officer or Equivalent:	Supplier Diversity Officer or Equivalent:		
Name	Name		
Derek Brown	Michele Deo		
Title	Title		
Chief HR and Marketing Officer	Corporate Project and Vendor Manager		
Email	Email		
derek.brown@ourfirstfed.com	michele.deo@ourfirstfed.com		
Telephone	Telephone		
3604273107	3604173173		
Fax	Fax		

Diversity and Inclusion Website

We do not have such a website but a statement is found here: <https://www.ourfirstfed.com/careers>

Provide a brief description of the financial institution covered by this assessment (e.g., governance structure, workforce size, total assets and community characteristics) below.

Financial Institution with \$1.2 billion in assets located on the Olympic Peninsula in Northwest Washington.

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SECTION II - ASSESSMENT OF THE FINANCIAL INSTITUTION'S DIVERSITY POLICIES AND PRACTICES

1. Organizational Commitment to Diversity and Inclusion

The leadership of an organization with successful diversity policies and practices demonstrates its commitment to diversity and inclusion. Leadership comes from the governing body, such as a board of directors, as well as senior officials and those managing the organization on a day-to-day basis. These Standards inform how a financial institution promotes diversity and inclusion in both employment and contracting and how it fosters a corporate culture that embraces diversity and inclusion.

Standards	Yes/No	Activities that support Program Success or Program Challenges
In a manner reflective of the individual financial institution's size and other characteristics,		
1.1 The financial institution includes diversity and inclusion considerations in both employment and contracting as an important part of its strategic plan for recruiting, hiring, retention, and promotion.	Yes	First Federal is an Equal Opportunity Employer and relative to our geography, location and available talent we have had success in recruiting, hiring, retaining and promoting a diverse workforce.
1.2 The financial institution has a diversity and inclusion policy that is approved and supported by senior leadership, including senior management and the board of directors.	Yes	Our diversity and inclusion considerations are supported both by Senior Management and by our Board of directors but we do not have a formalized Board resolution to approve our policy.
1.3 The financial institution provides regular progress reports to the board and senior management.	Yes	Progress is reported to the Board.
1.4 The financial institution regularly conducts training and provides educational opportunities on equal employment opportunity and on diversity and inclusion.	Yes	Relevant training is required and completed by all employees including and by the Board.
1.5 The financial institution has a senior level official, preferably with knowledge of and experience in diversity and inclusion policies and practices, who oversees and directs the financial institution's diversity and inclusion efforts.	Yes	Derek Brown, EVP, Chief Human Resources and Marketing Officer
1.6 The financial institution takes proactive steps to promote a diverse pool of candidates, including women and minorities, in its hiring, recruiting, retention, and promotion, as well as in its selection of board members, senior management, and other senior leadership positions.	Yes	First Federal notifies the State Employment Services of job openings and also lists job openings with various other community agencies, colleges and other potential sources of minority and females applicants.

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2. Workforce Profile and Employment Practices

Many financial institutions promote the fair inclusion of minorities and women in their workforce by publicizing employment opportunities, creating relationships with minority and women professional organizations and educational institutions, creating a culture that values the contribution of all employees, and encouraging a focus on these objectives when evaluating the performance of managers. Financial institutions with successful diversity and inclusion programs also regularly evaluate their programs and identify areas to be improved.

Standards	Yes/No	Activities that support Program Success or Program Challenges
In a manner reflective of the individual financial institution's size and other characteristics,		
2.1 The financial institution implements policies and practices related to workforce diversity and inclusion in a manner that complies with all applicable laws.	Yes	First Federal is an Equal Opportunity Employer and complies with all applicable laws in our recruiting, hiring, retention and promotion efforts.
2.2 The financial institution ensures equal employment opportunities for all employees and applicants for employment and does not engage in unlawful employment discrimination based on gender, race, or ethnicity.	Yes	First Federal is an Equal Opportunity Employer and complies with all applicable laws in our recruiting, hiring, retention and promotion efforts.
2.3 The financial institution has policies and practices that create diverse applicant pools for both internal and external opportunities that may include:		
2.3(a) Outreach to minority and women organizations.	Yes	First Federal notifies the State Employment Services of job openings and also lists job openings with various other community agencies, colleges and other potential sources of minority and females applicants.
2.3(b) Outreach to educational institutions serving significant minority and women student populations.	Yes	First Federal notifies the State Employment Services of job openings and also lists job openings with various other community agencies, colleges and other potential sources of minority and females applicants.
2.3(c) Participation in conferences, workshops, and other events to attract minorities and women and to inform them of employment and promotion opportunities.	Yes	First Federal works in our communities and participates in community hiring events and other related opportunities.
2.4 The financial institution uses both quantitative and qualitative measurements to assess its workforce diversity and inclusion efforts. These efforts may be reflected, for example, in applicant tracking, hiring, promotions, separations (voluntary and involuntary), career development, and retention across all levels and occupations of the financial institution, including the executive and managerial ranks.	Yes	First Federal sets forth an action program reaffirming its commitment to establishing and implementing comprehensive policies and procedures for affirmative action. Through the implementation of this plan, First Federal continues its efforts to comply with all applicable government regulations concerning affirmative action and equal employment opportunity (EEO).
2.5 The financial institution holds management at all levels accountable for diversity and inclusion efforts, for example, by ensuring that such efforts align with business strategies and individual performance plans.	Yes	First Federal reaffirms its belief in and commitment to equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment and holds management at all levels accountable to this commitment.

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3. Procurement and Business Practices - Supplier Diversity

Companies increasingly understand the competitive advantage of having a broad selection of available suppliers to choose from with respect to factors such as price, quality, attention to detail, and future relationship building. A number of financial institutions have achieved success at expanding available business options by increasing outreach to minority-owned and women-owned businesses. As in the employment context, financial institutions often use metrics to identify the baseline of how much they spend procuring and contracting for goods and services, how much they spend with minority-owned and women-owned businesses, and the availability of relevant minority-owned and women-owned businesses, as well as changes over time. Similarly, financial institutions may use outreach to inform minority-owned and women-owned businesses (and affinity groups representing these constituencies) of these opportunities and of the procurement process. In addition, financial institutions' prime contractors often use subcontractors to fulfill the obligations of various contracts. The use of minority-owned and women-owned businesses as subcontractors provides valuable opportunities for both the minority-owned and women-owned businesses and the prime contractor. Financial institutions may encourage the use of minority-owned and women-owned subcontractors by incorporating this objective in their business contracts.

Standards	Yes/No	Activities that support Program Success or Program Challenges
In a manner reflective of the individual financial institution's size and other characteristics,		
3.1 The financial institution has a supplier diversity policy that provides for a fair opportunity for minority-owned and women-owned businesses to compete for procurement of business goods and services. This includes contracts of all types, including contracts for the issuance or guarantee of any debt, equity, or security, the sale of assets, the management of the financial institution's assets, and the development of the financial institution's equity investments.	No	First Federal's program measures a decision for a third-party supplier relationship based upon business requirements and needs regardless of ownership. Our vendor selection is comprised of service and vendor risk to ensure our financial institution is protected from any reputation, strategic, financial, compliance/legal or technical risk. To ensure compliance, First Federal follows the regulatory guidance of the FDIC and FFIEC as it relates to third-party suppliers.
3.2 The financial institution has methods to evaluate its supplier diversity, which may include metrics and analysis related to:		
3.2(a) Annual Procurement Spending.	No	First Federal's program measures a decision for a third-party supplier relationship based upon business requirements and needs regardless of ownership.
3.2(b) Percentage of contract dollars awarded to minority-owned and women-owned businesses by race, ethnicity, and gender.	No	This information is untracked and unknown at this time.
3.2(c) Percentage of contracts with minority-owned and women-owned business subcontractors.	No	This information is untracked and unknown at this time.
3.3 The financial institution has practices to promote a diverse supplier pool, which may include:		
3.3(a) Outreach to minority-owned and women-owned contractors and representative organizations.	No	First Federal's program measures a decision for a third-party supplier relationship based upon business requirements and needs regardless of ownership.
3.3(b) Participation in conferences, workshops, and other events to attract minority-owned and women-owned firms and inform them of contracting opportunities.	No	First Federal does not have a current process to publicize procurement opportunities or to participate in conferences for this purpose.
3.3(c) An ongoing process to publicize its procurement opportunities.	No	First Federal does not have a current process to publicize procurement opportunities.

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4. Practice to Promote Transparency of Organizational Diversity and Inclusion

Transparency and publicity are important aspects of assessing diversity policies and practices. Greater awareness and transparency give the public information to assess those policies and practices. Financial institutions publicize information about their diversity and inclusion efforts through normal business methods, which include displaying information on their websites, in their promotional materials, and in their annual reports to shareholders, if applicable. By making public a financial institution's commitment to diversity and inclusion, its plans for achieving diversity and inclusion, and the metrics it uses to measure success in both workplace and supplier diversity, a financial institution informs a broad constituency of investors, employees, potential employees, suppliers, customers, and the general community about its efforts. The publication of this information can make new markets accessible for minorities and women and illustrate the progress made toward an important business goal.

Standards	Yes/No	Activities that support Program Success or Program Challenges
<p>In a manner reflective of the individual financial institution's size and other characteristics, the financial institution is transparent with respect to its diversity and inclusion activities by making the following information available to the public annually through its website or other appropriate communication methods.</p>		
4.1 The financial institution publicizes its diversity and inclusion strategic plan.	No	First Federal does not make public its strategic plan/affirmative action plan. Our Equal Employment policy is posted in the lobby's of each of our branches. Our Affirmative Action Plan is available upon request at our corporate office.
4.2 The financial institution publicizes its policy on its commitment to diversity and inclusion.	Yes	Our Equal Employment Policy is posted in the lobby's of each of our branches and is accessible to the public in that manner. It is also available to employees in our break rooms as well as electronically. We are responsive to any requests to view this information.
4.3 The financial institution is transparent about its progress toward achieving diversity and inclusion in its workforce and procurement activities, which may include the financial institution's current workforce and supplier demographic profiles.	Yes	Our Equal Employment Policy is posted in the lobby's of each of our branches and is accessible to the public in that manner. It is also available to employees in our break rooms as well as electronically. We are responsive to any requests to view this information. First Federal does not keep demographic information regarding its suppliers.
4.4 The financial institution publicizes its opportunities to promote diversity, which may include:		
4.4(a) Current employment and procurement opportunities.	Yes	First Federal is an Equal Opportunity Employer and complies with all applicable laws in our recruiting, hiring, retention and promotion efforts.
4.4(b) Forecasts of potential employment and procurement opportunities.	Yes	First Federal is an Equal Opportunity Employer and complies with all applicable laws in our recruiting, hiring, retention and promotion efforts.
4.4(c) The availability and use of mentorship and developmental programs for employees and contractors.	Yes	First Federal is an Equal Opportunity Employer and complies with all applicable laws in our recruiting, hiring, retention and promotion efforts. This includes mentorship and developmental programs.

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5. Financial Institutions' Self Assessment

Financial institutions that have successful diversity policies and practices allocate time and resources to monitoring and evaluating performance under their diversity policies and practices on an ongoing basis. Financial institutions are encouraged to disclose their diversity policies and practices, as well as information related to their assessments, to the FDIC and the public.

Standards	Yes/No	Activities that support Program Success or Program Challenges
In a manner reflective of the individual financial institution's size and other characteristics,		
5.1 The financial institution conducts an assessment of its diversity policies and practices annually.	Yes	First Federal sets forth an action program reaffirming its commitment to establishing and implementing comprehensive policies and procedures for affirmative action. Through the implementation of this plan, First Federal continues its efforts to comply with all applicable government regulations concerning affirmative action and equal employment opportunity (EEO).
5.2 The financial institution monitors and evaluates its performance under its diversity policies and practices on an ongoing basis.	Yes	First Federal sets forth an action program reaffirming its commitment to establishing and implementing comprehensive policies and procedures for affirmative action. This plan is reviewed on an annual basis.
5.3 The financial institution publishes information pertaining to its assessment of its diversity policies and practices.	No	First Federal does not publish information pertaining to its comprehensive assessment, but we are looking into a good avenue to communicate this information.

SECTION III - DIVERSITY DATA

Workforce Profile

1. What are the numbers and percentages of women and minorities in the financial institution's total workforce for the period covered by this assessment?

Total Workforce #	Women #	Women %	Men #	Men %	Minorities #	Minorities %	Non-Minorities #	Non-Minorities %
199	138	69.3%	61	30.7%	38	19.1%	161	80.9%

2. What are the numbers and percentages of women and minorities in the financial institution's Executive/Senior Level Officials and Managers job category for the period covered by this assessment?

Total Management #	Women #	Women %	Men #	Men %	Minorities #	Minorities %	Non-Minorities #	Non-Minorities %
9	3	33.3%	6	66.7%	3	33.3%	6	66.7%

3. What are the numbers and percentages of women and minorities of the financial institution's Board of Directors for the period covered by this assessment?

Total Board Members #	Women #	Women %	Men #	Men %	Minorities #	Minorities %	Non-Minorities #	Non-Minorities %
9	2	22.2%	7	77.8%	0	0.0%	9	100.0%

Procurement - Supplier Diversity

4. What is the financial institution's total annual procurement spend for the period covered by this assessment with minority and women-owned businesses compared to the total procurement spend with all vendors and suppliers?

Total Spend \$	Women Owned Spend \$	Women Owned Spend %	Men Owned Spend \$	Men Owned Spend %	Minority Owned Spend \$	Minority Owned Spend %	Minority- and Women-Owned Spend \$	Minority- and Women-Owned Spend %	Non-Minority Owned Spend \$	Non-Minority Owned Spend %
		0.0%		0.0%		0.0%		0.0%		0.0%

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SECTION IV - ADDITIONAL INFORMATION

Other information or comments the financial institution deems important regarding its assessment of its diversity policies and practices:

First Federal is an Equal Opportunity Employer and relative to our geography, location and available talent we have had success in recruiting, hiring, retaining and promoting a diverse workforce. First Federal sets forth an action program reaffirming its commitment to establishing and implementing comprehensive policies and procedures for affirmative action. Through the implementation of this plan, First Federal continues its efforts to comply with all applicable government regulations concerning affirmative action and equal employment opportunity (EEO).