

STATE OF HAWAI'I DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT

235 S. BERETANIA STREET HONOLULU, HAWAI'I 96813-2437

December 29, 2021

The Honorable Ronald D. Kouchi, President and Members of the Senate Thirtieth State Legislature State Capitol Room 409 Honolulu, Hawai'i 96813 The Honorable Scott K. Saiki, Speaker and members of the House Thirtieth State Legislature State Capitol Room 431 Honolulu, Hawai'i 96813

Dear President Kouchi, Speaker Saiki and Members of the Legislature,

For your information and consideration, I am transmitting herewith the 2021 Report on State of Hawaii Executive Branch Workforce Profile to the Thirty-First State Legislature 2022 Regular Session submitted December 2021.

In accordance with Section 93-16, Hawaii Revised Statues, a copy of the report is also transmitted to the Legislative Reference Bureau Library, and the report may be viewed electronically at http://dhrd.hawaii.gov/reports/workforce-reports/.

Sincerely,

1605

Andrew T. Garrett Acting Director

Attachment

State of Hawaii Executive Branch Workforce Profile



David Y. Ige Governor State of Hawaii

Department of Human Resources Development Ryker Wada Director

Submitted December 2021

Workforce Demographic Data as of June 30, 2021

Executive Branch W	orkforce		
Civil Service and Exem	pt Employees	1	
Gender Distribution		2	
Workforce Covered by	Collective Bargaining	2	
Age Distribution of Emp	oloyees	3	
Length of Service of Er	nployees	3	
Five-year Retirement P	rojection	4	
Personnel System A	dministered by DHRD		
Civil Service and Exem	•	5	
Gender Distribution		5	
Workforce Covered by	Collective Bargaining	6	
Age Distribution of Emp		7	
Length of Service of Er		7	
Five-year Retirement P		8	
Personnel System A	dministered by the Department	of Education	
Civil Service and Exem		9	
Gender Distribution	· Control of the second of	9	
Workforce Covered by	Collective Bargaining	9	
		10	0
Length of Service of Er	A CONTRACTOR OF THE CONTRACTOR	10	0
Five-year Retirement P	rojection	11	1
Personnel System A	dministered by the University of	f Hawaii	
		12	2
Gender Distribution	Forest Miles I Mark ≠0.000.000.	12	2
Workforce Covered by	Collective Bargaining	13	3
		14	4
for a property of the control of the		14	4
Five-year Retirement P		15	5
Personnel System A	dministered by the Hawaii Heal	th Systems	
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(2) - 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1	pt Employees	16	6
Gender Distribution		16	
	Collective Bargaining	16	
		17	
		17	
Five-year Retirement P		18	
Age Distribution of Emplength of Service of Errive-year Retirement PPersonnel System A Civil Service and Exem Gender Distribution Workforce Covered by Age Distribution of Emplength of Service of Errive-year Retirement PPersonnel System A Corporation Civil Service and Exem Gender Distribution Workforce Covered by Age Distribution of Emplength of Service of Errive-year Retirement PPersonnel System A Corporation Civil Service and Exem Gender Distribution Workforce Covered by Age Distribution of Emplength of Service of Errive-year Retirement PPERSONNEL STATES AND ADDRESS AND AD	ployees Inployees Irojection Idministered by the University of pt Employees Collective Bargaining Ployees Irojection Idministered by the Hawaii Healt Input Employees Collective Bargaining Poloyees Collective Bargaining Poloyees Collective Bargaining Poloyees Inployees Inployees	10 10 11 12 12 13 14 14 15 16 16 16 16 17	001 223445

Section 76-1.5, Hawaii Revised Statutes, requires the Department of Human Resources Development (DHRD) to compile a profile on the workforce of the entire Executive Branch. The analysis presented in this profile is based on data obtained from the Department of Education (DOE), University of Hawaii (UH), Hawaii Health Systems Corporation (HHSC), in addition to data maintained by DHRD.

The Executive Branch had 46,713 civil service and exempt employees as of June 30, 2021.¹ These employees provide a wide spectrum of vital services to the people of Hawaii, ranging from public education and welfare, to health and safety.

Inquiries regarding the analysis presented in this report may be directed to. Darrick Tanigawa, Personnel Program Manager at DHRD, at (808) 587-1097, Fax (808) 587-1088, or e-mail address dhrd.erd.pto@hawaii.gov.

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¹ Casual hires were not included in this report.

There are four independent personnel systems in the Executive Branch. They are:

- 1. The personnel system administered by DHRD, which includes employees in Executive Branch departments in civil service and exempt positions.
- The DOE system, which includes civil service and exempt employees, employees who provide support services in the classrooms (e.g., educational assistants, speech pathologists, etc.), and teachers and educational officers.
- The University of Hawaii (UH) system, administered by the Board of Regents, which
 includes faculty; graduate assistants; lecturers; administrative, professional, and
 technical staff; and executive/managerial employees. UH's civil service employees are
 included in the UH personnel data system but are employed pursuant to DHRD
 policies, procedures, and oversight.
- 4. The personnel system administered by the Hawaii Health Systems Corporation (HHSC), which includes employees in civil service and exempt positions.

		PERCENT OF
	COUNT OF	TOTAL
PERSONNEL SYSTEMS	EMPLOYEES	WORKFORCE
Department of Human Resources Development (DHRD)		
Civil Service Employees	11,970	25.62%
Exempt Employees	2,154	4.61%
Department of Human Resources Development Total:	14,124	30.24%
Department of Education (DOE)		
Civil Service Employees	3,401	7.28%
Exempt Employees	1,780	3.81%
Support Services Personnel	2,809	6.01%
Teachers & Educational Officers	13,591	29.09%
Department of Education Employees Total*:	21,581	46.20%
University of Hawaii (UH)		
Administrative, Professional & Technical Staff	2,443	5.23%
Civil Service	1,084	2.32%
Exempt	28	0.06%
Executive/Managerial	213	0.46%
Faculty	3,249	6.96%
Graduate Assistants**	1,309	2.80%
Lecturers	***	
University of Hawaii Employees Total***:	8,326	17.82%
Hawaii Health Systems Corporation (HHSC)		
Civil Service Employees	2,557	5.47%
Exempt Employees	125	0.27%
Hawaii Health Systems Corporation Total:	2,682	5.74%
TOTAL WORKFORCE	46,713	100.00%

^{*}Does not include Public Charter School employees.

^{**}Graduate Assistants are full-time graduate students in degree granting programs working as nonpermanent, part-time teaching or research assistants.

^{***}UH employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30 and are not included in the above counts. However, during the academic school year, lecturers are a significant part of UH's workforce.

Gender distribution of employees in the Executive Branch. Numbers do not add up to total workforce due to unreported gender and includes some UH lecturers not included in the total workforce numbers.

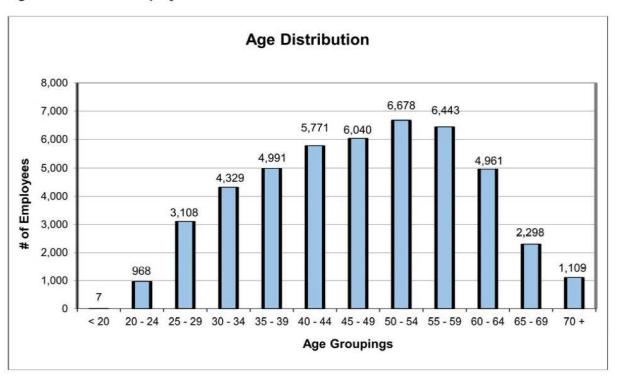
Gender Distribution	46,759	100%
Female	29,354	63%
Male	17,405	37%

Bargaining unit distribution of employees covered by collective bargaining in the Executive Branch.

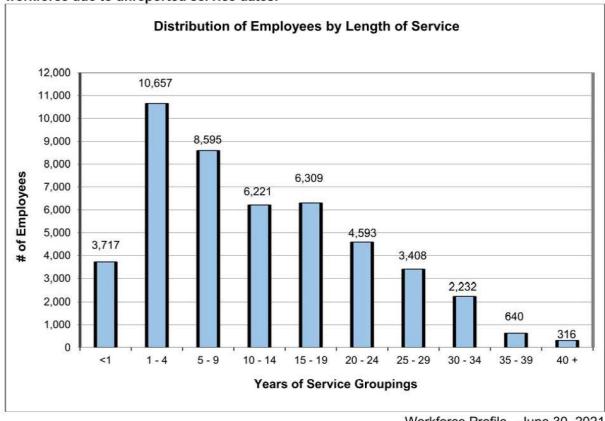
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	4,599	9.85%
02	HGEA	Blue Collar, Supvry	441	0.94%
03	HGEA	White Collar, Non-Supvry	8,484	18.16%
04	HGEA	White Collar, Supvry	533	1.14%
05	HSTA	DOE Teachers	12,364	26.47%
06	HGEA	DOE Educational Officers	925	1.98%
07	UHPA	UH Faculty	3,158	6.76%
08	HGEA	UH Administrative, Professional, and Technical	2,313	4.95%
09	HGEA	Registered Professional Nurses	1,180	2.53%
10	UPW	Institutional, Health and Correctional Workers	2,097	4.49%
11	HFFA	Firefighters	202	0.43%
13	HGEA	Professional & Scientific	5,736	12.28%
14	HGEA	State Law Enforcement Officers	398	0.85%
TC	OTAL NO. OF EMP	PLOYEES COVERED BY COLLECTIVE BARGAINING:	42,430	90.83%

Total Workforce: 46,713

Age distribution of employees in the Executive Branch.



Length of service of employees in the Executive Branch. Numbers do not add up to the total workforce due to unreported service dates.



Five-year projection of the number of employees in the Executive Branch who will be eligible for retirement by the end of fiscal year 2025-2026 (i.e., ending June 30, 2026).

TOTAL NUMBER OF	NUMBER OF EMPLOYEES			MBER OF E		72(4/5/5)7(7)	TOTAL NUMBER	PERCENT OF EXECUTIVE
EMPLOYEES IN THE EXECUTIVE BRANCH	CURRENTLY ELIGIBLE FOR RETIREMENT (FY21)	FY22	FY23	FY24	FY25	FY26	OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2026	BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2026
46,713	6,300	1,225	1,336	1,277	1,337	1,381	13,194*	27.52%

^{*}Assumes no retirements of eligible employees prior to 06/30/2026.

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Number of employees in the personnel system administered by DHRD.

DEPARTMENT	CIVIL SERVICE	EXEMPT	TOTAL	PERCENT OF TOTAL HRD WORKFORCE
ACCOUNTING & GENERAL SERVICES	528	136	664	4.70%
AGRICULTURE	239	29	268	1.90%
ATTORNEY GENERAL	364	258	622	4.40%
BUDGET & FINANCE	175	166	341	2.41%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	102	147	249	1.76%
COMMERCE & CONSUMER AFFAIRS	274	207	481	3.41%
DEFENSE	192	194	386	2.73%
GOVERNOR	0	40	40	0.28%
HAWAIIAN HOME LANDS	61	63	124	0.88%
HEALTH	2,141	280	2,421	17.14%
HI STATE PUBLIC LIBRARIES SYSTEM	444	8	452	3.20%
HUMAN RESOURCES DEVELOPMENT	67	5	72	0.51%
HUMAN SERVICES	1,726	133	1,859	13.16%
LABOR & INDUSTRIAL RELATIONS	383	178	561	3.97%
LAND & NATURAL RESOURCES	703	87	790	5.59%
LIEUTENANT GOVERNOR	0	10	10	0.07%
PUBLIC SAFETY	2,140	87	2,227	15.77%
TAXATION	288	41	329	2.33%
TRANSPORTATION	2,143	85	2,228	15.77%
TOTAL:	11,970	2,154	14,124	100.00%

Gender distribution of employees in the personnel system administered by DHRD. Numbers do not add up to total workforce due to unreported gender.

	TOTAL	FEM	ALE	MA	LE
	NUMBER OF	COUNT OF	SERVENIE	COUNT OF	
DEPARTMENT	EMPLOYEES	EMPLOYEES	PERCENT	EMPLOYEES	PERCENT
ACCOUNTING & GENERAL SERVICES	664	241	36.30%	423	63.70%
AGRICULTURE	268	109	40.67%	159	59.33%
ATTORNEY GENERAL	622	390	62.70%	232	37.30%
BUDGET & FINANCE	341	199	58.36%	142	41.64%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	249	150	60.24%	99	39.76%
COMMERCE & CONSUMER AFFAIRS	481	319	66.32%	162	33.68%
DEFENSE	386	143	37.05%	243	62.95%
GOVERNOR	39	27	69.23%	12	30.77%
HAWAIIAN HOME LANDS	124	80	64.52%	44	35.48%
HEALTH	2,407	1,574	65.39%	833	34.61%
HI STATE PUBLIC LIBRARIES SYSTEM	451	334	74.06%	117	25.94%
HUMAN RESOURCES DEVELOPMENT	72	63	87.50%	9	12.50%
HUMAN SERVICES	1,851	1,301	70.29%	550	29.71%
LABOR & INDUSTRIAL RELATIONS	560	376	67.14%	184	32.86%
LAND & NATURAL RESOURCES	787	296	37.61%	491	62.39%
LIEUTENANT GOVERNOR	10	8	80.00%	2	20.00%
PUBLIC SAFETY	2,226	643	28.89%	1,583	71.11%
TAXATION	329	213	64.74%	116	35.26%
TRANSPORTATION	2,219	635	28.62%	1,584	71.38%
TOTAL:	14,086	7,101	50.41%	6,985	49.59%

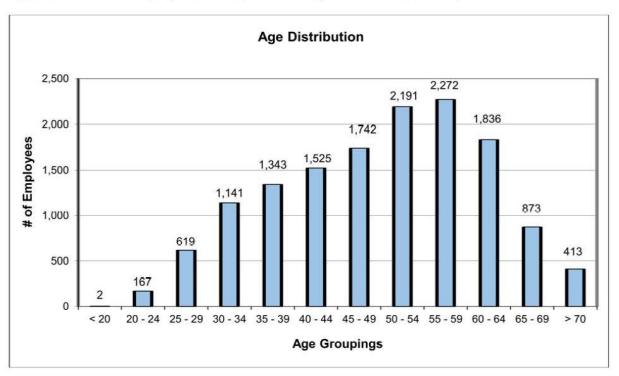
PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by DHRD.

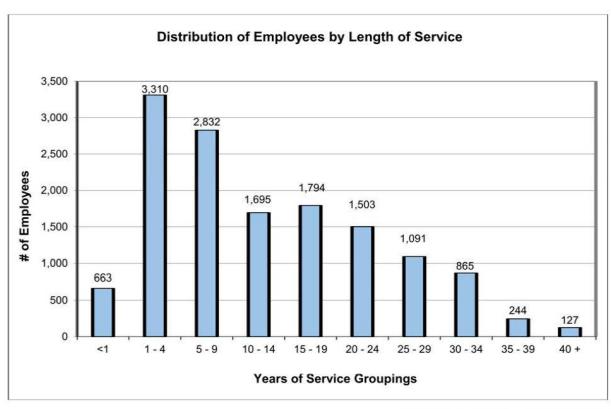
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	1,819	12.88%
02	HGEA	Blue Collar, Supvry	174	1.23%
03	HGEA	White Collar, Non-Supvry	3,269	23.15%
04	HGEA	White Collar, Supvry	207	1.47%
09	HGEA	Registered Professional Nurses	381	2.70%
10	UPW	Institutional, Health and Correctional Workers	1,434	10.15%
11	HFFA	Firefighters	202	1.43%
13	HGEA	Professional & Scientific	4,430	31.37%
14	HGEA	State Law Enforcement Officers	398	2.82%
TC	OTAL NO. OF EMP	PLOYEES COVERED BY COLLECTIVE BARGAINING:	12,314	87.18%

Total Workforce: 14,124

Age distribution of employees in the personnel system administered by DHRD



Length of service of employees in the personnel system administered by DHRD.



PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Five-year projection of the number of employees in the personnel system administered by DHRD who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY21)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF	PERCENT OF DEPARTMENTAL
DEPARTMENT			FY22	FY23	FY24	FY25	FY26	EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2026	WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2026
ACCOUNTING & GENERAL SERVICES	664	134	25	25	26	19	22	251	37.80%
AGRICULTURE	268	48	13	12	3	5	5	86	32.09%
ATTORNEY GENERAL	622	136	24	13	23	24	19	239	38.42%
BUDGET & FINANCE	341	42	7	5	16	9	8	87	25.51%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	249	59	8	8	6	7	8	96	38.55%
COMMERCE & CONSUMER AFFAIRS	481	66	9	19	15	19	16	144	29.94%
DEFENSE	386	42	4	8	11	8	14	87	22.54%
GOVERNOR	40	4	1	0	0	1	1	7	17.50%
HAWAIIAN HOME LANDS	124	29	4	2	4	6	0	45	36.29%
HEALTH	2,421	399	63	81	63	70	85	761	31.43%
HI STATE PUBLIC LIBRARIES SYSTEM	452	91	10	17	14	21	14	167	36.95%
HUMAN RESOURCES DEVELOPMENT	72	17	6	4	3	3	1	34	47.22%
HUMAN SERVICES	1,859	273	63	78	65	69	50	598	32.17%
LABOR & INDUSTRIAL RELATIONS	561	81	20	19	14	15	10	159	28.34%
LAND & NATURAL RESOURCES	790	119	31	25	22	26	19	242	30.63%
LIEUTENANT GOVERNOR	10	0	0	0	0	0	1	1	10.00%
PUBLIC SAFETY	2,227	398	70	58	72	76	84	758	34.04%
TAXATION	329	52	13	12	11	16	10	114	34.65%
TRANSPORTATION	2,228	407	64	88	89	82	80	810	36.36%
TOTALS:	14,124	2,397	435	474	457	476	447	4,686*	33.18%

^{*}Assumes no retirements of eligible employees prior to 06/30/2026.

DOE's workforce includes three groups of employees—civil service and exempt employees, support services personnel, and teachers and educational officers.

Total Workforce	21,581	100%
Civil Service & Exempt	5,181	24%
Support Services Personnel	2,809	13%
Teachers & Educational		
Officers	13,591	63%

Gender distribution of employees in the personnel system administered by the DOE. Numbers do not add up to total workforce due to unreported gender.

Gender Distribution	21,559	100%
Female	15,676	73%
Male	5,883	27%

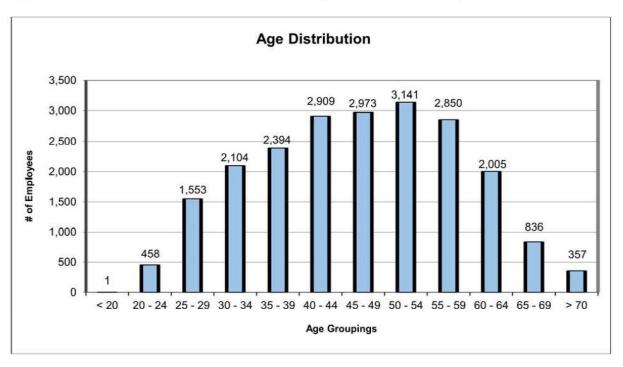
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by the DOE.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	1,942	9.00%
02	HGEA	Blue Collar, Supvry	238	1.10%
03	HGEA	White Collar, Non-Supvry	4,313	19.99%
04	HGEA	White Collar, Supvry	268	1.24%
05	HSTA	BOE Teachers	12,364	57.29%
06	HGEA	BOE Educational Officers	925	4.29%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	25	0.12%
13	HGEA	Professional & Scientific	1,008	4.67%
тот	AL NUMBER OF EM	IPLOYEES COVERED BY COLLECTIVE BARGAINING:	21,085	97.70%

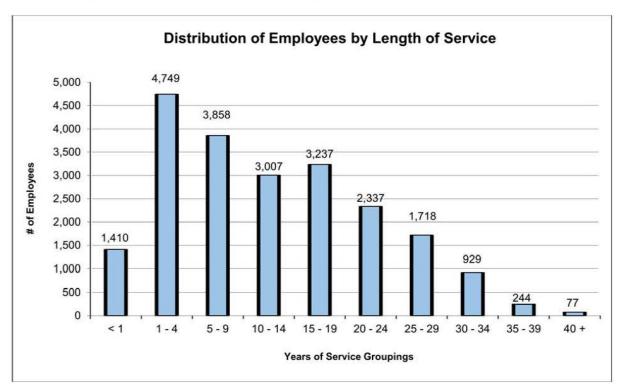
Total Workforce: 21,581

Due to rounding of percentages, the sum of the individual percentages does not equal 97.70%.





Length of service of employees in the personnel system administered by the DOE. Numbers do not add up to the total workforce due to unreported service dates.



Five-year projection of the number of employees in the personnel system administered by the DOE who will be eligible for retirement by the end of fiscal year 2025-2026 (i.e., ending June 30, 2026).

	TOTAL NUMBER OF				MBER OF E		TOTAL NUMBER OF EMPLOYEES	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2026	
DEPARTMENT OF EDUCATION	EMPLOYEES IN THE DOE WORKFORCE	CURRENTLY ELIGIBLE FOR RETIREMENT (FY21)	FY22	FY23	FY24	FY26	FY26	ELIGIBLE FOR RETIREMENT BY 06/30/2026	ELIGIBLE TO RETIRE BY
CIVIL SERVICE & EXEMPT	5,181	714	172	140	185	168	155	1,534	29.61%
SUPPORT SERVICES PERSONNEL	2,809	376	66	84	77	92	73	768	27.34%
CERTIFICATED	13,591	1,366	317	342	310	358	441	3,134	23.06%
TOTALS.	21,581	2,456	555	566	572	618	669	5,436°	25.19%

^{*}Assumes no retirements of eligible employees prior to 06/30/2026.

The University of Hawaii workforce includes six groups of employees—administrative, professional and technical staff; civil service and exempt employees; executive/managerial; faculty; graduate assistants; and lecturers.

Workforce	8,326	100%
		52
Administrative, Professional &		
Technical Staff	2,443	29.3%
Civil Service & Exempt*	1,112	13.4%
Executive/Managerial	213	2.6%
Faculty	3,249	39.0%
Graduate Assistants**	1,309	15.7%
Lecturers	***	0.0%

^{*}UH's civil service and exempt employees are included in the UH personnel data system but are employed pursuant to DHRD policies and procedures.

Gender distribution of employees in the personnel system administered by the University of Hawaii. Includes some Lecturers not included in Workforce total.

Gender Distribution	8,432	100%
Female	4,558	54%
Male	3,874	46%

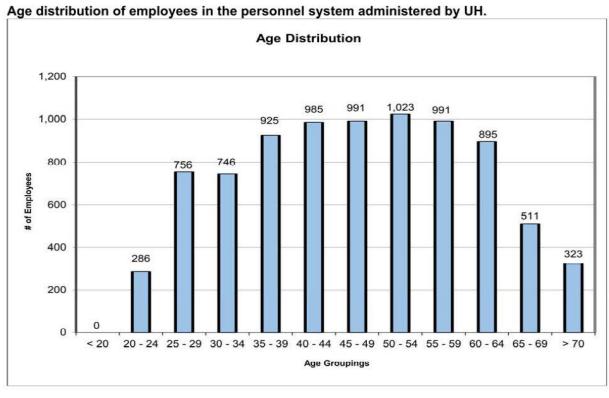
^{**}Graduate assistants are full-time graduate students in degree granting programs working as non-permanent, part-time teaching or research assistants.

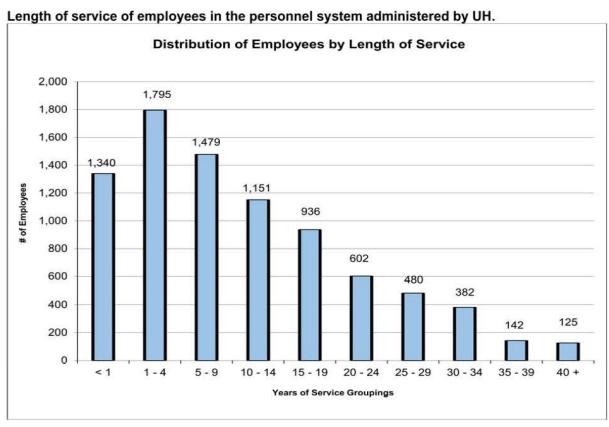
^{***}The University of Hawaii employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30. However, during the academic school year, lecturers are a significant part of UH's workforce.

Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	485	5.83%
02	HGEA	Blue Collar, Supvry	13	0.16%
03	HGEA	White Collar, Non-Supvry	514	6.17%
04	HGEA	White Collar, Supvry	41	0.49%
07	UHPA	Faculty	3,158	37.93%
08	HGEA	Administrative, Professional, & Technical	2,313	27.78%
09	HGEA	Registered Prof'l Nurses	9	0.11%
10	UPW	Institutional, Health and Correctional Workers	2	0.02%
TOTAL NUM	BER OF EMPLOY	EES COVERED BY COLLECTIVE BARGAINING:	6,535	78.49%

Total Workforce: 8,326





Five-year projection on the number of employees in the personnel system administered by UH who will be eligible for retirement by the end of fiscal year 2025-2026 (i.e., ending June 30, 2026).

	TOTAL NUMBER	NUMBER OF EMPLOYEES		CTED NUM AIN FULL R				TOTAL NUMBER	PERCENT OF THE
UNIVERSITY OF HAWAII	OF EMPLOYEES IN THE UH WORKFORCE*	CURRENTLY ELIGIBLE FOR RETIREMENT (FY21)	FY22	FY23	FY24	FY25	FY26	OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2026	UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2026
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,443	314	56	44	65	61	55	595	24.36%
CIVIL SERVICE & EXEMPT	1,112	265	33	43	44	35	39	459	41.28%
EXECUTIVE/ MANAGERIAL	213	55	4	5	15	9	3	91	42.72%
FACULTY	3,249	633	75	77	68	84	69	1,006	30.96%
TOTALS:	7,017	1,267	168	169	192	189	166	2,151*	30.65%

^{*}Graduate Assistants are not eligible for retirement benefits. As a result, they are not included in this analysis. **Assumes no retirements of eligible employees prior to 06/30/2026.

HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

Number of employees in the personnel system administered by HHSC.

Total Workforce	2,682	100%
Civil Service	2,557	95%
Exempt	125	5%

Gender distribution of employees in the personnel system administered by the HHSC.

Gender Distribution	2,682	100%
Female	2,019	76%
Male	663	24%

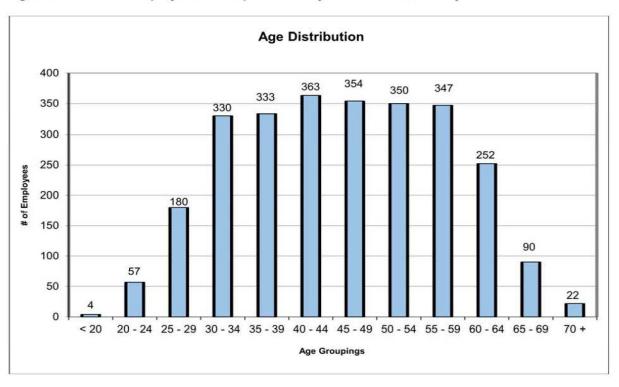
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by HHSC.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	353	13.16%
02	HGEA	Blue Collar, Supvry	16	0.60%
03	HGEA	White Collar, Non-Supvry	388	14.47%
04	HGEA	White Collar, Supvry	17	0.63%
09	HGEA	Registered Prof'l Nurses	788	29.38%
10	UPW	Institutional, Health and Correctional Workers	636	23.71%
13	HGEA	Professional & Scientific	298	11.11%
TOTAL NUMBE	R OF EMPLOYEES	S COVERED BY COLLECTIVE BARGAINING:	2,496	93.06%

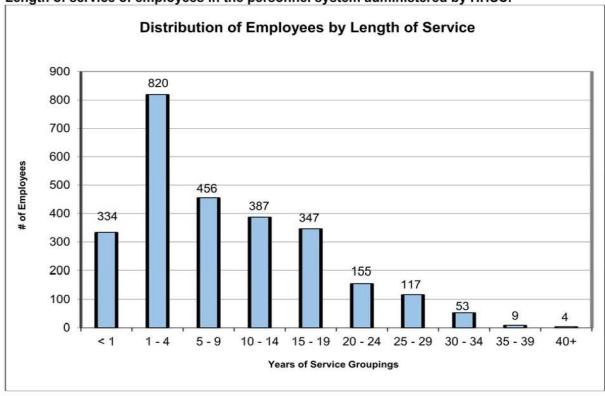
Total Workforce: 2,682

Due to rounding of percentages, the sum of the individual percentages does not equal 93.06%.

Age distribution of employees in the personnel system administered by HHSC.



Length of service of employees in the personnel system administered by HHSC.



HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

Five-year projection on the number of employees in the personnel system administered by HHSC who will be eligible for retirement by the end of fiscal year 2025-2026 (i.e., ending June 30, 2026).

TOTAL NUMBER	NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY						TOTAL NUMBER	PERCENT OF HHSC
OF EMPLOYEES IN THE HHSC WORKFORCE	CURRENTLY ELIGIBLE FOR RETIREMENT (FY21)	FY22	FY23	FY24	FY25	FY26	OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2026	WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2026
2,557	167	42	82	69	50	55	465	18.19%
125	13	2	5	5	9	4	38	30.40%
2,682	180	44	87	74	59	59	503*	18.75%

^{*}Assumes no retirements of eligible employees prior to 06/30/2026.