

EEOP Short Form



Wed Apr 16 11:22:31 EDT 2008

Step 1: Introductory Information

Grant Title:	CA Methamphetamine Strategy (CALMS)	Grant Number:	2006CKWX0437
Grantee Name:	CALIFORNIA DOJ	Award Amount:	\$1,480,842.00
Grantee Type:	State Government Agency		
Address:	1300 I Street Sacramento, California 95814		
Contact Person:	Sue Johnsrud	Telephone #:	916-324-4404
Contact Address:	1300 I Street Sacramento, California 95814		
DOJ Grant Manager:	Sue Johnsrud	DOJ Telephone #:	916-324-4404

Grant Title:	CA Methamphetamine Strategy (CALMS)	Grant Number:	2005CKWX0399
Grantee Name:	California DOJ	Award Amount:	\$1,479,965.00
Grantee Type:	State Government Agency		
Address:	1300 I Street Sacramento, California 95814		
Contact Person:	Sue Johnsrud	Telephone #:	916-324-4404
Contact Address:	1300 I Street Sacramento, California 95814		
DOJ Grant Manager:	Sue Johnsrud	DOJ Telephone #:	916-324-4404

Grant Title:	CA Methamphetamine Strategy (CALMS)	Grant Number:	2004CKWX0030
Grantee Name:	California DOJ	Award Amount:	\$2,968,432.00
Grantee Type:	State Government Agency		
Address:	1300 I Street Sacramento, California 95814		
Contact Person:	Sue Johnsrud	Telephone #:	916-324-4404
Contact Address:	1300 I Street Sacramento, California 95814		

DOJ Grant Manager: Sue Johnsrud DOJ Telephone #: 916-324-4404

Grant Title: Western States Information Network (WSIN) Grant Number: 2005RSCX0004

Grantee Name: California DOJ Award Amount: \$17,402,156.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud DOJ Telephone #: 916-324-4404

Grant Title: Western States Regional Training Center (WSRTC) Grant Number: 2003CKWX0263

Grantee Name: California DOJ Award Amount: \$1,000,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud DOJ Telephone #: 916-324-4404

Grant Title: Western States Regional Training Center (WSRTC) Grant Number: 2002CKWX0371

Grantee Name: California DOJ Award Amount: \$1,510,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud Telephone #: 916-324-4404

Contact Address: 1300 I Street
CA, California

95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Building DNA Capacity
Enhancement III

Grant Number: 2006DNBXX146

Grantee Name: California DOJ

Award Amount: \$972,915.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: CA Criminal History Improvement
Program (NCHIP)

Grant Number: 2007RUBXX017

Grantee Name: California DOJ

Award Amount: \$550,000.00

Grantee Type: State Government Agency

Address: 1300 J Steet
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: CA Criminal History Improvement
Program (NCHIP)

Grant Number: 2006RUBXX022

Grantee Name: California DOJ

Award Amount: \$900,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: CA Criminal History Improvement Program (NCHIP) **Grant Number:** 2004RUBXK043

Grantee Name: California DOJ **Award Amount:** \$3,347,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: CLIP/LIMS **Grant Number:** 2004LPCX0010

Grantee Name: Californina DOJ **Award Amount:** \$1,987,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-3886

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: Convicted Offender InHouse III **Grant Number:** 2006DNBXX239

Grantee Name: California DOJ **Award Amount:** \$756,297.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: CURES 2007 **Grant Number:** 2007PMBX0023

Grantee Name: California DOJ **Award Amount:** \$400,000.00

Grantee Type: State Government Agency

Address: 1300 J Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: CURES 2006 **Grant Number:** 2006PMBX0013

Grantee Name: California DOJ **Award Amount:** \$400,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:**

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Dielectrophoretic Separation **Grant Number:** 2005DABXK001

Grantee Name: California DOJ **Award Amount:** \$205,407.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street

Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: DNA Backlog Capacity **Grant Number:** 2007DNBXX065

Grantee Name: California DOJ **Award Amount:** \$876,693.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: Forensic Casework DNA Backlog **Grant Number:** 2005DNBXX060
Reduction II

Grantee Name: California DOJ **Award Amount:** \$622,144.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: Forensic Casework DNA Backlog **Grant Number:** 2004DNBXX061
Reduction I

Grantee Name: California DOJ **Award Amount:** \$1,065,583.00

Grantee Type: State Government Agency

Address: 1300 J Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Gang Suppression Enforcement
Teams (GSET)

Grant Number: 2006DDBX0336

Grantee Name: California DOJ

Award Amount: \$987,228.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: GSET/VCDER

Grant Number: 2007DDBX0643

Grantee Name: California DOJ

Award Amount: \$1,650,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Prescription Drug RXNET/CURES I
& II

Grant Number: 2003DDBX1005

Grantee Name: California DOJ

Award Amount: \$887,745.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Safe from the Start **Grant Number:** 2005JLFX0089

Grantee Name: California DOJ **Award Amount:** \$739,982.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Single Point Information (SPICES) **Grant Number:** 2003CKWX0105

Grantee Name: California DOJ **Award Amount:** \$2,980,500.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud

DOJ Telephone #: 916-324-4404

Grant Title: Target **Grant Number:** 2004DDBX1434

Grantee Name: California DOJ **Award Amount:** \$2,968,432.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud

Telephone #: 916-324-4404

Contact Address: 1300 I Street

Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: Polynomial Texture Mapping (PTM) **Grant Number:** 2004IJCXK008

Grantee Name: California DOJ **Award Amount:** \$128,802.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Grant Title: CA Methamphetamine Strategy (CALMS) **Grant Number:** 2003CKWX0065

Grantee Name: California Department of Justice **Award Amount:** \$3,974,000.00

Grantee Type: State Government Agency

Address: 1300 I Street
Sacramento, California
95814

Contact Person: Sue Johnsrud **Telephone #:** 916-324-4404

Contact Address: 1300 I Street
Sacramento, California
95814

DOJ Grant Manager: Sue Johnsrud **DOJ Telephone #:** 916-324-4404

Policy Statement:

The Department of Justice (Department) actively and affirmatively pursues a course of equal employment opportunity by building and maintaining a workforce with high standards and expectations for excellence, and accurately reflects the diversity of the state and the public it serves. State and federal laws require a commitment to equal employment opportunity and a workplace that is free from any form of unlawful discrimination, including harassment and retaliation. Accordingly, the following policies and procedures govern our Department.

* The Equal Employment Rights & Resolution Office (EER&R) has statewide responsibility for administering the Department's efforts to carry out the Equal Employment Opportunity (EEO) Program, including reviewing employment policies, monitoring the selection process, recommending changes, and providing advice to executive staff, managers and supervisors on important and sensitive issues which may have equal employment opportunity considerations.

* Unlawful discrimination or harassment, whether intentional or unintentional, is a violation of the civil rights of California citizens. The Department has a "Zero Tolerance" policy for all such behavior.

* Department hiring and promotional practices, without exception, shall ensure equal employment opportunity. This commitment is achieved through policies and practices of recruitment designed to broaden the pool of potential applicants. The Department's division chiefs and directors, hiring managers and supervisors are directly responsible for implementing the Department's EEO Program. Moreover, hiring managers and supervisors are responsible for maintaining work environments free from any form of unlawful discrimination, including harassment and retaliation.

Step 4b: Narrative Underutilization Analysis

In our Department we consider an underutilization for any gender or racial group of 5% or greater to be significant. Therefore, upon review of the eight Job Categories we find the following Underutilizations:

Officials/Administrators--There are no Underutilized groups of 5% or more.

Professionals--There are no Underutilized groups of 5% or more.

Technicians--There are three Underutilized groups of significance; White males at -16%, Hispanic males at -5% and Asian males at -5%.

Protective Sworn-There is one Underutilized group in this category which is African American males at -6%.

Protective Unsworn-There are only 9 individuals in this category and therefore the Underutilizations are insignificant.

Administrative Support-There are two Underutilized groups; White males at -6% and Hispanic males at -5%.

Skilled Craft-There are only 20 individuals in this category, however, there is one Underutilized group which is Hispanic males at -20%.

Service/Maintenance-This is a small group of 41 individuals with an Underutilization for three groups. They are, White males at -14%, Hispanic males at -26% and Asian males at -5%.

Step 5 & 6: Objectives and Steps

1. Identify the reasons for the Underutilization for males in the Technicians category and any possible barriers to entry.

- a. We will review the application process to determine whether significant numbers of applications are being received, from males, for available positions in this category. We currently collect "Bottom Line Hiring" data for all positions advertised in this category so a review of this data will provide an indication as to whether or not the Department is receiving a representative number of applications from males. These "Bottom Line Hiring" summaries will also allow us to determine how many of these applicants eventually reach the interview process.
- b. We will perform a review of all twenty five jobs listings in the Technician classification to determine specific types of positions which may have created this Underutilization. Additionally, there are some job types, in the Technician classification, which have historically been predominately female. We will conduct a review of each classification to determine factors that have created this situation.
- c. In an effort to reach the largest and most diverse candidate pool possible, the Department has initiated a variety of open testing opportunities in this classification. Open testing will be advertised using the California State Personnel Board website for the following positions in 2007: Criminalist, Criminalist Supervisor(twice), Latent Print Analyst, Criminalist(twice), Senior Criminalist(twice), and Criminalist Manager. These tests will be "open" in an effort to create the most diverse candidate pool possible.
- d. Traditionally, recruiting a diverse candidate pool of Technicians has been difficult due the minimum requirements for the position. The Department requires a college degree in the "hard sciences" to qualify for entry into this classification. This along with the low entry salaries for technicians creates a very narrow group of qualified individuals in these classifications.

2. Determine if barriers exist to African Americans in the Protective Services Sworn Category.

- a. We will conduct a review of applications received and accepted as well as those applicants who have progressed to the interview process, in an effort to determine whether barriers exist in the hiring of African Americans in this classification. This will be done using our "Bottom Line Hiring" data collection system which tracks incoming

applications, their acceptance or rejection, whether the applicants pass required testing as well as whether they progress to the hiring interview. This data will be reviewed in detail to determine the reason for Underutilization of African American males.

3. Review the job Classifications in the Administrative Support category to determine if there are entry barriers for Hispanic and White males.

- a. We currently have open examinations for the Legal Secretary classification taking place a minimum of six times a year. All exams are open and intended to create a diverse candidate pool. This is the most aggressive recruitment effort we have in the Department. Additionally, we will review our recruitment procedures to determine if changes are required to increase the number of qualified White and Hispanic male applicants.
- b. Most of this category is comprised of legal support staff a class which has traditionally been heavily dominated by females. The job classification in which the greatest underrepresentation occurs is Legal Secretary. We will complete a review using the "Bottom Line Hiring" data system to determine if our recruiting effort directed toward White and Hispanic males is sufficient.
- c. The department maintains an aggressive effort to recruit a diverse group of candidates for legal support staff. This effort has four components: internet job postings, print advertising, maintaining contact with relevant professional organizations and open examinations. Additionally, the Department's Recruitment and Retention Unit, (R&R), maintains a policy of contacting relevant organizations, via e-mail, requesting that they circulate examination information to their membership. These Organizations include: Legal Secretaries Incorporated, and the California Association of Paralegal Affiliates (CAPA). Also, R&R maintains contact with relevant schools/colleges with legal secretary/paralegal programs. We will review the processes listed above to determine if we are reaching these underutilized groups.
- d. This job category is an especially difficult area in which to attract a diverse group of candidates. In the larger metropolitan areas, our ability to recruit in the Legal Secretary field is made extremely difficult due to salary competition from private employers. We will continue to conduct open testing in an attempt to attract the most diverse candidate pool available.

4. We will examine the Skilled Craft category to see if there are any barriers preventing the entry of Hispanic males

- a. This category is very small and consists of only 16 individuals. There is, however, a twenty percent underutilization of Hispanic males, which we will review using hiring data to determine if sufficient applications are being submitted and whether any barriers exist in the hiring process.

5. In our Service/Maintenance we must review policy and outreach to determine the reasons for the significant shortfall of males in this category.

- a. This category is predominately female and consists of job classes which primarily manage property sites for the Department. The Department will conduct a review of recent hiring data as well as historic hiring practices to determine if progress is being made in the recruitment of White, Hispanic and Asian males.

Step 7a: Internal Dissemination

The Department of Justice's Equal Employment Rights and Resolution Offices' Director will upon the review and approval of the EEO Plan, implement the following:

- * Post the EEO Plan on the Department's Intranet web site so that it is available for review by all employees.
- * Disseminate the approved EEO Plan to all Department Division Chiefs. The Department Division Chiefs will inform divisional staff of the EEO Plan, advising them that the EEO Plan is also available for their review on the Departmental Intranet web site.
- * Convey EER&R Program policies to Division Chiefs who will ensure manager and supervisor implementation.
- * Convey manager/supervisor's responsibilities in preventing discrimination and ensure compliance with new policy requirements regarding compliance reporting and mandatory training.

* Report to the Attorney General, manager/supervisor implementation of program via statistics to identify potential barriers in examination, selection and during employment.

Step 7b: External Dissemination

A complete copy of the Department's EEOP will be made available to all persons outside the Department. This will be accomplished by posting the Plan on the Department's public website at www.ag.ca.gov. The EEO Plan will be located in the Equal Employment Rights & Resolution, "EER&R", section of the California Attorney General's web site which contains the Department's employment policy information.

*

Utilization Analysis Chart
Relevant Labor Market: California

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	97/47%	18/9%	4/2%	0/0%	9/4%	1/0%	3/1%	57/28%	9/4%	2/1%	0/0%	4/2%	2/1%	1/0%
CLS #/%	968,410/42%	189,795/8%	48,075/2%	5,245/0%	155,370/7%	2,950/0%	23,215/1%	589,775/26%	139,040/6%	51,985/2%	4,550/0%	101,075/4%	2,425/0%	13,540/1%
Utilization #/%	5%	0%	-0%	-0%	-2%	0%	0%	2%	-2%	-1%	-0%	-2%	1%	-0%
Professionals														
Workforce #/%	461/36%	44/3%	21/2%	2/0%	61/5%	13/1%	17/1%	462/36%	62/5%	30/2%	1/0%	82/6%	8/1%	10/1%
CLS #/%	1,030,045/34%	148,090/5%	63,930/2%	5,290/0%	255,440/8%	2,585/0%	24,420/1%	988,015/32%	183,810/6%	91,605/3%	6,805/0%	223,490/7%	2,830/0%	21,340/1%
Utilization #/%	2%	-1%	-0%	-0%	-4%	1%	1%	4%	-1%	-1%	-0%	-1%	1%	0%
Technicians														
Workforce #/%	54/10%	23/4%	23/4%	1/0%	20/4%	16/3%	4/1%	124/24%	84/16%	71/14%	2/0%	56/11%	33/6%	4/1%
CLS #/%	83,445/27%	28,670/9%	9,360/3%	640/0%	29,165/9%	570/0%	3,000/1%	82,695/27%	27,125/9%	14,190/5%	1,085/0%	28,255/9%	585/0%	3,070/1%
Utilization #/%	-16%	-5%	1%	-0%	-5%	3%	-0%	-2%	8%	9%	0%	2%	6%	-0%
Protective Services: Sworn														
Workforce #/%	240/50%	94/20%	18/4%	1/0%	30/6%	14/3%	5/1%	45/9%	16/3%	5/1%	0/0%	5/1%	2/0%	5/1%
CLS #/%	133,515/47%	51,590/18%	27,730/10%	1,990/1%	14,320/5%	975/0%	4,105/1%	26,115/9%	11,130/4%	10,185/4%	555/0%	2,170/1%	270/0%	780/0%
Utilization #/%	3%	2%	-6%	-0%	1%	3%	-0%	0%	-1%	-3%	-0%	0%	0%	1%
Protective Services: Non-sworn														
Workforce #/%	3/33%	3/33%	0/0%	0/0%	1/11%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/11%
Civilian Labor Force #/%	4,365/33%	1,335/10%	520/4%	85/1%	225/2%	30/0%	170/1%	4,065/30%	1,550/12%	570/4%	55/0%	280/2%	4/0%	120/1%
Utilization #/%	1%	23%	-4%	-1%	9%	11%	-1%	-30%	-12%	-4%	-0%	-2%	-0%	10%
Administrative Support														
Workforce #/%	306/12%	92/4%	61/2%	3/0%	118/5%	50/2%	12/0%	871/34%	413/16%	226/9%	11/0%	176/7%	158/6%	35/1%
CLS #/%	715,295/18%	338,360/9%	92,765/2%	6,025/0%	165,335/4%	5,015/0%	27,390/1%	1,386,390/35%	648,805/17%	194,500/5%	15,900/0%	262,105/7%	10,085/0%	41,740/1%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Utilization #/%	-6%	-5%	0%	-0%	0%	2%	-0%	-1%	-0%	4%	0%	0%	6%	0%
Skilled Craft														
Workforce #/%	9/56%	2/12%	0/0%	0/0%	2/12%	2/12%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	664,630/48%	446,490/32%	48,055/3%	8,785/1%	82,395/6%	4,440/0%	21,010/2%	40,110/3%	34,385/2%	5,510/0%	755/0%	23,715/2%	570/0%	1,885/0%
Utilization #/%	8%	-20%	-3%	-1%	7%	12%	-2%	3%	-2%	-0%	-0%	-2%	-0%	-0%
Service/Maintenance														
Workforce #/%	2/5%	2/5%	1/2%	0/0%	0/0%	1/2%	0/0%	20/49%	8/20%	4/10%	0/0%	1/2%	2/5%	0/0%
CLS #/%	811,010/19%	1,302,185/31%	135,915/3%	14,150/0%	203,035/5%	8,230/0%	36,690/1%	591,835/14%	772,540/18%	101,385/2%	10,370/0%	191,380/5%	5,800/0%	25,665/1%
Utilization #/%	-14%	-26%	-1%	-0%	-5%	2%	-1%	35%	1%	7%	-0%	-2%	5%	-1%

I understand the regulatory obligation under 28 C.F.R. 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

[signature]

[title]

[date]