

MWD

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Boren E. Duff 9-16
Executive Secretary

March 31, 1992

To: Board of Directors (Organization and Personnel Committee--
Information)

From: General Manager

Subject: Semiannual Report on Equal Employment Opportunity

Report

This semiannual report summarizes the equal employment opportunity efforts of the District for the period July 23, 1991 through January 22, 1992, and is presented pursuant to Administrative Code Section 6304. The attached Affirmative Action Plan Implementation Schedule highlights activities completed in accordance with the District's Affirmative Action Plan during this period. The attached tables and graphs illustrate the makeup of the District's work force, with emphasis on minority and/or female employment and advancement.

The six-month reporting period ending January 22, 1992 shows a total of 702 professionals in the District, including 59 Blacks and 124 Asians, an increase of 13.4 percent and 11.7 percent respectively. There have been continued efforts to increase the representation of Blacks and Asians in professional classifications in accordance with the District's Affirmative Action Plan dated September 2, 1991. A comprehensive statistical analysis will be reported to the Board after targeting procedures have been fully implemented.

There are three cases pending before the State of California Department of Fair Employment and Housing (DFEH) and/or the U.S. Equal Employment Opportunity Commission (EEOC) which have been filed by District employees. During this reporting period, the District received three favorable determinations from DFEH and EEOC on cases filed against the District alleging discrimination.

Complaint activity includes 39 complaint inquiries, 27 employees counselled, 18 supervisors/managers assisted, 2 complaints filed with regulatory agencies, 3 investigations completed, and 3 cases closed.

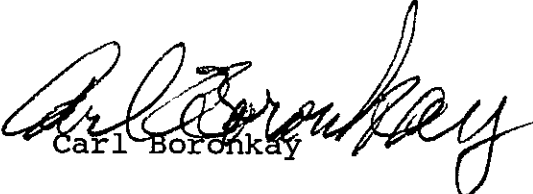
A statistical analysis of personnel activities shows new hires consisted of 30.6 percent minority and 22.3 percent female employees. Of the 83 positions awarded through job postings, 42.2 percent minorities and 34.9 percent females were selected. A total of 135 positions were filled through promotions, including 43.0 percent minorities and 34.1 percent females. There were a total of 103 terminations, including 48.5 percent minorities and 35.0 percent females.

Board Committee Assignment

This letter was referred for information to the Organization and Personnel Committee because of its authority to study, advise and make recommendations with regard to equal employment opportunity and affirmative action, pursuant to Administrative Code Section 2471(d).

Recommendation

For information only.


Carl Boronkay

DD:sdv
attachments
a:Semil-92

AFFIRMATIVE ACTION PLAN IMPLEMENTATION SCHEDULE

| Action Step | Ref | Due Date | Who | Completion Status |
|--|-------------------|----------------------|-----------------------|-------------------|
| Evaluate Department Heads on implementing Plan | 3.1 | Annually | Board | |
| Inform supervisors and managers of purpose and content of Plan | 3.2 | 3/92 | GM | |
| Update Plan | 3.2 | As needed | EEOO | 9/91 |
| Report to Board on EEO efforts | 3.2 | March September | EEOO | 11/91 4/92 |
| Evaluate Assistant General Managers on implementing Plan | 3.2 | Annually | GM | |
| Ensure evaluation of Division Heads and supervisory staff on Plan efforts | 3.5 | Annually | AGMs | |
| Inform AGMs, Department Heads, & Division Heads of Plan activities & progress | 3.3 | March September | MJM | |
| Analyze applicant flow statistics | 3.4 | March | EEOO | 3/92 |
| Complete semiannual statistical reports of personnel activities, District achievements & Plan progress; report to AGM & GM | 6.1 6.2 6.3 | March September | EEOO | 3/92 |
| Present EEO semi-annual reports to EEO Committee | 3.4 | March September | EEOO | 11/91 |
| Display AA Policy Statements | 3.4 4.2 | 4/92 | EEOO | Work in progress |
| Monitor and document hiring and promotional decisions | 3.6 | On-going | AGMs Div. Heads | |
| Present Plan and policies at management meetings & employee orientations | 4.2 | On-going | EEOO | |
| Communicate existence of Plan & elements of Plan to employees | 4.2 | On-going | EEOO | 11/91 |
| Advise managers & supervisors of Plan implementation responsibilities | 4.2 | 11/91 | EEOO | 11/91 |
| Distribute copy of Division VI, chapter 3, Article 1, Section 6300 of Administration Code to Managers & supervisors | 4.2 | 11/91 | EEOO | 11/91 |
| Meet & confer with employee organizations to obtain nondiscrimination clause in memos of understanding | 4.2 | June 1992 1993 | ERO | |
| Inform EEO-related groups & colleges of AA Policies | 4.2 | On-going | EEOO HR | |
| Notify recruitment sources of EEO commitment | 4.2 | March | EEOO | 3/92 |
| Maintain records on applicant flow, job offers, hires, terminations, promotions, transfers | 6.2 | 2/92 | HR | |
| Maintain ethnic/gender data for each stage of selection process | 6.2 | 2/92 | HR | |

| Action Step | Ref | Due Date | Who | Completion Status |
|---|----------------|----------------------------------|------------|------------------------------------|
| Review & update recruitment & referral sources | 9.1.1 | On-going | EEOO HR | |
| Track & effectively use applicant sources | 9.1.1 | On-going | EEOO HR | |
| Provide interviewing panels with EEO orientation | 9.1.2 | 1/92 | HR | |
| Provide EEO training for managers & supervisors & employees | 9.1.4 9.2.3 | Develop program schedule by 5/92 | EEOO | Developing program with Consultant |
| Post anti-discriminatory notices | 9.1.5 | On-going | EEOO | Done |
| Provide guidelines on use of "targets" | 9.2 | 6/92 | EEOO | Work in progress (PSI) |
| Develop and implement procedures for "targeting" Blacks & Asians for professional jobs | 9.2.5 | 6/92 | EEOO | Work in progress (PSI) |
| Cumulatively monitor hiring rates for professional jobs | 9.2.5 | March | EEOO | 3/92 |
| Conduct annual applicant flow analyses | 9.2.5 | 7/92 | EEOO | Work in progress (PSI) |
| Establish & maintain file of qualified minority & female applicants | 9.2.1 | 6/92-20% 12/92-50% | HR | |
| Identify options to improve & increase recruitment & applicant flow of minority & female applicants | 9.1.2 9.2.1 | 6/92 | EEOO | |
| Develop & implement Job Specific Application Blanks | 9.2.5 | Start 12/92 | HR | |
| Develop & implement procedures to retain numerical scores of all candidates interviewed | 9.2.5 | 2/92 | HR | |
| Develop & implement program to validate selection process | 9.2.5 | On-going | HR | |
| Encourage minority & female employees to refer applicants | 9.2.1 | On-going | EEOO HR | |
| Develop & implement procedures to include EEO Advisory Committee in targeted recruitment efforts | 9.2.1 | 6/92 | EEOO | |
| Develop & implement procedures for documenting hiring decisions | 9.2.1 | 6/92 | EEOO | |
| Implement procedures for exit reports & interviews | 9.2.1 | 4/92 | EEOO | |
| Develop, implement & communicate to employees discrimination complaint process | 9.2.1 | On-going | EEOO | 6/90 |

TABLE 1
 WORK FORCE ANALYSIS INCUMBENT PROFILE
 PERMANENT EMPLOYEES
 SIX MONTH COMPARISON

| CATEGORY | NUMBER | PERCENTAGE | |
|------------------|---------|------------|---------|
| | 1/22/92 | 1/22/92 | 7/20/91 |
| TOTAL EMPLOYEES | 1985 | | |
| MALES | 1584 | 79.8% | 80.0% |
| FEMALES | 401 | 20.2% | 20.0% |
| TOTAL MINORITIES | 650 | 32.7% | 33.0% |
| BLACK | 160 | 8.1% | 8.0% |
| HISPANIC | 262 | 13.2% | 13.0% |
| ASIAN | 207 | 10.4% | 10.0% |
| NATIVE AMERICAN | 21 | 1.1% | 1.0% |

TABLE 2
 MWD WORK FORCE ANALYSIS
 EIGHTEEN YEAR COMPARISON
 PERMANENT EMPLOYEES
 JANUARY 22, 1992

| CATEGORY | 1974 | 1992 |
|------------------|-------|-------|
| TOTAL EMPLOYEES | 1399 | 1985 |
| MALES | 90.0% | 79.8% |
| FEMALES | 10.0% | 20.2% |
| TOTAL MINORITIES | 13.3% | 32.7% |
| BLACK | 2.2% | 8.1% |
| HISPANIC | 7.5% | 13.2% |
| ASIAN | 3.3% | 10.4% |
| NATIVE AMERICAN | 0.3% | 1.1% |

TABLE 3
MWD WORK FORCE ANALYSIS
EEO-4 CATEGORY BY SALARY
JANUARY 18, 1992

| EEO-4 CATEGORY | ANNUAL SALARY (000's) | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | | |
|------------------------------|-----------------------------|-----------|----|-------|----|----------|----|-------|----|--------------------|----|-------|----|---|
| | | M | F | M | F | M | F | M | F | M | F | M | F | |
| OFFICIALS/ ADMINISTRATORS | 0.1 - 15.0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 20.0 - 24.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 25.0 - 32.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 33.0 - 42.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 43.0 - 49.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 50.0 - 59.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 60.0 - 66.9 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| | 67.0 - 76.9 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| | 77.0 - 88.9 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 1 |
| 89.0 - PLUS | 22 | 1 | 1 | 0 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 25 | 3 | |
| PROFESSIONAL | 0.1 - 15.0 | 5 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 20.0 - 24.9 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| | 25.0 - 32.9 | 2 | 1 | 1 | 13 | 1 | 6 | 1 | 3 | 0 | 1 | 5 | 24 | |
| | 33.0 - 42.9 | 15 | 25 | 0 | 23 | 9 | 18 | 6 | 16 | 1 | 1 | 31 | 83 | |
| | 43.0 - 49.9 | 34 | 28 | 3 | 4 | 6 | 5 | 12 | 8 | 0 | 0 | 55 | 45 | |
| | 50.0 - 59.9 | 73 | 19 | 3 | 0 | 3 | 1 | 19 | 7 | 0 | 0 | 98 | 27 | |
| | 60.0 - 66.9 | 75 | 16 | 5 | 0 | 6 | 3 | 14 | 7 | 0 | 0 | 100 | 26 | |
| | 67.0 - 76.9 | 68 | 13 | 2 | 3 | 6 | 0 | 15 | 3 | 1 | 0 | 92 | 19 | |
| | 77.0 - 88.9 | 41 | 7 | 2 | 0 | 1 | 0 | 9 | 1 | 0 | 0 | 53 | 8 | |
| 89.0 - PLUS | 24 | 1 | 0 | 0 | 0 | 1 | 3 | 0 | 0 | 0 | 27 | 2 | | |
| TECHNICIANS | 0.1 - 15.0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 20.0 - 24.9 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | |
| | 25.0 - 32.9 | 3 | 0 | 2 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 5 | 3 | |
| | 33.0 - 42.9 | 35 | 9 | 8 | 4 | 11 | 3 | 17 | 4 | 2 | 1 | 73 | 21 | |
| | 43.0 - 49.9 | 83 | 13 | 3 | 1 | 18 | 4 | 13 | 1 | 2 | 0 | 119 | 19 | |
| | 50.0 - 59.9 | 70 | 2 | 3 | 2 | 11 | 0 | 9 | 1 | 0 | 0 | 93 | 5 | |
| | 60.0 - 66.9 | 41 | 1 | 4 | 0 | 3 | 0 | 3 | 0 | 1 | 0 | 52 | 1 | |
| | 67.0 - 76.9 | 20 | 1 | 1 | 0 | 3 | 0 | 2 | 0 | 0 | 0 | 26 | 1 | |
| | 77.0 - 88.9 | 6 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 7 | 0 | |
| 89.0 - PLUS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

TABLE 3
CONTINUED

| EEO-4 CATEGORY | ANNUAL SALARY (000's) | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---------------------------|-----------------------------|-----------|----|-------|----|----------|----|-------|----|--------------------|----|-------|-----|
| | | M | F | M | F | M | F | M | F | M | F | M | F |
| ADMINISTRATIVE SUPPORT | 0.1 - 15.0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 20.0 - 24.9 | 1 | 3 | 2 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 3 | 6 |
| | 25.0 - 32.9 | 1 | 12 | 2 | 8 | 2 | 3 | 0 | 5 | 0 | 0 | 5 | 28 |
| | 33.0 - 42.9 | 2 | 19 | 3 | 10 | 0 | 9 | 0 | 5 | 0 | 1 | 5 | 44 |
| | 43.0 - 49.9 | 0 | 4 | 0 | 0 | 0 | 1 | 0 | 3 | 0 | 0 | 0 | 8 |
| | 50.0 - 59.9 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 4 |
| | 60.0 - 66.9 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| | 67.0 - 76.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 77.0 - 88.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 89.0 - PLUS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SKILLED CRAFT | 0.1 - 15.0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 20.0 - 24.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 25.0 - 32.9 | 46 | 1 | 2 | 0 | 17 | 0 | 0 | 0 | 2 | 0 | 67 | 1 |
| | 33.0 - 42.9 | 136 | 3 | 19 | 0 | 32 | 0 | 8 | 0 | 1 | 0 | 196 | 3 |
| | 43.0 - 49.9 | 194 | 3 | 9 | 0 | 34 | 0 | 2 | 0 | 5 | 0 | 244 | 3 |
| | 50.0 - 59.9 | 34 | 2 | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 38 | 2 |
| | 60.0 - 66.9 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| | 67.0 - 76.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 77.0 - 88.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 89.0 - PLUS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SERVICE MAINTENANCE | 0.1 - 15.0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 20.0 - 24.9 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| | 25.0 - 32.9 | 9 | 5 | 4 | 0 | 10 | 1 | 1 | 0 | 1 | 0 | 25 | 6 |
| | 33.0 - 42.9 | 18 | 3 | 7 | 0 | 7 | 0 | 3 | 0 | 0 | 0 | 35 | 3 |
| | 43.0 - 49.9 | 11 | 0 | 1 | 0 | 4 | 0 | 1 | 0 | 1 | 0 | 18 | 0 |
| | 50.0 - 59.9 | 47 | 0 | 1 | 0 | 9 | 0 | 0 | 0 | 1 | 0 | 58 | 0 |
| | 60.0 - 66.9 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 0 |
| | 67.0 - 76.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 77.0 - 88.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 89.0 - PLUS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL | 0.1 - 15.0 | 9 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 10 | 0 |
| | 16.0 - 19.9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 20.0 - 24.9 | 2 | 4 | 2 | 1 | 3 | 2 | 0 | 0 | 0 | 0 | 7 | 7 |
| | 25.0 - 32.9 | 61 | 19 | 11 | 21 | 30 | 12 | 2 | 9 | 3 | 1 | 107 | 62 |
| | 33.0 - 42.9 | 206 | 59 | 37 | 37 | 59 | 30 | 34 | 25 | 4 | 3 | 340 | 154 |
| | 43.0 - 49.9 | 322 | 48 | 16 | 5 | 62 | 10 | 28 | 12 | 8 | 0 | 436 | 75 |
| | 50.0 - 59.9 | 224 | 24 | 9 | 2 | 25 | 3 | 28 | 9 | 1 | 0 | 287 | 38 |
| | 60.0 - 66.9 | 125 | 18 | 10 | 0 | 9 | 3 | 17 | 7 | 1 | 0 | 162 | 28 |
| | 67.0 - 76.9 | 88 | 16 | 3 | 3 | 9 | 0 | 17 | 3 | 1 | 0 | 118 | 22 |
| | 77.0 - 88.9 | 52 | 8 | 2 | 0 | 1 | 0 | 10 | 1 | 0 | 0 | 65 | 9 |
| 89.0 - PLUS | 46 | 2 | 1 | 0 | 2 | 1 | 3 | 2 | 0 | 0 | 52 | 5 | |

TABLE 4
 POSITIONS AWARDED THROUGH JOB POSTINGS
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|------------------------------|-----------|----|-------|---|----------|---|-------|---|--------------------|---|-------|----|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PROFESSIONALS | 11 | 10 | 0 | 3 | 2 | 4 | 4 | 4 | 0 | 0 | 17 | 21 |
| TECHNICIANS | 12 | 2 | 0 | 0 | 4 | 2 | 3 | 0 | 0 | 0 | 19 | 4 |
| ADMINISTRATIVE SUPPORT | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 4 |
| SKILLED CRAFT | 9 | 0 | 0 | 0 | 3 | 0 | 1 | 0 | 1 | 0 | 14 | 0 |
| SERVICE MAINTENANCE | 3 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |
| TOTAL | 35 | 13 | 0 | 5 | 10 | 6 | 8 | 5 | 1 | 0 | 54 | 29 |

| | |
|------------|-------|
| TOTAL | 83 |
| % MINORITY | 42.2% |
| % FEMALE | 34.9% |

TABLE 5
 MWD POSITIONS AWARDED THROUGH PROMOTIONS
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|------------------------------|-----------|----|-------|---|----------|----|-------|---|--------------------|---|-------|----|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| PROFESSIONALS | 25 | 10 | 2 | 6 | 5 | 6 | 3 | 3 | 0 | 1 | 35 | 26 |
| TECHNICIANS | 13 | 6 | 2 | 0 | 5 | 2 | 2 | 0 | 0 | 0 | 22 | 8 |
| ADMINISTRATIVE SUPPORT | 0 | 2 | 0 | 2 | 1 | 2 | 1 | 3 | 0 | 0 | 2 | 9 |
| SKILLED CRAFT | 16 | 1 | 2 | 0 | 6 | 0 | 0 | 0 | 1 | 0 | 25 | 1 |
| SERVICE MAINTENANCE | 0 | 2 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 3 | 2 |
| TOTAL | 56 | 21 | 7 | 8 | 19 | 10 | 6 | 6 | 1 | 1 | 89 | 46 |

| | |
|------------|-------|
| TOTAL | 135 |
| % MINORITY | 43.0% |
| % FEMALE | 34.1% |

APPLICANT FLOW
JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|------------------------------|-------------|------------|------------|------------|------------|------------|------------|------------|--------------------|----------|-------------|-------------|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 23 | 2 | 8 | 2 | 12 | 7 | 14 | 1 | 1 | 0 | 58 | 12 |
| PROFESSIONALS | 730 | 225 | 102 | 66 | 109 | 28 | 353 | 91 | 7 | 1 | 1301 | 411 |
| TECHNICIANS | 351 | 50 | 82 | 15 | 107 | 11 | 187 | 41 | 6 | 1 | 733 | 118 |
| ADMINISTRATIVE SUPPORT | 173 | 122 | 51 | 170 | 75 | 84 | 69 | 126 | 5 | 6 | 373 | 508 |
| SKILLED CRAFT | 13 | 0 | 2 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 18 | 0 |
| SERVICE MAINTENANCE | 34 | 0 | 14 | 0 | 34 | 2 | 5 | 0 | 0 | 1 | 87 | 3 |
| TOTAL | 1324 | 399 | 259 | 253 | 338 | 132 | 630 | 259 | 19 | 9 | 2570 | 1052 |

| | |
|------------|-------|
| TOTAL | 3622 |
| % MINORITY | 52.4% |
| % FEMALE | 29.0% |

TABLE 7
NEW HIRES BY EEO-4 CATEGORY
JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|------------------------------|------------|-----------|----------|----------|-----------|----------|-----------|----------|--------------------|----------|------------|-----------|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| PROFESSIONALS | 32 | 15 | 2 | 5 | 4 | 1 | 4 | 5 | 0 | 0 | 42 | 26 |
| TECHNICIANS | 29 | 4 | 4 | 1 | 4 | 1 | 7 | 0 | 1 | 0 | 45 | 6 |
| ADMINISTRATIVE SUPPORT | 0 | 7 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 9 |
| SKILLED CRAFT | 42 | 1 | 1 | 0 | 10 | 0 | 4 | 0 | 0 | 0 | 57 | 1 |
| SERVICE MAINTENANCE | 2 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |
| TOTAL | 106 | 28 | 9 | 7 | 19 | 2 | 15 | 6 | 1 | 0 | 150 | 43 |

| | |
|------------|-------|
| TOTAL | 193 |
| % MINORITY | 30.6% |
| % FEMALE | 22.3% |

39570

TABLE 8
 TERMINATIONS - DISCHARGED
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---|-----------|---|-------|---|----------|---|-------|---|--------------------|---|-------|---|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PROFESSIONALS | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| TECHNICIANS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ADMINISTRATIVE SUPPORT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SKILLED CRAFT SERVICE MAINTENANCE | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| TOTAL | 1 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |

| | |
|------------|-------|
| TOTAL | 4 |
| % MINORITY | 75.0% |
| % FEMALE | 0.0% |

TABLE 9
 TERMINATIONS - RESIGNED
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---|-----------|----|-------|---|----------|---|-------|---|--------------------|---|-------|----|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PROFESSIONALS | 3 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 2 |
| TECHNICIANS | 10 | 2 | 2 | 0 | 5 | 1 | 8 | 2 | 0 | 0 | 25 | 5 |
| ADMINISTRATIVE SUPPORT | 2 | 7 | 2 | 4 | 0 | 5 | 2 | 1 | 0 | 0 | 6 | 17 |
| SKILLED CRAFT SERVICE MAINTENANCE | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| | 9 | 9 | 2 | 1 | 3 | 2 | 1 | 0 | 1 | 0 | 16 | 12 |
| TOTAL | 26 | 19 | 6 | 6 | 9 | 8 | 11 | 3 | 1 | 0 | 53 | 36 |

| | |
|------------|-------|
| TOTAL | 89 |
| % MINORITY | 49.4% |
| % FEMALE | 40.4% |

TABLE 10
 TERMINATIONS - RETIRED
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---|-----------|---|-------|---|----------|---|-------|---|--------------------|---|-------|---|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| PROFESSIONALS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TECHNICIANS | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| ADMINISTRATIVE SUPPORT | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SKILLED CRAFT SERVICE MAINTENANCE | 4 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 5 | 0 |
| | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| TOTAL | 7 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 10 | 0 |

| | |
|------------|-------|
| TOTAL | 10 |
| % MINORITY | 30.0% |
| % FEMALE | 0.0% |

TABLE 11
 TERMINATIONS - ALL
 JULY 23, 1991 - JANUARY 22, 1992

| EEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---|-----------|----|-------|---|----------|---|-------|---|--------------------|---|-------|----|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| PROFESSIONALS | 3 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 5 | 2 |
| TECHNICIANS | 11 | 2 | 2 | 0 | 5 | 1 | 8 | 2 | 0 | 0 | 26 | 5 |
| ADMINISTRATIVE SUPPORT | 2 | 7 | 2 | 4 | 0 | 5 | 2 | 1 | 0 | 0 | 6 | 17 |
| SKILLED CRAFT SERVICE MAINTENANCE | 7 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 9 | 0 |
| | 11 | 9 | 4 | 1 | 3 | 2 | 1 | 0 | 1 | 0 | 20 | 12 |
| TOTAL | 34 | 19 | 9 | 6 | 12 | 8 | 11 | 3 | 1 | 0 | 67 | 36 |

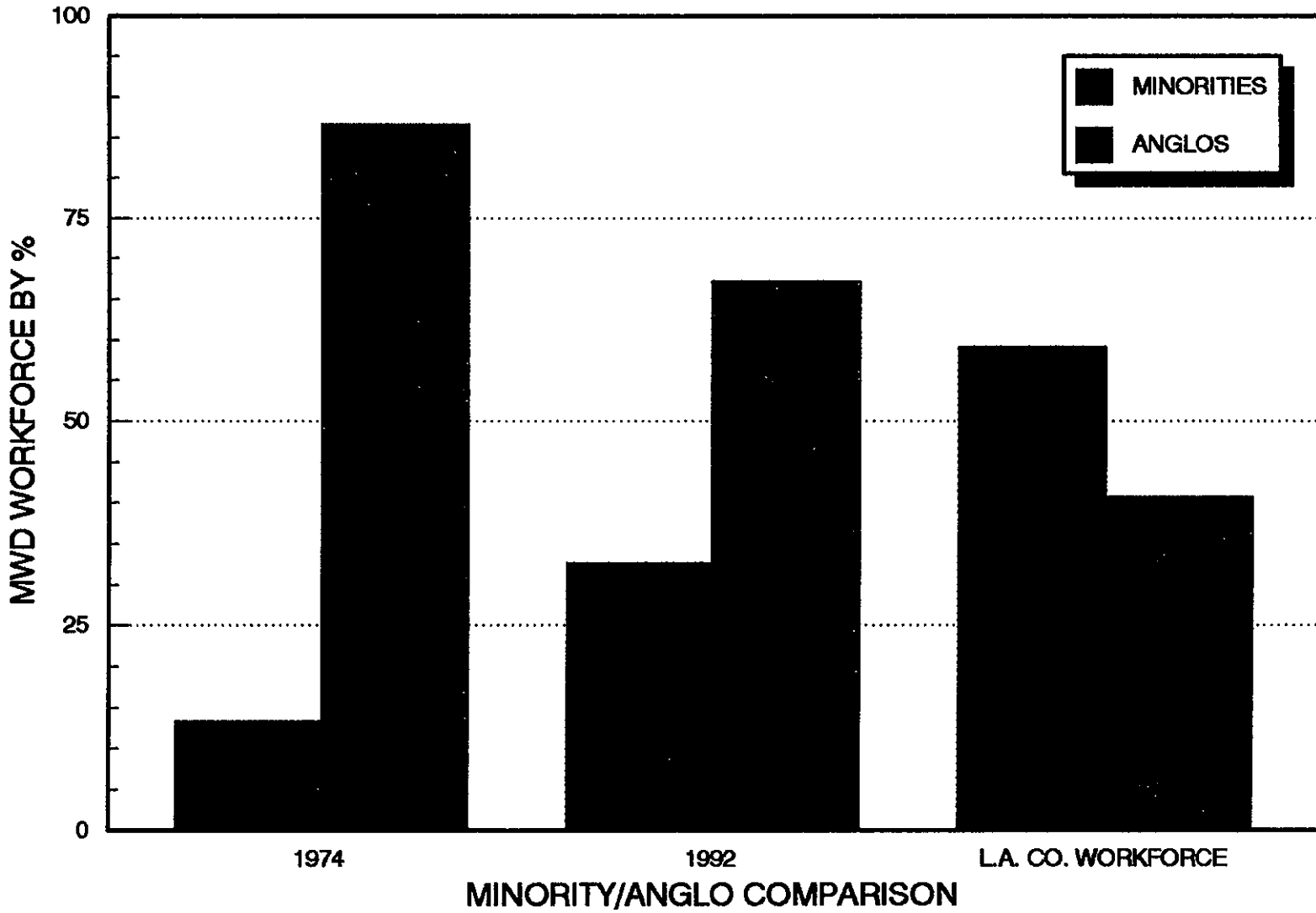
| | |
|------------|-------|
| TOTAL | 103 |
| % MINORITY | 48.5% |
| % FEMALE | 35.0% |

TABLE 12
 TEMPORARY EMPLOYMENT SERVICES
 JULY 23, 1991 - JANUARY 23, 1992

| BEO-4 CATEGORY | CAUCASIAN | | BLACK | | HISPANIC | | ASIAN | | NATIVE AMERICAN | | TOTAL | |
|---|-----------|---|-------|---|----------|---|-------|---|--------------------|---|-------|---|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| OFFICIALS/ ADMINISTRATORS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PROFESSIONALS | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 2 | 1 |
| TECHNICIANS | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| ADMINISTRATIVE SUPPORT | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| SKILLED CRAFT SERVICE MAINTENANCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 3 | 0 |
| TOTAL | 3 | 2 | 0 | 2 | 1 | 0 | 0 | 1 | 1 | 0 | 5 | 5 |

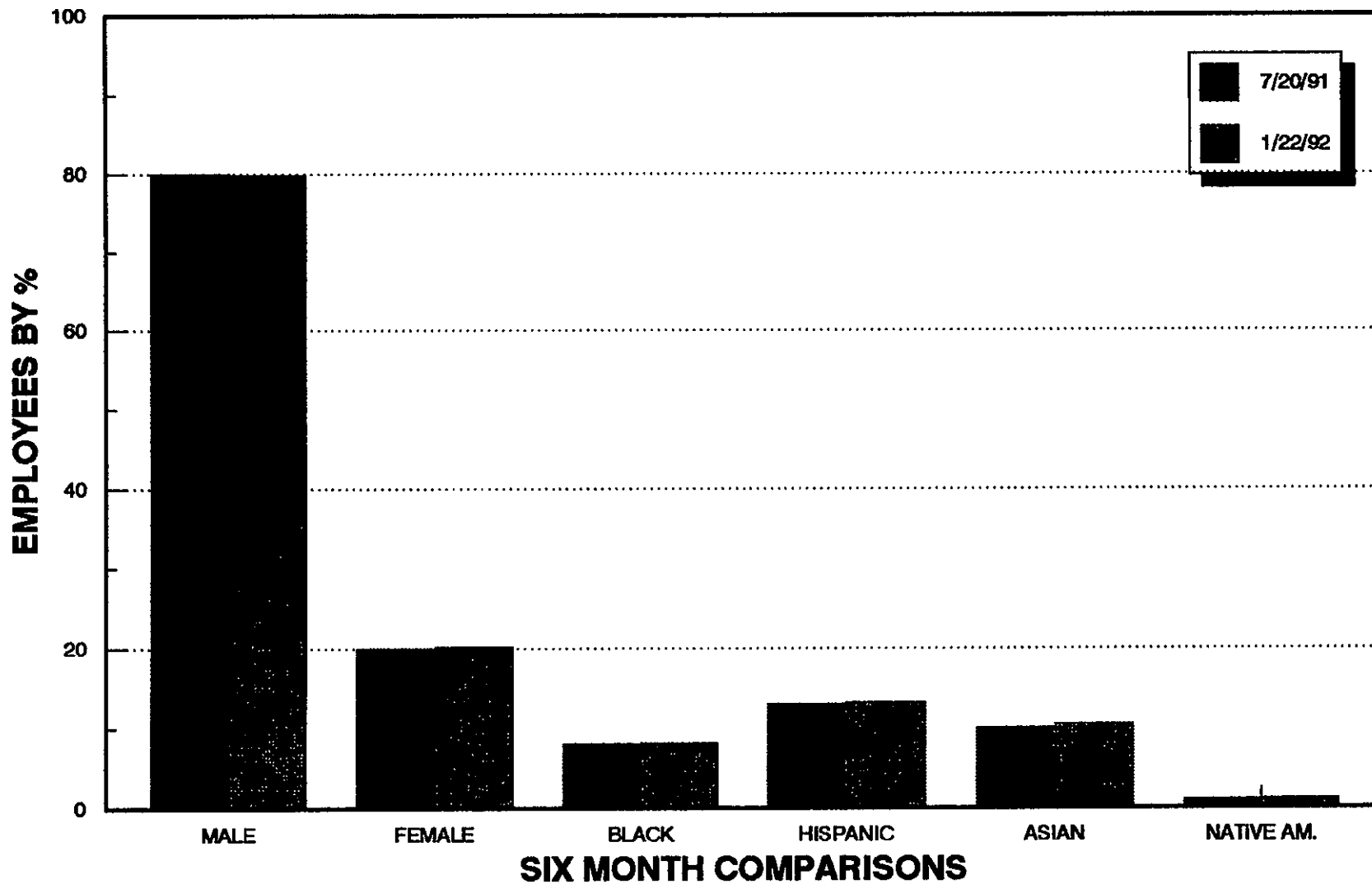
| | |
|------------|-------|
| TOTAL | 10 |
| % MINORITY | 50.0% |
| % FEMALE | 50.0% |

MWD MINORITY WORKFORCE COMPARISON

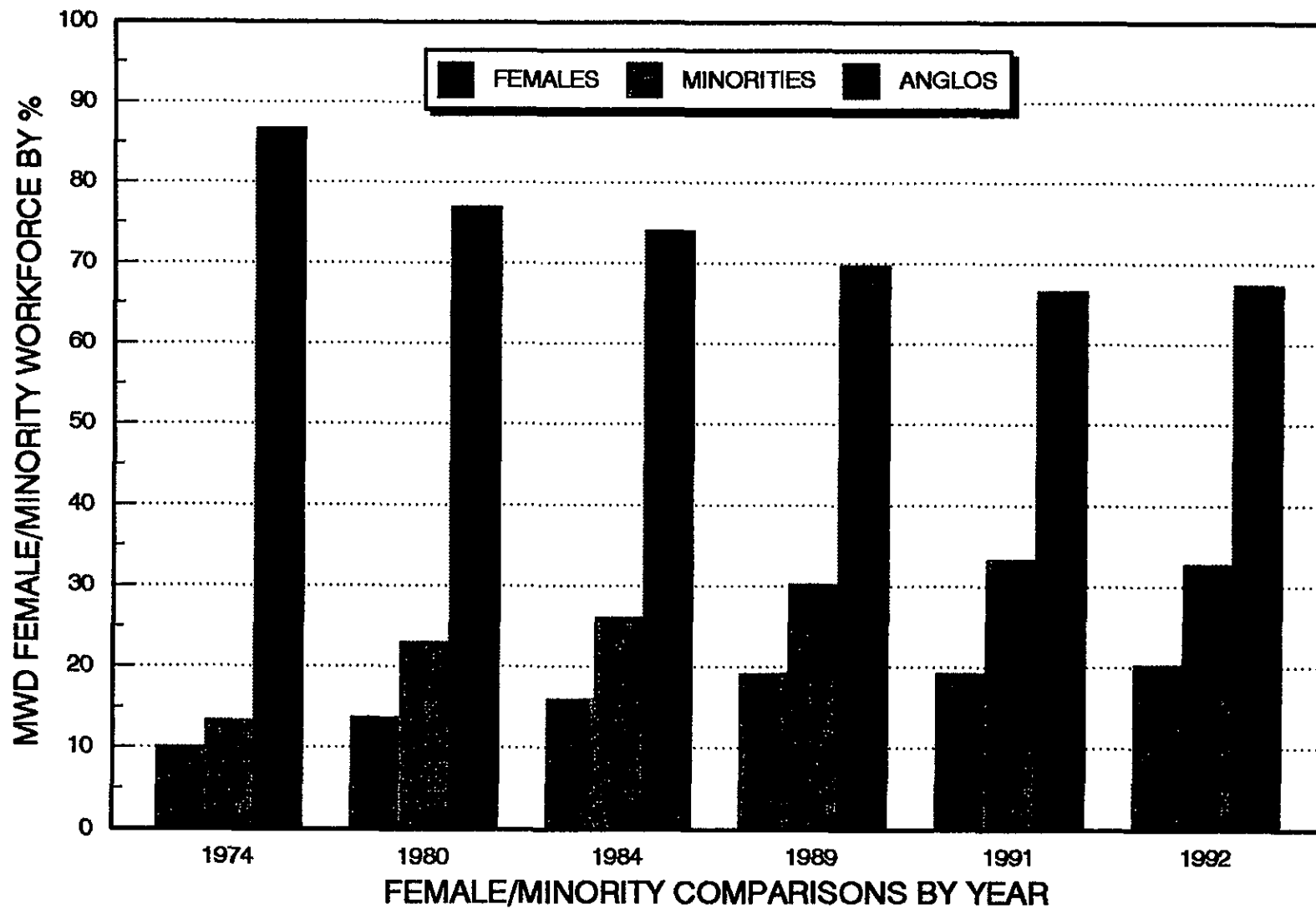


WORKFORCE ANALYSIS INCUMBENT PROFILE

July 23, 1991 - January 22, 1992



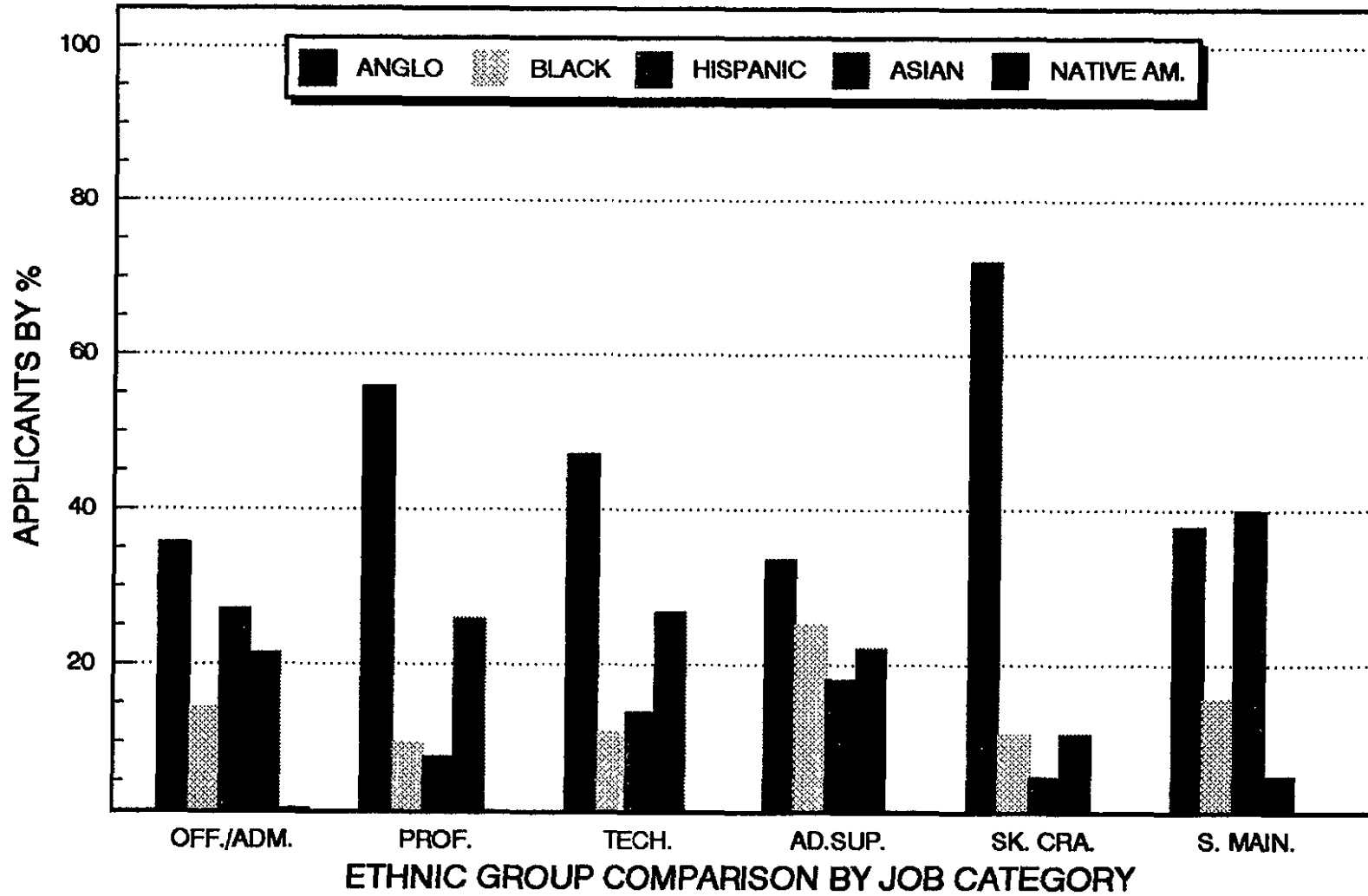
MWD FEMALE/MINORITY WORKFORCE COMPARISONS



39570

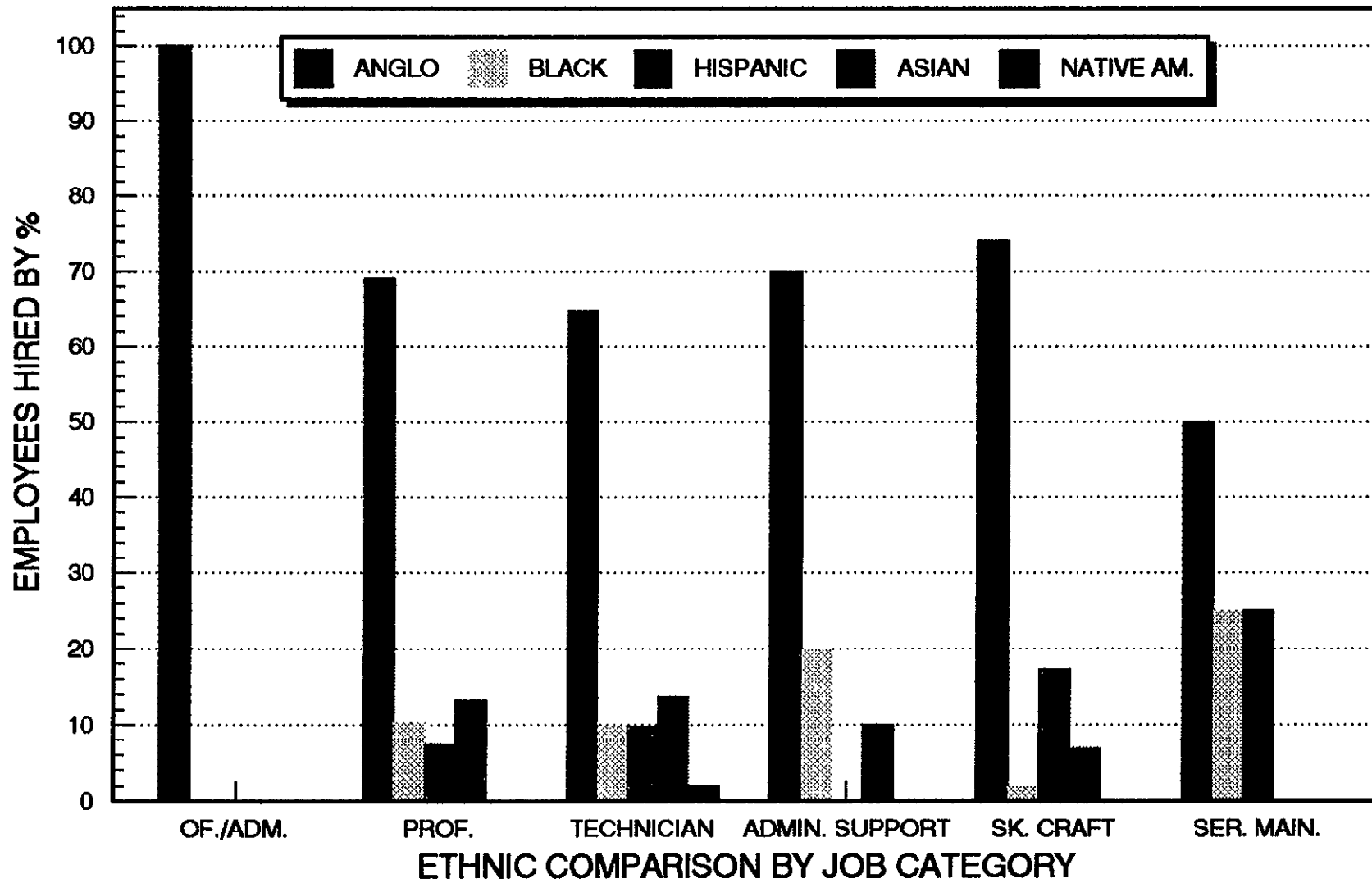
APPLICANT FLOW

July 23, 1991 - January 22, 1992



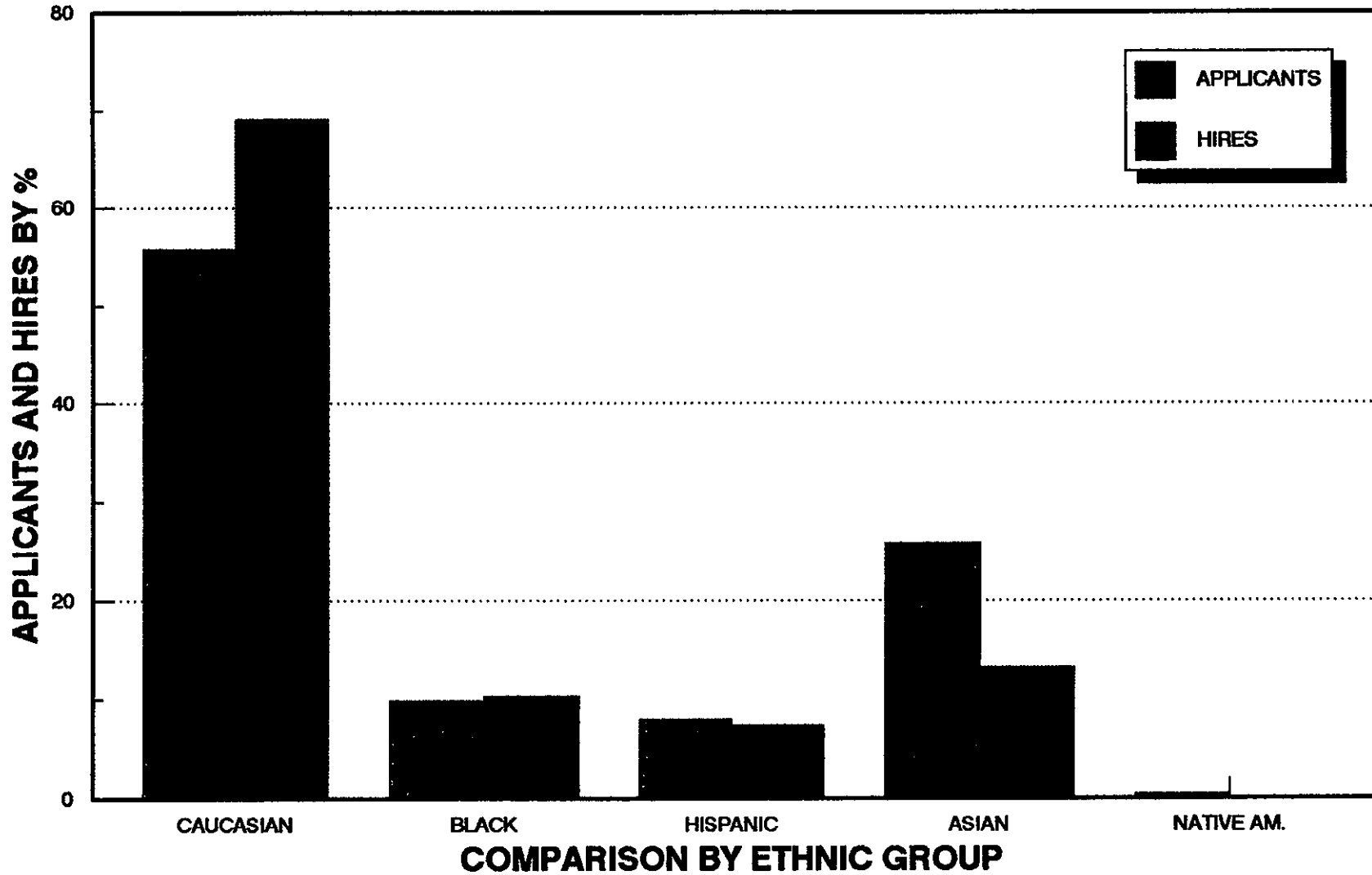
NEW HIRES BY EEO-4 CATEGORY

July 23, 1991 - January 22, 1992



APPLICANT FLOW AND HIRE ANALYSIS - PROFESSIONALS

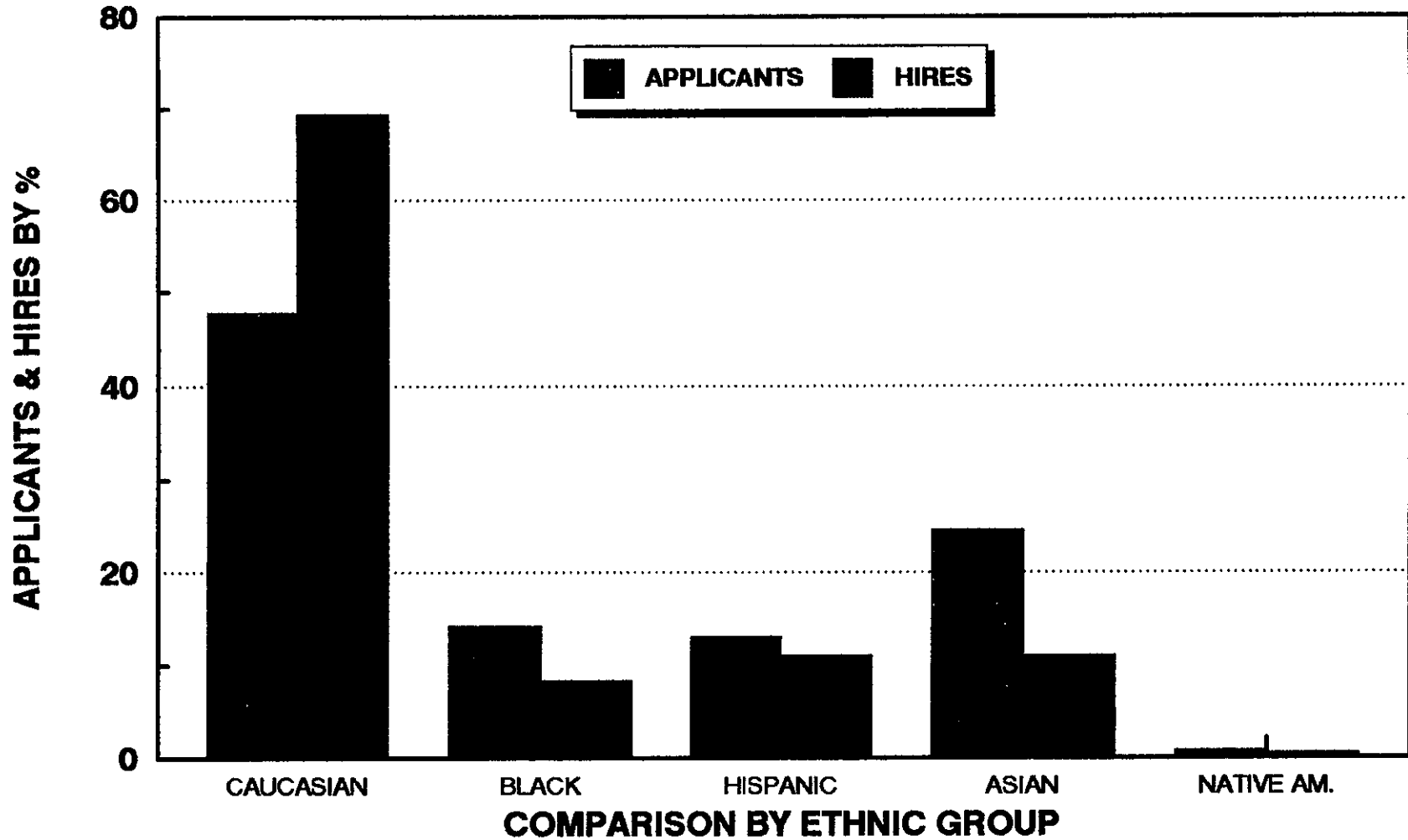
July 23, 1991 - January 22, 1992



APPLICANT FLOW AND HIRE ANALYSIS

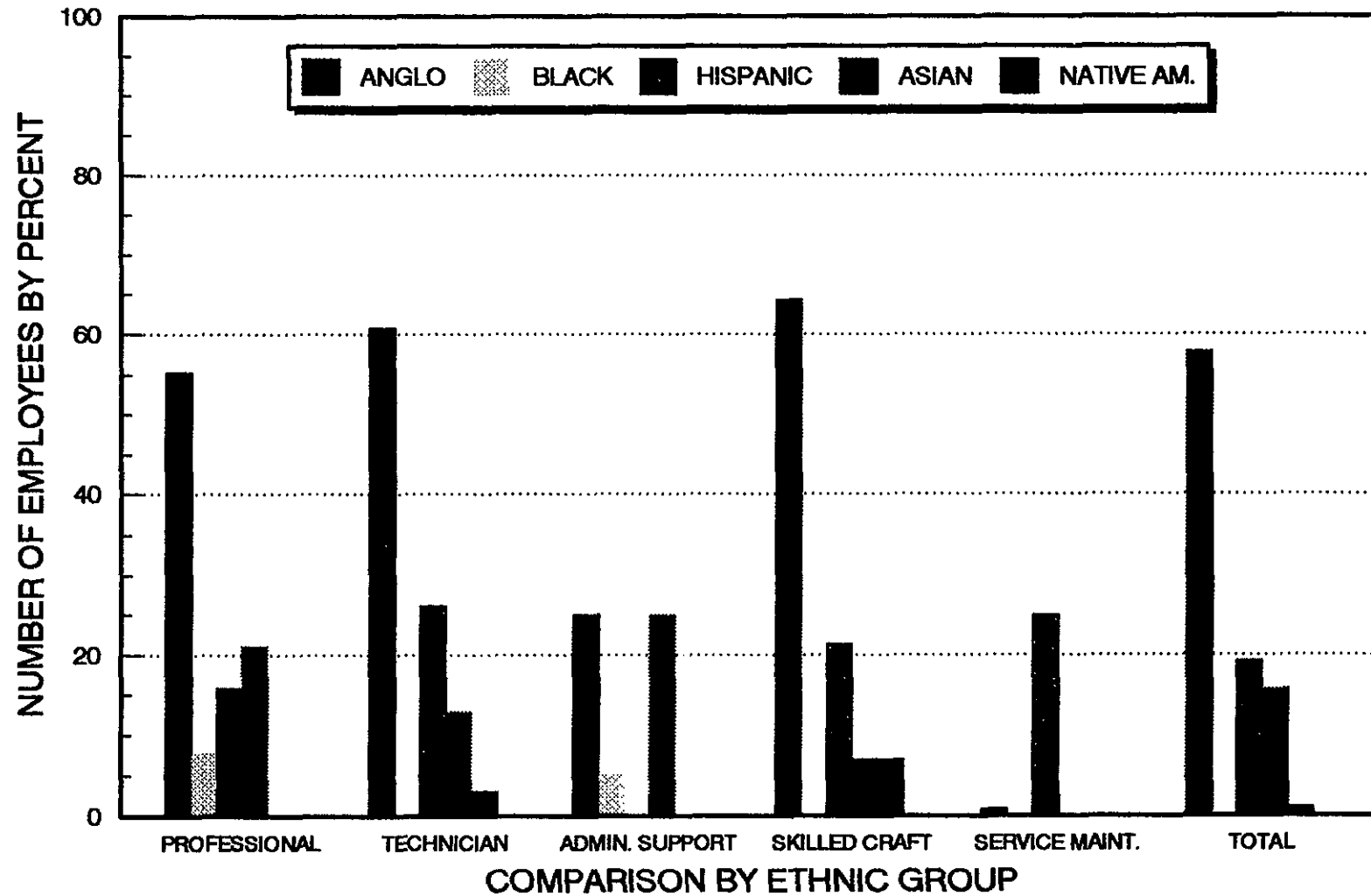
ALL EEO-4 CATEGORIES

July 23, 1991 - January 22, 1992



POSITIONS AWARDED THROUGH JOB POSTINGS

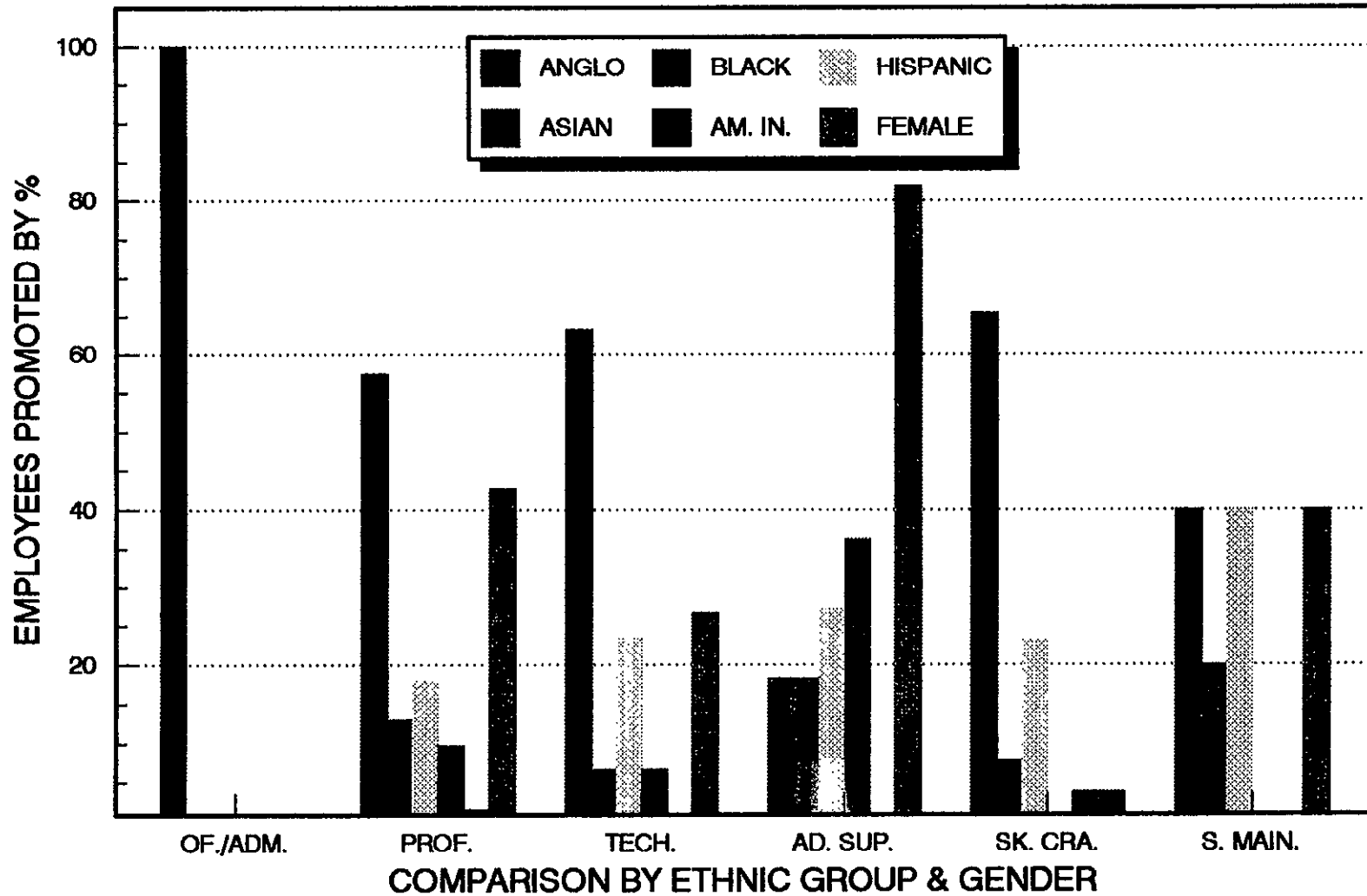
July 23, 1991 - January 22, 1992



39570

POSITIONS AWARDED THROUGH PROMOTIONS

July 23, 1991 - January 22, 1992



ALL TERMINATIONS BY EEO-4 CATEGORY

July 23, 1991 - January 22, 1992

