

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT: Alcohol, Tobacco, Firearms and Explosives

REPORTING PERIOD: FY 2003

PART I - PRE-COMPLAINT COUNSELING

EEO COUNSELOR		
	COUNSELINGS	INDIVIDUALS
A. TOTAL COUNSELED	62	60
1. COUNSELED WITHIN 30 DAYS	32	30
2. COUNSELED WITHIN 31 TO 90 DAYS	25	25
3. COUNSELED BEYOND 90 DAYS	5	5
4. COUNSELED DUE TO REMANDS	0	0

ADR INTAKE OFFICER		
	COUNSELINGS	INDIVIDUALS
B. TOTAL COUNSELED	0	0
1. COUNSELED WITHIN 30 DAYS	0	0
2. COUNSELED WITHIN 31 TO 90 DAYS	0	0
3. COUNSELED BEYOND 90 DAYS	0	0

COMBINED TOTAL		
	COUNSELINGS	INDIVIDUALS
C. TOTAL COUNSELED	62	60
1. COUNSELED WITHIN 30 DAYS	32	30
2. COUNSELED WITHIN 31 TO 90 DAYS	25	25
3. COUNSELED BEYOND 90 DAYS	5	5
4. COUNSELED DUE TO REMANDS	0	0

D. COUNSELING THAT DID NOT RESULT IN FILING OF COMPLAINT		
	COUNSELINGS	INDIVIDUALS
TOTAL	33	31
1. EEO COUNSELOR	33	31
2. ADR INTAKE OFFICER	0	0

E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS			
	COUNSELINGS	INDIVIDUALS	AMOUNT
TOTAL	1	1	\$ 18000.00
1. COMPENSATORY DAMAGES	0	0	\$ 0.00
2. BACKPAY/FRONTPAY	0	0	\$ 0.00
3. LUMP SUM PAYMENT	1	1	\$ 18000.00
4. ATTORNEYS FEES AND COSTS	0	0	\$ 0.00
5.			\$
6.			\$
7.			\$

F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS		
	COUNSELINGS	INDIVIDUALS
TOTAL	1	1
1. NEW HIRES	0	0
2. PROMOTIONS	0	0
3. REINSTATEMENTS	0	0
4. EXPUNGEMENTS	0	0
5. TRANSFERS	0	0
6. REMOVALS RESCINDED AND VOLUNTARY RESIGNATIONS	0	0
7. REASONABLE ACCOMMODATIONS	0	0
8. TRAINING	0	0
9. APOLOGY	0	0
10. Resignation Date Change	0	0
11. Counseled Manager	1	1
12.		

G. ADR SETTLEMENTS WITH MONETARY BENEFITS			
	COUNSELINGS	INDIVIDUALS	AMOUNT
TOTAL	1	1	\$ 350.00
1. COMPENSATORY DAMAGES	0	0	\$ 0.00
2. BACKPAY/FRONTPAY	1	1	\$ 350.00
3. LUMP SUM PAYMENT	0	0	\$ 0.00
4. ATTORNEYS FEES AND COSTS	0	0	\$ 0.00
5.			\$
6.			\$
7.			\$

H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS		
	COUNSELINGS	INDIVIDUALS
TOTAL	4	4
1. NEW HIRES	0	0
2. PROMOTIONS	1	1
3. REINSTATEMENTS	1	1
4. EXPUNGEMENTS	2	2
5. TRANSFERS	1	1
6. REMOVALS RESCINDED AND VOLUNTARY RESIGNATIONS	0	0
7. REASONABLE ACCOMMODATIONS	0	0
8. TRAINING	1	1
9. APOLOGY	0	0
10. Leave Restored	2	2
11. Re-do Evaluation	0	0
12. ALL OTHER (See comments)	0	0

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PART II FORMAL COMPLAINT ACTIVITIES

PART III AGENCY RESOURCES, TRAINING, REPORTING LINE

63	A. COMPLAINTS ON HAND AT THE BEGINNING OF THE REPORTING PERIOD
29	B. COMPLAINTS FILED
0	C. REMANDS
92	D. TOTAL COMPLAINTS (sum of lines A+B+C)
92	E. COMPLAINTS IN LINE D THAT WERE NOT CONSOLIDATED
68	F. COMPLAINTS IN LINE E CLOSED DURING REPORT PERIOD
0	G. COMPLAINTS IN LINE D THAT WERE CONSOLIDATED
0	H. COMPLAINTS IN LINE G CLOSED DURING REPORT PERIOD
24	I. COMPLAINTS ON HAND AT THE END OF THE REPORTING PERIOD (Line D - (sum of Lines F+H))
29	J. INDIVIDUALS FILING COMPLAINTS
0	K. NUMBER OF JOINT PROCESSING UNITS FROM CONSOLIDATION OF COMPLAINTS

A. AGENCY RESOURCES

	NUMBER	PERCENT
1. WORK FORCE		
a. TOTAL WORK FORCE	4757	
b. PERMANENT EMPLOYEES	4141	
2. COUNSELOR		
a. FULL-TIME	6	50.00
b. PART-TIME	0	0.00
c. COLLATERAL DUTY	6	50.00
3. INVESTIGATOR		
a. FULL-TIME	0	0.00
b. PART-TIME	0	0.00
c. COLLATERAL DUTY	0	0.00
4. COUNSELOR/INVESTIGATOR		
a. FULL-TIME	0	0.00
b. PART-TIME	0	0.00
c. COLLATERAL DUTY	0	0.00

B. STAFF TRAINING

	COUNSELORS		INVESTIGATORS		COUNS/INVESTIG	
	AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT
1. NEW STAFF - TOTAL	2	0	0	0	0	0
a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS	2	0	0	0	0	0
b. STAFF RECEIVING 8 OR MORE HOURS, USUALLY GIVEN TO EXPERIENCED STAFF	0	0	0	0	0	0
c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0
2. EXPERIENCED STAFF - TOTAL	10	0	0	37	0	0
a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS	1	0	0	37	0	0
b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF	9	0	0	0	0	0
c. STAFF RECEIVING NO TRAINING AT ALL	0	0	0	0	0	0

C. REPORTING LINE

1. DOES THE EEO DIRECTOR REPORT TO THE AGENCY HEAD?	YES X	NO
2. IF NO, WHO DOES THE EEO DIRECTOR REPORT TO?		
PERSON:		
TITLE:		

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PART IV. BASES AND ISSUES ALLEGED IN COMPLAINTS FILED

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION																AGE	DISABILITY		TOTAL BASES BY ISSUE	TOTAL COMPLAINTS BY ISSUE	TOTAL COMPLAINANTS BY ISSUE
	RACE				COLOR	RELIGION	REPRISAL	SEX		NATIONAL ORIGIN		EQUAL PAY ACT		MENTAL	PHYSICAL							
	AMER. INDIAN/ ALASKAN NATIVE	ASIAN PACIFIC ISLANDER	BLACK	WHITE				MALE	FEMALE	HISPANIC	OTHER	MALE	FEMALE									
A. APPOINTMENT/HIRE	0	0	0	0	0	0	0	0	0	0	0			1	0	0	1	1	1			
B. ASSIGNMENT OF DUTIES	0	0	0	1	0	1	1	0	0	0	0			1	0	0	4	1	1			
C. AWARDS	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
D. CONVERSION TO FULL TIME	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
E. DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	1	0	0			0	0	0	1	1	1			
1. DEMOTION	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
2. REPRIMAND	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
3. SUSPENSION	0	0	0	0	0	0	0	0	1	0	0			0	0	0	1	1	1			
4. REMOVAL	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
5. Letter of Instruction	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
6. Polygraph	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
7. Search and Seizure	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
F. DUTY HOURS	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
G. EVALUATION/APPRaisal	0	0	1	1	0	1	2	1	2	1	0			2	0	0	11	4	4			
H. EXAMINATION/TEST	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
I. HARASSMENT	0	0	1	0	0	0	1	0	1	0	0			1	0	0	4	2	2			
1. NON-SEXUAL	0	0	1	0	0	0	1	0	1	0	0			1	0	0	4	2	2			
2. SEXUAL							0	0	0								0	0	0			
J. MEDICAL EXAMINATION	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
K. PAY INCLUDING OVERTIME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
L. PROMOTION/NON-SELECTION	0	0	2	2	0	1	1	1	1	2	0			5	0	1	16	9	7			
M. REASSIGNMENT	0	0	0	0	0	0	1	0	0	0	0			0	0	0	1	1	1			
1. DENIED	0	0	0	0	0	0	1	0	0	0	0			0	0	0	1	1	1			
2. DIRECTED	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
N. REASONABLE ACCOMMODATION						0	0								0	0	0	0	0			
O. REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
P. RETIREMENT	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
Q. TERMINATION	0	0	0	1	0	0	1	1	0	0	0			0	0	0	3	2	1			
R. TERMS/CONDITIONS OF EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
S. TIME AND ATTENDANCE	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
T. TRAINING	0	0	1	0	0	0	1	0	1	0	0			1	0	0	4	1	1			
U. OTHER (Please specify below)																						
1. A/OIG Investigation	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
2. Disparate Treatment	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
3. EAP Referral	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0			
4.																						
5.																						
TOTAL ISSUES BY BASES	0	0	5	5	0	3	8	3	6	3	0	0	0	11	0	1						
TOTAL COMPLAINTS FILED BY BASES	0	0	5	4	0	1	7	2	5	3	0	0	0	9	0	1						
TOTAL COMPLAINANTS BY BASES	0	0	5	4	0	1	7	2	5	3	0	0	0	9	0	1						