

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

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

AGENCY OR DEPARTMENT: Federal Bureau of Investigation

REPORTING PERIOD: FY 2003

PART I - PRE-COMPLAINT COUNSELING

EEO COUNSELOR		
	COUNSELINGS	INDIVIDUALS
A. TOTAL COUNSELED	327	289
1. COUNSELED WITHIN 30 DAYS	196	174
2. COUNSELED WITHIN 31 TO 90 DAYS	128	112
3. COUNSELED BEYOND 90 DAYS	3	3
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	327	289
1. COUNSELED WITHIN 30 DAYS	196	174
2. COUNSELED WITHIN 31 TO 90 DAYS	128	112
3. COUNSELED BEYOND 90 DAYS	3	3
4. COUNSELED DUE TO REMANDS	0	0

D. COUNSELING THAT DID NOT RESULT IN FILING OF COMPLAINT		
	COUNSELINGS	INDIVIDUALS
TOTAL	231	197
1. EEO COUNSELOR	231	197
2. ADR INTAKE OFFICER	0	0

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

F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS			
	TOTAL	COUNSELINGS	INDIVIDUALS
TOTAL	0	0	
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 REMOVALS RESCINDED AND VOLUNTARY RESIGNATIONS	0	0	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			
12.			

G. ADR SETTLEMENTS WITH MONETARY BENEFITS				
	TOTAL	COUNSELINGS	INDIVIDUALS	AMOUNT
TOTAL	0	0		\$ 0.00
1. COMPENSATORY DAMAGES	0	0		\$ 0.00
2. BACKPAY/FRONTPAY	0	0		\$ 0.00
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			
	TOTAL	COUNSELINGS	INDIVIDUALS
TOTAL	6	6	
1. NEW HIRES	0	0	
2. PROMOTIONS	0	0	
3. REINSTATEMENTS	1	1	
4. EXPUNGEMENTS	0	0	
5. TRANSFERS	0	0	
6. REMOVALS RESCINDED AND VOLUNTARY RESIGNATIONS	0	0	
7. REASONABLE ACCOMMODATIONS	1	1	
8. TRAINING	2	1	
9. APOLOGY	0	0	
10. Leave Restored			
11. Re-do Evaluation			
12. ALL OTHER (See comments)	5	4	

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PART II FORMAL COMPLAINT ACTIVITIES	
262	A. COMPLAINTS ON HAND AT THE BEGINNING OF THE REPORTING PERIOD
96	B. COMPLAINTS FILED
2	C. REMANDS
360	D. TOTAL COMPLAINTS (sum of lines A+B+C)
270	E. COMPLAINTS IN LINE D THAT WERE NOT CONSOLIDATED
114	F. COMPLAINTS IN LINE E CLOSED DURING REPORT PERIOD
90	G. COMPLAINTS IN LINE D THAT WERE CONSOLIDATED
59	H. COMPLAINTS IN LINE G CLOSED DURING REPORT PERIOD
187	I. COMPLAINTS ON HAND AT THE END OF THE REPORTING PERIOD (Line D - (sum of Lines F+H))
92	J. INDIVIDUALS FILING COMPLAINTS
24	K. NUMBER OF JOINT PROCESSING UNITS FROM CONSOLIDATION OF COMPLAINTS

PART III AGENCY RESOURCES, TRAINING, REPORTING LINE			
A. AGENCY RESOURCES			
	NUMBER	PERCENT	
1. WORK FORCE			
a. TOTAL WORK FORCE	27859		
b. PERMANENT EMPLOYEES	27859		
2. COUNSELOR			
a. FULL-TIME	1	0.39	
b. PART-TIME	0	0.00	
c. COLLATERAL DUTY	257	99.61	
3. INVESTIGATOR			
a. FULL-TIME	8	10.96	
b. PART-TIME	0	0.00	
c. COLLATERAL DUTY	65	89.04	
4. COUNSELOR/INVESTIGATOR			
a. FULL-TIME	0	0.00	
b. PART-TIME	0	0.00	
c. COLLATERAL DUTY	6	100.00	

	COUNSELORS		INVESTIGATORS		COUNS/INVESTIG	
	AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT
1. NEW STAFF - TOTAL	48	0	0	0	0	0
a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS	48	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	210	0	73	0	6	6
a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS	0	0	0	0	6	6
b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF	100	0	0	0	0	0
c. STAFF RECEIVING NO TRAINING AT ALL	110	0	73	0	0	0

C. REPORTING LINE		
1. DOES THE EEO DIRECTOR REPORT TO THE AGENCY HEAD?	YES	NO
		X
2. IF NO, WHO DOES THE EEO DIRECTOR REPORT TO?		
PERSON: Bruce J. Gebhardt		
TITLE: Deputy Director		

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PART IV. BASES AND ISSUES ALLEGED IN COMPLAINTS FILED

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION																TOTAL BASES BY ISSUE	TOTAL COMPLAINTS BY ISSUE	TOTAL COMPLAINANTS BY ISSUE
	RACE				COLOR	RELIGION	REPRISAL	SEX		NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY				
	AMER. INDIAN/ ALASKAN NATIVE	ASIAN PACIFIC ISLANDER	BLACK	WHITE				MALE	FEMALE	HISPANIC	OTHER	MALE	FEMALE		MENTAL	PHYSICAL			
A. APPOINTMENT/HIRE	0	0	1	0	0	0	29	1	0	0	1			29	0	4	65	8	8
B. ASSIGNMENT OF DUTIES	1	0	10	1	2	0	12	4	17	1	2			10	3	1	64	20	20
C. AWARDS	0	0	7	0	0	0	2	1	0	0	0			2	0	0	12	4	4
D. CONVERSION TO FULL TIME	0	0	0	0	0	0	1	0	1	0	0			0	0	0	2	1	1
E. DISCIPLINARY ACTION	0	2	7	3	0	0	13	3	16	0	4			11	0	3	62	27	27
1. DEMOTION	0	0	3	0	0	0	2	0	3	0	0			1	0	0	9	4	4
2. REPRIMAND	0	0	1	1	0	0	2	1	5	0	0			1	0	1	12	7	7
3. SUSPENSION	0	1	1	1	0	0	4	1	2	0	2			4	0	2	18	7	7
4. REMOVAL	0	0	2	1	0	0	3	1	3	0	1			2	0	0	13	7	7
5. Letter of Instruction	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0
6. Polygraph	0	1	0	0	0	0	0	0	1	0	1			1	0	0	4	1	1
7. Search and Seizure	0	0	0	0	0	0	2	0	2	0	0			2	0	0	6	1	1
F. DUTY HOURS	0	0	2	0	0	0	2	0	0	0	0			0	2	0	6	1	1
G. EVALUATION/APPRaisal	0	0	9	1	2	0	17	4	11	0	3			14	1	0	62	19	19
H. EXAMINATION/TEST	0	1	0	1	0	0	0	1	2	0	1			1	0	0	7	3	3
I. HARASSMENT	0	0	2	0	0	0	23	1	13	7	0			7	3	0	56	16	16
1. NON-SEXUAL	0	0	2	0	0	0	22	1	10	7	0			7	3	0	52	13	13
2. SEXUAL							1	0	3								4	3	3
J. MEDICAL EXAMINATION	0	0	0	0	0	1	1	0	0	0	0			0	1	0	3	2	2
K. PAY INCLUDING OVERTIME	1	0	1	0	0	0	2	0	1	0	0	0	0	2	1	1	9	3	3
L. PROMOTION/NON-SELECTION	0	1	8	2	0	0	6	3	8	4	2			15	1	0	50	26	26
M. REASSIGNMENT	0	0	4	1	0	0	10	4	4	1	0			7	3	1	35	16	16
1. DENIED	0	0	3	0	0	0	5	2	0	0	0			3	2	0	15	7	7
2. DIRECTED	0	0	1	1	0	0	5	2	4	1	0			4	1	1	20	9	9
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	0	0	0	0	0	0	0	0			0	0	0	0	0	0
R. TERMS/CONDITIONS OF EMPLOYMENT	0	1	6	0	1	0	6	1	5	0	2			7	2	1	32	11	11
S. TIME AND ATTENDANCE	0	0	2	0	0	0	3	1	4	0	0			2	1	1	14	5	5
T. TRAINING	0	0	2	0	0	0	4	1	3	0	0			4	0	0	14	6	6
U. OTHER (Please specify below)																			
1)A/OIG Investigation	0	1	0	0	0	0	2	2	1	0	1			1	0	0	8	3	3
2)Disparate Treatment	0	0	0	0	0	0	1	1	0	0	0			0	3	0	5	3	3
3)EAP Referral	0	0	1	0	0	0	1	0	1	0	0			0	1	0	4	3	3
4.																			
5.																			
TOTAL ISSUES BY BASES	2	6	62	9	5	1	135	28	87	13	16	0	0	112	22	12			
TOTAL COMPLAINTS FILED BY BASES	1	1	17	7	2	1	38	14	32	2	9	0	0	33	6	9			
TOTAL COMPLAINANTS BY BASES	1	1	17	7	2	1	37	14	32	2	9	0	0	32	6	9			

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PART V - SUMMARY OF CLOSURES BY STATUTE

A. STATUTE (IF A SINGLE COMPLAINT HAS MULTIPLE STATUTES RECORD EACH ON THE APPROPRIATE LINE.)

114	1. TITLE VII
59	2. AGE DISRIMINATION IN EMPLOYMENT ACT (ADEA)
40	3. REHABILITATION ACT
0	4. EQUAL PAY ACT (EPA)

B. TOTAL BY STATUTES

213 THIS NUMBER MAY BE LARGER THAN THE TOTAL NUMBER OF COMPLAINTS CLOSED.
(A1+A2+A3+A4)

PART VI SUMMARY OF CLOSURES BY CATEGORY

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
A. TOTAL NUMBER OF CLOSURES (1+2+3)	173	147200	850.87
1. WITHDRAWALS	11	4725	429.55
2. SETTLEMENTS	24	9585	399.38
3. FINAL AGENCY DECISIONS (B+C)	138	132890	962.97
B. FINAL AGENCY DECISIONS <i>WITHOUT</i> AN ADMINISTRATIVE JUDGE DECISION (1+2+3)	89	61423	
1. FINDING DISCRIMINATION	3	2838	946.00
2. FINDING NO DISCRIMINATION	62	49691	801.47
3. DISMISSAL OF COMPLAINTS	24	8894	370.58
C. FINAL AGENCY ACTIONS <i>WITH</i> AN ADMINISTRATIVE JUDGE (AJ) DECISION (1+2+3)	49	71467	
1. AJ DECISION FULLY IMPLEMENTED (a+b)	47	69643	
(a) FINDING DISCRIMINATION	0	0	0.00
(b) FINDING NO DISCRIMINATION	47	69643	1481.77
2. AJ DECISION NOT FULLY IMPLEMENTED (a+b)	0	0	
(a) FINDING DISCRIMINATION (i+ii+iii)	0	0	0.00
i. AGENCY APPEALED FINDING BUT NOT REMEDY	0	0	0.00
ii. AGENCY APPEALED REMEDY BUT NOT FINDING	0	0	0.00
iii. AGENCY APPEALED BOTH FINDING AND REMEDY	0	0	0.00
(b) FINDING NO DISCRIMINATION	0	0	0.00
3. DISMISSAL OF COMPLAINTS	2	1824	912.00

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**PART VII SUMMARY OF COMPLAINTS CLOSED WITH CORRECTIVE ACTION
DURING FORMAL COMPLAINT STAGE**

	NUMBER	AMOUNT
A. TOTAL COMPLAINTS CLOSED WITH CORRECTIVE ACTION	27	
B. CLOSURES WITH MONETARY BENEFITS	6	\$ 26100.00
1. BACK PAY/FRONT PAY	1	\$ 14600.00
2. LUMP SUM PAYMENT	5	\$ 11500.00
C. CLOSURES WITH NON-MONETARY BENEFITS	15	
D. CLOSURES WITH COMPENSATORY DAMAGES	2	\$ 24000.00
E. CLOSURES WITH ATTORNEY'S FEES AND COSTS	4	\$ 26000.00
F. TYPES OF CORRECTIVE ACTION	NUMBER WITH MONETARY BENEFITS	NUMBER WITH NON-MONETARY BENEFITS
1. HIRE	0	0
a. RETROACTIVE	0	0
b. NON-RETROACTIVE	0	0
2. PROMOTION	0	5
a. RETROACTIVE	0	5
b. NON-RETROACTIVE	0	0
3. DISCIPLINARY ACTION	0	0
a. RESCINDED	0	0
b. MODIFIED	0	0
4. REINSTATEMENT	0	0
5. REASSIGNMENT	2	0
6. PERFORMANCE EVALUATION MODIFIED	1	1
7. PERSONNEL FILE PURGED OF ADVERSE MATERIAL	1	1
8. ACCOMMODATION	1	7
9. TRAINING/TUITION/ETC.	2	0
10. LEAVE RESTORED	4	1
11. Pay Rate Change	0	0
12. Support Office Mgmt.		
13. ALL OTHER (See Comments)		

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PART VIII SUMMARY OF PENDING COMPLAINTS BY CATEGORY

	NUMBER PENDING	NUMBER OF DAYS	AVERAGE DAYS	NUMBER OF DAYS PENDING FOR OLDEST CASE
A. TOTAL COMPLAINTS PENDING (SAME AS PART II Line I) (1+2+3+4)	187	115604		
1. COMPLAINTS PENDING WRITTEN NOTIFICATION	24	1287	53.63	116
2. COMPLAINTS PENDING IN INVESTIGATION	54	13981	258.91	746
3. COMPLAINTS PENDING IN HEARINGS	82	85081	1037.57	2400
4. COMPLAINTS PENDING A FINAL AGENCY DECISION	27	15255	565.00	1021

PART IX SUMMARY OF INVESTIGATIONS COMPLETED

	TOTAL	TOTAL DAYS	AVERAGE DAYS
A. INVESTIGATIONS COMPLETED DURING REPORTING PERIOD (1+3)	97	36270	
1. INVESTIGATIONS COMPLETED BY AGENCY PERSONNEL (a+b+c)	97	36270	373.92
a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	4	518	129.50
b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	56	14900	266.07
c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	37	20852	563.57
2. COST OF AGENCY INVESTIGATIONS	\$ 620936.38		
3. INVESTIGATIONS COMPLETED BY CONTRACTORS (a+b+c)	0	0	0.00
a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS	0	0	0.00
b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS	0	0	0.00
c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS	0	0	0.00
4. COST OF CONTRACTOR INVESTIGATIONS	\$ 0.00		

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PART X SUMMARY OF ADR PROGRAM ACTIVITIES

INFORMAL PHASE (PRE-COMPLAINT)

	COUNSELINGS	INDIVIDUALS	DAYS	AVERAGE DAYS
A. ADR PENDING FROM PREVIOUS REPORTING PERIOD	4	4	90	
B. ADR ACTIONS FOR CURRENT REPORTING PERIOD				
1. ADR OFFERED	327	289		
2. REJECTED BY INDIVIDUAL	291	253		
3. REJECTED BY AGENCY	0	0		
4. TOTAL ACCEPTED INTO ADR	36	36		
C. RESOURCES USED (1+2+3+4+5+6+7)	33	33		
1. INHOUSE	0	0		
2. ANOTHER FEDERAL AGENCY	0	0		
3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)	33	33		
4. MULTIPLE RESOURCES USED (Please specify)	0	0		
5.				
6.				
7.				
D. ADR ATTEMPTS (1+2+3+4+5+6+7+8+9+10+11+12)	33	33	1395	42.27
1. MEDIATION	33	33	1395	42.27
2. SETTLEMENT CONFERENCES	0	0	0	0.00
3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
4. FACTFINDING	0	0	0	0.00
5. FACILITATION	0	0	0	0.00
6. OMBUDSMAN	0	0	0	0.00
7. PEER REVIEW	0	0	0	0.00
8. MULTIPLE TECHNIQUES USED (Please specify)	0	0	0	0.00
9.				
10.				
11.				
E. STATUS OF CASES	COUNSELINGS	INDIVIDUALS	DAYS	AVERAGE DAYS
1. TOTAL CLOSED (a+b+c+d+e+f)	33	33	1395	42.27
a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	6	6	317	52.83
b. NO FORMAL COMPLAINT FILED	12	12	578	48.17
c. NO RESOLUTION	4	4	203	50.75
d. NO ADR ATTEMPT	11	11	297	27.00
e. Withdrawal				
f.				
2. OPEN INVENTORY - ADR PENDING	7	7	138	19.71

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PART XI SUMMARY OF ADR PROGRAM ACTIVITIES

FORMAL PHASE

	COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
A. ADR PENDING FROM PREVIOUS REPORTING PERIOD	5	5		
B. ADR ACTIONS FOR CURRENT REPORTING PERIOD				
1. ADR OFFERED	98	98		
2. REJECTED BY COMPLAINANT	81	81		
3. REJECTED BY AGENCY	0	0		
4. TOTAL ACCEPTED INTO ADR	17	17		
C. RESOURCES USED (1+2+3+4+5+6+7)	22	22		
1. INHOUSE	0	0		
2. ANOTHER FEDERAL AGENCY	0	0		
3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)	22	22		
4. MULTIPLE RESOURCES USED (Please specify)	0	0		
5.				
6.				
7.				
D. ADR ATTEMPTS (1+2+3+4+5+6+7+8+9+10+11+12)	22	22	1335	60.68
1. MEDIATION	22	22	1335	60.68
2. SETTLEMENT CONFERENCES	0	0	0	0.00
3. EARLY NEUTRAL EVALUATIONS	0	0	0	0.00
4. FACTFINDING	0	0	0	0.00
5. FACILITATION	0	0	0	0.00
6. OMBUDSMAN	0	0	0	0.00
7. MINI-TRIALS	0	0	0	0.00
8. PEER REVIEW	0	0	0	0.00
9. MULTIPLE TECHNIQUES USED (Please specify)	0	0	0	0.00
10.				
11.				
12.				
E. STATUS OF CASES	COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
1. TOTAL CLOSED (a+b+c+d+e+f)	21	21	1205	57.38
a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)	12	12	649	54.08
b. WITHDRAWAL FROM EEO PROCESS	1	1	65	65.00
c. NO RESOLUTION	8	8	491	61.38
d.				
e.				
f.				
2. OPEN INVENTORY - ADR PENDING	1	1	130	130.00
F. BENEFITS RECEIVED	COMPLAINTS	COMPLAINANTS	AMOUNT	
1. MONETARY (INSERT TOTAL)	2	2	\$ 13500.00	
a. COMPENSATORY DAMAGES	1	1	\$ 13000.00	
b. BACKPAY/FRONTPAY	0	0	\$ 0.00	
c. LUMP SUM	1	1	\$ 500.00	
d. ATTORNEY'S FEES AND COSTS	0	0	\$ 0.00	
e.			\$	
f.			\$	
g.			\$	
2. NON-MONETARY (INSERT TOTAL)	10	10		
a. NEW HIRES	0	0		
b. PROMOTIONS	4	4		
c. REINSTATEMENTS	0	0		
d. EXPUNGEMENTS	1	1		
e. TRANSFERS	2	2		
f. REMOVALS RESCINDED AND VOLUNTARY RESIGNATIONS	0	0		
g. REASONABLE ACCOMMODATIONS	0	0		
h. TRAINING	2	2		
i. APOLOGY	6	6		
j. Dress Code				
k.				
l.				

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PART XII SUMMARY OF ADR PROGRAM ACTIVITIES

TRAINING AND RESOURCES

		NUMBER	TRAINED
A. BASIC ADR ORIENTATION TRAINING			
1.	MANAGERS	4304	4304
2.	EMPLOYEES	23555	23555
		NUMBER	
B. EMPLOYEES THAT CAN PARTICIPATE IN ADR		27859	
		NUMBER	
C. IN HOUSE STAFF RESOURCES AVAILABLE FOR ADR		34	
1.	FULL TIME	0	
2.	PART TIME	0	
3.	COLLATERAL DUTY	34	
		AMOUNT	
D. ADR FUNDING SPENT		\$ 83275.00	

CERTIFICATION AND CONTACT INFORMATION

I certify that the EEO complaint data contained on this report, EEOC Form 462, Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints, for the reporting period October 1, 2002 through September 30, 2003 are accurate and complete.

TYPED NAME AND TITLE OF CERTIFYING OFFICIAL:

SIGNATURE OF CERTIFYING OFFICIAL:

TYPED NAME AND TITLE OF PREPARER: Barry K Ward, Equal Employment Specialist

SIGNATURE OF PREPARER:

DATE: 11/13/2003 TELEPHONE NUMBER: 202-324-2818 E-MAIL: bardeb1@msn.com

This report is due to the following address on or before October 31st:

*U.S. Equal Employment Opportunity Commission
Office of Federal Operations
Federal Sector Programs
1801 L Street, NW
Washington, DC 20507*

Appendix A - Comments

Part 1

Other -all others - Counselings includes: Put on Waiting List (1); Referred to EAP (2); and Do a Study of Position (2). Individuals include: Put on Waiting List (1) Referred to EAP (1) and Do a Study of Position (2)

Part 2

two complaints previously reported as pending were actually closed

Part 3

The agency was unable to schedule the employees for training.

Part 6

closed more cases this year
Agency reached more FADs
AJ's issued more decisions

Part 7

More settlements were reached and there were three findings of discrimination

Part 8

more investigations were finished this FY
Agency issued more FADs
Agency was faster in issuing FADs

Part 9

No investigations were contracted
No investigations were contracted
No investigations were contracted

Part 10

Three ADR Sessions previously reported as pending were actually closed
Three ADR Sessions previously reported as pending were actually closed
Agency uses two mediators at each mediation session

Part 11

39 Complaints thought to be pending in ADR (Office of Personnel Dispute Resolution) were actually closed
39 Complaints thought to be pending in ADR (Office of Personnel Dispute Resolution) were actually closed
Agency sends two mediators to each mediation session