

ANNUAL REPORT TO THE CONGRESS

FEDERAL EQUAL OPPORTUNITY RECRUITMENT PROGRAM

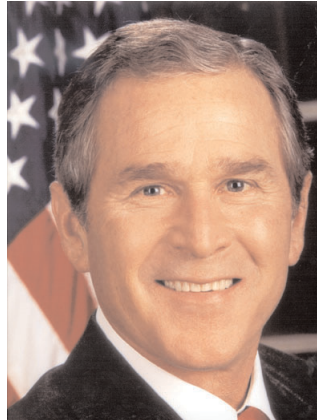
FY 2003

Working for America



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Kay Coles James, Director
March 2004

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"Diversity is one of America's greatest strengths."

**President George W. Bush
June 2003**

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A MESSAGE FROM THE DIRECTOR OF THE U.S. OFFICE OF PERSONNEL MANAGEMENT



I am pleased to present the enclosed 2003 Federal Equal Opportunity Recruitment Program Report (FEORP). This report is a very valuable tool, which allows us to see the significant progress we have made and assess the important work remaining.

Overall minorities are better represented in the Federal workforce than in the Civilian Labor Force (CLF). The report shows the Federal government as a leader in providing employment opportunities to minorities during the last year with the total representation increasing from 470,827 (31.1 percent) in 2002 to 471,691 (31.3 percent) in 2003, despite a work force decline of 6,665 employees during the same year.

President Bush and this administration have placed an emphasis on creating a work force that draws from the rich diversity of America. This year's report shows great results from our commitment to create a diverse federal workforce. It also shows ways that agencies can continue outreach efforts in the Hispanic and other minority communities, to ensure that the federal workplace is one that welcomes and thrives in diversity.

The FEORP notes overall gains made by minorities and women in professional and administrative positions. Representation of minorities in these positions rose by 10,145, from 215,070 (25.4 percent) in 2002 to 225,215 (26.1 percent) in 2003, while women in professional and administrative positions rose 9,395 (2.6 percent), from 356,289 in 2002 to 365,684 in 2003.

Long-term occupational trends also show women moving out of clerical and blue-collar occupations into careers which lead to higher grades. The report shows the percentage of women in the top three grades of the General Schedule (GS-13 to GS-15) through the Senior Executive Service and other executive levels jumped by 4,976 from 109,819 (32.4 percent) in 2002 to 114,795 (33.0 percent) in 2003, while the percentage of minorities at the same levels rose 3,619 from 69,623 (20.5 percent) in 2002 to 73,242 (21.1 percent) in 2003 in the same period.

In response to the under representation of Hispanics in the Federal workforce and Executive Order 13171, I convened an Interagency Task Force composed of senior agency officials to address the issue in their agencies. OPM submits an annual report to the President on the progress of Hispanic employment in all Federal agencies. OPM's efforts have produced promising results as highlighted in hiring and retention trends of minorities in the FEORP report.

Kay Coles James
Director

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EXECUTIVE SUMMARY

This is the U.S. Office of Personnel Management's (OPM) Fiscal Year (FY) 2003 Federal Equal Opportunity Recruitment Program (FEORP) report to Congress. It is required under title 5, United States Code, section 7201. The FEORP is an important recruiting initiative designed to eliminate underrepresentation of minorities and women in the Federal service. This report reflects data derived from OPM's Central Personnel Data File (CPDF). Our findings compare data collected in FY 2002 with FY 2003 data.

FEORP covers Federal Executive Branch employees in the General Schedule and Federal Wage System pay plans, representing almost 92 percent of total permanent employees. Please note that over the last eleven years, there has been a slow but steady shift of white-collar employment out of the General Schedule and into new pay plans. This migration is important to remember when interpreting this report, because statements made herein do not reflect populations from some agencies that have shifted to other pay plans. In addition, minority populations in some agencies may be affected by the transfer of agency personnel to the Department of Homeland Security. With these points in mind, we present the following highlights:

- The permanent Federal Workforce (FW) covered by the FEORP declined by 6,665 from 1,515,345 in FY 2002, to 1,508,680 in FY 2003. Despite the overall decrease in Federal employment, the FY 2003 FEORP report shows that the Federal Government continues to be a leader in employing minorities. The representation of minorities in the Federal workforce increased from 470,827 (31.1 percent) in 2002 to 471,691 (31.3 percent) in 2003.
- Overall, minority groups are now better represented in the FW than in the Civilian Labor Force (CLF) with one exception – Hispanics. Despite a trend of increased Hispanic representation, Hispanics remain underrepresented in the Federal Government as compared to the CLF.* They represent 7.0 percent of the FW compared to 13.1 percent of the CLF. The Federal Government also is slightly behind the CLF in the employment of women, 44.0 to 46.5 percent.
- The representation of women and minorities in General Schedule and Related (GSR) grades 13 through 15 increased. Minority representation rose 3,619 from 69,623 (20.5 percent) in 2002 to 73,242 (21.1 percent) in 2003. The representation of women rose by 4,976 from 109,819 (32.4 percent) in 2002 to 114,795 (33.0 percent) in 2003.
- The representation of minorities and women in professional and administrative occupations increased. Minorities in professional and administrative positions rose by 10,145, from 215,070 (25.4 percent) in 2002 to 225,215 (26.1 percent) in 2003, while women in professional and administrative positions rose 9,395 (2.6 percent), from 356,289 in 2002 to 365,684 in 2003.

Minority and women representation in the total permanent Federal workforce under all pay plans is essentially the same as in the FEORP coverage. In the total permanent population, as in the FEORP covered population, women and Hispanics are the only groups underrepresented relative to the CLF.

Congress established this reporting requirement to secure a full picture of the Government's progress in addressing underrepresentation of minorities in Federal employment. When FEORP was conceived, Congress could not have foreseen the movement of significant parts of the Federal white-collar workforce outside of the General Schedule that we are now witnessing. Particularly with the advent of non-title 5 personnel systems in the Department of Homeland Security and the Department of Defense, the time is no longer remote when nearly half of the Federal white-collar workforce may be outside the General Schedule. We must ensure that the FEORP report reflects these changes if the report is going to continue to provide Congress with a meaningful picture of minority representation in the Federal workforce. Therefore, in the future we will be including data on agencies and components of agencies whose employees are in pay plans other than those traditionally reported.

We hope this report proves to be a useful tool for agencies as they review their workforce diversity strategies. We therefore encourage agency heads to ensure wide distribution of this report. It may be viewed and downloaded from OPM's website at www.opm.gov/feorp03.

*Note: The Relevant Civilian Labor Force (RCLF) would reveal a more precise picture. RCLF data, however, are unavailable on an overall Federal Government basis.

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FEDERAL WORKFORCE

TOTAL EMPLOYMENT

Total permanent employment in pay plans covered by the FEORP report decreased by 6,665 from 1,515,345 as of September 30, 2002, to 1,508,680 as of September 30, 2003. The representation of minorities in the Federal Workforce (FW) increased by 864 from 470,827 (31.1 percent) in 2002 to 471,691 (31.3 percent) in 2003. The FW continued to exceed the Civilian Labor Force (CLF) in the representation of non-minority men and most minorities. Women in the FW are slightly below the CLF. Hispanics are still underrepresented in the FW. Employment highlights for 2003 include:

Blacks represented 17.6 percent (266,143) of the FW in 2003, the same as 2002. Black representation in the CLF was 10.4 percent in 2003, compared to 11.3 percent in 2002.

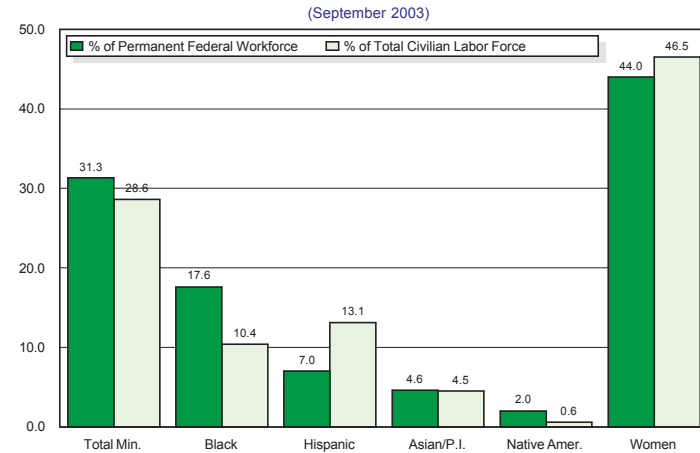
Hispanics represented 7.0 percent (105,921) of the FW in 2003, compared to 6.9 percent in 2002. Hispanic representation in the CLF was 13.1 percent in 2003, compared to 12.2 percent in 2002.

Asian/Pacific Islanders represented 4.6 percent (69,142) of the FW in 2003, compared to 4.5 percent in 2002. Asian/Pacific Islander representation in the CLF was 4.5 percent in 2003, compared to 4.0 percent in 2002.

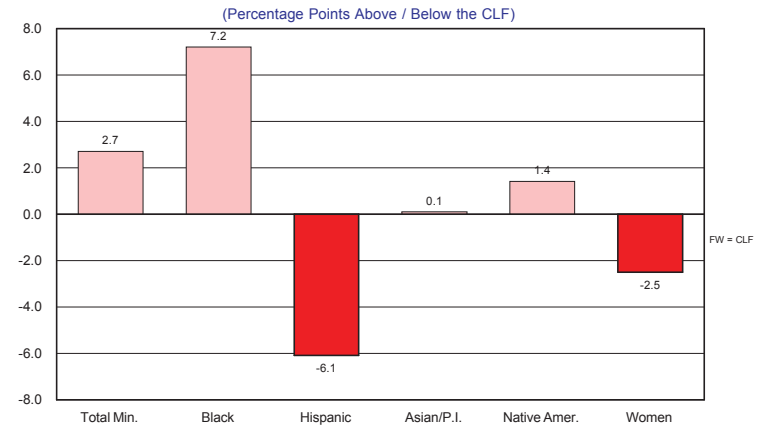
Native Americans represented 2.0 percent (30,485) of the FW in 2003, the same as in 2002. Native American representation in the CLF was 0.6 percent in 2003, compared to 0.9 percent in 2002.

Women represented 44.0 percent (664,295) of the FW in 2003, the same as in 2002. The representation of women in the CLF also remained unchanged since 2002, at 46.5 percent.

Comparison of Permanent Federal Workforce and Total Civilian Labor Force



Hispanics and Women are Underrepresented in the Federal Workforce Relative to the Total Civilian Labor Force



BLACKS IN THE FEDERAL WORKFORCE

BLACK EMPLOYMENT

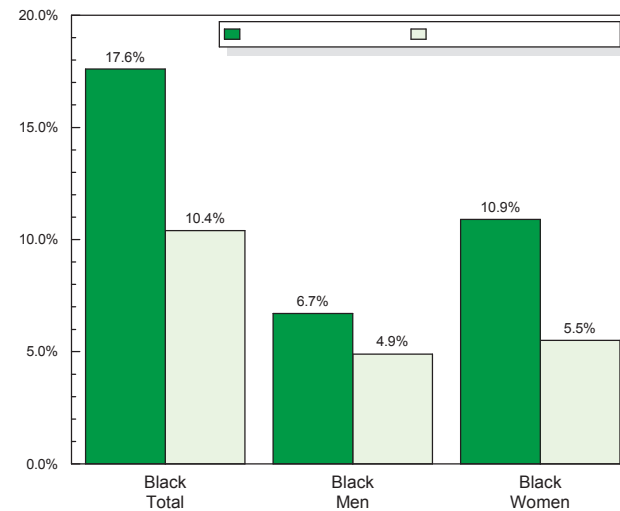
Black employees represented 17.6 percent (266,143) of the permanent Federal Workforce (FW) as of September 30, 2003, compared to 10.4 percent in the Civilian Labor Force (CLF). The FW and CLF percentages in 2002 were 17.6 and 11.3 percent, respectively.

Black men represented 6.7 percent of the FW and 4.9 percent of the CLF in 2003. In 2002, these percentages were 6.7 and 5.3, respectively.

Black women represented 10.9 percent of the FW and 5.5 percent of the CLF in 2003. In 2002, these percentages were 10.9 and 6.0, respectively.

Black men and women exceed their representation in the Civilian Labor Force

(September 2003)



BLACKS - EMPLOYMENT BY OCCUPATIONAL CATEGORY

Black employment in professional occupations increased by 426 from 29,192 in 2002 to 29,618 in 2003. Blacks represented 8.8 percent of all Federal employees in this occupational category in 2003, the same as 2002.

Black employment in administrative occupations increased by 4,583 from 84,397 in 2002 to 88,980 in 2003. Blacks represented 16.9 percent of all Federal employees in this occupational category in 2003, compared with 16.5 percent in 2002.

Black employment in technical occupations declined by 2,211 from 73,590 in 2002 to 71,379 in 2003. Blacks represented 24.3 percent of all Federal employees in this occupational category in 2003, compared with 24.4 percent in 2002.

Black employment in clerical occupations declined by 2,609 from 34,958 in 2002 to 32,349 in 2003. Blacks represented 28.3 percent of all Federal employees in this occupational category in 2003, compared to 28.1 percent in 2002.

Black employment in blue-collar occupations declined by 1,403 from 36,581 in 2002 to 35,178 in 2003. Blacks represented 19.1 percent of all Federal employees in this occupational category in 2003, compared with 18.9 percent in 2002.

Blacks as a Percent of All Employees in each Occupational Category

(September 2003)

	<u>Black Employment</u>	<u>Percent of FW</u>
Professional	29,618	8.8
Administrative	88,980	16.9
Technical	71,379	24.3
Clerical	32,349	28.3
Other	8,639	16.5
White-Collar	230,965	17.4
Blue-Collar	35,178	19.1
Total	266,143	17.6

BLACK DISTRIBUTION BY GENERAL SCHEDULE AND RELATED GRADE GROUPS AND SENIOR PAY

Blacks represented 27.6 percent (14,357) of all employees in General Schedule and Related (GSR) grades 1 through 4 in 2003, including 3,883 Black men and 10,474 Black women. Blacks in this grade group declined by 1,222 since 2002.

Blacks represented 25.7 percent (92,027) of all employees in GSR grades 5 through 8 in 2003, including 23,273 Black men and 68,754 Black women. Blacks in this grade group declined by 1,527 since 2002.

Blacks represented 15.7 percent (86,221) of all employees in GSR grades 9 through 12 in 2003, including 29,001 Black men and 57,220 Black women. Blacks in this grade group increased by 1,025 since 2002.

Blacks represented 10.7 percent (37,278) of all employees in GSR grades 13 through 15 in 2003, including 15,579 Black men and 21,699 Black women. Blacks in this grade group increased by 1,881 since 2002.

Blacks represented 7.1 percent (1,083) of all employees in Senior Pay levels in 2003, including 661 Black men and 422 Black women. Blacks at Senior Pay levels increased by 19 since 2002.

Blacks as a Percent of All Employees in General Schedule and Related Grade Groups and Senior Pay

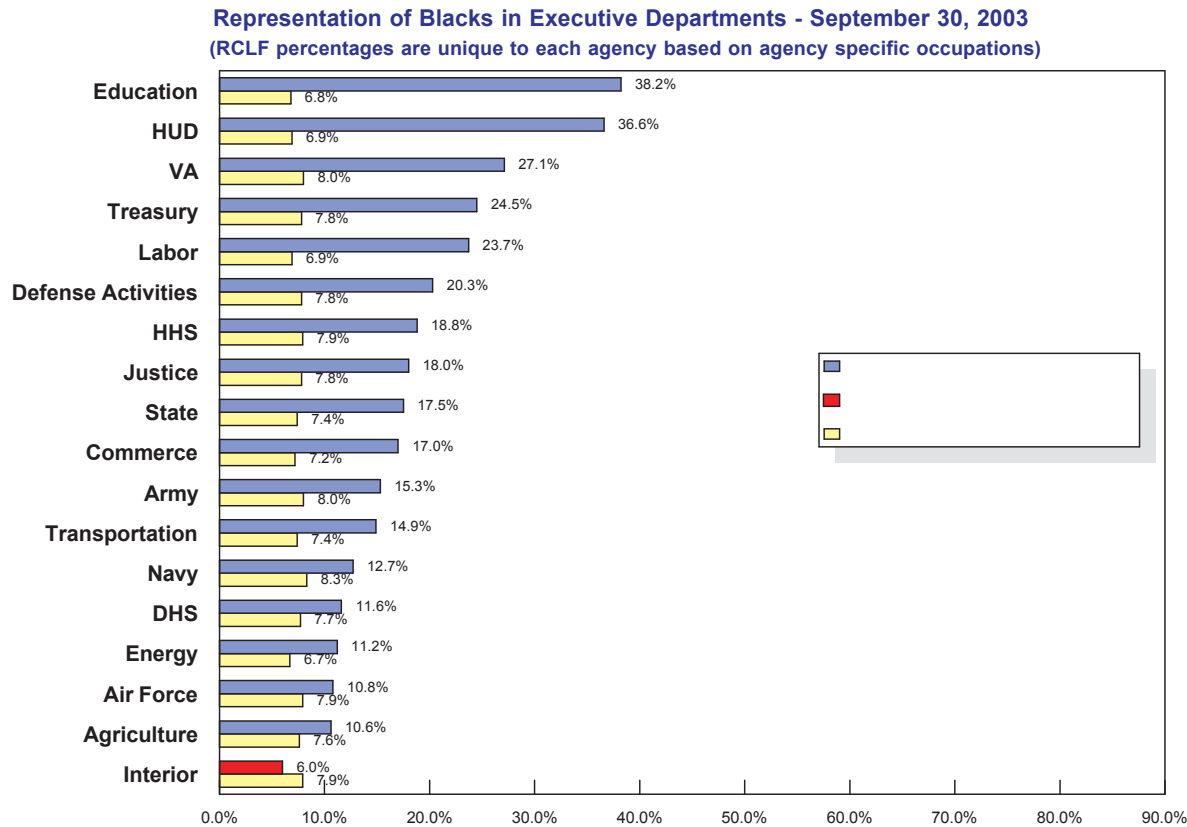
(September 2003)

	<u>Black Employment</u>	<u>Percent of FW</u>
GSR 1-4	14,357	27.6
GSR 5-8	92,027	25.7
GSR 9-12	86,221	15.7
GSR 13-15	37,278	10.7
Senior Pay	1,083	7.1

BLACKS MATCHED OR EXCEEDED THEIR RCLF REPRESENTATION IN 17 OF 18 EXECUTIVE BRANCH DEPARTMENTS

Black representation in the Federal Workforce (FW) matched or exceeded Black representation in the Relevant Civilian Labor Force (RCLF) in the following 17 Executive Branch Departments: Education (38.2 percent to 6.8 percent), Housing and Urban Development (HUD) (36.6 to 6.9), Veterans Affairs (VA) (27.1 to 8.0), Treasury (24.5 to 7.8), Labor (23.7 to 6.9), Defense Activities (20.3 to 7.8), Health and Human Services (HHS) (18.8 to 7.9), Justice (18.0 to 7.8), State (17.5 to 7.4), Commerce (17.0 to 7.2), Army (15.3 to 8.0), Transportation (14.9 to 7.4), Navy (12.7 to 8.3), Department of Homeland Security (DHS) (11.6 to 7.7), Energy (11.2 to 6.7), Air Force (10.8 to 7.9), and Agriculture (10.6 to 7.6).

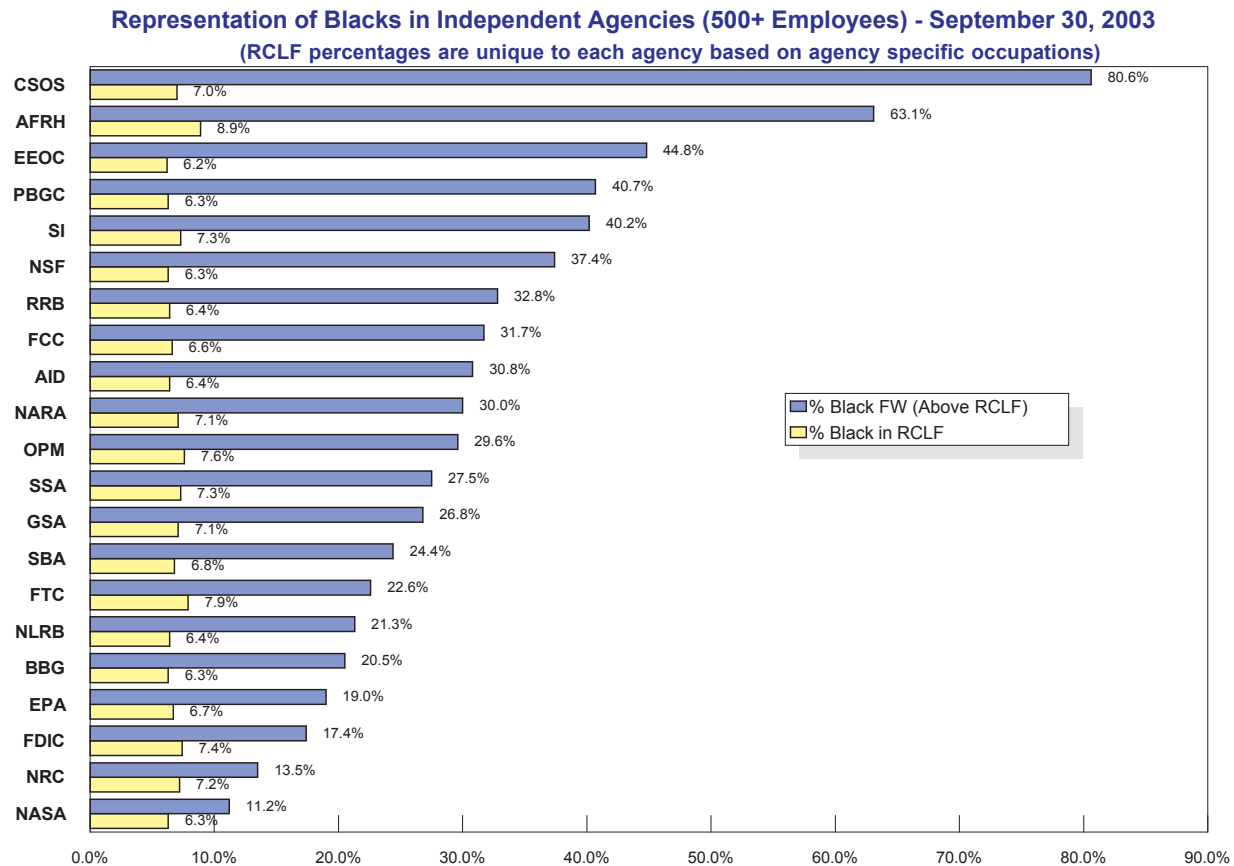
Black representation in the Department of the Interior was below the Black representation in the RCLF (6.0 percent to 7.9 percent).



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003.
Civilian data derived from the 1990 Census.

BLACKS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN ALL 21 INDEPENDENT AGENCIES

Black representation in the Federal Workforce (FW) met or exceeded Black representation in the Relevant Civilian Labor Force (RCLF) in the following 21 independent agencies: Court Services and Offender Supervision Agency (CSOS) (80.6 percent to 7.0 percent), Armed Forces Retirement Home (AFRH) (63.1 to 8.9), Equal Employment Opportunity Commission (EEOC) (44.8 to 6.2), Pension Benefit Guaranty Corporation (PBGC) (40.7 to 6.3), Smithsonian Institution (SI) (40.2 to 7.3), National Science Foundation (NSF) (37.4 to 6.3), Railroad Retirement Board (RRB) (32.8 to 6.4), Federal Communications Commission (FCC) (31.7 to 6.6), Agency for International Development (AID) (30.8 to 6.4), National Archives and Records Administration (NARA) (30.0 to 7.1), Office of Personnel Management (OPM) (29.6 to 7.6), Social Security Administration (SSA) (27.5 to 7.3), General Services Administration (GSA) (26.8 to 7.1), Small Business Administration (SBA) (24.4 to 6.8), Federal Trade Commission (FTC) (22.6 to 7.9), National Labor Relations Board (NLRB) (21.3 to 6.4), Broadcasting Board of Governors (BBG) (20.5 to 6.3), Environmental Protection Agency (EPA) (19.0 to 6.7), Federal Deposit Insurance Corporation (FDIC) (17.4 to 7.4), Nuclear Regulatory Commission (NRC) (13.5 to 7.2), and the National Aeronautics and Space Administration (NASA) (11.2 to 6.3).



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

HISPANICS IN THE FEDERAL WORKFORCE

HISPANIC EMPLOYMENT

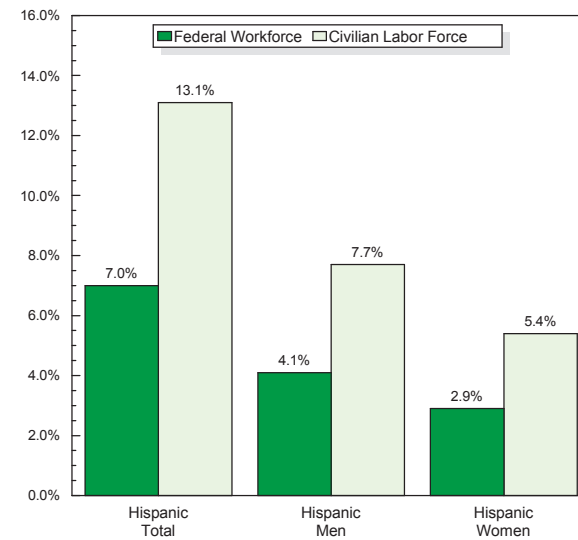
Hispanic employees represented 7.0 percent (105,921) of the permanent Federal Workforce (FW) as of September 30, 2003, compared to 13.1 percent in the Civilian Labor Force (CLF). The FW and CLF percentages in 2002 were 6.9 and 12.2 percent, respectively.

Hispanic men represented 4.1 percent of the FW compared to 7.7 percent of the CLF in 2003. In 2002, these percentages were 4.0 and 7.0, respectively.

Hispanic women represented 2.9 percent of the FW compared to 5.4 percent of the CLF in 2003. In 2002, these percentages were 2.9 and 5.2, respectively.

Hispanic men and women are underrepresented compared to the Civilian Labor Force.

(September 2003)



HISPANICS - EMPLOYMENT BY OCCUPATIONAL CATEGORY

Hispanic employment in professional occupations increased by 294 from 14,492 in 2002 to 14,786 in 2003. Hispanics represented 4.4 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Hispanic employment in administrative occupations increased by 2,955 from 33,861 in 2002 to 36,816 in 2003. Hispanics made up 7.0 percent of all Federal employees in this occupational category in 2003, compared to 6.6 percent in 2002.

Hispanic employment in technical occupations decreased by 390 from 23,082 in 2002 to 22,692 in 2003. Hispanics represented 7.7 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Hispanic employment in clerical occupations declined by 687 from 9,150 in 2002 to 8,463 in 2003. Hispanics made up 7.4 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Hispanic employment in blue-collar occupations declined by 651 from 14,288 in 2002 to 13,637 in 2003. Hispanics represented 7.4 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Hispanics as a Percent of All Employees in each Occupational Category

(September 2003)

	Hispanic Employment	Percent of FW
Professional	14,786	4.4
Administrative	36,816	7.0
Technical	22,692	7.7
Clerical	8,463	7.4
Other	9,527	18.2
White-Collar	92,284	7.0
Blue-Collar	13,637	7.4
Total	105,921	7.0

HISPANICS - EMPLOYMENT BY GENERAL SCHEDULE AND RELATED GRADE GROUPS AND SENIOR PAY

Hispanics represented 8.2 percent (4,281) of all employees in General Schedule and Related (GSR) grades 1 through 4. There were 1,541 Hispanic men and 2,740 Hispanic women at these grades in 2003. Hispanics in this grade group decreased by 197 since 2002.

Hispanics represented 9.1 percent (32,472) of all employees in GSR grades 5 through 8. There were 13,941 Hispanic men and 18,531 Hispanic women at these grades in 2003. Hispanics in this grade group increased by 469 since 2002.

Hispanics represented 7.3 percent (40,000) of all employees in GSR grades 9 through 12. There were 23,279 Hispanic men and 16,721 Hispanic women at these grades in 2003. Hispanics in this grade group increased by 1,716 since 2002.

Hispanics represented 4.3 percent (15,008) of all employees in the GSR grades 13 through 15. There were 10,161 Hispanic men and 4,847 Hispanic women at these grades in 2003. Hispanics in this grade group increased by 743 since 2002.

Hispanics represented 3.4 percent (523) of all employees at Senior Pay levels. There were 373 Hispanic men and 150 Hispanic women at these pay levels in 2003. Hispanics at Senior Pay levels increased by 21 since 2002.

**Hispanics as a Percent of All Employees
in General Schedule and Related Grade Groups and Senior Pay**

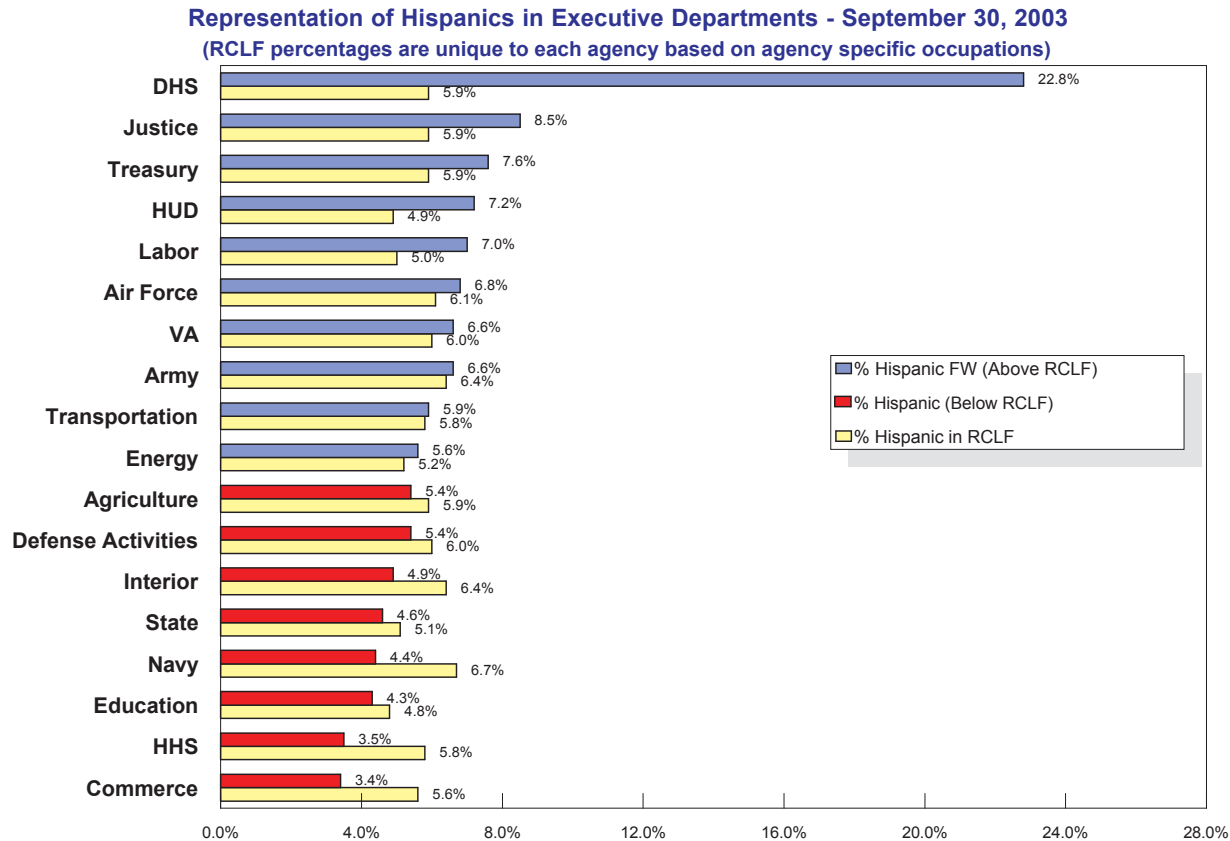
(September 2003)

	<u>Hispanic Employment</u>	<u>Percent of FW</u>
GSR 1-4	4,281	8.2
GSR 5-8	32,472	9.1
GSR 9-12	40,000	7.3
GSR 13-15	15,008	4.3
Senior Pay	523	3.4

HISPANICS WERE EQUAL TO OR GREATER THAN THEIR RCLF REPRESENTATION IN 10 OF 18 EXECUTIVE DEPARTMENTS

Hispanic representation in the Federal Workforce (FW) was equal to or greater than Hispanic representation in the Relevant Civilian Labor Force (RCLF) in the following ten Executive Departments: Department of Homeland Security (DHS) (22.8 percent to 5.9 percent), Justice (8.5 to 5.9 percent), Treasury (7.6 to 5.9), Housing and Urban Development (HUD) (7.2 to 4.9), Labor (7.0 to 5.0), Air Force (6.8 to 6.1), Veterans Affairs (VA) (6.6 to 6.0), Army (6.6 to 6.4), Transportation (5.9 to 5.8), and Energy (5.6 to 5.2).

Hispanic representation in the FW was less than the Hispanic representation in the RCLF in the following eight Executive Departments: Agriculture (5.4 to 5.9), Defense Activities (5.4 to 6.0), Interior (4.9 to 6.4), State (4.6 to 5.1), Navy (4.4 to 6.7), Education (4.3 to 4.8), Health and Human Services (HHS) (3.5 to 5.8), and Commerce (3.4 to 5.6).

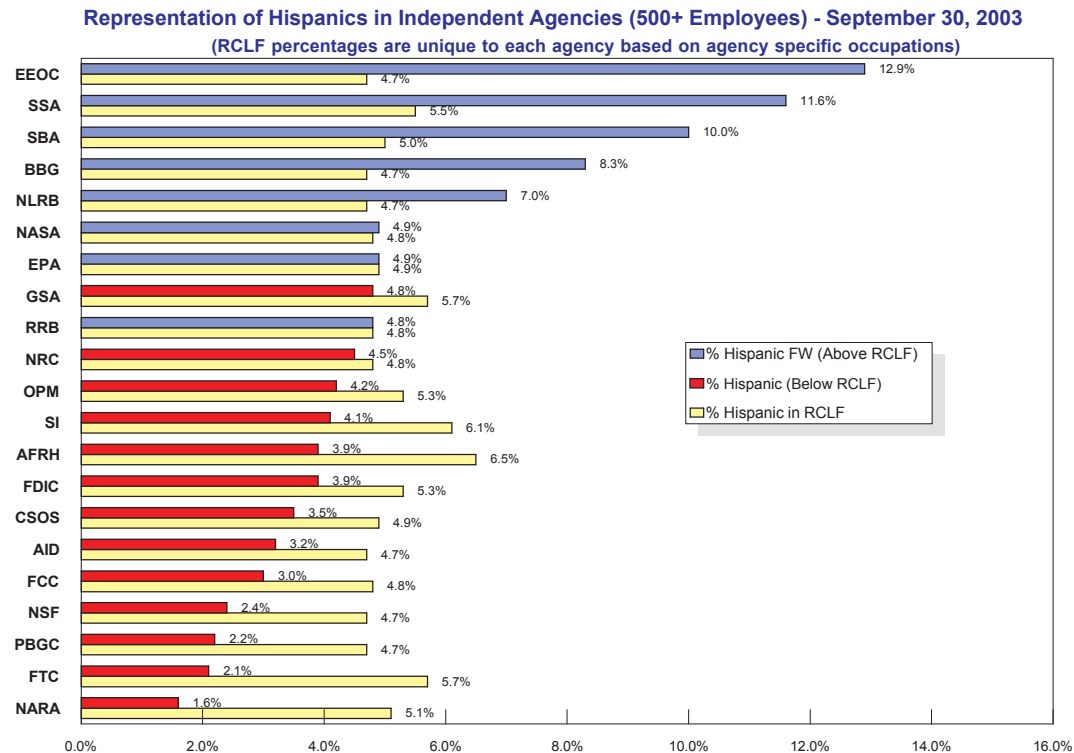


Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

HISPANICS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 8 OF 21 INDEPENDENT AGENCIES

Hispanic representation in the Federal Workforce (FW) met or exceeded Hispanic representation in the Relevant Civilian Labor Force (RCLF) in the following eight independent agencies: Equal Employment Opportunity Commission (EEOC) (12.9 percent to 4.7 percent), Social Security Administration (SSA) (11.6 to 5.5), Small Business Administration (SBA) (10.0 to 5.0), Broadcasting Board of Governors (BBG) (8.3 to 4.7), National Labor Relations Board (NLRB) (7.0 to 4.7), National Aeronautics and Space Administration (NASA) (4.9 to 4.8), Environmental Protection Agency (EPA) (4.9 to 4.9) and the Railroad Retirement Board (4.8 to 4.8) .

Hispanic representation in the FW was less than Hispanic representation in the RCLF in the following 13 independent agencies: General Services Administration (GSA) (4.8 to 5.7), Nuclear Regulatory Commission (NRC) (4.5 to 4.8), Office of Personnel Management (OPM) (4.2 to 5.3), Smithsonian Institution (SI) (4.1 to 6.1), Armed Forces Retirement Home (AFRH) (3.9 to 6.5), Federal Deposit Insurance Corporation (FDIC) (3.9 to 5.3), Court Services and Offender Supervision Agency (CSOS) (3.5 to 4.9), Agency for International Development (AID) (3.2 to 4.7), Federal Communications Commission (FCC) (3.0 to 4.8), National Science Foundation (NSF) (2.4 to 4.7), Pension Benefit Guaranty Corporation (PBGC) (2.2 to 4.7), Federal Trade Commission (FTC) (2.1 to 5.7), and the National Archives and Records Administration (NARA) (1.6 to 5.1).



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003.
Civilian data derived from the 1990 Census.

ASIAN/PACIFIC ISLANDERS IN THE FEDERAL WORKFORCE

ASIAN/PACIFIC ISLANDER EMPLOYMENT

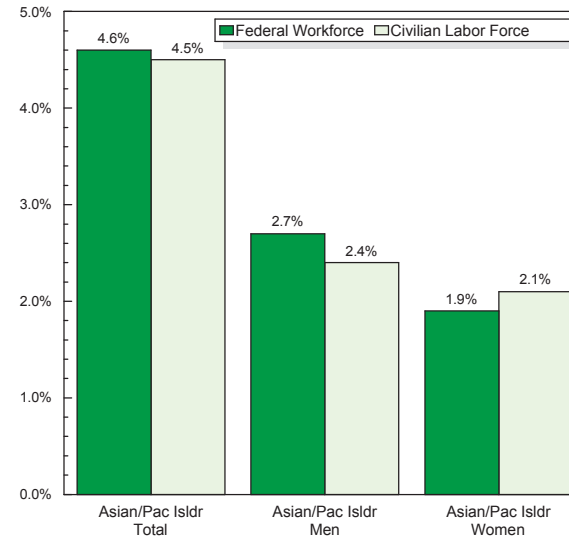
Asian/Pacific Islander employees represented 4.6 percent (69,142) of the permanent Federal Workforce (FW) as of September 30, 2003, compared to 4.5 percent in the Civilian Labor Force (CLF). The FW and CLF percentages in 2002 were 4.5 and 4.0, respectively.

Asian/Pacific Islander men represented 2.7 percent of the FW compared to 2.4 percent of the CLF in 2003. The FW and CLF percentages in 2002 were 2.6 and 2.1, respectively.

Asian/Pacific Islander women represented 1.9 percent of the FW compared to 2.1 percent of the CLF in 2003. In 2002, these percentages were 1.9 and 1.9, respectively.

Asian/Pacific Islander men exceed their representation
in the Civilian Labor Force

(September 2003)



ASIAN/PACIFIC ISLANDERS - EMPLOYMENT BY OCCUPATIONAL CATEGORY

Asian/Pacific Islander employment in professional occupations increased by 602, from 24,340 in 2002 to 24,942 in 2003. Asian/Pacific Islanders represented 7.4 percent of all Federal employees in this occupational category in 2003, compared to 7.3 percent in 2002.

Asian/Pacific Islander employment in administrative occupations increased by 1,163 from 16,637 in 2002 to 17,800 in 2003. Asian/Pacific Islanders represented 3.4 percent of all Federal employees in this occupational category in 2003, compared to 3.2 percent in 2002.

Asian/Pacific Islander employment in technical occupations decreased by 278 from 11,031 in 2002 to 10,753 in 2003. Asian/Pacific Islanders represented 3.7 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Asian/Pacific Islander employment in clerical occupations declined by 348 from 5,282 in 2002 to 4,934 in 2003. Asian/Pacific Islanders made up 4.3 percent of this occupational category in 2003, the same as in 2002.

Asian/Pacific Islander employment in blue-collar occupations declined by 733, from 9,994 in 2002 to 9,261 in 2003. Asian/Pacific Islanders represented 5.0 percent of all Federal employees in this occupational category in 2003, compared to 5.2 percent in 2002.

**Asian/Pacific Islanders as a Percent of All Employees
in each Occupational Category**

(September 2003)

	<u>Asian / Pac Islr Employment</u>	<u>Percent of FW</u>
Professional	24,942	7.4
Administrative	17,800	3.4
Technical	10,753	3.7
Clerical	4,934	4.3
Other	1,422	2.7
White-Collar	59,881	4.5
Blue-Collar	9,261	5.0
Total	69,142	4.6

ASIAN/PACIFIC ISLANDERS - EMPLOYMENT BY GENERAL SCHEDULE AND RELATED GRADE GROUPS AND SENIOR PAY

Asian/Pacific Islanders represented 5.7 percent (2,988) of all employees in General Schedule and Related (GSR) grades 1 through 4. There were 735 Asian/Pacific Islander men and 2,253 Asian/Pacific Islander women at these grades in 2003. Asian/Pacific Islanders in this grade group decreased by 165 since 2002.

Asian/Pacific Islanders represented 4.0 percent (14,295) of all employees in GSR grades 5 through 8. There were 5,442 Asian/Pacific Islander men and 8,853 Asian/Pacific Islander women at these grades in 2003. Asian/Pacific Islanders in this grade group decreased by 240 since 2002.

Asian/Pacific Islanders represented 4.5 percent (24,629) of all employees in GSR grades 9 through 12. There were 13,332 Asian/Pacific Islander men and 11,297 Asian/Pacific Islander women at these grades in 2003. Asian/Pacific Islanders in this grade group increased by 580 since 2002.

Asian/Pacific Islanders represented 5.1 percent (17,585) of all employees in GSR grades 13 through 15. There were 11,846 Asian/Pacific Islander men and 5,739 Asian/Pacific Islander women at these grades in 2003. Asian/Pacific Islanders in this grade group increased by 913 since 2002.

Asian/Pacific Islanders represented 2.5 percent (384) of all employees at Senior Pay levels. There were 286 Asian/Pacific Islander men and 98 Asian/Pacific Islander women at these pay levels in 2003. Asian/Pacific Islanders at Senior Pay levels increased by 32 since 2002.

**Asian/Pacific Islanders as a Percent of All Employees
in General Schedule and Related Grade Groups and Senior Pay**

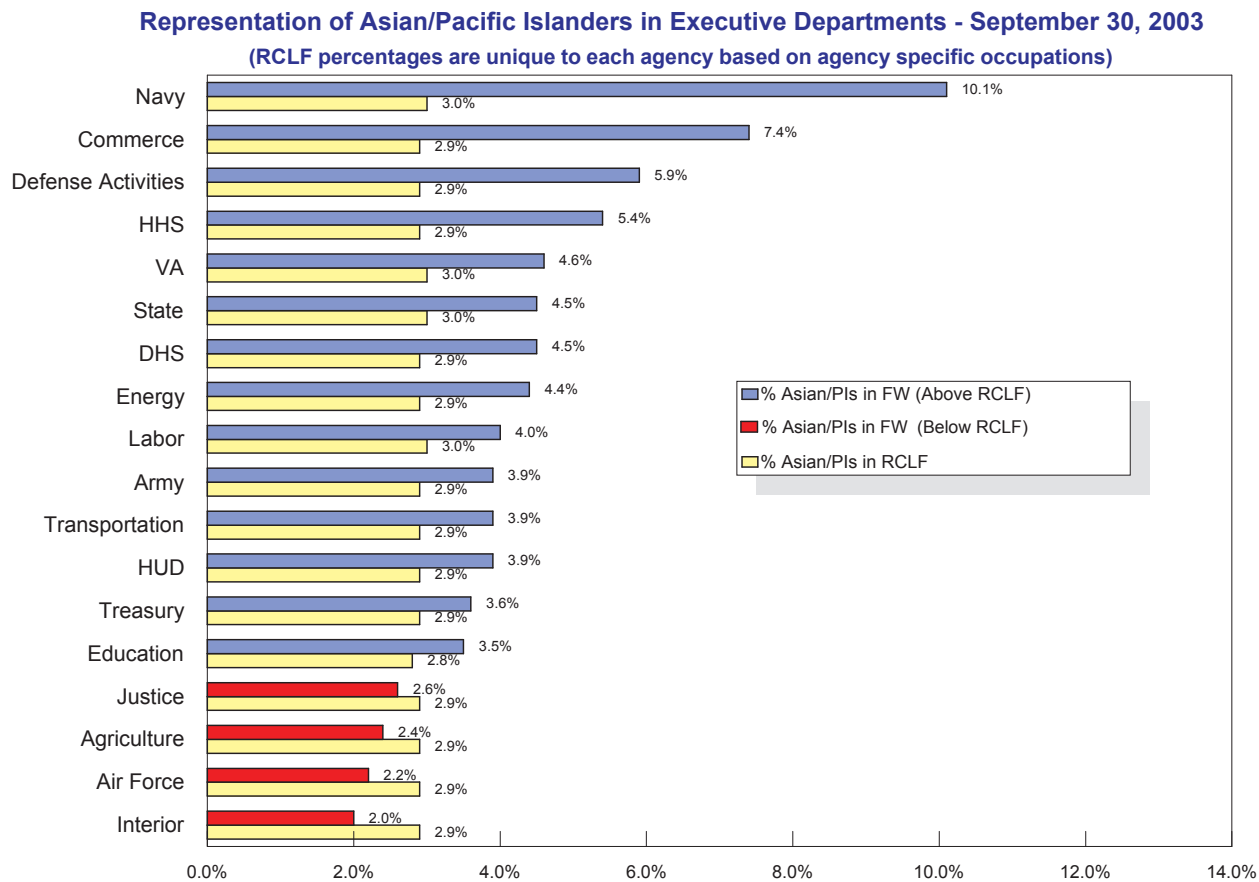
(September 2003)

	<u>Asian/Pac Islidr Employment</u>	<u>Percent of FW</u>
GSR 1-4	2,988	5.7
GSR 5-8	14,295	4.0
GSR 9-12	24,629	4.5
GSR 13-15	17,585	5.1
Senior Pay	384	2.5

ASIAN/PACIFIC ISLANDERS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 14 OF 18 EXECUTIVE DEPARTMENTS

Asian/Pacific Islander representation in the Federal Workforce (FW) met or exceeded Asian/Pacific Islander representation in the Relevant Civilian Labor Force (RCLF) in the following 14 Executive Departments: Navy (10.1 percent to 3.0 percent), Commerce (7.4 to 2.9), Defense Activities (5.9 to 2.9), Health and Human Services (HHS) (5.4 to 2.9), Veterans Affairs (VA) (4.6 to 3.0), State (4.5 to 3.0), Department of Homeland Security (DHS) (4.5 to 2.9), Energy (4.4 to 2.9), Labor (4.0 to 3.0), Army (3.9 to 2.9), Transportation (3.9 to 2.9), Housing and Urban Development (HUD) (3.9 to 2.9), Treasury (3.6 to 2.9), and Education (3.5 to 2.8).

Asian/Pacific Islander representation in the FW was less than the Asian/Pacific Islander representation in the RCLF in the following four Executive Departments: Justice (2.6 to 2.9), Agriculture (2.4 to 2.9), Air Force (2.2 to 2.9), and Interior (2.0 to 2.9).



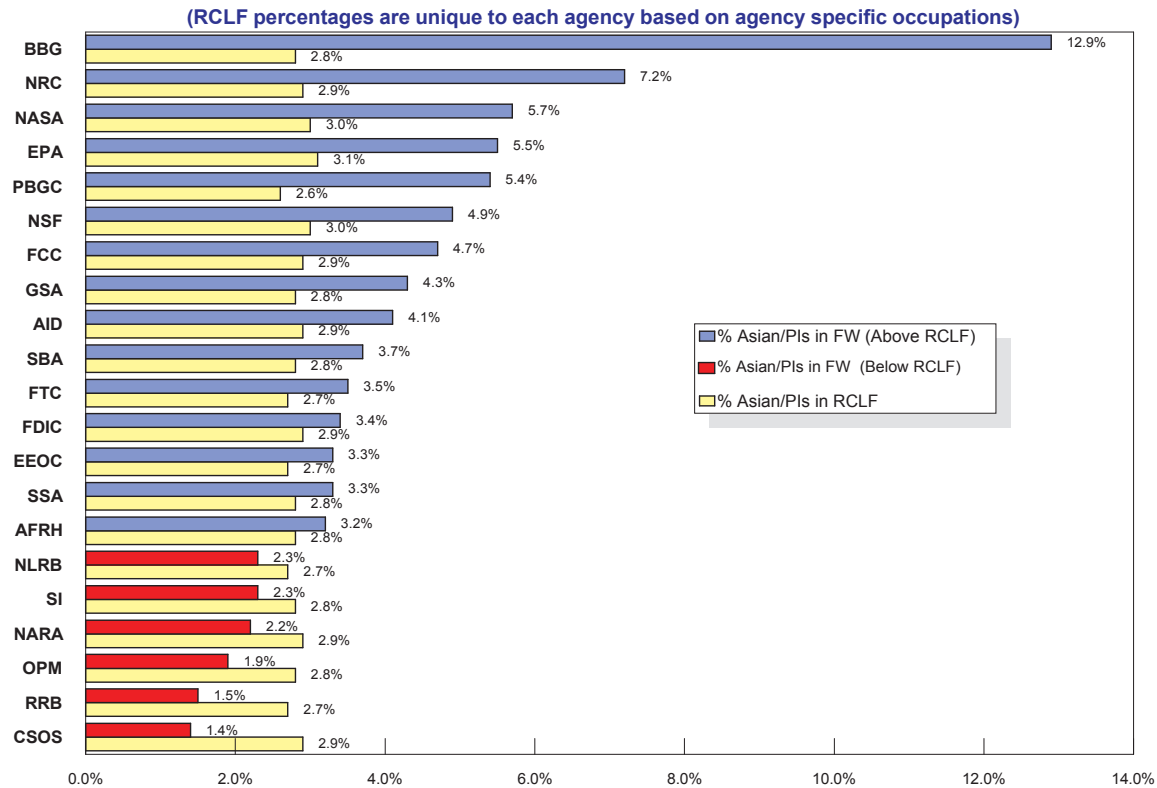
Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003.
Civilian data derived from the 1990 Census.

ASIAN/PACIFIC ISLANDERS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 15 OF 21 INDEPENDENT AGENCIES

Asian/Pacific Islander representation in the Federal Workforce (FW) met or exceeded Asian/Pacific Islander representation in the Relevant Civilian Labor Force (RCLF) in the following 15 independent agencies: Broadcasting Board of Governors (BBG) (12.9 percent to 2.8 percent), Nuclear Regulatory Commission (NRC) (7.2 to 2.9), National Aeronautics and Space Administration (NASA) (5.7 to 3.0), Environmental Protection Agency (EPA) (5.5 to 3.1), Pension Benefit Guaranty Corporation (PBGC) (5.4 to 2.6), National Science Foundation (NSF) (4.9 to 3.0), Federal Communications Commission (FCC) (4.7 to 2.9), General Services Administration (GSA) (4.3 to 2.8), Agency for International Development (AID) (4.1 to 2.9), Small Business Administration (SBA) (3.7 to 2.8), Federal Trade Commission (FTC) (3.5 to 2.7), Federal Deposit Insurance Corporation (FDIC) (3.4 to 2.9), Equal Employment Opportunity Commission (EEOC) (3.3 to 2.7), Social Security Administration (SSA) (3.3 to 2.8), and the Armed Forces Retirement Home (AFRH) (3.2 to 2.8).

Asian/Pacific Islander representation in the FW was below Asian/Pacific Islander representation in the RCLF in the following six independent agencies: National Labor Relations Board (NLRB) (2.3 to 2.7), Smithsonian Institution (SI) (2.3 to 2.8), National Archives and Records Administration (NARA) (2.2 to 2.9), Office of Personnel Management (OPM) (1.9 to 2.8), Railroad Retirement Board (RRB) (1.5 to 2.7), and the Court Services and Offender Supervision Agency (CSOS) (1.4 to 2.9).

Representation of Asian/Pacific Islanders in Independent Agencies (500+ Employees) - September 30, 2003



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003.
 Civilian data derived from the 1990 Census.

NATIVE AMERICANS IN THE FEDERAL WORKFORCE

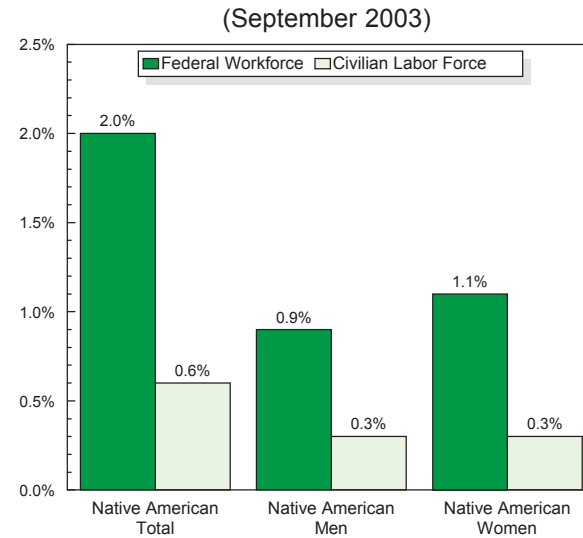
NATIVE AMERICAN EMPLOYMENT

Native American employees represented 2.0 percent (30,485) of the permanent Federal Workforce (FW) as of September 30, 2003, compared to 0.6 percent of the Civilian Labor Force (CLF). The FW and CLF percentages in 2002 were 2.0 and 0.9, respectively.

Native American men represented 0.9 percent of the FW and 0.3 percent of the CLF in 2003. The FW and CLF percentages in 2002 were 0.9 and 0.5, respectively.

Native American women represented 1.1 percent of the FW and 0.3 percent of the CLF in 2003. The FW and CLF percentages in 2002 were 1.1 and 0.4, respectively.

Native American men and women exceed their representation in the Civilian Labor Force



NATIVE AMERICANS - EMPLOYMENT BY OCCUPATIONAL CATEGORY

Native American employment in professional occupations decreased by one, from 4,500 in 2002 to 4,499 in 2003. Native Americans represented 1.3 percent of all Federal employees in this occupational category in 2003, compared to 1.4 percent in 2002.

Native American employment in administrative occupations increased by 93 from 7,651 in 2002 to 7,744 in 2003. Native Americans made up 1.5 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

Native American employment in technical occupations decreased by 62 from 9,093 in 2002 to 9,031 in 2003. Native Americans made up 3.1 percent of all Federal employees in this occupational category in 2003, compared to 3.0 percent in 2002.

Native American employment in clerical occupations decreased by 179, from 3,663 in 2002 to 3,484 in 2003. Native Americans made up 3.0 percent of all Federal employees in this occupational category in 2003, compared to 2.9 percent in 2002.

Native American employment in blue-collar occupations declined by 217 from 4,946 in 2002 to 4,729 in 2003. Native Americans represented 2.6 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

**Native Americans as a Percent of All Employees
in each Occupational Category**

(September 2003)

	<u>Native Amer. Employment</u>	<u>Percent of FW</u>
Professional	4,499	1.3
Administrative	7,744	1.5
Technical	9,031	3.1
Clerical	3,484	3.0
Other	998	1.9
White-Collar	25,756	1.9
Blue-Collar	4,729	2.6
Total	30,485	2.0

NATIVE AMERICANS - EMPLOYMENT BY GRADE GROUPS AND SENIOR PAY

Native Americans represented 5.0 percent (2,589) of all employees in General Schedule and Related (GSR) grades 1 through 4. There were 579 Native American men and 2,010 Native American women at these grades in 2003. Native Americans in this grade group decreased by 110 since 2002.

Native Americans represented 2.8 percent (10,151) of all employees in GSR grades 5 through 8. There were 2,893 Native American men and 7,258 Native American women at these grades in 2003. Native Americans in this grade group decreased by 172 since 2002.

Native Americans represented 1.7 percent (9,524) of all employees in GSR grades 9 through 12. There were 4,302 Native American men and 5,222 Native American women at these grades in 2003. Native Americans in this grade group increased by 24 since 2002.

Native Americans represented 1.0 percent (3,372) of all employees in GSR grades 13 through 15. There were 2,150 Native American men and 1,222 Native American women at these grades in 2003. Native Americans in this grade group increased by 82 since 2002.

Native Americans represented 0.8 percent (120) of all employees at the Senior Pay levels. There were 85 Native American men and 35 Native American women at these pay levels in 2003. Native Americans at Senior Pay levels decreased by four since 2002.

**Native Americans as a Percent of All Employees
in General Schedule and Related Grade Groups and Senior Pay**

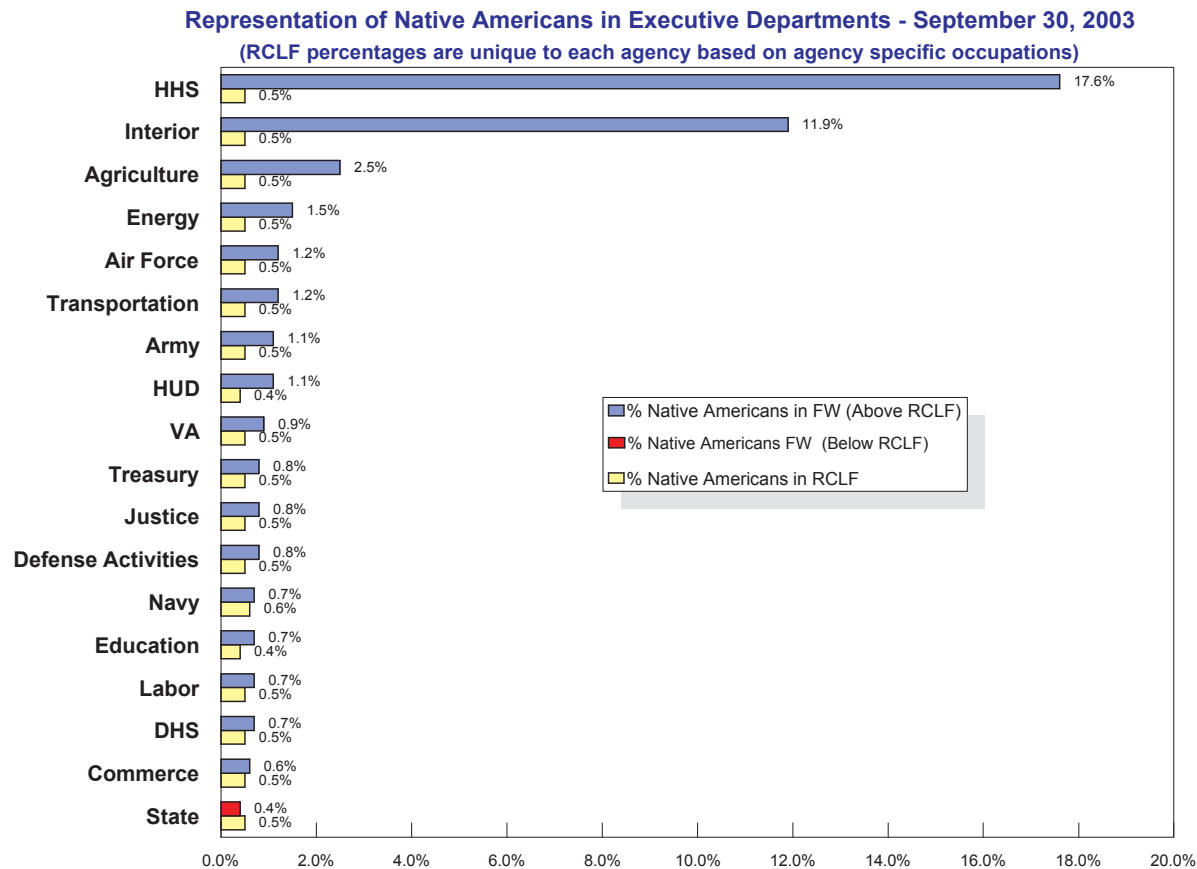
(September 2003)

	<u>Native Amer. Employment</u>	<u>Percent of FW</u>
GSR 1-4	2,589	5.0
GSR 5-8	10,151	2.8
GSR 9-12	9,524	1.7
GSR 13-15	3,372	1.0
Senior Pay	120	0.8

NATIVE AMERICANS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 17 OF 18 EXECUTIVE DEPARTMENTS

Native American representation in the Federal Workforce (FW) met or exceeded Native American representation in the Relevant Civilian Labor Force (RCLF) in the following 17 Executive Departments: Health and Human Services (HHS) (17.6 percent to 0.5 percent), Interior (11.9 to 0.5), Agriculture (2.5 to 0.5), Energy (1.5 to 0.5), Air Force (1.2 to 0.5), Transportation (1.2 to 0.5.), Army (1.1 to 0.5), Housing and Urban Development (HUD) (1.1 to 0.4), Veterans Affairs (VA) (0.9 to 0.5), Treasury (0.8 to 0.5), Justice (0.8 to 0.5), Defense Activities (0.8 to 0.5), Navy (0.7 to 0.6), Education (0.7 to 0.4), Labor (0.7 to 0.5), Department of Homeland Security (DHS) (0.7 to 0.5), and Commerce (0.6 to 0.5).

Native American representation in the Department of State (0.4 to 0.5) was slightly below Native American representation in the RCLF.



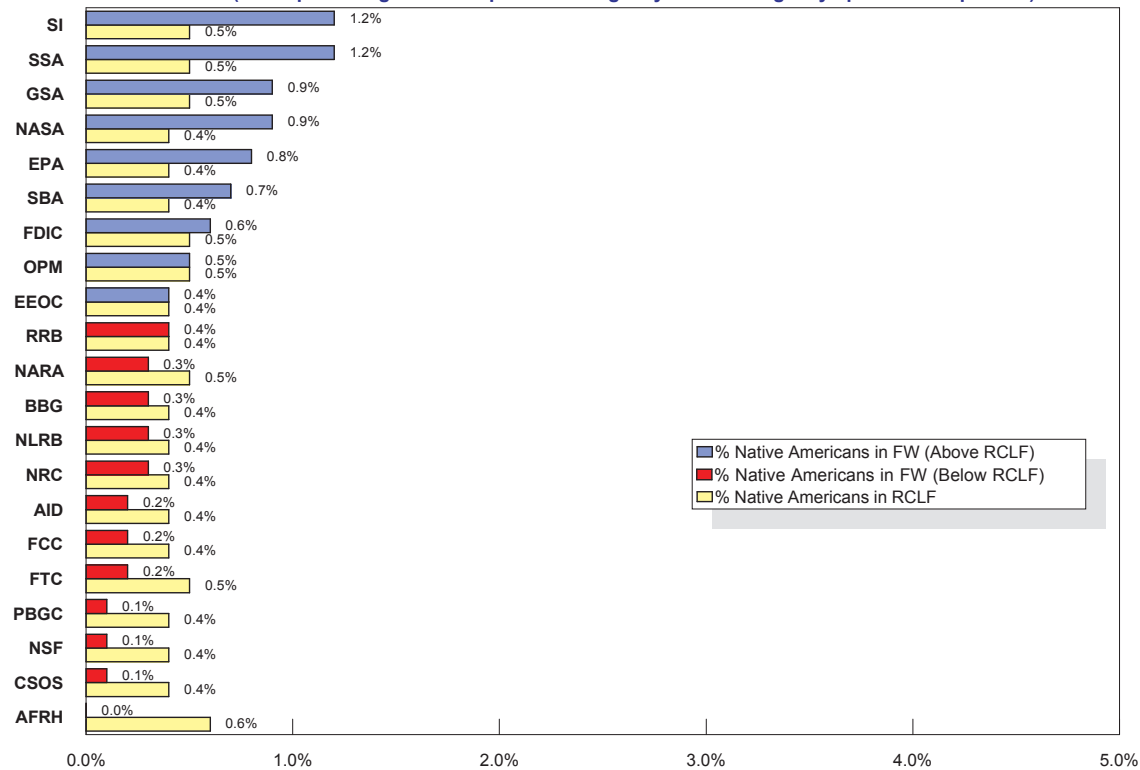
Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

NATIVE AMERICANS MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 10 OF 21 INDEPENDENT AGENCIES

Native American representation in the Federal Workforce (FW) met or exceeded Native American representation in the Relevant Civilian Labor Force (RCLF) in the following ten independent agencies: Smithsonian Institution (SI) (1.2 percent to 0.5 percent), Social Security Administration (SSA) (1.2 to 0.5), General Services Administration (GSA) (0.9 to 0.5), National Aeronautics and Space Administration (NASA) (0.9 to 0.4), Environmental Protection Agency (EPA) (0.8 to 0.4), Small Business Administration (SBA) (0.7 to 0.4), Federal Deposit Insurance Corporation (FDIC) (0.6 to 0.5), Office of Personnel Management (OPM) (0.5 to 0.5), Equal Employment Opportunity Commission (EEOC) (0.4 to 0.4), and the Railroad Retirement Board (RRB) (0.4 to 0.4).

Native American representation in the FW was below Native American representation in the RCLF in the following 11 independent agencies: National Archives and Records Administration (NARA) (0.3 to 0.5), Broadcasting Board of Governors (BBG) (0.3 to 0.4), National Labor Relations Board (NLRB) (0.3 to 0.4), Nuclear Regulatory Commission (NRC) (0.3 to 0.4), Agency for International Development (AID) (0.2 to 0.4), Federal Communications Commission (FCC) (0.2 to 0.4), Federal Trade Commission (FTC) (0.2 to 0.5), Pension Benefit Guaranty Corporation (PBGC) (0.1 to 0.4), National Science Foundation (NSF) (0.1 to 0.4), Court Services and Offender Supervision Agency (CSOS) (0.1 to 0.4), and the Armed Forces Retirement Home (AFRH) (0.0 to 0.6).

Representation of Native Americans in Independent Agencies (500+ Employees) - September 2003
(RCLF percentages are unique to each agency based on agency specific occupations)



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

WOMEN IN THE FEDERAL WORKFORCE

WOMEN - EMPLOYMENT

Women represented 44.0 percent of the permanent Federal workforce (FW) as of September 30, 2003, compared to 46.5 percent of the Civilian Labor Force (CLF) in 2003.

Black women represented 10.9 percent of the FW in 2003, the same as in 2002. Black women represented 5.5 percent of the CLF in 2003, compared to 6.0 percent in 2002.

Hispanic women represented 2.9 percent of the FW in 2003, the same as in 2002. Hispanic women represented 5.4 percent of the CLF in 2003, compared to 5.2 percent in 2002.

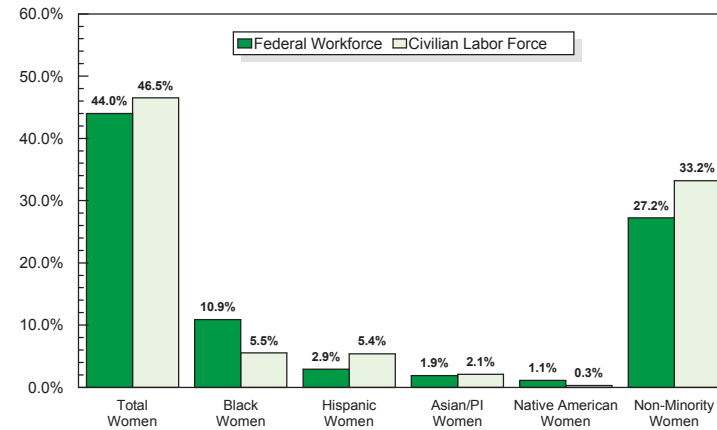
Asian/Pacific Islander women represented 1.9 percent of the FW in 2003, the same as in 2002. Asian/Pacific Islander women represented 2.1 percent of the CLF in 2003, compared to 1.9 percent in 2002.

Native American women represented 1.1 percent of the FW in 2003, unchanged from 2002. Native American women represented 0.3 percent of the CLF in 2003, compared to 0.4 percent in 2002.

Non-minority women represented 27.2 percent of the FW in 2003, compared to 27.3 percent in 2002. Non-minority women represented 33.2 percent of the CLF in 2003, compared to 33.0 percent in 2002.

Women are slightly below their representation
in the Civilian Labor Force.

(September 2003)



WOMEN - EMPLOYMENT BY OCCUPATIONAL CATEGORY

The number of women in professional occupations increased by 2,799 from 115,972 in 2002 to 118,771 in 2003. Women represented 35.3 percent of all Federal employees in this occupational category in 2003, compared to 34.8 percent in 2002.

The number of women in administrative occupations increased by 6,596 from 240,317 in 2002 to 246,913 in 2003. Women made up 46.9 percent of all Federal employees in this occupational category in 2003, the same as in 2002.

The number of women in technical occupations decreased by 3,532 from 184,367 in 2002 to 180,835 in 2003. Women represented 61.5 percent of all Federal employees in this occupational category in 2003, compared to 61.1 percent in 2002.

The number of women in clerical occupations decreased by 8,317 from 100,945 in 2002 to 92,628 in 2003. Women made up 81.1 percent of all Federal employees in this occupational category in 2003, compared to 81.3 percent in 2002.

The number of women in blue-collar occupations decreased by 406 from 18,627 in 2002 to 18,221 in 2003. Women made up 9.9 percent of all Federal employees in this occupational category in 2003, compared to 9.6 percent in 2002.

**Women as a Percent of All Employees
in each Occupational Category**

(September 2003)

	<u>Women Employment</u>	<u>Percent of FW</u>
Professional	118,771	35.3
Administrative	246,913	46.9
Technical	180,835	61.5
Clerical	92,628	81.1
Other	6,927	13.2
White-Collar	646,074	48.8
Blue-Collar	18,221	9.9
Total	664,295	44.0

WOMEN BY GENERAL SCHEDULE AND RELATED GRADE GROUPS AND SENIOR PAY

Women represented 68.8 percent (35,822) of all employees in General Schedule and Related (GSR) grades 1 through 4. Women in this grade group declined by 3,138 since 2002.

Women represented 65.7 percent (235,638) of all employees in GSR grades 5 through 8. Women in this grade group declined by 7,126 since 2002.

Women represented 46.5 percent (255,915) of all employees in GSR grades 9 through 12. Women in this grade group increased by 2,542 since 2002.

Women represented 33.0 percent (114,795) of all employees in GSR grades 13 through 15. Women in this grade group increased by 4,976 since 2002.

Women represented 25.5 percent (3,904) of all employees at the Senior Pay levels. The number of women at Senior Pay levels increased by 94 since 2002.

**Women as a Percent of All Employees
in General Schedule and Related Grade Groups and Senior Pay**

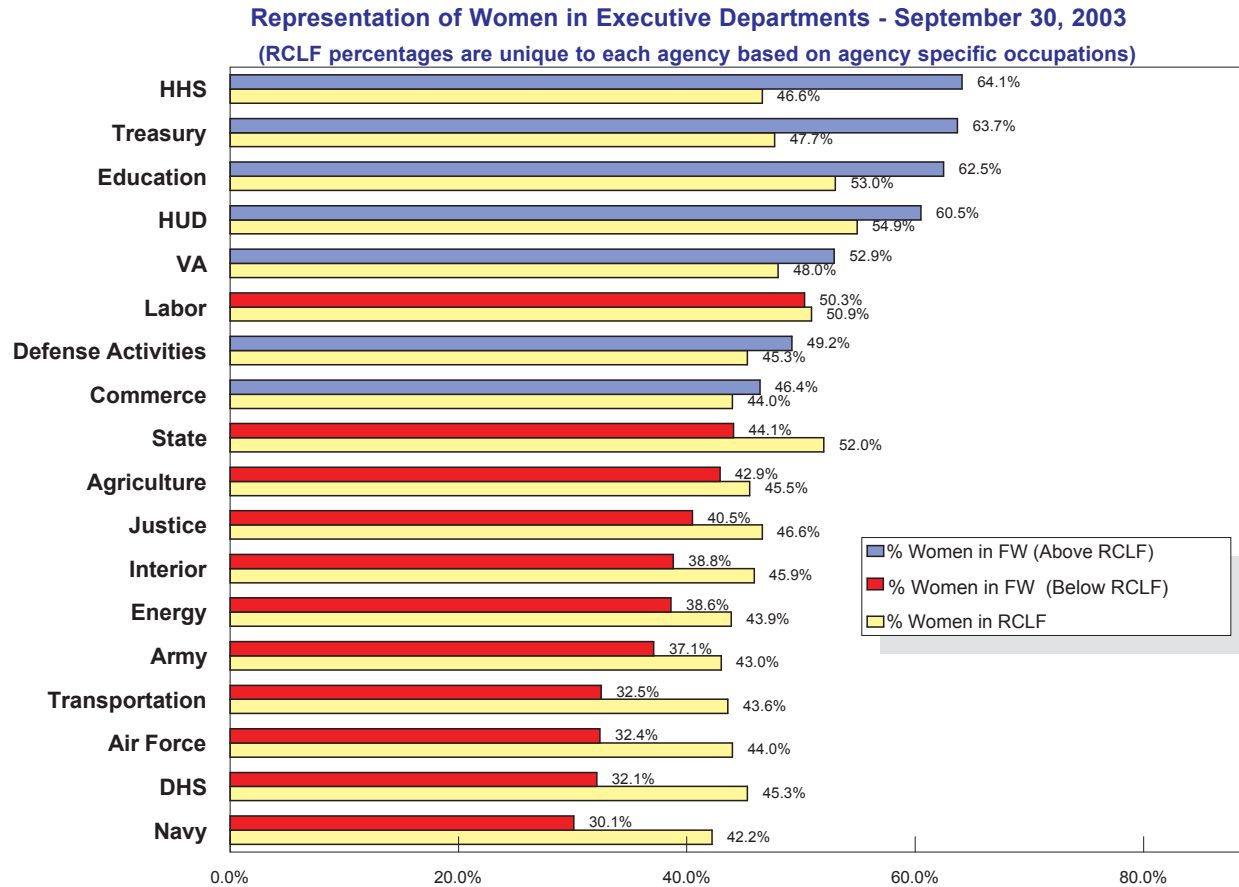
(September 2003)

	<u>Women Employment</u>	<u>Percent of FW</u>
GSR 1-4	35,822	68.8
GSR 5-8	235,638	65.7
GSR 9-12	255,915	46.5
GSR 13-15	114,795	33.0
Senior Pay	3,904	25.5

WOMEN MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 7 OF 18 EXECUTIVE DEPARTMENTS

The representation of women in the Federal Workforce (FW) met or exceeded their representation in the Relevant Civilian Labor Force (RCLF) in the following seven Executive Departments: Health and Human Services (HHS) (64.1 percent to 46.6 percent), Treasury (63.7 to 47.7), Education (62.5 to 53.0), Housing and Urban Development (HUD) (60.5 to 54.9), Veterans Affairs (VA) (52.9 to 48.0), Defense Activities (49.2 to 45.3), and Commerce (46.4 to 44.0).

The representation of women in the FW was less than their representation in the RCLF in the following eleven Executive Departments: Labor (50.3 to 50.9), State (44.1 to 52.0), Agriculture (42.9 to 45.5), Justice (40.5 to 46.6), Interior (38.8 to 45.9), Energy (38.6 to 43.9), Army (37.1 to 43.0), Transportation (32.5 to 43.6), Air Force (32.4 to 44.0), Department of Homeland Security (DHS) (32.1 to 45.3), and Navy (30.1 to 42.2).



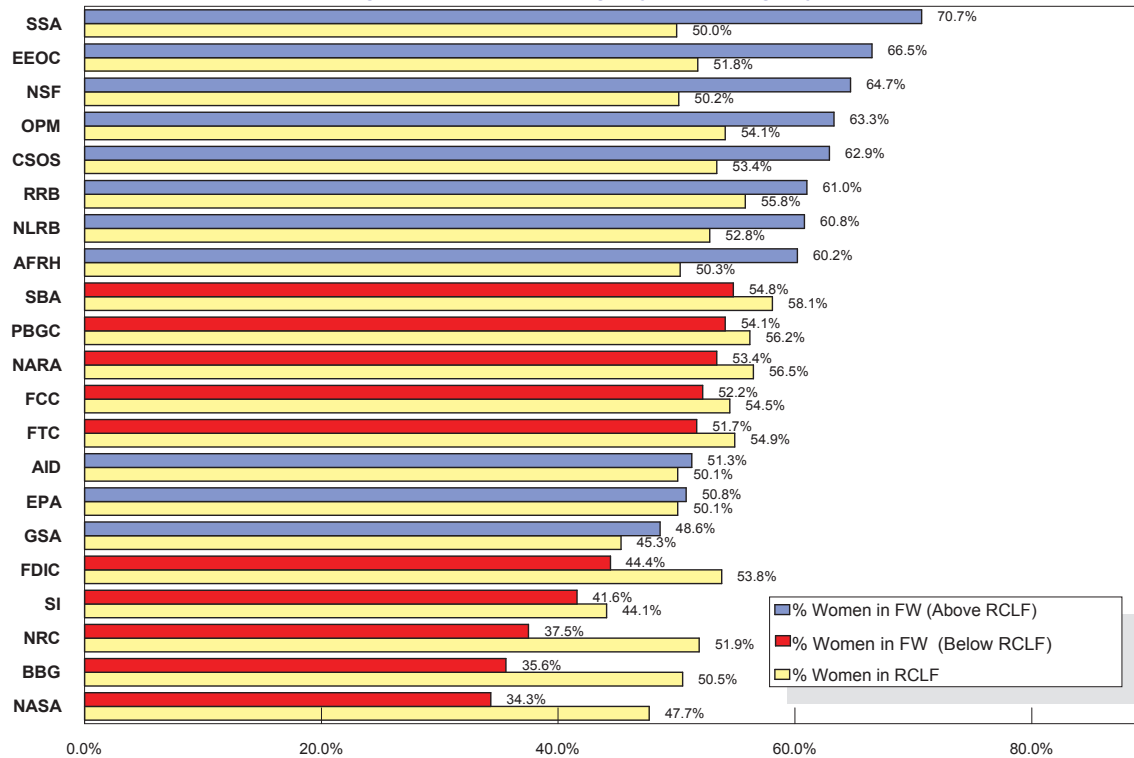
Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

WOMEN MET OR EXCEEDED THEIR RCLF REPRESENTATION IN 11 OF 21 INDEPENDENT AGENCIES

The representation of women in the Federal Workforce (FW) met or exceeded their representation in the Relevant Civilian Labor Force (RCLF) in the following eleven independent agencies: Social Security Administration (SSA) (70.7 percent to 50.0 percent), Equal Employment Opportunity Commission (EEOC) (66.5 to 51.8), National Science Foundation (NSF) (64.7 to 50.2), Office of Personnel Management (OPM) (63.3 to 54.1), Court Services and Offender Supervision Agency (CSOS) (62.9 to 53.4), Railroad Retirement Board (RRB) (61.0 to 55.8), National Labor Relations Board (NLRB) (60.8 to 52.8), Armed Forces Retirement Home (AFRH) (60.2 to 50.3), Agency for International Development (AID) (51.3 to 50.1), Environmental Protection Agency (EPA) (50.8 to 50.1), and the General Services Administration (GSA) (48.6 to 45.3).

The representation of women in the FW was below their representation in the RCLF in the following ten independent agencies: Small Business Administration (SBA) (54.8 to 58.1), Pension Benefit Guaranty Corporation (PBGC) (54.1 to 56.2), National Archives and Records Administration (NARA) (53.4 to 56.5), Federal Communications Commission (FCC) (52.2 to 54.5), Federal Trade Commission (FTC) (51.7 to 54.9), Federal Deposit Insurance Corporation (FDIC) (44.4 to 53.8), Smithsonian Institution (SI) (41.6 to 44.1), Nuclear Regulatory Commission (NRC) (37.5 to 51.9), Broadcasting Board of Governors (BBG) (35.6 to 50.5), and the National Aeronautics and Space Administration (NASA) (34.3 to 47.7).

Representation of Women in Independent Agencies (500+ Employees) - September 30, 2003
 (RCLF percentages are unique to each agency based on agency specific occupations)



Sources: Federal Workforce data are from OPM's Central Personnel Data File (permanent Executive Branch employment), September 30, 2003. Civilian data derived from the 1990 Census.

Agency FEORP Initiatives: An Overview

In FY 2003, agencies took strategic steps to develop human resources (HR) initiatives in support of the Federal Equal Opportunity Recruitment Program (FEORP). Significant HR activities, described in individual agency submissions, serve as a resource for agencies to use in developing their own programs. The HR initiatives fall into four categories: **workforce planning, recruitment and outreach, mentoring, and career development opportunities.**

Workforce Planning

The **Department of Commerce (Commerce)** developed a Departmental Recruitment and Retention Plan to address strategic human capital issues identified in the Department's Workforce Restructuring Plan.

The **U.S. International Trade Commission (USITC)** developed a Future Workforce Vision that was aligned with the strategic plan. This initiative was instituted to address the near-term loss of highly skilled employees.

The **Department of Labor (DOL)** has continued its focus on succession planning to address projected turnover in management positions and other areas in which skills gaps have been identified. Succession planning highlights include: 1) implementing a Senior Executive Candidate Development Program, 2) launching a Management Development Program for FY 2003 to provide opportunities for high potential mid-level employees (GS-12-14), and 3) initiating a Departmentwide mentoring program.

The **Court Services and Offender Supervision Agency (CSOS)** Training and Development Center designed and delivered a Career Development Program open to all employees at all grades. This program included the design of Individual Development Plans as well as a Mentoring Program. Sixty-four individuals participated in the program with 97 percent of the participants being minority or women.

Recruitment and Outreach

The **Social Security Administration's (SSA)** recruitment strategies include advertising career opportunities to potential employees through key periodicals and via the Internet, and establishing recruitment relationships with state employment offices, secondary education placement centers and vocational rehabilitation offices. SSA is targeting Hispanics and Asian American/Pacific Islanders for recruiting. In FY 2003 Hispanics were 19.1 percent of SSA's hires while Asian American/Pacific Islanders were 7.9 percent of hires.

The **Court Services and Offender Supervision Agency (CSOS)** established new and maintained ongoing recruitment relationships with a number of Hispanic organizations in order to increase the number of Hispanic employees and applicants. CSOS identified 15 colleges and universities and requested their participation in establishing a partnership with CSOS. The partnership is intended to promote ongoing communication, including notification of job opportunities, and participation in career fairs.

CSOS's Office of Human Resources attended six job fairs, one of which was the Statewide Job Fair in Florida, and successfully hired two Hispanic applicants from these efforts.

The **National Aeronautics and Space Administration (NASA)** implemented its "Corporate Recruitment Initiatives" program, a coordinated effort between NASA's Office of Education, Office of Equal Opportunity Programs, and the Office of Human Resources. The initiative links to NASA's many student research and grant programs, and leverages NASA's network with minority, women, and individuals with disabilities to increase workforce diversity.

The **Export-Import Bank (EXIM)** provided employment information to Hispanic colleges and universities to notify students of available opportunities resulting in three Hispanic male hires.

The **U.S. Holocaust Memorial Museum (USHMM)** targeted minority/women organizations to fill several vacant Visitor Services Representative positions. Three females were hired in FY 2003.

The **Environmental Protection Agency (EPA)** has developed a "Blueprint for Discovering Diverse Talent." This Blueprint is a comprehensive toolkit for Regional managers, the key element of which is a Diversity Directory which will give Regional managers instant access to contact information at the minority academic institutions, including Hispanic Serving Institutions (HSIs).

The **Department of the Treasury's** Bureau of Engraving and Printing (BEP) successfully hired seven cooperative education students, as a result of participation in career fairs at highly populated minority institutions of higher education. Of the seven, three were African American females, two were African American males, and one was a White female. BEP also hired one Hispanic female under the Student Temporary Employment Program.

Treasury's Internal Revenue Service continued to hire Native American College Students through the American University Washington Internships for Native Students (WINS) Program. The WINS Program gives Native American students the opportunities to live, learn, and intern in the nation's capital for 10 weeks.

The **Department of Transportation's (DOT)**, Federal Aviation Administration, Office of Civil Rights launched a National Multicultural Recruitment and Outreach Pilot Website through Hire Diversity.com (HDC). HDC provides the agency with highly targeted multicultural recruitment advertising and exposure to promote FAA's employment opportunities for women, minorities, and persons with disabilities.

DOT's Federal Motor Carrier Service Administration (FMCSA) experienced a 25 percent increase in Hispanic employment over the last year. This success is a direct result of the extensive outreach and recruitment effort for staffing positions along the Southern Border.

FMCSA has also been successful in hiring other minorities in FY 2003 by taking advantage of opportunities to market the organization to the public. In FY 2003, FMCSA hired 14 females, one Native American, two Asians, eight Blacks, and 44 Hispanics.

The **Department of Justice (DOJ)**, Office of Justice Programs (OJP) staff attended the National Career Services Conferences in which approximately 340 College Recruitment Officers participated. OJP staff met with several representatives from the Hispanic Association of Colleges and Universities (HACU) to establish relationships and discuss participation in the HACU intern program. OJP has implemented an on-line recruitment system and posts all vacancies through various diversity organizations such as the HACUs.

DOJ's Executive Office for U.S. Attorney's (EOUSA) Equal Employment Opportunity Staff assists the United States Attorneys Office and EOUSA to develop recruitment and outreach strategies for USAO jobs nationwide. EOUSA's practices that improve the recruitment, retention, and promotion of Hispanics include recruitment and outreach at the following conferences: Hispanic Law Conference at the American University, League of United Latin American Citizens National Convention, and the National Association of Hispanic Federal Executives Conference.

BOP had Cooperative Education Agreements with a total of 185 schools, an increase of 16 from the previous 169. Of this total, eight have been identified as Hispanic Serving Institutions (HSIs), an increase of three.

The **Department of the Navy (DON)** engineering commands pursued the recruiting and hiring of Hispanic engineers. Strategies include recruitment trips to HSIs, sponsored visits of college students to selected Navy activities, follow-up mentoring and sponsorship for new Hispanic engineers, and support from an established community of Hispanic professionals.

The Naval Audit Service increased its minority workforce through a series of initiatives including efforts by its senior leadership to make vacancy information transparent and accessible; aggressive outreach to Historically Black Colleges and Universities and the University of Puerto Rico to educate students about the benefits of a career in the Naval Audit Service; and the implementation of an active exit interview process designed to support the development of strategies to improve retention.

The **Department of Commerce (Commerce)** published listings of job vacancies in the *Denver Noticiero* in cooperation with the Hispanic Employment Program Council of the Denver Federal Executive Board.

Commerce publishes *Noticias*, a monthly Spanish and English newsletter, for the grassroots community organization, El Comite, from Longmont, Colorado.

Commerce's Atlantic Oceanographic Meteorological Laboratory hired a total of 29 summer interns (paid/sponsored and volunteer). They included nine non-minority men, six non-minority women, nine minority men and five minority women. Many were from Florida International University, a HSI.

An Atlantic Oceanographic Meteorological Laboratory Hispanic woman was recognized as a "Young Scientist/Rising Star" for her outstanding contributions to hurricane research, for her leadership in science education outreach, and for her indomitable spirit. She was honored at the 3rd Annual Young Scientist and Women of Achievement Luncheon at the Women of Color Research Sciences and Technology Awards Conference in Nashville, TN, September 12-13, 2003.

A Great Lakes Environmental Research Laboratory employee lectured a group of 50 students at the University of Michigan on "Careers in Physical Sciences and Research Programs" at Great Lakes Environmental Research Laboratory. The same employee served as a reviewer on the Entrepreneur Panel in Washington, DC, where NOAA's Educational Partnership awards \$6.7 million to 23 Minority Serving Institutions.

An Environmental Technology Laboratory employee participated in the Summer Internship Fair at Spelman College and also visited Clark Atlanta University to present information to students and faculty about summer employment opportunities at NOAA. Over 100 students and 20 faculty members participated in the information sessions.

The **Office of Personnel Management** hired six GS-7 Auditors under the Federal Career Intern Program, of which two were Hispanics and three were African Americans.

The Office of Inspector General successfully recruited and hired eight women (six African Americans and two Hispanics), one student under the Student Career Experience Program, and seven minorities under the Federal Career Intern Program, which included two Hispanics and five African Americans in FY 2003.

In FY 2003, the Office of Inspector General hired seven minorities in SES positions, which included one white female, two black males, one black female, two Hispanic females, and one Asian male.

Mentoring

The **Court Services and Offender Supervision Agency (CSOS)** Training and Development Center designed and delivered a Career Development Program open to all employees at all grades. This program included the design of Individual Development Plans as well as a Mentoring Program.

Sixty-four individuals participated in the program with 97 percent of the participants being minority or women.

The **International Broadcasting Bureau (IBB)** Office of Civil Rights continues to sponsor the agency's Annual Mentoring Program. This year's program includes participants from grades GS-4 through GS-15 and consists of 13 partnerships. The racial and gender breakdown of minority participants in this year's Mentoring Program are 17.3 percent African American males, 53.8 percent African American females, and 3.8 percent Hispanic females.

The **Office of Personnel Management** developed *FOCUS* (Facilitating Opportunities and Changes that Unleash Success). *FOCUS* is the agency's mentoring program. It is a structured workforce developmental program that adds value to the organization by enhancing professional skills, increasing institutional knowledge, capitalizing on leadership competencies, and providing nurturing relationships that result in professional/personal growth and organizational effectiveness. The pilot program will be launched in the first quarter of FY 2004.

Career Development Opportunities

The **Small Business Administration (SBA)** conducted training on all aspects of EEO for supervisors and managers in 72 of 77 district offices.

The **Court Services and Offender Supervision Agency (CSOS)** Training and Development Center designed and delivered a Management Discovery Program for non-supervisory personnel. Nineteen individuals participated in the program with most of them being minority or women. The Center designed and delivered a Leadership Development Program for existing managers and supervisors, providing information on effective leadership skills and providing the basics on supervising in the Federal Government. Twenty-one individuals participated in the program with most of them being minority or women.

The **National Endowment for the Humanities (NEH)** continued to offer the "Independent Study, Research and Development Program (ISRDP)" and the "Educational Opportunities for Career Development Program (EOCD)." The ISRDP Program allows NEH employees to maintain professional competence and active scholarly lives. The EOCD program provides opportunities for employees to compete for agency-paid and mission-related college level coursework. During FY 2003, six employees were selected for the ISRDP Program: two females, one Hispanic. Three employees were selected for the EOCD Program: two females, two African Americans.

The **Department of the Treasury's (Treasury)** Internal Revenue Service developed the Targeted Development Program to provide and improve career opportunities for clerical/administrative employees and the wage grade equivalent at the GS-8 grade level and below. The Program provides a vehicle for advancement and hiring of women, minorities, persons with disabilities and veterans.

The **Department of Transportation's (DOT)** Maritime Administration provided career development opportunities to employees through the Career Opportunities Training Agreement (COTA) Program, Career Enhancement Program (CEP) and the Tuition Assistance Program (TAP). The COTA Program provides career advancement opportunities for employees in grades 1 through 15. During FY 2003, one African American female and one Asian female participated in the COTA Program. The CEP allows employees to gain experience by cross training. In FY 2003, one female participated in the CEP. TAP assists employees who participate in continuing studies programs at universities or colleges during their off-duty hours. In FY 2003, 20 African American, three Asian American/Pacific Islander, 16 Caucasian, and three Hispanic employees participated in the program. Of that total 14 were male and 28 were female.

AGENCIES REQUIRED TO SUBMIT REPORTS

Agency for International Development
Agriculture, Department of
Air Force, Department of the
American Battle Monuments Commission
Architectural and Transportation Barriers Compliance Board
Army, Department of the
Broadcasting Board of Governors
Commerce, Department of
Committee for Purchase from People Who Are Blind or Disabled
Commission on Civil Rights
Commission on Fine Arts
Commodity Futures Trading Commission
Consumer Product Safety Commission
Corporation for National Service
Court Services and Offender Supervision Agency
Defense Contract Audit Agency
Defense Education Activity
Defense Finance and Accounting Service
Defense Information Systems Agency
Defense Inspector General
Defense Intelligence Agency
Defense Logistics Agency
Defense Threat Reduction Agency
Defense, Office of the Secretary of Defense
Defense, Uniformed Services University of the Health Sciences
Education, Department of
Energy, Department of
Environmental Protection Agency, U.S.
Equal Employment Opportunity Commission
Export-Import Bank of the U.S.
Farm Credit Administration
Federal Communications Commission
Federal Emergency Management Agency
Federal Housing Finance Board

Federal Labor Relations Authority
Federal Maritime Commission
Federal Retirement Thrift Investment Board
Federal Trade Commission
General Services Administration
Government Ethics, Office of
Health and Human Services, Department of
Holocaust Memorial Museum
Homeland Security, Department of
Housing and Urban Development, Department of
Interior, Department of the
International Trade Commission
Justice, Department of
Labor, Department of
National Aeronautics and Space Administration
National Archives and Records Administration
National Credit Union Administration
National Endowment for the Arts
National Endowment for the Humanities
National Labor Relations Board
National Science Foundation
National Transportation Safety Board
Navy, Department of the
Nuclear Regulatory Commission
Nuclear Waste Technical Review Board
Occupational Safety and Health Review Commission
Office of Personnel Management
Pension Benefit Guaranty Corporation
Securities and Exchange Commission
Selective Service System
Small Business Administration
Social Security Administration
State, Department of
Transportation, Department of
Treasury, Department of the
Veterans Affairs, Department of

DATA COVERAGE AND DEFINITIONS

On-board Federal employment statistics used in this report are as of September 30, 2003. All yearly data reported is based on the fiscal year. All data are produced from the Office of Personnel Management's (OPM) Central Personnel Data File (CPDF). The **Federal Workforce** (FW) referred to in this report is not the entire FW. This report covers only permanent employees in those nonpostal Federal Executive Branch agencies participating in the CPDF, and is further limited to workers in General Schedule and Related (GSR) pay plans, blue-collar pay plans, and employees at Senior Pay levels. All reference made to the General Schedule pay plan in this report actually refers to General Schedule and Related (GSR) pay plans. Senior Pay level employment includes employees in the Senior Executive Service (SES), Senior Foreign Service, and other employees earning salaries above grade 15 of the General Schedule, but excludes those employees under the Executive Schedule (pay plan EX). Only those agencies with 500 or more GSR and blue-collar permanent employees are displayed in this report.

Note that some agencies such as the Securities and Exchange Commission, the Department of Veterans Affairs, the Department of Homeland Security and the Department of Transportation have large numbers of permanent employees who are in pay plans not covered by the Federal Equal Opportunity Recruitment Program. Moreover, there has been a continued shift Governmentwide toward new white collar pay plans that are not relatable to the General Schedule and, as a result, are also not covered by this program. This trend affects statements made in this report in that cited increases or decreases may have been influenced by such shifts. The Department of Homeland Security became an independent entity in FY 2003, absorbing among others the U.S. Customs Service (formerly with Commerce), Immigration and Naturalization Service (formerly with Justice), U.S. Border Patrol (formerly with Justice), the independent Federal Emergency Management Agency, and the Secret Service (formerly with Treasury). The loss of these components had large effects on the minority representation within the parent agencies from their FY 2002 figures.

The **Civilian Labor Force** (CLF) data are derived from the Bureau of Labor Statistics September 2003 *Current Population Survey* (CPS) and the 1990 Decennial Census. The CPS is a sample of 50,000 households across the nation and the sample changes from year-to-year. Because of the changing sample, there can be wide fluctuations in a group, like Hispanics, depending on which households are selected. Because of the small sampling size, the CPS does not have separate counts for Asian/Pacific Islanders or Native Americans. Each group's percentage representation in the CPS was extrapolated using the 1990 census to calculate their proportional representation from the CPS "Black and Other" Americans. The CLF data cover every non-institutionalized individual 16 years of age and older, employed and unemployed, while Federal employment data *exclude* temporary, intermittent, or term-specific workers. The CLF data include employed and unemployed U.S. citizens and noncitizens, while the CPDF data are predominantly Federally-employed U.S. citizens.

The **Relevant Civilian Labor Force (RCLF)** is the Civilian Labor Force (CLF) data that are directly comparable (or relevant) to the population being considered in the FW. For example, if we were analyzing representation of Black engineers employed in the Federal workforce, we would compare them with Black engineers reported in the CLF. The Black engineers in the CLF represent the RCLF in this example. In the FEORP report, FW comparisons to the RCLF are the basis for occupational analysis.

Underrepresentation, as defined in 5 CFR, Section 720.202, means a situation in which the number of women or members of a minority group within a category of civil service employment constitutes a lower percentage of the total number of employees within the employment category than the percentage of women or the minority group constitutes within the civilian labor force of the United States.

Occupational categories discussed in this report are white-collar and blue-collar. The white-collar category contains Professional, Administrative, Technical, Clerical or "Other" white-collar occupations. Professional occupations typically call for a baccalaureate degree and, along with Administrative occupations, are the usual sources for selections to senior management and executive positions. Positions in Technical, Clerical, Other, and blue-collar occupations usually are limited to lower grades with limited opportunity for promotion to management levels. Advancement in these occupations often depends on individual attainment of further education or advanced skills. Employment data in this report are presented by occupational category and grade groups, in order to show a more informative profile.

NOTE: STATISTICS IN THIS REPORT MAY VARY FROM OTHER RELEASES BECAUSE OF DIFFERENCES IN COVERAGE (e.g., AGENCY, WORK SCHEDULE, TENURE, and DATES).



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