

EEO Utilization Report

Organization Information

Name: Arkansas Department Of Finance And Administration

City: Little Rock

State: AR

Zip: 72201-3938

Type: State Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

State of Arkansas

Department of Finance and Administration

Employee Handbook

Section 2 - Employment Relationship and Anti-Discrimination Standards

2.2 Equal Employment Opportunity

The State of Arkansas does not discriminate in access to employment opportunities or in employment or practices on the basis of race, color, religion, sex, national origin, age, disability, or genetic information.

Discrimination by any employee based upon race, color, religion, sex, national origin, age, disability, or genetic information or any other status or condition protected by applicable State or federal laws shall constitute grounds for dismissal. Individuals are hired based on qualifications for each position. All promotion decisions and other personnel actions such as transfers, layoffs, return from layoffs, and other actions are made in accordance with Equal Employment Opportunity principles.

Step 4b: Narrative of Interpretation

1. White males were underutilized in Administrative Support (-23%) and Skilled craft (-71%).
2. Hispanic or Latino males were underutilized in Officials/Administrators (-1%), Professionals (-1%), Administrative Support (-1%), Skilled craft (-11%).
3. Black or African American males were underutilized in Officials/Administrators (-7%), Professionals (-3%), Technicians (-6%), Administrative Support (-7%), Skilled craft (-12%).
4. Asian Americans males were underutilized in Officials/Administrators (-1%), Professionals (-2%), Administrative Support (-1%).
5. White females were underutilized in Technicians (-18%) and Skilled craft (-3%).
6. Black or African American females were underutilized in Officials/Administrators (-4%), and Technicians (-6%).

Step 5: Objectives and Steps

1. To improve underutilization of white males in Administrative Support (-23%) and Skilled craft (-71%).

- a. The Departments Human Resources office will work with the Arkansas Department of Transformation and Shared Services, Office of Personnel Management, to review the composition of the applicant pool as necessary to determine whether white males were under-represented in any categories and will enhance outreach efforts if any deficiencies are found.

2. To improve underutilization of Hispanic or Latino males in Officials/Administrators (-1%), Professionals (-1%), Administrative Support (-1%), Skilled craft (-11%) categories.

- a. The Departments Human Resources office will work with the Arkansas Department of Transformation and Shared Services, Office of Personnel Management, to review whether Hispanic or Latino males were under-represented in any categories and will enhance outreach efforts if any deficiencies are found.

3. To improve underutilization of Black or African American males in Officials/Administrators (-7%), Professionals (-3%), Technicians (-6%), Administrative Support (-7%), Skilled craft (-12%).

- a. The Departments Human Resources office will work with the Arkansas Department of Transformation and Shared Services, Office of Personnel Management, to review whether Black or African American males were under-represented in any categories and will enhance outreach efforts if any deficiencies are found.

4. To improve underutilization of Asian Americans males Officials/Administrators (-1%), Professionals (-2%), Administrative Support (-1%).

- a. The Departments Human Resources office will work with the Arkansas Department of Transformation and Shared Services, Office of Personnel Management, to review whether white females were under-represented in any categories and will enhance outreach efforts if any deficiencies are found.

5. To improve underutilization of Black or African American females in Officials/Administrators (-4%), and Technicians (-6%).

- a. The Departments Human Resources office will work with the Arkansas Department of Transformation and Shared Services, Office of Personnel Management, to review whether Black or African American females were under-represented in any categories and will enhance outreach efforts if any deficiencies are found.

Step 6: Internal Dissemination

- i. The Department will make a copy of the EEO Utilization Report available to all employees upon request.
- ii. The HR office will keep hard copies available of the EEO Utilization Report for employees at any time.

Step 7: External Dissemination

- i. The Department will make a copies of the EEO Utilization Report available to members of the public and to all vendors and contractors upon request.

Utilization Analysis Chart
Relevant Labor Market: Pulaski County, Arkansas

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	10/56%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/33%	1/6%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	14,050/47%	345/1%	2,065/7%	75/0%	285/1%	0/0%	80/0%	25/0%	9,525/32%	250/1%	2,945/10%	65/0%	75/0%	0/0%	95/0%	45/0%
Utilization #/%	9%	-1%	-7%	-0%	-1%	0%	-0%	-0%	2%	5%	-4%	-0%	-0%	0%	-0%	-0%
Professionals																
Workforce #/%	135/38%	1/0%	11/3%	1/0%	0/0%	0/0%	0/0%	0/0%	158/44%	3/1%	44/12%	2/1%	2/1%	0/0%	0/0%	0/0%
CLS #/%	16,995/34%	600/1%	2,810/6%	90/0%	780/2%	0/0%	175/0%	110/0%	21,030/42%	320/1%	5,815/12%	115/0%	680/1%	0/0%	240/0%	65/0%
Utilization #/%	4%	-1%	-3%	0%	-2%	0%	-0%	-0%	2%	0%	1%	0%	-1%	0%	-0%	-0%
Technicians																
Workforce #/%	36/40%	7/8%	0/0%	0/0%	14/16%	0/0%	0/0%	0/0%	24/27%	0/0%	8/9%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,580/28%	170/2%	530/6%	0/0%	245/3%	0/0%	20/0%	4/0%	4,150/44%	40/0%	1,365/15%	4/0%	150/2%	0/0%	25/0%	55/1%
Utilization #/%	12%	6%	-6%	0%	13%	0%	-0%	-0%	-18%	-0%	-6%	1%	-2%	0%	-0%	-1%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,630/60%	100/2%	875/20%	10/0%	10/0%	0/0%	35/1%	40/1%	270/6%	4/0%	420/10%	0/0%	0/0%	0/0%	15/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	130/35%	0/0%	50/13%	0/0%	0/0%	0/0%	45/12%	0/0%	105/28%	0/0%	30/8%	0/0%	0/0%	0/0%	15/4%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	52/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1035/61%	18/1%	587/34%	5/0%	9/1%	0/0%	0/0%	0/0%
CLS #/%	18,130/26%	400/1%	4,850/7%	100/0%	450/1%	0/0%	190/0%	25/0%	30,890/45%	720/1%	12,245/18%	145/0%	490/1%	20/0%	240/0%	70/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%								%		%					
Utilization #/%	-23%	-1%	-7%	-0%	-1%	0%	-0%	-0%	16%	0%	17%	0%	-0%	-0%	-0%	-0%
Skilled Craft																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	16,545/71%	2,570/11%	2,815/12%	80/0%	90/0%	0/0%	180/1%	40/0%	630/3%	15/0%	175/1%	0/0%	35/0%	0/0%	10/0%	0/0%
Utilization #/%	-71%	-11%	-12%	-0%	-0%	0%	-1%	-0%	-3%	-0%	99%	0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	19,105/33%	3,465/6%	11,950/20%	60/0%	285/0%	10/0%	265/0%	85/0%	10,955/19%	1,900/3%	9,470/16%	210/0%	520/1%	4/0%	230/0%	85/0%
Utilization #/%																

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Professionals			✓		✓											
Technicians			✓						✓							
Administrative Support	✓	✓	✓		✓		✓								✓	

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

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

[signature]

[title]

[date]