

EEO Utilization Report

Organization Information

Name: Essex District Attorney's Office

City: Salem

State: MA

Zip: 01970

Type: State Attorney General or Prosecutor's Office

Step 1: Introductory Information

Policy Statement:

It is the policy of the Essex County District Attorneys Office not to discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion, or veteran status.

The Essex County District Attorneys Office will take affirmative action to ensure that the EEO Policy is implemented, with particular regard to: advertising, application procedures, compensation, demotion, employment, fringe benefits, job assignment, job classification, layoff, leave, promotion, recruitment, rehire, social activities, training, termination, transfer, upgrade, and working conditions.

The Essex County District Attorneys Office will continue to make it understood by the employment entities with which it deals, and in employment opportunity announcements that the foregoing is company policy and all employment decisions are based on individual merit only.

All current employees of the Essex County District Attorneys Office are requested to encourage qualified disabled persons, minorities, and special disabled veterans to apply for employment.

It is the policy of the Essex County District Attorneys Office to ensure and maintain a working environment free of coercion, harassment, and intimidation at all job sites, and in all facilities at which employees are assigned to work. Any violation of the policy should be immediately reported to your supervisor or the company EEO Officer.

Step 4b: Narrative of Interpretation

The number of male service/maintenance workers, victim witness and juvenile justice was -30%. EAS employs more female victim witness and juvenile justice coordinators than males.

The number of male administrative support workers, was at -27%. EAS employs more female administrative support than males.

Step 5: Objectives and Steps

1. Employ a more proportionate blend of diverse male and female victim witness advocates and juvenile justice coordinators

- a. Seek out diverse candidates

2. Employ a more proportionate blend of diverse male and female administrative support

- a. Seek out diverse candidates

Step 6: Internal Dissemination

The information will be disseminated to office employees electronically.

Step 7: External Dissemination

EAS will post the EEO Utilization Report on its external website. The information will be available to the general public on the EAS website.

Utilization Analysis Chart
Relevant Labor Market: Essex County, Massachusetts

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 #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	21,155/53%	790/2%	415/1%	4/0%	675/2%	0/0%	125/0%	30/0%	15,185/38%	945/2%	345/1%	15/0%	325/1%	55/0%	95/0%	65/0%
Utilization #/%	-19%	-2%	-1%	-0%	-2%	0%	-0%	-0%	29%	-2%	-1%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	26/32%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	51/63%	3/4%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	24,885/37%	825/1%	840/1%	40/0%	1,535/2%	110/0%	170/0%	140/0%	35,045/52%	1,640/2%	675/1%	40/0%	1,075/2%	15/0%	190/0%	75/0%
Utilization #/%	-5%	-1%	-1%	-0%	-2%	-0%	-0%	-0%	11%	1%	-1%	-0%	-0%	-0%	-0%	-0%
Technicians																
Workforce #/%	5/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,910/32%	170/2%	100/1%	0/0%	350/4%	0/0%	25/0%	15/0%	4,850/53%	365/4%	230/3%	0/0%	90/1%	0/0%	10/0%	0/0%
Utilization #/%	68%	-2%	-1%	0%	-4%	0%	-0%	-0%	-53%	-4%	-3%	0%	-1%	0%	-0%	0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,610/77%	285/6%	50/1%	0/0%	60/1%	0/0%	30/1%	10/0%	535/11%	60/1%	0/0%	0/0%	20/0%	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 #/%	245/35%	0/0%	0/0%	0/0%	0/0%	0/0%	8/1%	15/2%	290/41%	80/11%	0/0%	0/0%	30/4%	0/0%	35/5%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	25/69%	7/19%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	24,720/30%	2,870/4%	630/1%	0/0%	765/1%	0/0%	135/0%	25/0%	44,755/55%	5,040/6%	1,155/1%	55/0%	1,245/2%	15/0%	335/0%	205/0%

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 #/%	-27%	-4%	2%	0%	-1%	0%	-0%	-0%	15%	13%	1%	-0%	1%	-0%	-0%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	20,480/80 %	2,535/10 %	400/2%	10/0%	395/2%	0/0%	120/0%	125/0%	975/4%	300/1%	55/0%	0/0%	180/1%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	2/6%	2/6%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	19/59%	7/22%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	28,435/36 %	8,535/11 %	1,105/1%	25/0%	1,620/2%	0/0%	165/0%	525/1%	25,340/32 %	8,470/11 %	1,500/2%	30/0%	1,660/2%	25/0%	295/0%	460/1%
Utilization #/%	-30%	-5%	2%	-0%	-2%	0%	-0%	-1%	27%	11%	-2%	-0%	1%	-0%	-0%	-1%

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
Administrative Support	✓															
Service/Maintenance	✓															

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.

Certified As Final By: Thomas M. Donovan

Special Counsel

03-24-2021

[signature]

[title]

[date]

EEO Utilization Report

Organization Information

Name: Essex District Attorney's Office

City: Salem

State: MA

Zip: 01970

Type: State Attorney General or Prosecutor's Office

Step 1: Introductory Information

Policy Statement:

It is the policy of the Essex County District Attorneys Office not to discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion, or veteran status.

The Essex County District Attorneys Office will take affirmative action to ensure that the EEO Policy is implemented, with particular regard to: advertising, application procedures, compensation, demotion, employment, fringe benefits, job assignment, job classification, layoff, leave, promotion, recruitment, rehire, social activities, training, termination, transfer, upgrade, and working conditions.

The Essex County District Attorneys Office will continue to make it understood by the employment entities with which it deals, and in employment opportunity announcements that the foregoing is company policy and all employment decisions are based on individual merit only.

All current employees of the Essex County District Attorneys Office are requested to encourage qualified disabled persons, minorities, and special disabled veterans to apply for employment.

It is the policy of the Essex County District Attorneys Office to ensure and maintain a working environment free of coercion, harassment, and intimidation at all job sites, and in all facilities at which employees are assigned to work. Any violation of the policy should be immediately reported to your supervisor or the company EEO Officer.

Step 4b: Narrative of Interpretation

The number of male service/maintenance workers, victim witness and juvenile justice was a deficit at -30%. EAS employs more female victim witness and juvenile justice coordinators than males.

The number of male administrative support workers, was at -28%. EAS employs more female administrative support than males.

Step 5: Objectives and Steps

1. 1. Employ a more proportionate blend of diverse male and females victim witness advocates and juvenile justice coordinators

- a. Seek our diverse candidates

2. Employ a more proportionate number of male administrative staff

- a. Seek out more diverse male candidates

Step 6: Internal Dissemination

The information will be disseminated to office employees electronically.

Step 7: External Dissemination

EAS will post the EEO Utilization Report on its external website. The information will be available to the general public on the EAS website.

Utilization Analysis Chart
Relevant Labor Market: Essex County, Massachusetts

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 #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	21,155/53%	790/2%	415/1%	4/0%	675/2%	0/0%	125/0%	30/0%	15,185/38%	945/2%	345/1%	15/0%	325/1%	55/0%	95/0%	65/0%
Utilization #/%	-19%	-2%	-1%	-0%	-2%	0%	-0%	-0%	29%	-2%	-1%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	31/36%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	51/60%	2/2%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	24,885/37%	825/1%	840/1%	40/0%	1,535/2%	110/0%	170/0%	140/0%	35,045/52%	1,640/2%	675/1%	40/0%	1,075/2%	15/0%	190/0%	75/0%
Utilization #/%	-1%	-1%	-1%	-0%	-2%	-0%	-0%	-0%	8%	-0%	-1%	-0%	-0%	-0%	-0%	-0%
Technicians																
Workforce #/%	5/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,910/32%	170/2%	100/1%	0/0%	350/4%	0/0%	25/0%	15/0%	4,850/53%	365/4%	230/3%	0/0%	90/1%	0/0%	10/0%	0/0%
Utilization #/%	68%	-2%	-1%	0%	-4%	0%	-0%	-0%	-53%	-4%	-3%	0%	-1%	0%	-0%	0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,610/77%	285/6%	50/1%	0/0%	60/1%	0/0%	30/1%	10/0%	535/11%	60/1%	0/0%	0/0%	20/0%	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 #/%	245/35%	0/0%	0/0%	0/0%	0/0%	0/0%	8/1%	15/2%	290/41%	80/11%	0/0%	0/0%	30/4%	0/0%	35/5%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	26/68%	8/21%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	24,720/30%	2,870/4%	630/1%	0/0%	765/1%	0/0%	135/0%	25/0%	44,755/55%	5,040/6%	1,155/1%	55/0%	1,245/2%	15/0%	335/0%	205/0%

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 #/%	-28%	-4%	2%	0%	-1%	0%	-0%	-0%	14%	15%	1%	-0%	1%	-0%	-0%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	20,480/80 %	2,535/10 %	400/2%	10/0%	395/2%	0/0%	120/0%	125/0%	975/4%	300/1%	55/0%	0/0%	180/1%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	2/6%	2/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	19/61%	7/23%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	28,435/36 %	8,535/11 %	1,105/1%	25/0%	1,620/2%	0/0%	165/0%	525/1%	25,340/32 %	8,470/11 %	1,500/2%	30/0%	1,660/2%	25/0%	295/0%	460/1%
Utilization #/%	-30%	-4%	-1%	-0%	-2%	0%	-0%	-1%	29%	12%	-2%	-0%	1%	-0%	-0%	-1%

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
Administrative Support	✓															
Service/Maintenance	✓															

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.

Certified As Final By: Thomas M. Donovan

Special Counsel

03-24-2021

[signature]

[title]

[date]