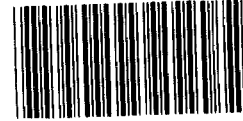


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GAO

United States
General Accounting Office
Washington, D.C. 20548

General Government Division
B-253468



May 17, 1993

The Honorable John Conyers, Jr.
Chairman, Subcommittee on Legislation
and National Security
Committee on Government Operations
House of Representatives

Dear Mr. Chairman:

In response to your April 14, 1993, request, we have compiled data on the number, occupations, and grades of black employees of the Department of Justice's Immigration and Naturalization Service (INS). The data cover employees across INS and, as you requested, in the District of Columbia, the Los Angeles area, and the Portland, Oregon, area. The data are as of September 1992 and are from the Office of Personnel Management's Central Personnel Data File. Agencies submit the data that are on file. We did not verify the accuracy of the data.

Enclosure I provides information for all of INS. Enclosures II through IV provide information about black employees in the three geographic areas. The information focuses on full-time, permanent employees in grades 1 through 15, covering most INS employees.

You also asked us to provide information on the hiring, promotion, and separation of black INS employees over a period of years. Enclosure V provides limited information about hirings and promotions in fiscal year 1992. As agreed, we will analyze data for a longer period (every other year from 1984 to 1992) and provide those results at a later date.

Please call me on (202) 566-0026 or Steve Wozny on (202) 606-1917 if you or your staff have any questions concerning this data.

Sincerely yours,

Henry R. Wray
Director, Administration
of Justice Issues

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C O N T E N T S

	<u>Page</u>
LETTER	1
ENCLOSURES	
I	3
II	5
III	8
IV	10
V	11

NUMBER, OCCUPATIONS, AND GRADES OF BLACK
EMPLOYEES AT INS, SEPTEMBER 1992

INS had 18,866 employees in September 1992. This number included white-collar and blue-collar, full-time and not full-time, permanent and nonpermanent employees.

- There were 2,277 black employees, accounting for about 12 percent of all employees.
- According to 1990 census data, black men and women account for about 10.4 percent of the nation's total Civilian Labor Force (CLF).
- INS had 36 members in its Senior Executive Service in September 1992. None were black.

About 86 percent, 16,132 of the 18,866 employees, were full-time permanent employees in grades 1 through 15.¹

- Of the 16,132 employees, 1,915 were black. Black employees accounted for about 11.9 percent of all full-time permanent employees in grades 1 through 15.
- The Equal Employment Opportunity Commission requires agencies to compare their employee profiles with the profile of the CLF to see if race, ethnic, and gender groups are fully represented. The Commission requires the comparison to be made by Professional, Administrative, Technical, Clerical, and Other occupational categories.

The following shows this comparison for the 1,915 black men and women who were full-time permanent employees. The percentages are of the full-time permanent workforce at INS in grades 1 through 15 and of the CLF occupation category.

<u>Category</u>	<u>Black men and women</u>	
	<u>at INS</u>	<u>in CLF</u>
	(Percent)	
Professional	5.7	5.6
Administrative	10.2	8.9
Technical	22.4	10.2
Clerical	29.2	12.3
Other	1.1	12.9

¹The race/national origin of 85 of the 16,132 employees--about 0.5 percent--was not identified.

- Of all full-time permanent employees in grades 1 through 15, black employees had the lowest grade average and the second lowest salary average.

<u>Group</u>	<u>Average</u>	
	<u>Grade</u>	<u>Salary</u>
White	9.7	\$36,768
Black	7.8	29,597
Hispanic	8.9	31,922
Asian	8.1	30,340
American Indian	7.9	28,764

- According to an INS affirmative employment program document for fiscal year 1991, affirmative employment efforts are focused on the occupations of border patrol agent, special agent, attorney, immigration inspector/immigration examiner, and detention/deportation officer. These are career occupations and make up a significant majority of INS' workforce.

Each of the occupations has a unique occupational series number except for the detention/deportation officer occupations. Detention officer is in series 1802; deportation officer is in series 1801. Both series include other occupations. We could extract data from the Central Personnel Data File (CPDF) only by occupation series. The following shows the percentage of black employees of all full-time permanent employees in each series.

<u>Occupation series</u>	<u>Black employees in job series (Percent)</u>
1896 Border Patrol Agent	1.1
1811 Special Agent (Criminal Investigating)	5.2
905 Attorney	3.6
1816 Immigration Inspection	9.9
1801 and 1802 combined	15.8

In these series, there were 1,443 full-time permanent employees at grades 13 through 15. Of that number, 49, or 3.4 percent, were black.

NUMBER AND OCCUPATIONS OF FULL-TIME PERMANENT
BLACK INS EMPLOYEES BETWEEN GRADES 1 AND 15 IN
THE DISTRICT OF COLUMBIA¹
SEPTEMBER 1992

Of the 1,915 black employees across INS who were full-time permanent employees between grades 1 and 15, 499--about 26 percent--were located in the District of Columbia.

-- About 7 percent of all full-time permanent INS employees in grades 1 through 15 were in the District of Columbia.

As of September 1992, there were 1,115 full-time permanent INS employees in the District of Columbia between grades 1 and 15. The 499 black employees accounted for about 45 percent of this workforce.

-- Black employees had the lowest average grade and salary among the 1,115 employees.

<u>Group</u>	<u>Average</u>	
	<u>Grade</u>	<u>Salary</u>
White	12.9	\$55,556
Black	8.2	31,569
Hispanic	11.6	48,188
Asian	11.3	43,065
American Indian	(none at INS in D.C.)	

-- The 499 black employees were in 51 different occupational series. However, 361, or about 72 percent, were in 14 occupations.

¹One of the blocks of information in the CPDF is the "duty station," which is defined as the location of an employee's place of work. We extracted information on employees whose duty station was coded as the District of Columbia.

<u>Occupation series</u>	<u>Number of black employees</u>
203 Personnel Clerical & Assistance	18
301 Miscellaneous Administration & Program	43
303 Miscellaneous Clerk & Assistant	70
305 Mail & File	31
318 Secretary	60
322 Clerk-typist	14
326 Office Automation Clerical & Assistance	18
334 Computer Specialist	25
343 Management and Program Analysis	26
525 Accounting Technician	13
1531 Statistical Assistant	10
1801 General Inspection, Investigation & Compliance	11
1802 Compliance Inspection & Support	10
1816 Immigration Inspection	12
Total	<u>361</u>

Of the 361 black employees in the 14 occupations, about two-thirds were in occupations where the highest grade shown for anyone in the occupation was grade 12 or less.

<u>Highest graded employee</u>	<u>Occupation series</u>	<u>Number of blacks in series</u>
Grade 4	322	14
	326	18
Grade 7	1531	10
Grade 8	203	18
	318	60
Grade 9	305	31
	525	13
	1802	10
Grade 12	303	70
Grade 15	301	43
	334	25
	343	26
	1801	11
	1816	12

- In the 5 occupations that had employees up to grade 15, black employees made up 22 percent of the grade 13s, 11 percent of the grade 14s, and 7 percent of the grade 15s.

You asked us to look in particular at the deportation officer and the detention officer jobs. As mentioned earlier, both jobs are in broader occupational series, and we can extract data only for the broad series.

- The deportation officer job is in the 1801 series, General Inspection, Investigation, and Compliance. There were 52 full-time permanent employees in that series in the District of Columbia. Eleven of the 52 employees, or about 21 percent, were black. The 52 employees were in grades 9 through 15. Three black employees were among the 41 employees at grades 13 through 15.
- The detention officer job is in the 1802 series, Compliance Inspection and Support. There were 14 full-time permanent employees in that series in the District of Columbia. Ten of the 14 employees, or about 71 percent, were black. The 14 employees were in grades 5 through 9. The one person at grade 9 was a black employee.

NUMBER AND OCCUPATIONS OF FULL-TIME PERMANENT
BLACK INS EMPLOYEES BETWEEN GRADES 1 AND 15 IN THE LOS ANGELES-
LONG BEACH PRIMARY METROPOLITAN STATISTICAL AREA (PMSA)¹
SEPTEMBER 1992

In September 1992, the Los Angeles-Long Beach PMSA was the duty station for 834 full-time permanent INS employees between grades 1 and 15. Black employees numbered 167 and accounted for about 20 percent of the 834 employees.

-- The average grade of the black employees was 8.1 and the average salary was \$31,970. The following shows how their average grade and salary compared to those of fellow employees.

<u>Group</u>	<u>Average</u>	
	<u>Grade</u>	<u>Salary</u>
White	9.5	\$39,014
Black	8.1	31,970
Hispanic	8.7	34,434
Asian	7.5	28,886
American Indian	8.2	32,851

The 167 black employees were in 21 occupations. However, 138, or 82.6 percent, were in 7 occupations.

<u>Occupation series</u>	<u>Number of black employees</u>
303 Miscellaneous Clerk and Assistant	16
305 Mail & File	11
962 Contact Representative	13
986 Legal Clerical and Assistance	13
1802 Compliance Inspection and Support	16
1811 Special Agent (Criminal Investigating)	20
1816 Immigration Inspection	49
Total	<u>138</u>

¹The CPDF uses the county in which the employee's duty station is located to determine the appropriate metropolitan statistical area. The county for the Los Angeles-Long Beach PMSA is Los Angeles County.

- In three of the seven occupations, the highest grade shown for any employee was grade 9, and black employees held grade 9 positions in all three occupations. The three occupations were series 305, 962, and 986.
- In two occupations--303 and 1802--employees had grades as high as grade 12. The highest graded black employee in occupation 303 was grade 9. (Occupation 303 had no employees in grades 10 or 11; one employee was in grade 12.) The highest graded black employee in occupation 1802 was grade 7, and seven black employees held this grade.
- In two occupations--1811 and 1816--employees were at grade 15, one in each occupation. Two black employees were at grade 13 in occupation 1811; none were in grades 14 and 15. Five were at grade 12 in occupation 1816; none were at grades 13, 14, and 15.

Of the 29 black employees (167 minus 138) who were not in the 7 occupations, 5 were at grade 11, 5 were at grade 12, and 2 were at grade 13. The remaining number were in grades lower than grade 11.

NUMBER AND OCCUPATIONS OF FULL-TIME PERMANENT
BLACK INS EMPLOYEES BETWEEN GRADES 1 AND 15 IN THE
PORTLAND, OREGON, PMSA¹
SEPTEMBER 1992

In September 1992, the Portland, Oregon, PMSA was the duty station for 60 full-time permanent INS employees between grades 1 and 15.

-- None were black employees.

¹The CPDF uses the county in which the employee's duty station is located to determine the appropriate metropolitan statistical area. The Portland PMSA included Portland, Oregon, and several surrounding counties.

NUMBER OF BLACK EMPLOYEES HIRED AND NUMBER PROMOTED
IN PROFESSIONAL AND ADMINISTRATIVE OCCUPATIONS
AT INS DURING FISCAL YEAR 1992

The data presented in this enclosure, which also comes from the CPDF, are for full-time permanent INS employees in professional and administrative occupations. The data cover employees between grades 1 and 15 and in the Senior Executive Service (SES). As agreed, we will provide further data at a later date.

Across INS in fiscal year 1992, 452 employees were hired in professional and administrative occupations. About 6 percent--27--were black employees.

<u>Grades</u>	<u>Number of hires</u>	<u>Number of blacks hired</u>
1 - 10	384	20 (5.2%)
11 - 12	41	4 (9.8%)
13 - 15	22	3 (13.6%)
SES	5	0

In fiscal year 1992, 2,222 promotions in professional and administrative occupations were awarded across INS. Black employees received 265, or about 11.9 percent, of the promotions.

<u>Grades</u>	<u>Number of promotions</u>	<u>Number of promotions received by black employees</u>
2 - 10	996	127 (12.8%)
11 - 12	1,023	127 (12.4%)
13 - 15	203	11 (5.4%)

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