



November 7, 2013

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John J. Doherty  
Commissioner  
NYC Department of Sanitation  
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Re: Preliminary Determination: Audit and Analysis of the NYC Department of Sanitation Equal Employment Opportunity Program from January 1, 2012 to June 30, 2013.

Dear Commissioner Doherty:

On behalf of the members of the Equal Employment Practices Commission (Commission or EEPC), thank you and your agency for the cooperation extended to our staff during the course of this audit. This letter contains the Commission's findings and preliminary determinations pursuant to our audit and analysis of your agency's Equal Employment Opportunity (EEO) Program for the period covering January 1, 2012 to June 30, 2013.

The New York City Charter, Chapter 36, Section 831(d)(5), empowers this Commission to audit and evaluate city agencies' employment practices, programs, policies and procedures, and their efforts to ensure fair and effective equal employment opportunity for employees and applicants seeking employment with city agencies. Section 831(d)(2) provides that this Commission may, pursuant to an audit, make a preliminary determination that any plan, program, procedure, utilized by any city agency does not provide equal employment opportunity and recommend all necessary and appropriate procedures, approaches, measures, standards and programs to be utilized by agencies in these efforts.

The NYC Department of Sanitation, which may herein be referred to as "the agency," falls within the Commission's purview under Chapter 36, Section 831(a) of the New York City Charter, which delineates city agency as any "city, county, borough or other office, administration, board, department, division, commission, bureau,



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corporation, authority, or other agency of government where the majority of the board members of such agency are appointed by the mayor or serve by virtue of being city officers or the expenses of which are paid in whole or in part from the city treasury..."

The purpose of this audit and analysis is to evaluate the agency's EEO Program, not to issue findings of discrimination pursuant to the New York City Human Rights Law. This Commission has adopted *Uniform Standards for EEPC Audits*<sup>1</sup> and *Minimum Equal Employment Opportunity Standards for Community Boards* to assess agencies' EEO programs and policies for compliance with federal, state and local laws, regulations, policies and procedures which are designed to increase equality of opportunity for municipal government employees and job applicants. These standards are founded upon and consistent with federal, state and local laws, regulations, procedures and policies including, but not limited to, the Citywide Equal Employment Opportunity Policy - Standards and Procedures to be Utilized by City Agencies; New York City Human Rights Law (NYC Administrative Code, §§8-107.1(a) and 8-107.13(d)); New York State Civil Service Law §55-a; Equal Employment Opportunity Commission's Instructions to Federal Agencies for EEO, Management Directive 715; and Uniform Guidelines on Employee Selection Procedures (29 CFR §§1607.3 - 1607.7). Recommendations for corrective actions are consistent with the aforementioned parameters.

Since this Commission is empowered to review and recommend actions which each agency should consider including in its annual plan of measures and programs to provide equal employment opportunity (Annual EEO Plan), the audited agency should incorporate required corrective actions in its current EEO Program and prospective Annual EEO Plans.

### **Scope and Methodology**

This Commission's audit methodology includes collection and analysis of the documents, records and data the agency provides in response to the *EEPC Document and Information Request Form*; responses to the *EEPC Interview Questionnaires* for EEO professionals and others involved in EEO program administration; responses to the *EEPC Employee Survey* and the *EEPC Supervisor/Manager Survey*; and, if applicable, review of the agency's *Annual EEO Plans* and *Quarterly EEO Reports* and analysis of utilization data from the *Citywide Equal Employment Database System* (CEEDS).

EEO professionals (including, but not limited to, past or current EEO Officers, Deputy or Co-EEO Officers, EEO Counselors, EEO Trainers, EEO Investigators, Disability Rights Coordinators, Career Counselors, 55-a Program Coordinators) and others involved in EEO program administration such as the Agency Counsel and Principal Human Resources Professional are given a two-week deadline to complete and return their individual questionnaires. The Commission's EEO Program Analysts also conduct follow-up discussions/interviews with EEO professionals, when appropriate.

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<sup>1</sup> Corresponding audit/analysis standards are numbered throughout the document.



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The agreed upon survey period for the EEPC Supervisor/Manager Survey was October 1, 2013 – October 22, 2013. On October 22, 2013, via email/phone the agency's principal EEO Officer was informed of the low response rate and was asked to encourage supervisors and managers to access and complete the survey. At the close of the survey period, there were 92 respondents. To ascertain the proportion of respondents the agency was asked to provide the total number of individuals in supervisory/managerial titles; the agency did not provide this number. Because of these and other logistical issues, such as lack of accessible computers for field employees, the *EEPC Supervisor/Manager Survey* and the *EEPC Employee Survey* will be administered during the next audit cycle. The results of the *EEPC Supervisor/Manager Survey* have been attached, but will not be referred to in this report. (See Appendix 2)

In addition, this Commission reviews data from the *Citywide Equal Employment Database System* (CEEDS) to understand the concentrations of race and gender groups within an agency's workforce. EEO Program Analysts examine imbalances between the number of employees in a particular job category and the number that would reasonably be expected when compared to their availability in the relevant labor market. Personnel transactions are reviewed in order to ascertain the agency's employment practices. Where underutilization is revealed within an agency's workforce, EEO Program Analysts assess whether the agency has undertaken reasonable measures to address it.

### **Description of the Agency**

The Department of Sanitation keeps New York City clean by collecting and managing solid waste; clearing streets of litter, snow, and ice; cleaning debris from vacant lots; tagging and removing derelict vehicles; enforcing Health and Administrative Code provisions concerning illegal dumping; maintaining proper disposal of asbestos and medical waste; and maintaining the operation of solid waste transfer stations. To carry out its waste management function, the Department's responsibilities include recycling, waste reduction, and the operation of waste disposal facilities.

### **PRELIMINARY DETERMINATION**

Following are the corresponding audit standards for each subject area along with the EEPC's findings and required corrective actions, where appropriate:

#### **I. ISSUANCE, DISTRIBUTION AND POSTING OF EEO POLICIES:**

**The agency is in compliance with the requirements for this subject area.**

1. Distribute the Citywide or an agency EEOP – in paper or electronic copy – to legal, human resources and EEO professionals, as well as managers and supervisors. At minimum, include, or attach as addenda: a policy against Sexual Harassment; uniform and responsive procedures for investigating discrimination complaints and providing



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reasonable accommodations that conform to city, state and federal laws; contact information for the EEO professionals; an up-to-date list of protected classes under NYC and NYS Human Rights Laws; and current contact information for federal, state and local agencies that enforce laws against discrimination.

- ✓ The agency follows the *Citywide Equal Employment Opportunity Policy, Standards and Procedures to be Utilized by City Agencies (2005) (Citywide EEOP)* which includes a policy against sexual harassment; uniform and responsive procedures for investigating discrimination complaints and providing reasonable accommodations that conform to city, state and federal laws; contact information for the EEO professionals; an up-to-date list of protected classes under NYC and NYS Human Rights Laws; and current contact information for federal, state and local agencies that enforce laws against discrimination. The agency distributed the Citywide EEOP at new employee orientation sessions and via payroll distribution.
- 2. Distribute an agency EEO Policy, or a copy of the EEO Policy Handbook, *About EEO: What You May Not Know*, to current/new employees and/or ensure that a copy is available via intranet or website.
- ✓ The agency distributed (in hardcopy and electronically) the Citywide EEOP and the EEO Policy Handbook, *About EEO: What You May Not Know*, with addendum to legal, human resources, and EEO professionals, as well as managers and supervisors and all new employees during orientation sessions, refresher training sessions, specialized meetings at the EEO Office, and during visits to field locations.
- 3. Issue a general EEO Policy statement or memo reiterating commitment to EEO, declaring the agency's position against discrimination on any protected basis, advising employees of the names and contact information of EEO professionals, and providing employees pertinent electronic links to the EEO Policy/Handbook/Addenda.
- ✓ The agency's Policy Statement reiterated commitment to EEO, declared the agency's position against discrimination on any protected basis, and advised employees of the names and contact information of EEO personnel.
- 4. Post – on electronic bulletin boards, intranet sites, and at each facility – the EEO policies and complaint procedures. Post the agency head's general EEO Policy Statement wherever the EEO policy and addenda or the EEO handbook is posted.
- ✓ The agency has posted via Intranet its EEO policies, EEO Policy Statement and contact information for EEO professionals. These documents are reviewed and updated annually.

**II. EEO TRAINING FOR AGENCY:**

The agency is in compliance with the requirements for this subject area.

1. Establish and implement an EEO training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on EEO laws and their related rights and responsibilities.
- ✓ The agency established and implemented an EEO training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on EEO laws and their related rights and responsibilities. In October 2012 DSNY provided *EEO/DSNY Diversity & Your Job* training for new supervisors and new General Superintendents. In November and December 2012, Computer-based EEO Training was provided to all General Superintendents. New employees took *Equal Employment Opportunity & Work Diversity* training in January, February, October and November of 2012. Current employees have been instructed to complete the EEO Computer Based training. All trainings have a component on preventing sexual harassment.

**III. DISCRIMINATION /SEXUAL HARRASSMENT COMPLAINT & INVESTIGATION PROCEDURES:**

Summary of Complaint Activity: The agency reported that there were a total of 22 internal complaints during the audit period: 13 were unsubstantiated, 8 were substantiated, and 1 was part of a class action filing. (See appendix 5) The agency reported a total of 7 external complaints: 4 received no probable cause determinations, 1 received a *Notice of Right to Sue*, and 2 were pending. (See appendix 6)

Nine complaint files submitted by the DSNY (12-002, 12-005, 12-006, 12-007, 12-011, 12-013, 12-016, 13-001, and 13-007) were filed and completed during the period in review.

The agency is in compliance with the requirements for this subject area.

1. Include in the complaint file a *Discrimination Complaint Form* or a *complaint* that captures the facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the alleged discrimination.
- ✓ For each of the aforementioned complaints, the agency included a complaint tracking form and complaint form that captures the facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of circumstances which gave rise to the alleged discrimination.

2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
- ✓ Respondents were served with a *Notice of Discrimination Complaint* that included the right to respond to the allegations and right be accompanied by a representative of his/her choice. Respondents were required to sign when receiving the *Notice of Discrimination Complaint*.

NOTE: Internal complaint file 12-016 did not include a *Notice of Discrimination Complaint*.

3. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file. Word processed notes are preferred.
- ✓ Thorough notes of words spoken and facts provided during each interview were included in each complaint file.
4. Issue a *Confidential Written Report* within 90 days of the date the discrimination complaint was filed, although the investigation shall be commenced immediately.
- ✓ Confidential reports were written within 90 days of the date each discrimination complaint was filed. Investigations were commenced immediately.
5. Generate a report labeled "Confidential" consisting of Facts, Analysis, Conclusion, Recommendation, and Agency Head's Review at the conclusion of each complaint investigation.
- ✓ Each complaint file included a report that was labeled as "Confidential" consisting of Facts, Analysis, Conclusion, Recommendation, and *Agency Head's Review* as a result of the compliant investigation.
6. Maintain EEO-related files in a secure area to ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
- ✓ The agency maintained EEO-related files in a secure area located in the EEO office to ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head. Confidential is stamped on all EEO-related files.

7. The agency head reviews the EEO professional's report; promptly issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each final determination (via writing or electronically) to indicate it has been reviewed and adopted.
  - ✓ The agency head reviewed and approved the EEO professional's report. Each report was signed by the principal EEO Professional and the agency's Commissioner.
8. In order for the agency to demonstrate it has a meaningful and responsive procedure for investigating discrimination complaints, as required by City Human Rights Law, the complaint procedure requires written communication informing the complainant and respondent of the conclusion and outcome of a complaint investigation.
  - ✓ The agency's discrimination complaint procedure required written communication informing the complainant and respondent of the conclusion and outcome of a complaint investigation.
9. Internal discrimination complaint files contain written indication of their outcomes and corrective action(s) taken as a result of the determination of the investigation.
  - ✓ All complaint files contained written indication of their outcomes and corrective action(s) taken as a result of the determination.
10. Establish a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the EEO complaint process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
  - ✓ The agency used a complaint tracking form for internal complaints. It lists the complaint number, complainant, respondent, basis, issue, case tracking, filing date, determination, cross reference, contact information, and remarks.
11. The General Counsel assists the agency head in identifying and determining appropriate responses to EEO issues; works with the principal EEO Professional in the implementation of the City's EEO policies and related procedures; informs the principal EEO Professional when external complaints or litigation involving EEO matters are brought against the agency; is available to consult on internal EEO investigations; and is responsible for the investigation of, and response to, external EEO complaints.
  - ✓ The General Counsel assisted the agency head in identifying and determining appropriate responses to EEO issues; worked with the principal EEO Professional in the implementation of the City's EEO policies and related procedures; informed the principal EEO Professional when external complaints or litigation involved EEO matters were

brought against the agency; was available to consult on internal EEO investigations; and responsible for the investigation of, and response to, external EEO complaints. The General Counsel advised the Agency Head when appropriate. The DSNY Commissioner reviewed and signed off on all EEO investigations. The agency's EEO office was active in researching information for external complaints. The final review and response is completed and signed by the General Counsel.

#### **IV. SELECTION AND RECRUITMENT SYSTEM:**

According to workforce data provided by the agency, during the audit period there were 369 applicants, 1134 hires, 262 promotions, and 1093 separations during the audit period. (Appendix 3) Between January 1, 2012 to June 30, 2013 the total number of employees decreased from 9,282 to 8,900. (See Appendix 1 for breakdown.) A review of data provided by the New York Department of Personnel Citywide Equal Employment Opportunity Database System (work force compared with internal and external pools) revealed underutilization of protected groups in 8 EEO job categories (appendix 4).

**The agency is in partial compliance with the requirements of this subject area.**

1. Assess recruitment efforts to determine whether such efforts adversely impact any particular group. To the extent that adverse impact is discovered, at a minimum, identify relevant professional and community organizations serving women, minorities, and other protected groups throughout the City, review and update listings of recruitment outreach sources, and contact these organizations when provisional positions become available or where the agency may otherwise use discretion in hiring.
- The agency did not assess recruitment efforts to determine whether such efforts adversely impact any particular group (i.e. where underutilization existed). **Corrective action is required.**

**Corrective Action #1:** Assess recruitment efforts to determine whether such efforts adversely impact any particular group. To the extent that adverse impact is discovered, at a minimum, identify relevant professional and community organizations serving women, minorities, and other protected groups throughout the City, review and update listings of recruitment outreach sources, and contact these organizations when provisional positions become available or where the agency may otherwise use discretion in hiring.

2. The principal EEO Professional, HR Professional, and General Counsel, review the agency's statistical information (i.e. workforce, hires, promotions, and separations by race/ethnicity and gender), the annual number of EEO complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether



there are barriers to equal opportunity within the agency and determine what, if any, corrective actions are required to correct deficiencies.

- ✓ The Human Resources Director is involved in developing recruitment strategies and selecting recruitment media. The agency's Human Resources Director and Principal EEO Professional reviewed the agency's CEEDS reports to determine if women and/or minorities were underrepresented in particular job groups, to identify whether there are barriers to equal opportunity within the agency, and to ascertain what, if any, action is required to correct deficiencies.
3. Assess the manner in which candidates are selected for employment, to determine whether there is any adverse impact upon any particular racial, ethnic, disability, or gender group. To the extent that adverse impact is discovered, determine whether the selection criteria being utilized are job-related. Discontinue using criteria that are not job-related, and adopt methods which diminish adverse impact.
    - ✓ In January 2012, the DSNY EEO Office performed an assessment of the manner in which employees were selected for layoffs in the Engineering Bureau. Since layoffs were impending, the EEO office analyzed 5 titles (*Assistant Electrical Engineer, Assistant Urban Designer, Assistant Architect, Administrative Project Manager, and Administrative Construction Program Manager*) to determine disparate impact. The results indicated no adverse impact, as defined by the 4/5ths rule.
  4. If women, minorities, or other protected groups are underrepresented in titles where there is discretion in hiring, advertise in minority- or female-oriented publications; contact organizations serving women, minorities, and other protected groups; participate in career fairs/open houses; or use internships to attract interested persons and to develop and hire interested and qualified candidates.
    - ✓ The agency determined women and/or minorities were underrepresented in particular job categories by viewing the ethnic and gender make-up of the individual titles using CEEDS reports and data from the City Human Resource Management System (CHRMS).
    - ✓ The agency did not give specific information on advertisements in minority- or female-oriented publications, or on specific strategic recruitment conducted as a result of its determination, but indicated job vacancy notices were posted on bulletin boards, distributed via email and advertised in newspapers, radio and television. In addition, the agency participated in career fairs, job expos, school career day activities, and street fairs.
  - The agency indicated that for the most part, the hiring of provisionals is limited, thus largely decreasing the need for discretionary recruitment. There are a limited number of vacancies for which it can actively recruit with approval from the Office of Management



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and Budget. A Bureau may recruit externally for hard to fill positions (e.g. the agency placed advertisements on specialized IT sites seeking Computer Technicians). However, the agency placed recruitment ads through citywide recruitment advertising contracts awarded to Miller Advertising and Creative Media Advertising; the most used sites are Monster and Dice. Corrective action is required.

Corrective Action#2: If women, minorities, or other protected groups are underrepresented in titles where there is discretion in hiring, advertise in minority- or female-oriented publications; contact organizations serving women, minorities, and other protected groups; participate in career fairs/open houses; or use internships to attract interested persons and to develop and hire interested and qualified candidates.

5. If women, minorities, or other protected groups are underrepresented in *civil service* (list) titles, review the competencies, skills and abilities required (as presented in job vacancy notices and notices of examination) for available positions to ensure that these standards are updated, job-related and required by business necessity. (This includes working with DCAS or the Civil Service Commission if applicable). Then advertise in minority- or female-oriented publications, contact organizations serving women, minorities, and other protected groups; participate in career fairs or open houses; or use internships to attract interested persons and to develop and hire interested and qualified candidates.
- ✓ For the majority of approved hires by the Office of Management & Budget, individuals are considered and appointed from Civil Service Lists during the audit period, the largest number of hires came from the Sanitation Worker, Sanitation Enforcement Agent, and Skilled Crafts titles (e.g. auto mechanics).
- On occasion, as needed particularly in the area of civil service list recruitment, the agency has direct interaction with DCAS and the issuance and disposal of certifications for hiring. The agency makes recommendations to Bureaus to select appropriate media to attract the best candidates for their positions (i.e: Engineering journals for Engineering positions). Although the agency made recommendations to Bureaus to select appropriate media to attract the best candidates for their positions, the agency did not advertise in minority- or female-oriented publications, contact organizations serving women, minorities and other protected groups. Corrective action is required.

Corrective Action#3: If women, minorities, or other protected groups are underrepresented in *civil service* (list) titles, review the competencies, skills and abilities required (as presented in job vacancy notices and notices of examination) for available positions to ensure that these standards are updated, job-related and required by business necessity. (This includes working with DCAS or the Civil Service Commission if applicable). Then advertise in minority- or female-oriented publications, contact organizations serving women, minorities, and other protected groups; participate in



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career fairs or open houses; or use internships to attract interested persons and to develop and hire interested and qualified candidates.

6. Ensure that human resources professionals, managers, supervisors, and other personnel involved in the recruitment and hiring process are trained in EEO and interviewing, selection, and hiring skills to enable such individuals to correctly identify the most capable candidates (i.e. structured interview training or guide).

➤ Structured interview training was not administered during the audit period due to lack of personnel to present training. Corrective action is required.

Corrective Action#4: Ensure that human resources professionals, managers, supervisors, and other personnel involved in the recruitment and hiring process are trained in EEO and interviewing, selection, and hiring skills to enable such individuals to correctly identify the most capable candidates (i.e. structured interview training or guide).

7. Promote employees' awareness of opportunities for promotion and transfer within the agency, and ensure that employees are considered for such opportunities.

✓ The agency's Career Counselor advised and encouraged employees to take promotional exams. Employees were encouraged to take examinations within their titles or other titles for which they qualify. The Career Counselor forwarded vacancies throughout the department to various bureaus for posting.

8. At minimum, indicate the agency is an equal opportunity employer in recruitment literature.

✓ When advertising, the agency indicated it is an equal opportunity employer. The five latest internal job vacancy notices during the period in review (*Public Education and Outreach, Project Coordinator, Project Coordinator, Computer Aide, and Computer Information Officer*) submitted by the agency included the tag line, *The City of New York is an Equal Opportunity Employer*. The agency also advertised (*Director of Medical Division, Senior Analytics Developer, Senior Java Developer, Database Administrator, and Computer Systems Manager*) via internet on *Monster* and *Dice* included the tagline *The Department and the City of New York is and Equal Opportunity Employer*.

9. Use and maintain an applicant/candidate log or tracking system which, at minimum, includes the *position, applicants'/candidates' names, identification number, ethnicity, gender, disability or veteran status, interview date, interviewers' names, result, reason selected/not selected (or disposition)* of each applicant, and *recruitment source*. Ensure that the process avoids the appearance of bias, by delegating the responsibility for recording and maintaining this information to an individual other than the hiring manager.

- ✓ The agency distributed policy and procedures for *Discretionary Recruitment & Hiring of Civilian Employees*. Policy and Administrative Procedure #2009-01 establishes the procedure for the recruitment and selection of discretionary hires for civilian titles within DSNY. It is designed to be in compliance with DSNY hiring requirements as well as Federal, State and City Equal Employment Opportunity Laws and the Citywide EEO Policy. The agency uses the DS764 form *Recruitment & Hiring Report* which each individual interviewed for the vacancy is required to complete. The *DS337 Form Vacancy & Referral Form Interview Summary* tallies those interviewed and shows candidates selected. These forms were developed to provide the EEO Office with critical hiring information and are required when Bureaus submit hiring packages to the EEO Office for approval.

#### **V. CAREER COUNSELING:**

**The agency is in compliance with the requirements for this subject area.**

1. Designate a professional (may be referred to as the Career Counselor) with appropriate training, knowledge and familiarity with career opportunities in City government to provide career counseling to employees upon request. Remind employees of the identity/type of guidance available from the Career Counselor at least once each year.
- ✓ The agency appointed a Career Counselor whose contact information was listed with other EEO personnel in the EEO Policy Statement on the agency's website. The Career Counselor was available for questions concerning career development in the department
2. The Human Resources Professional distributes the identity of the agency Career Counselor and ensures that all employees have access to information regarding job responsibilities, performance evaluation standards, examinations, training opportunities and job postings; ensures that all new employees are advised of the EEO policies, their rights and responsibilities under such policies and the discrimination complaint procedures; informs the principal EEO Professional of the number of 55-a program participants and efforts the agency has made to employ, promote or accommodate qualified individuals with disabilities; involves the principal EEO Professional in EEO-related matters; and promptly consults with the principal EEO Professional if informed of, or suspects that a violation of the EEO Policy has occurred.
- ✓ The Human Resources Professional distributed the identity of the agency Career Counselor and ensured that all employees were advised of promotional opportunities on their performance evaluations. In addition all Bureaus are notified of upcoming civil service examinations open for filling both open competitive and promotional employees who wish to change titles or be promoted. The Human Resources Professional also ensured that employees were encouraged to take examinations within their titles or titles for which they qualify.

**VI. EEO AND REASONABLE ACCOMMODATIONS FOR EMPLOYEES/  
APPLICANTS FOR EMPLOYMENT WITH DISABILITIES:**

The agency is in compliance with the requirements of this subject area.

1. Designate a professional (may be referred to as the Disability Rights Coordinator) to ensure compliance with all federal, state, and local laws, as well as City and agency policies, pertaining to persons with disabilities; receive, or be notified of, reasonable accommodations requests; and recommend appropriate action to the agency head.
- ✓ The agency designated a Disability Rights Coordinator to ensure compliance with all federal, state, and local laws, as well as city agency policies, pertaining to persons with disabilities; receive, or be notified of, reasonable accommodation requests, and recommend appropriate action to the agency head. Employees were informed of the Disability Rights Coordinator through the agency's website and via a memorandum from the Commissioner.
2. Utilize the Section 55-a Program, which allows City agencies to employ qualified persons who have been certified as disabled in competitive positions on a non-competitive basis.
- ✓ The agency utilized the 55-a Program which allows City agencies to employ qualified persons who have been certified as disabled in competitive positions on a non-competitive basis; 12 employees participated in the Program.
3. Designate a Section 55-a Program Coordinator to disseminate information about the program and assist individuals who wish to apply.
- ✓ The agency's principal EEO Professional is also the 55-a Program Coordinator. The 55-a Coordinator ensured that qualified individuals with certified disabilities had the opportunity to apply for the Program, and monitored the Program. Employees were informed of the 55-a Program Coordinator via internet and a memorandum from the Commissioner.
4. Ensure that information regarding employee rights and obligations, and the complaint, investigation and reasonable accommodation procedures is made available in appropriate alternative formats (i.e., large print, audio tape and/or Braille) upon request to employees and applicants for employment with disabilities.
- ✓ The agency ensured that information regarding employee rights and obligations, and the complaint investigation and reasonable accommodation procedures was made available in appropriate alternative formats. The following EEO Policies are available in alternative formats: *New York City's Department of Sanitation: EEO Policy* on audio cassette and in large print, *Equal Employment Opportunity is the Law Poster* on audio cassette, *New York City Sanitation Department "The EEO Laws" for Employees* on VHS tape, *New York*

*City Sanitation Department "The EEO Laws" for Supervisors on VHS tape, and New York City Sanitation Department "The EEO Laws" Refresher for all employees on VHS tape and DVD.*

5. Document reasonable accommodation requests and their outcomes.
  - ✓ The agency submitted a sample of (7) accommodations that were requested/granted during the audit period. Their outcomes were included.
6. Develop and implement a plan to demonstrate facilities are accessible to and usable by employees/applicants for employment with physical disabilities: identify the number of locations that are accessible/non-accessible; the distribution of the agency's accessible facilities throughout the City; the distribution of job titles among accessible/non-accessible facilities; barriers in non-accessible facilities and the efforts the agency has taken to determine whether removal of barriers is readily achievable, and if so, to remove them; the agency responsible for rendering non-accessible facilities accessible. State whether the agency has applied to Department of Buildings for a waiver of the requirements for the alteration of existing facilities or if facilities are exempt.
  - ✓ The agency developed and implemented a plan to demonstrate facilities are accessible and usable by employees/applicants for employment with physical disabilities. The agency identified the number of locations that are accessible/non-accessible; the distribution of the agency's accessible facilities throughout the City; the distribution of job titles among accessible/non-accessible facilities; barriers in non-accessible facilities and the efforts the agency has taken to determine whether removal of barriers is readily achievable or actions to remove them. Specifically, the plan included changes in facility locations such as moving offices from 51 Chambers Street to 44 Beaver Street and plans to move the Human Resources Department from 346 Broadway - 10<sup>th</sup> floor to 59 Maiden Lane (January 2014), which would improve workstations and eliminate the steps in the current lobby.
  - ✓ While doing renovations for the Marine Transfer Stations, DSNY obtained from the Department of Buildings waivers regarding the ADA requirements. Based on the hazardous nature of the work areas which includes very difficult access and egress routes to the facilities requiring activities within and over water.
  - ✓ Due to the highly physical nature of the job performed by the uniformed workforce of DSNY, the department facilities which house large trucks and heavy machinery for the most part is not accessible to individuals with physical disabilities. However, the agency employs individuals with physical and/or mental disabilities primarily in the civilian titles. For example, DSNY has auto mechanics who have qualified for the 55-a program. The agency also has several civilian employees with disabilities in the clerical field who work in the DSNY administrative offices.

**VII. RESPONSIBILITY FOR EEO PLAN IMPLEMENTATION - EEO PROFESSIONALS:**

**The agency is in compliance with the requirements for this subject area.**

1. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. The principal EEO Professional is trained and knowledgeable regarding city, federal and state EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination complaints.
- ✓ The agency appointed a trained principal EEO Professional to implement EEO policies and standards within the agency. The principal EEO Professional had EEO training at the *EEOC Training Institute, Technical Assistance Seminar* in June 2012, *Citywide Diversity & Inclusion Training: "Everybody Matters"*, 3 day Lead Facilitator Program February and March 2013, *EEOC ADA & Reasonable Accommodation Seminar* May 2013.
2. Appoint at least one EEO professional of each gender to receive discrimination complaints and conduct investigations.
- ✓ The agency appointed one EEO professional of each gender to receive discrimination complaints and conduct investigations (i.e. a female principal EEO Professional, a male EEO Investigator and a female EEO Investigator).
3. Ensure that EEO professionals are trained in EEO laws and procedures and know how to carry out their responsibilities under the EEO Policy.
- ✓ The agency ensured that EEO professionals are trained in EEO laws and procedures and know how to carry out their responsibilities under the EEO Policy. The EEO Professionals received *Citywide Diversity and Equal Employment Opportunity Computer Based Training*. The agency's EEO counselor/investigator received *DCAS-Basic Training for EEO Representatives*, DCAS trainings/seminars on the EEO investigative process, and EEOC trainings. The agency Counsel has had formal EEO training in-house and has taken approximately 8 other EEO-related seminars given by the Practicing Law Institute.
4. Ensure that the responsibilities of the principal EEO Professional are competently discharged by providing adequate support staff and/or resources to meet EEO obligations.
- ✓ The principal EEO Professional was assisted by 2 EEO Investigators, 1 Research Assistant, and 1 temporary Clerical employee; they spend 100% of their time on EEO-related matters.
5. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety



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of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures and know how to carry out their responsibilities under the EEOP.

- ✓ The EEO professionals were individuals from different office locations and, from a variety levels within the organization structure. The EEO professionals were trained in EEO laws and procedures and know how to carry their responsibilities under the EEOP.
- 6. The principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of the EEO policies and related procedures.
- ✓ The principal EEO Professional and General Counsel worked closely with the Commissioner and Deputy Commissioners, as appropriate, on the development of Department EEO policies.
- 7. The principal EEO Professional ensures that employees receive EEO training; supervises the EEO-related activities of other EEO professionals; ensures that EEO policies and complaint procedures are posted at each site where the agency conducts business; ensures that EEO policies and procedures are available in alternative formats (i.e., large print, audio tape and/or Braille); and provides guidance and assistance to agency managers, supervisors and human resource professionals in addressing issues relating to equal employment opportunity.
- ✓ The principal EEO Professional coordinated and monitored complaints and acted as Chief Review Officer for all such complaints, conferred with the Commissioner and Deputy Commissioners, as appropriate, on the development of department policies with regard to EEO law, directed the development of the department's EEO Annual Plan, directed and supervised the department's ongoing recruitment program, and assisted, directed and rated the Commissioner's executive staff on meeting EEO mandates.
- 8. The principal EEO Professional reports directly to the agency head (or an approved direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
- ✓ The agency's principal EEO Professional reported to the Commissioner in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities. The reporting relationship to the Commissioner was listed on the organizational chart.
- 9. To ensure the integrity and continuity of the EEO Program, maintain appropriate documentation of meetings and other communications between the agency head (or a direct report other than the Agency Counsel) and the principal EEO Professional regarding decisions that impact the administration and operation of the EEO program.





**Equal Employment  
Practices Commission**

- ✓ To ensure the integrity and continuity of the EEO Program, the agency maintained appropriate documentation of meetings and other communications between the agency head regarding decisions the impact the administration and operation of the EEO Program. As part of the Commissioner's executive staff, the principal EEO Professional met with the Commissioner on Wednesday mornings between 8:30am-9:30am. The principal EEO Professional communicated with the Commissioner regularly by telephone, email and in person to share critical information regarding EEO issues.

**VIII. RESPONSIBILITY FOR EEO PLAN IMPLEMENTATION – SUPERVISORS/MANAGERS:**

**The agency is in compliance with the requirements for this subject area.**

1. The agency head directs managers and supervisors to emphasize the agency's commitment to its EEO policies and affirm the right of each employee to file a discrimination complaint with the EEO office. This directive, and its implementation, is documented.
- ✓ The agency head directed managers and supervisors to emphasize the agency's commitment to its EEO policies and affirm the right of each employee to file a discrimination complaint with the EEO office. The agency sent a monthly EEO message to all supervisory personnel asking them to read the statement and sign the daily blotter attesting that they have read and understand it to staff.
2. Establish and administer an annual managerial/non-managerial performance evaluation program to be used for probationary periods, promotions, assignments, incentives and training.
- ✓ The agency implemented an evaluation procedure for sub-managerial uniform, civilian probationary and provisional employees. According to the procedures employees were evaluated between 1-2 years. The agency administered an annual managerial evaluation program. Managerial performance evaluations were administered once per year.
3. The managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
- ✓ The managerial performance evaluation form contained a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).

**IX. REPORTING STANDARD FOR AGENCY HEAD:**

**The agency is in partial compliance with the requirements for this subject area.**

1. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports (up to 30 days following each quarter) on efforts to implement the plan.
- ✓ The agency submitted quarterly reports for FY 2012, FY 2013, *The NYC Department of Sanitation (DSNY) Equal Employment Opportunity Plan* for FY 2012, and *The Diversity and Equal Employment Opportunity Plan* for FY 2013.

**After implementation of the EEPC's corrective actions:**

1. Distribute a memorandum signed by the agency head informing employees of the changes implemented in the EEO program pursuant to the EEPC's audit/analysis and re-emphasizing the agency head's commitment to the EEO program.

**Final Action:** Distribute a memorandum signed by the agency head informing employees of the changes implemented in the EEO program pursuant to the EEPC's audit/analysis and re-emphasizing the agency head's commitment to the EEO program.

**Conclusion**

Pursuant to Chapter 36 of the New York City Charter, your agency has the option to respond to this preliminary determination. Your agency also has the option to request an Audit Exit/Compliance Initiation Meeting. Please email your intention to respond, or meeting request, to [mramasukh@eeepc.nyc.gov](mailto:mramasukh@eeepc.nyc.gov) within 7 days from the date of this letter.

*(Optional Response)* If submitted, your optional response should indicate (with attached documentation) what steps your agency has taken or will take to implement the corrective actions and should be received in our office within 21 days from the date of this letter. We will then issue a Final Determination where we will agree, disagree or require further clarification of the actions your agency has taken or proposed.

*(Optional Meeting)* During the Audit Exit/Compliance Initiation Meeting we will address questions regarding the implementation of corrective action(s), establish a formal six-month compliance monitoring period and discuss the steps your agency should take during the mandatory compliance monitoring period. After consulting with your agency, this Commission will issue its Final Determination.

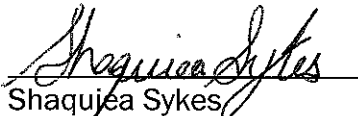
If your agency does not respond to the preliminary determination within 21 days, this preliminary determination will be considered our Final Determination. The EEPC will then send correspondence assigning a 6-month compliance monitoring period. Pursuant to Chapter 36 of the New York City Charter your agency is required to respond to our Final Determination within 30 days. Your response to the Final Determination will initiate the compliance monitoring period.



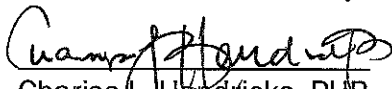
**Equal Employment  
Practices Commission**

In closing, we want to thank you and your staff for the cooperation extended to the Equal Employment Practices Commission's EEO Program Analysts during the course of our audit and analysis.

Respectfully  
Submitted by,

  
Shaquiea Sykes  
EEO Program Analyst

Approved by,

  
Charise L. Hendricks, PHR  
Executive Director

cc: Teresa H. Neal, Principal EEO Professional

Appendix - 1  
Workforce Composition

**Department of Sanitation**













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RUN DATE: 07/01/13
RUN TIME: 13:44:48.6

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NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)  
WORK FORCE COMPOSITION SUMMARY  
13 AGENCY 827 DEPARTMENT OF SANITATION

PAGE: 194  
REPORT: EBEPR210

[illegible]

AGENCY CODE : 827 DEPARTMENT OF SANITATION  
EEO JOB GROUP : 026 OPERATORS

[illegible]

AGENCY CODE : 827 DEPARTMENT OF SANITATION  
EEO JOB GROUP : 027 TRANSPORTATION

[illegible]



RUN DATE: 07/01/13  
RUN TIME: 13:44:48.6

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)  
WORK FORCE COMPOSITION SUMMARY  
QUARTER 4 YEAR 2013 AGENCY 827 DEPARTMENT OF SANITATION

PAGE: 196  
REPORT: BBPR210

AGENCY TOTAL.....:	4724	1718	1437	243	14	6	181	378	147	48	4	0	0	8900
	53.08	19.30	16.15	2.73	0.16	0.07	2.03	4.25	1.65	0.54	0.04	0.00	0.00	100.00


Appendix - 2  
Supervisor/ Manager Survey

**Department of Sanitation**



# Department of Sanitation: Supervisor/Manager Survey







## 1. City of New York

	Response Percent	Response Count
Agency: 	100.0%	85
answered question		85
skipped question		7

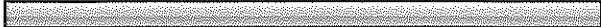

## 2. Which of the following are you?

	Response Percent	Response Count
Supervisor 	54.9%	50
Manager 	45.1%	41
answered question		91
skipped question		1




## 3. How many employees are under your supervision?

	Response Percent	Response Count
5 or less 	14.3%	13
6-10 	9.9%	9
11-20 	4.4%	4
21 or more 	71.4%	65
answered question		91
skipped question		1






#### 4. How long have you worked for this agency?

		Response Percent	Response Count
Over 3 years		93.4%	85
3 years or less		6.6%	6
answered question			91
skipped question			1





#### 5. Each agency head may distribute a statement in support of Equal Employment Opportunity to all employees. Have you received a copy of your agency's EEO Policy Statement?

		Response Percent	Response Count
Yes		85.7%	78
No		2.2%	2
Do not remember		12.1%	11
answered question			91
skipped question			1

## 6. In your agency, where can the EEO Policy be found? (Check all that apply.)


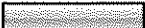
		Response Percent	Response Count
The EEO Office		67.0%	61
The HR/Personnel Office		61.5%	56
The Intranet		52.7%	48
Your Office		79.1%	72
Do not know		6.6%	6
answered question			91
skipped question			1

## 7. Of the choices above, which is most easily accessible to you?



		Response Percent	Response Count
The EEO Office		7.7%	7
The HR/Personnel Office		5.5%	5
The Intranet		27.5%	25
Your Office		59.3%	54
answered question			91
skipped question			1





## 8. Is the Discrimination Complaint Procedure included with the EEO Policy?

	Response Percent	Response Count
Yes 	78.0%	71
No	0.0%	0
Do not know 	22.0%	20
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>



## 9. Do you know the name of your agency's EEO Officer?

	Response Percent	Response Count
Yes 	81.3%	74
No 	18.7%	17
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>




## 10. Did the EEO Officer meet with you, either individually or in a group setting, to discuss your EEO rights as an employee?

	Response Percent	Response Count
Yes 	53.8%	49
No 	46.2%	42
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>




**11. Did the EEO Officer meet with you, either individually or in a group setting, to discuss your EEO responsibilities as a supervisor or manager?**

		Response Percent	Response Count
Yes		58.2%	53
No		41.8%	38
answered question			91
skipped question			1




**12. Did you complete the Department of Citywide Administrative Services' Citywide EEO Computer-Based Training for Managers and Supervisors?**

		Response Percent	Response Count
Yes		78.9%	71
No		16.7%	15
Not applicable		4.4%	4
answered question			90
skipped question			2



**13. How often have you reaffirmed the agency's commitment to the principle of Equal Employment Opportunity during staff meetings within the past year?**

		Response Percent	Response Count
Two or more times		39.6%	36
One time		24.2%	22
At no time		36.3%	33
answered question			91
skipped question			1




#### 14. How often have you discussed with employees their right to file a discrimination complaint with the agency's EEO Officer during staff meetings within the past year?

	Response Percent	Response Count
Two or more times 	37.4%	34
One time 	23.1%	21
At no time 	39.6%	36
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>




#### 15. Did you receive sexual harassment prevention training from your agency?

	Response Percent	Response Count
Yes 	75.8%	69
No 	24.2%	22
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>

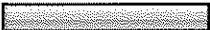

#### 16. Did all of the employees that you supervise receive sexual harassment prevention training?

	Response Percent	Response Count
Yes 	47.3%	43
No 	8.8%	8
Do not know 	44.0%	40
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>




## 17. When you were hired, did you receive an orientation session that included a review of the EEO policy?

	Response Percent	Response Count
Yes 	54.9%	50
No 	9.9%	9
Do not remember 	35.2%	32
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>


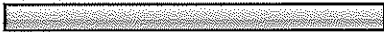
## 18. Do you participate in orientation sessions for new employees?

	Response Percent	Response Count
Yes 	31.9%	29
No 	68.1%	62
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>





## 19. Do new employee orientation sessions include information on the EEO policy?

	Response Percent	Response Count
Yes 	79.3%	23
No 	3.4%	1
Do not know 	17.2%	5
<b>answered question</b>		<b>29</b>
<b>skipped question</b>		<b>63</b>



## 20. Do you interview candidates for positions in your agency?

	Response Percent	Response Count
Yes 	40.7%	37
No 	59.3%	54
<b>answered question</b>		<b>91</b>
<b>skipped question</b>		<b>1</b>




## 21. A structured interview is a method that standardizes the type and order of interview questions asked to ensure that a fair comparison can be made between interviewees. Did your agency provide you with training and/or a guide that outlines illegal or discriminatory questions and includes instructions for conducting a structured interview?

	Response Percent	Response Count
Training 	18.9%	7
Guide 	18.9%	7
Both training and guide 	21.6%	8
Neither 	40.5%	15
<b>answered question</b>		<b>37</b>
<b>skipped question</b>		<b>55</b>



**22. Were you informed that fulfillment of your EEO responsibilities will be part of your overall performance evaluation and will be considered in determining your eligibility for promotions and merit increases?**

		Response Percent	Response Count
Yes		73.6%	67
No		26.4%	24
answered question			91
skipped question			1



**23. When was your last performance evaluation?**

		Response Percent	Response Count
Within the past year		89.0%	81
Over a year ago		7.7%	7
I have not received a performance evaluation		3.3%	3
answered question			91
skipped question			1



**24. Does your performance evaluation include an EEO component? (A section that rates your ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner.)**

		Response Percent	Response Count
Yes		83.0%	73
No		17.0%	15
answered question			88
skipped question			4

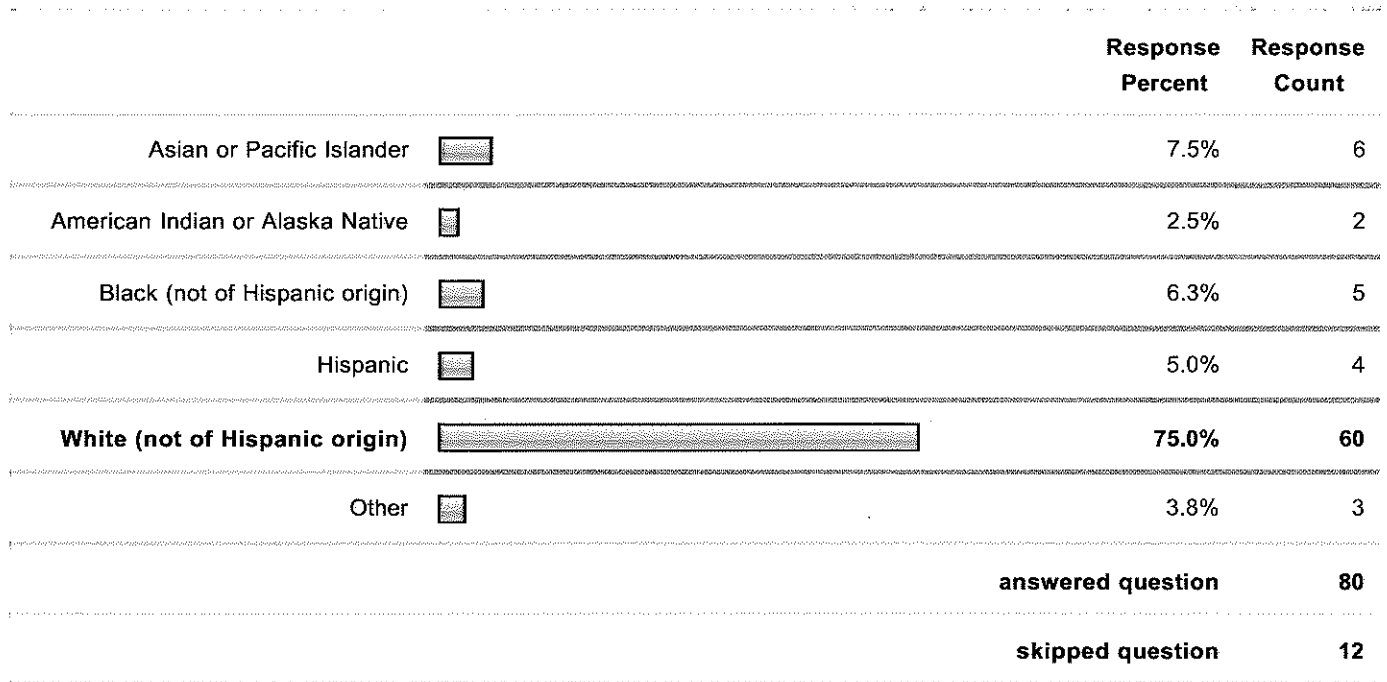
**25. Do you conduct formal performance evaluations of the employees under your supervision annually?**

		Response Percent	Response Count
Yes		82.4%	75
No		17.6%	16
answered question			91
skipped question			1

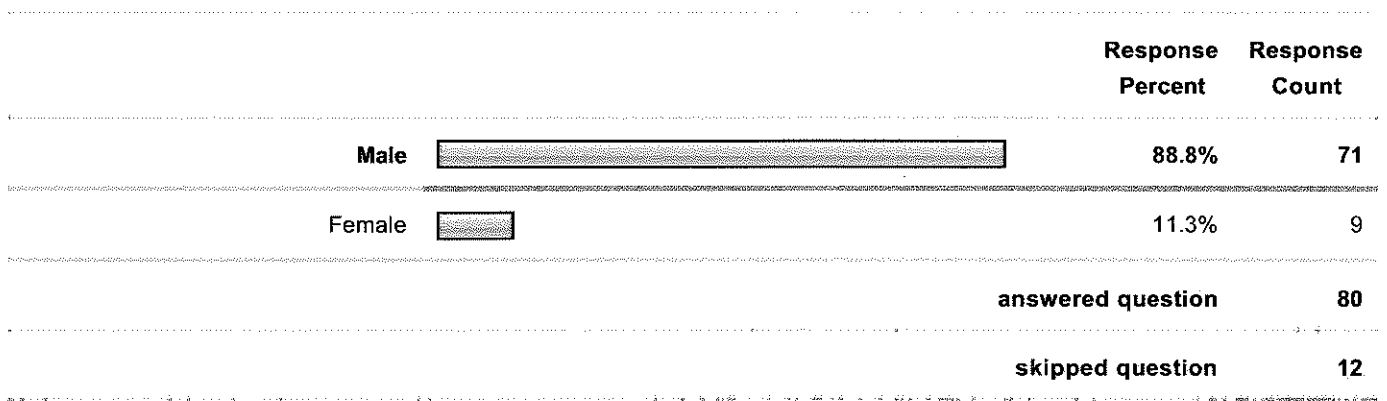
**26. Do you believe the agency has provided sufficient training to supervisors/managers on their responsibilities in assisting employees who may complain about discrimination or harassment?**

		Response Percent	Response Count
Yes		81.3%	74
No		18.7%	17
answered question			91
skipped question			1

## 27. Race/Ethnicity



## 28. Gender





Appendix - 3  
Hires, Promotions, and Separations  
By Ethnicity and Gender

**Department of Sanitation**

## Department of Sanitation

The following table indicates personnel activity during the audit period,  
January 1, 2012 to June 30, 2013

### Hires by Gender and Ethnicity

Total Hires: 1134

Male	Female	Total	Caucasian	African American	Hispanic	Asian	Native American	Unknown	Total
1019	115	1134	374	252	193	42	1	272	1134

### Promotions by Gender and Ethnicity

Total Promotions: 262

Male	Female	Total	Caucasian	African American	Hispanic	Asian	Native American	Unknown	Total
227	35	262	162	52	39	8	1	0	262

### Separations by Gender and Ethnicity

Total Separations: 1093

Male	Female	Total	Caucasian	African American	Hispanic	Asian	Native American	Unknown	Total
948	145	1093	313	312	173	21	1	273	1093

Appendix - 4

New York City Department of Personnel Citywide Equal Employment  
Opportunity Database System (CEEDS)

**Department of Sanitation**

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 001 ADMINISTRATORS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 522  
PROGRAM: BBPP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	4	0	4	.5092	2.04	1.96	1.96	0.025	N - N<=8
ETH	BLACK	0	4	4	.1745	0.70	-0.70	-0.92	0.179	N - N<=8
ETH	HISPANIC	0	4	4	.1543	0.62	-0.62	-0.85	0.196	N - N<=8
ETH	ASIAN / PAC ISL	0	4	4	.1123	0.45	-0.45	-0.71	0.238	N - N<=8
ETH	NATIVE AMERICAN	0	4	4	.0068	0.03	-0.03	-0.17	0.434	N - N<=8
ETH	ETH UNKNOWN	0	4	4	.0247	0.10	-0.10	-0.32	0.375	N - N<=8
GEN	MALE	4	0	4	.5906	2.36	1.64	1.67	0.048	N - N<=8
GEN	FEMALE	0	4	4	.3841	1.54	-1.54	-1.58	0.057	N - N<=8
GEN	GENDER UNKNOWN	0	4	4	.0046	0.02	-0.02	-0.14	0.446	N - N<=8

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
002 MANAGERS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 523  
PROGRAM: BBPP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	255	61	316	.5133	162.20	92.80	10.44	<.01	O
ETH	BLACK	22	294	316	.1889	59.69	-37.7	-5.42	<.01	U
ETH	HISPANIC	17	299	316	.1297	40.99	-24.0	-4.02	<.01	U
ETH	ASIAN / PAC ISL	20	296	316	.1017	32.14	-12.1	-2.26	0.012	N-05%RUL
ETH	NATIVE AMERICAN	1	315	316	.0018	0.57	0.43	0.57	0.284	N-05%RUL
ETH	ETH UNKNOWN	1	315	316	.0402	12.70	-11.7	-3.35	<.01	N-05%RUL
GEN	MALE	292	24	316	.5345	168.90	123.1	13.88	<.01	O
GEN	FEMALE	24	292	316	.4206	132.91	-109	-12.4	<.01	U
GEN	GENDER UNKNOWN	0	316	316	.0197	6.23	-6.23	-2.52	<.01	N-05%RUL

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 524  
PROGRAM: EBPDP961  
EXTRACT DATE: 09/30/13

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 003 MNGMNT SPECS  
PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	100	276	376	.4094	153.93	-53.9	-5.66	<.01	U
ETH	BLACK	169	207	376	.2958	111.22	57.78	6.53	<.01	O
ETH	HISPANIC	72	304	376	.1235	48.69	23.31	3.58	<.01	O
ETH	ASIAN / PAC ISL	32	344	376	.1301	48.92	-16.9	-2.59	<.01	N-05&RUL
ETH	NATIVE AMERICAN	3	373	376	.0022	0.83	2.17	2.39	<.01	N-05&RUL
ETH	ETH UNKNOWN	0	376	376	.0207	7.78	-7.78	-2.82	<.01	N-05&RUL
GEN	MALE	222	154	376	.5718	215.00	7.00	0.73	0.233	
GEN	FEMALE	154	222	376	.4032	151.60	2.40	0.25	0.401	
GEN	GENDER UNKNOWN	0	376	376	.0126	4.74	-4.74	-2.19	0.014	N-05&RUL

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
004 SCIENCE PROPENS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 525  
PROGRAM: EBP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	28	65	93	.4568	42.48	-14.5	-3.01	<.01	U
ETH	BLACK	24	69	93	.1762	16.39	7.61	-2.07	0.019	O
ETH	HISPANIC	12	81	93	.1023	9.51	2.49	0.85	0.197	O
ETH	ASIAN / PAC ISL	29	64	93	.2258	21.00	8.00	1.98	0.024	O
ETH	NATIVE AMERICAN	0	93	93	.0024	0.22	-0.22	-0.47	0.318	N-05%RUL
ETH	ETH UNKNOWN	0	93	93	.0315	2.93	-2.93	-1.74	0.041	N-05%RUL
GEN	MALE	64	29	93	.6586	61.25	2.75	0.60	0.274	N-05%RUL
GEN	FEMALE	29	64	93	.3131	29.12	-0.12	-0.03	0.489	N-05%RUL
GEN	GENDER UNKNOWN	0	93	93	.0201	1.87	-1.87	-1.38	0.084	N-05%RUL

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 526  
PROGRAM: EEP961  
EXTRACT DATE: 09/30/13

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 005 HEALTH PROFNS

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	4	2	6	.3707	2.22	1.78	1.50	0.067	N - N<=8
ETH	BLACK	1	5	6	.3635	2.18	-1.18	-1.00	0.158	N - N<=8
ETH	HISPANIC	1	5	6	.0981	0.59	0.41	0.56	0.286	N - N<=8
ETH	ASIAN / PAC ISL	0	6	6	.1400	0.84	-0.84	-0.99	0.162	N - N<=8
ETH	NATIVE AMERICAN	0	6	6	.0031	0.02	-0.02	-0.14	0.446	N - N<=8
ETH	ETH UNKNOWN	0	6	6	.0159	0.10	-0.10	-0.31	0.378	N - N<=8
GEN	MALE	2	4	6	.2250	1.35	0.65	0.64	0.263	N - N<=8
GEN	FEMALE	4	2	6	.7577	4.55	-0.55	-0.52	0.301	N - N<=8
GEN	GENDER UNKNOWN	0	6	6	.0012	0.01	-0.01	-0.08	0.466	N - N<=8



RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 006 SOCIAL SCI

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL. %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	0	5	5	.6146	3.07	-3.07	-2.82	<.01	N - N<=8
ETH	BLACK	2	3	5	.1667	0.83	1.17	1.40	0.081	N - N<=8
ETH	HISPANIC	2	3	5	.0913	0.46	1.54	2.40	<.01	N - N<=8
ETH	ASIAN / PAC ISL	1	4	5	.0957	0.48	0.52	0.79	0.214	N - N<=8
ETH	NATIVE AMERICAN	0	5	5	.0024	0.01	-0.01	-0.11	0.456	N - N<=8
ETH	ETH UNKNOWN	0	5	5	.0251	0.13	-0.13	-0.36	0.360	N - N<=8
GEN	MALE	3	2	5	.4873	2.44	0.56	0.50	0.307	N - N<=8
GEN	FEMALE	2	3	5	.4930	2.47	-0.46	-0.42	0.339	N - N<=8
GEN	GENDER UNKNOWN	0	5	5	.0163	0.08	-0.08	-0.29	0.387	N - N<=8

RUN DATE: 10/11/13  
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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
007 SOCIAL WORKERS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	4	1	5	.1580	0.79	3.21	3.94	<.01	N - N<=8
ETH	BLACK	1	4	5	.6260	3.13	-2.13	-1.97	0.024	N - N<=8
ETH	HISPANIC	0	5	5	.1530	0.77	-0.77	-0.95	0.171	N - N<=8
ETH	ASIAN / PAC ISL	0	5	5	.0507	0.25	-0.25	-0.52	0.303	N - N<=8
ETH	NATIVE AMERICAN	0	5	5	.0023	0.01	-0.01	-0.11	0.457	N - N<=8
ETH	ETH UNKNOWN	0	5	5	.0061	0.03	-0.03	-0.18	0.430	N - N<=8
GEN	MALE	4	1	5	.3205	1.60	2.40	2.30	0.011	N - N<=8
GEN	FEMALE	1	4	5	.6712	3.36	-2.36	-2.24	0.012	N - N<=8
GEN	GENDER UNKNOWN	0	5	5	.0042	0.02	-0.02	-0.15	0.442	N - N<=8

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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
008 LAWYERS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
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USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	11	1	12	.5889	7.07	3.93	2.31	0.011	O
ETH	BLACK	1	11	12	.1310	1.57	-0.57	-0.49	0.312	N-05%RUL
ETH	HISPANIC	0	12	12	.1020	1.22	-1.22	-1.17	0.122	U-80%RUL
ETH	ASIAN / PAC ISL	0	12	12	.0721	0.87	-0.87	-0.97	0.167	U-80%RUL
ETH	NATIVE AMERICAN	0	12	12	.0011	0.01	-0.01	-0.11	0.454	N-05%RUL
ETH	ETH UNKNOWN	0	12	12	.0200	0.24	-0.24	-0.49	0.310	N-05%RUL
GEN	MALE	3	9	12	.4396	5.28	-2.28	-1.32	0.093	U-80%RUL
GEN	FEMALE	9	3	12	.4738	5.69	3.31	1.92	0.028	N-05%RUL
GEN	GENDER UNKNOWN	0	12	12	.0010	0.01	-0.01	-0.11	0.456	N-05%RUL

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AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 009 PUBLIC REL

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	10	3	13	.5650	7.35	2.66	1.49	0.069	
ETH	BLACK	2	11	13	.1549	2.01	-0.01	-0.01	0.496	
ETH	HISPANIC	1	12	13	.1170	1.52	-0.52	-0.45	0.327	
ETH	ASIAN / PAC ISL	0	13	13	.0851	1.11	-1.11	-1.10	0.136	N-05%RUL
ETH	NATIVE AMERICAN	0	13	13	.0012	0.02	-0.02	-0.12	0.450	U-80%RUL
ETH	ETH UNKNOWN	0	13	13	.0322	0.42	-0.42	-0.66	0.255	N-05%RUL
GEN	MALE	4	9	13	.5803	7.54	-3.54	-1.99	0.023	U
GEN	FEMALE	9	4	13	.3401	4.42	4.58	2.68	<.01	O
GEN	GENDER UNKNOWN	0	13	13	.0220	0.29	-0.29	-0.54	0.294	N-05%RUL

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AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
010 TECHNICIANS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	6	17	23	.3514	8.08	-2.08	-0.91	0.182	U-80%RUL
ETH	BLACK	8	15	23	.3293	7.57	0.43	0.19	0.425	
ETH	HISPANIC	5	18	23	.1923	4.42	0.58	0.31	0.380	
ETH	ASIAN / PAC ISL	4	19	23	.1005	2.31	1.69	1.17	0.121	
ETH	NATIVE AMERICAN	0	23	23	.0027	0.06	-0.06	-0.25	0.401	N-05%RUL
ETH	ETH UNKNOWN	0	23	23	.0182	0.42	-0.42	-0.65	0.257	N-05%RUL
GEN	MALE	12	11	23	.6181	14.22	-2.22	-0.95	0.171	
GEN	FEMALE	11	12	23	.3662	8.42	2.58	1.12	0.132	
GEN	GENDER UNKNOWN	0	23	23	.0098	0.23	-0.23	-0.48	0.317	N-05%RUL

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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
012 CLERICAL SUPS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL &  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
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USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
BTH	WHITE	17	36	53	.2238	11.86	5.14	1.69	0.045	
ETH	BLACK	25	28	53	.5619	29.78	-4.78	-1.32	0.093	
ETH	HISPANIC	7	46	53	.1348	7.14	-0.14	-0.06	0.477	
ETH	ASIAN / PAC ISL	4	49	53	.0511	2.71	1.29	0.81	0.210	
ETH	NATIVE AMERICAN	0	53	53	.0038	0.20	-0.20	-0.45	0.326	N-05%RUL
ETH	ETH UNKNOWN	0	53	53	.0245	1.30	-1.30	-1.15	0.124	N-05%RUL
GEN	MALE	7	46	53	.2093	11.09	-4.09	-1.38	0.083	U-80%RUL
GEN	FEMALE	46	7	53	.7769	41.18	4.82	1.59	0.056	
GEN	GENDER UNKNOWN	0	53	53	.0138	0.73	-0.73	-0.86	0.195	N-05%RUL

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FY2014 Q1

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 013 CLERICAL

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	71	236	307	.1867	57.32	13.68	2.00	0.023	N-05%RUL
ETH	BLACK	156	151	307	.5347	164.15	-8.15	-0.93	0.175	
ETH	HISPANIC	52	255	307	.1509	46.33	5.67	0.90	0.183	
ETH	ASIAN / PAC ISL	28	279	307	.0716	21.98	6.02	1.33	0.091	
ETH	NATIVE AMERICAN	0	307	307	.0039	1.20	-1.20	-1.10	0.136	N-05%RUL
ETH	ETH UNKNOWN	0	307	307	.0478	14.67	-14.7	-3.93	<.01	N-05%RUL
GEN	MALE	96	211	307	.2820	86.57	9.43	1.20	0.116	
GEN	FEMALE	211	96	307	.6776	208.02	2.98	0.36	0.358	
GEN	GENDER UNKNOWN	0	307	307	.0359	11.02	-11.0	-3.38	<.01	N-05%RUL

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AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
019 GUARDS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	1	0	1	.1990	0.20	0.80	2.01	0.022	N - N<=8
ETH	BLACK	0	1	1	.4846	0.48	-0.48	-0.97	0.166	N - N<=8
ETH	HISPANIC	0	1	1	.2232	0.22	-0.22	-0.54	0.296	N - N<=8
ETH	ASIAN / PAC ISL	0	1	1	.0470	0.05	-0.05	-0.22	0.412	N - N<=8
ETH	NATIVE AMERICAN	0	1	1	.0019	0.00	-0.00	-0.04	0.483	N - N<=8
ETH	ETH UNKNOWN	0	1	1	.0191	0.02	-0.02	-0.14	0.445	N - N<=8
GEN	MALE	1	0	1	.4476	0.45	0.55	1.11	0.133	N - N<=8
GEN	FEMALE	0	1	1	.5186	0.52	-0.52	-1.04	0.150	N - N<=8
GEN	GENDER UNKNOWN	0	1	1	.0087	0.01	-0.01	-0.09	0.463	N - N<=8



RUN DATE: 10/11/13  
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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
022 BUILD SERV

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	0	1	1	.2141	0.21	-0.21	-0.52	0.301	N - N<=8
ETH	BLACK	1	0	1	.3208	0.32	0.68	1.46	0.073	N - N<=8
ETH	HISPANIC	0	1	1	.3373	0.34	-0.34	-0.71	0.238	N - N<=8
ETH	ASIAN / PAC ISL	0	1	1	.0650	0.06	-0.06	-0.26	0.396	N - N<=8
ETH	NATIVE AMERICAN	0	1	1	.0027	0.00	-0.00	-0.05	0.479	N - N<=8
ETH	ETH UNKNOWN	0	1	1	.0284	0.03	-0.03	-0.17	0.432	N - N<=8
GEN	MALE	1	0	1	.6348	0.63	0.37	0.76	0.224	N - N<=8
GEN	FEMALE	0	1	1	.3223	0.32	-0.32	-0.69	0.245	N - N<=8
GEN	GENDER UNKNOWN	0	1	1	.0110	0.01	-0.01	-0.11	0.458	N - N<=8

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AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
023 PERSONAL SERV

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	12	18	30	.2737	8.21	3.79	1.55	0.060	
ETH	BLACK	10	20	30	.2584	7.75	2.25	0.94	0.174	
ETH	HISPANIC	8	22	30	.2881	8.64	-0.64	-0.26	0.398	
ETH	ASIAN / PAC ISL	0	30	30	.0918	2.75	-2.75	-1.74	0.041	U-80%RUL
ETH	NATIVE AMERICAN	0	30	30	.0025	0.08	-0.08	-0.27	0.392	N-05%RUL
ETH	ETH UNKNOWN	0	30	30	.0298	0.89	-0.89	-0.96	0.169	N-05%RUL
GEN	MALE	24	6	30	.5359	16.08	7.92	2.90	<.01	O
GEN	FEMALE	6	24	30	.4047	12.14	-6.14	-2.28	0.011	U
GEN	GENDER UNKNOWN	0	30	30	.0040	0.12	-0.12	-0.35	0.364	N-05%RUL

RUN DATE: 10/11/13  
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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
025 CRAFT

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	521	228	749	.3705	277.50	243.5	18.42	<.01	O
ETH	BLACK	100	649	749	.3209	240.35	-140	-11.0	<.01	U
ETH	HISPANIC	72	677	749	.1322	99.02	-27.0	-2.91	<.01	N-05%RUL
ETH	ASIAN / PAC ISL	55	694	749	.0686	51.38	3.62	0.52	0.300	
ETH	NATIVE AMERICAN	0	749	749	.0030	2.25	-2.25	-1.50	0.067	N-05%RUL
ETH	ETH UNKNOWN	1	748	749	.0983	73.63	-72.6	-8.91	<.01	U
GEN	MALE	742	7	749	.8102	606.84	135.2	12.59	<.01	O
GEN	FEMALE	7	742	749	.0986	73.85	-66.9	-8.19	<.01	U
GEN	GENDER UNKNOWN	0	749	749	.0846	63.37	-63.4	-8.32	<.01	U

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AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 026 OPERATORS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	11	5	16	.3876	6.20	4.80	2.46	<.01	O
ETH	BLACK	4	12	16	.1740	2.78	1.22	0.80	0.211	U-80%RUL
ETH	HISPANIC	1	15	16	.1385	2.22	-1.22	-0.88	0.189	U-80%RUL
ETH	ASIAN / PAC ISL	0	16	16	.0524	0.84	-0.84	-0.94	0.173	U-80%RUL
ETH	NATIVE AMERICAN	0	16	16	.0032	0.05	-0.05	-0.23	0.410	N-05%RUL
ETH	ETH UNKNOWN	0	16	16	.0507	0.81	-0.81	-0.92	0.178	U-80%RUL
GEN	MALE	16	0	16	.7025	11.24	4.76	2.60	<.01	O
GEN	FEMALE	0	16	16	.1213	1.94	-1.94	-1.49	0.069	U-80%RUL
GEN	GENDER UNKNOWN	0	16	16	.0299	0.48	-0.48	-0.70	0.241	N-05%RUL

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FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
027 TRANSPORTATION

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL &  
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PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	3	4	7	.1897	1.33	1.67	1.61	0.053	N - N<=8
ETH	BLACK	2	5	7	.4871	3.41	-1.41	-1.07	0.143	N - N<=8
ETH	HISPANIC	2	5	7	.1720	1.20	0.80	0.80	0.213	N - N<=8
ETH	ASIAN / PAC ISL	0	7	7	.0381	0.27	-0.27	-0.53	0.299	N - N<=8
ETH	NATIVE AMERICAN	0	7	7	.0037	0.03	-0.03	-0.16	0.436	N - N<=8
ETH	ETH UNKNOWN	0	7	7	.1083	0.76	-0.76	-0.92	0.178	N - N<=8
GEN	MALE	6	1	7	.7529	5.27	0.73	0.64	0.261	N - N<=8
GEN	FEMALE	1	6	7	.1439	1.01	-0.01	-0.01	0.497	N - N<=8
GEN	GENDER UNKNOWN	0	7	7	.1023	0.72	-0.72	-0.89	0.186	N - N<=8

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY: 827 DEPARTMENT OF SANITATION  
JOB GROUP: 028 LABORERS

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 540  
PROGRAM: EBPFP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	26	85	111	.2630	29.19	-3.19	-0.69	0.246	
ETH	BLACK	53	58	111	.3027	33.60	19.40	4.01	<.01	O
ETH	HISPANIC	27	84	111	.2268	25.17	1.83	0.41	0.340	
ETH	ASIAN / PAC ISL	2	109	111	.0821	9.11	-7.11	-2.46	<.01	U
ETH	NATIVE AMERICAN	0	111	111	.0029	0.32	-0.32	-0.57	0.285	N-05%RUL
ETH	ETH UNKNOWN	3	108	111	.0534	5.93	-2.93	-1.24	0.108	N-05%RUL
GEN	MALE	66	45	111	.6625	73.54	-7.54	-1.51	0.065	
GEN	FEMALE	43	68	111	.2356	26.15	16.85	3.77	<.01	O
GEN	GENDER UNKNOWN	2	109	111	.0332	3.69	-1.69	-0.89	0.186	N-05%RUL

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
029 SANIT WORK

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 541  
PROGRAM: EBP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	3789	2893	6682	.5789	3868.2	-79.2	-1.96	0.025	N-05%RUL
ETH	BLACK	1484	5198	6682	.2271	1517.5	-33.5	-0.98	0.164	N-05%RUL
ETH	HISPANIC	1290	5392	6682	.1676	1119.9	170.1	5.57	<.01	N-05%RUL
ETH	ASIAN / PAC ISL	102	6580	6682	.0134	89.54	12.46	1.33	0.092	N-05%RUL
ETH	NATIVE AMERICAN	14	6668	6682	.0025	16.71	-2.70	-0.66	0.254	N-05%RUL
ETH	ETH UNKNOWN	3	6679	6682	.0105	70.16	-67.2	-8.06	<.01	N-05%RUL
GEN	MALE	6503	179	6682	.9621	6428.8	74.25	4.76	<.01	N-05%RUL
GEN	FEMALE	179	6503	6682	.0300	200.46	-21.5	-1.54	0.062	N-05%RUL
GEN	GENDER UNKNOWN	0	6682	6682	.0081	54.12	-54.1	-7.39	<.01	N-05%RUL

RUN DATE: 10/11/13  
RUN TIME: 14:29:28  
FY2014 Q1

AGENCY:  
JOB GROUP:

827 DEPARTMENT OF SANITATION  
031 PARA PROFESSION

NEW YORK CITY DEPARTMENT OF PERSONNEL  
C E D S S Y S T E M  
WORK FORCE COMPARED WITH INTERNAL & EXTERNAL POOLS  
AT THE AGENCY/JOBGROUP LEVEL

PAGE: 542  
PROGRAM: EBP961  
EXTRACT DATE: 09/30/13

PERSONS WITH MISSING EEO DATA INCLUDED IN CNTS  
PROBABILITY CUT-OFF FOR IMBALANCE: 0.05

USING BINOMIAL TEST

EEO VAR	EEO VAL	FOCAL GROUP	OTHER THAN FOCAL GROUP	TOTAL	AVAIL %	EXPECTED #	DIFFERENCE	Z-SCORE	PROBABILITY	IMBAL
ETH	WHITE	25	90	115	.3243	37.29	-12.3	-2.45	<.01	U
ETH	BLACK	44	71	115	.2673	30.74	13.26	2.79	<.01	O
ETH	HISPANIC	35	80	115	.2449	28.16	6.84	1.48	0.069	
ETH	ASIAN / PAC ISL	11	104	115	.0964	11.09	-0.09	-0.03	0.489	
ETH	NATIVE AMERICAN	0	115	115	.0025	0.29	-0.29	-0.54	0.296	N-05%RUL
ETH	ETH UNKNOWN	0	115	115	.0269	3.09	-3.09	-1.78	0.037	N-05%RUL
GEN	MALE	50	65	115	.3798	43.68	6.32	1.21	0.112	
GEN	FEMALE	65	50	115	.5812	66.84	-1.84	-0.35	0.364	
GEN	GENDER UNKNOWN	0	115	115	.0011	0.13	-0.13	-0.36	0.361	N-05%RUL



Appendix - 5  
Internal Discrimination Complaints

**Department of Sanitation**

IIIB.

**INTERNAL COMPLAINTS THAT WERE ACTIVE OR  
RESOLVED FROM JULY 1, 2011 - JUNE 30, 2012**

<u>Complaint #</u>	<u>Date Filed</u>	<u>Date Resolved</u>	<u>Type of Resolution</u>
11-010	6/21/2011	7/7/2011	Unsubstantiated
10-036	12/6/2010	7/7/2011	Unsubstantiated
11-001	1/10/2011	7/7/2011	Unsubstantiated
11-015	7/12/2011	9/19/2011	Unsubstantiated
11-013	7/12/2011	8/16/2011	Unsubstantiated
11-012	7/12/2011	7/22/2011	Withdrawal
11-014	7/13/2011	8/2/2011	Substantiated
11-008	6/3/2011	8/5/2011	Unsubstantiated
11-018	10/21/2011	11/1/2011	Substantiated
11-019	11/17/2011	1/9/2012	Substantiated
11-020	11/17/2011	12/9/2011	Substantiated
11-022	12/16/2011	1/27/2012	Unsubstantiated
11-023	12/28/2011	1/19/2012	Unsubstantiated
12-002	2/8/2012	3/7/2012	Unsubstantiated
12-005	3/29/2012	4/18/2012	Unsubstantiated
12-006	4/3/2012		Under Investigation
12-007	5/11/2012	6/5/2012	Substantiated

**IIIC. Type of respondent(s) for internal complaints filed during this quarter.**

Agency 2    Manager 3    Supervisor 6    Co-Worker 7  
Others" (Specify) \_\_\_\_\_

IIIB.

**INTERNAL COMPLAINTS THAT WERE ACTIVE OR  
RESOLVED FROM JULY 1, 2012 - JUNE 30, 2013**

<u>Complaint #</u>	<u>Date Filed</u>	<u>Date Resolved</u>	<u>Type of Resolution</u>
12-006	4/3/2012	7/2/2012	Unsubstantiated
12-011	8/16/2012	9/24/2012	Unsubstantiated
12-013	10/4/2012	11/20/2012	Substantiated
12-014	10/11/2012	2/12/2013	Class Action Filed
12-015	10/15/2012	10/22/2012	Substantiated
12-016	11/15/2012	11/27/2012	Unsubstantiated
12-018	11/16/2012	1/18/2013	Unsubstantiated
12-017	12/10/2012	12/21/2012	Unsubstantiated
13-001	1/2/2013	1/18/2013	Substantiated
13-003	1/16/2013	3/26/2013	Substantiated
13-007	1/14/2013	4/5/2013	Unsubstantiated
13-004	3/7/2013	4/18/2013	Substantiated
13-005	3/4/2013	3/22/2013	Unsubstantiated
13-006	3/21/2013	5/1/2013	Substantiated
13-009	3/25/2013	5/9/2013	Substantiated
13-010	3/22/2013	4/8/2013	Unsubstantiated
13-011	3/1/2013	4/8/2013	Unsubstantiated
13-013	3/26/2013	5/10/2013	Unsubstantiated
13-012	4/3/2013	4/16/2013	Unsubstantiated
13-016	5/3/2013	6/18/2013	Unsubstantiated

**IIIC. Type of respondent(s) for internal complaints filed during this quarter.**

Agency 2 Manager 4 Supervisor 7 Co-Worker 4  
Others" (Specify) Subordinate (2)

Appendix - 6  
Department of Sanitation  
External Complaints\*

Total number of external complaints filed: 7

Name of Outside Agency	Year	Nature of complaint	Status of complaint (incl. finding by outside agency)
NYSDHR	2012	DISABILITY	NO PROBABLE CAUSE
NYSDHR	2012	DISABILITY	NO PROBABLE CAUSE
NYSDHR	2012	MARITAL STATUS, VICTIM OF DOMESTIC VIOLENCE, RACE, DISABILITY, AGE, RETALIATION	NO PROBABLE CAUSE
NYSDHR	2012	RACE, DISABILITY, RETALIATION	COMPLAINANT HAS RIGHT TO SUE
NYSDHR	2012	GENDER, SEX'L ORIENTATION, DOMESTIC VIOLENCE, DISABILITY, RACE, RELIGION	NO PROBABLE CAUSE
NYCCHR	2012	RELIGION, CREED	PENDING
EEOC	2013	RETALIATION	PENDING

\*Filed During the Audit Period