



AFFIRMATIVE ACTION PLAN  
FOR FISCAL YEAR 2023

KWAME RAOUL  
ATTORNEY GENERAL  
STATE OF ILLINOIS

**OFFICE OF THE ILLINOIS ATTORNEY GENERAL**

**FY 2023 AFFIRMATIVE ACTION PLAN**

**SECTION ONE**

EEO/AA CERTIFICATION

ATTORNEY GENERAL'S POLICY STATEMENT

AGENCY PROFILE

Identification of Designated EEO/AA Individuals

Organizational Chart of the Agency's EEO Network

Methods of Dissemination of Affirmative Action Policy and Plan

**SECTION TWO**

INTERNAL WORK FORCE ANALYSIS

Workforce Analysis

Workforce Transactions Summary

AVAILABILITY ANALYSIS

Availability Percent Worksheet

Utilization Analysis

Underutilization Summary by Region

**SECTION THREE**

PROGRAM GOALS

NUMERICAL GOALS

**SECTION FOUR**

EMPLOYMENT DISCRIMINATION COMPLAINT PROCESS

EMPLOYMENT DISCRIMINATION COMPLAINT FORM

## **SECTION FIVE**

### DISABILITY PROGRAM

- Labor Force Analysis for People with Disabilities
- Numerical Goals
- Reasonable Accommodation Policy
- Accommodation Policy/Procedures
- Accommodation Request Forms

## **SECTION SIX**

### APPLICABLE EEO LAWS

## **SECTION SEVEN**

### REPORT FORMS

- Hiring Monitor
- Promotion Monitor
- Exit Interview Form

# **SECTION ONE**



**OFFICE OF THE ATTORNEY GENERAL  
STATE OF ILLINOIS**

**KWAME RAOUL**  
ATTORNEY GENERAL

**EQUAL EMPLOYMENT OPPORTUNITY / AFFIRMATIVE ACTION  
PROGRAM CERTIFICATION**

AGENCY: Office of the Attorney General

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CHIEF EXECUTIVE OFFICER: Kwame Raoul

EEO/AA OFFICERS: Thor Inouye and Pamela Blackorby

ADA COORDINATOR: Pamela Blackorby

This is to certify that the attached document represents the Equal Employment Opportunity / Affirmative Action Program of this agency.

A handwritten signature in blue ink, appearing to be "K Raoul", is written over a horizontal line.

Chief Executive Officer

9/1/22

Date

A handwritten signature in blue ink, appearing to be "Thor Inouye and Pamela Blackorby", is written over a horizontal line.

EEO/AA Officer

9/1/22

Date

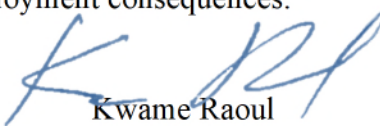
## **POLICY STATEMENT**

The Constitutions and laws of the United States and the State of Illinois embody a clear commitment to equal opportunity for all. As the chief legal officer of the state, it is my responsibility to adhere both to the letter and spirit of the law and to use my office to promote and foster equal opportunity.

Consistent with the letter and spirit of our laws, my Office will not tolerate bias, prejudice, or harassment. Moreover, my Office will not engage in discrimination on the basis of race, color, religion, sex, sexual orientation (including gender-related identity), national origin, ancestry, age, marital status, citizenship status, arrest record, mental or physical disability, genetic information, military status, unfavorable discharge from military service, order of protection status, credit history or credit report, pregnancy, childbirth or related medical conditions. The Office will reasonably accommodate pregnant employees as required by the law (PA 98-1050; Illinois Human Rights Act 775 ILCS 5/1et.seq). As part of our work in the Attorney General's Office, we also strive to enforce the civil rights laws in the State of Illinois and to provide the best possible example for other state agencies.

It is the goal of our Office to increase the participation in our workforce of minorities, women, and people with disabilities. The Office has and continues to develop programs to inform the public of equal employment opportunities, to recruit and encourage job applications from a diverse pool of candidates, and to hire and promote qualified candidates to address any underutilization in our workforce of minorities, women, and people with disabilities. Additionally, this Office is committed to providing reasonable accommodations to those individuals having physical or mental disabilities.

Thor Inouye and Pamela Blackorby are the designated EEO/AA Officers for the Office. The implementation and maintenance of equal employment opportunity practices will be the primary responsibility of Mr. Inouye and Ms. Blackorby. However, all members of our staff throughout the state are directed to actively assist in the implementation, maintenance, and improvement of programs designed to provide equal employment opportunities and increase the diversity of our workforce. Any employee who believes he or she has been discriminated against is encouraged to file a complaint and is assured that such action will not result in recrimination, retaliation, or other adverse employment consequences.



Kwame Raoul  
ATTORNEY GENERAL

## **AGENCY PROFILE**

The Attorney General is the chief legal officer of the State of Illinois, representing all state officials and agencies and enforcing the laws on behalf of the people of Illinois. In this role, the staff of the Attorney General's Office provides legal representation to state employees, officials and agencies in all cases in state and federal trial courts and administrative tribunals. Additionally, as part of this work, the Attorney General's Office represents state agencies, employees and officials in the state and federal courts of appeal. The Office also collects substantial revenues for the state by enforcing relevant tax laws.

The Attorney General's Office takes legal action to protect the people of Illinois by enforcing the environmental, antitrust, civil rights and disability rights laws. The Office also protects the consumers of Illinois by enforcing the consumer protection laws, representing Illinois consumers in public utility matters, and assisting consumers with health insurance-related concerns. Moreover, the Office monitors the activities of Illinois charitable organizations and acts to ensure the proper use of charitable donations to these organizations. Through the Public Access Counselor, the Office works to help members of the public obtain access to government documents and meetings and to assist public bodies in understanding and complying with the Freedom of Information Act and Open Meetings Act.

Through the Criminal Enforcement Division, the Attorney General coordinates crime-fighting activities with state, county and local authorities. In particular, the Attorney General's Office assists state's attorneys in the prosecution of criminals in all regions of the state and operates a statewide grand jury with jurisdiction over multi-county crimes relating to drugs, gangs and guns. The Office also represents the state in criminal appeals. Further, the Office provides assistance to victims of violent crime and works closely with organizations throughout the state that offer needed services to crime victims and their families.

The Office has approximately 779 employees with full-service offices in Chicago, Springfield and Carbondale. Satellite offices in Chicago and regional offices in Rockford, Quincy, Champaign and Belleville provide support for the operations of the main offices and provide critical locations for citizen intake and community outreach services.

The Office of the Attorney General is committed to protecting and advancing the interests of the people of Illinois through leadership, advocacy and legal representation. Our affirmative action goals are to gradually achieve parity in all job categories currently reflecting underutilization, and to increase diversity among our workforce in all offices in Illinois.

## **IDENTIFICATION OF THE DESIGNATED EEO INDIVIDUALS**

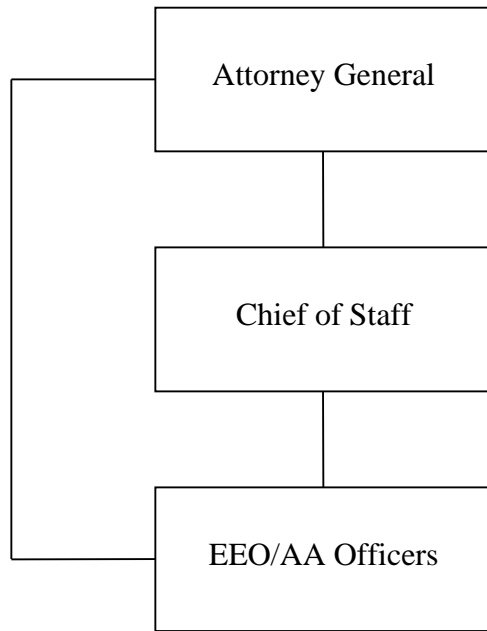
The Attorney General has designated Thor Inouye and Pamela Blackorby as the primary EEO/AA Officers for the Office of the Attorney General. Mr. Inouye and Ms. Blackorby are responsible to the Attorney General for discharging all EEO functions. Mr. Inouye is located at 100 West Randolph Street, Chicago, Illinois 60601, his e-mail address is [thor.inouye@ilag.gov](mailto:thor.inouye@ilag.gov) and his phone number is (773) 590-7949. Ms. Blackorby is located at 500 South Second Street, Springfield, Illinois 62701, her email address is [pamela.blackorby@ilag.gov](mailto:pamela.blackorby@ilag.gov) and her telephone number is (217) 782-3337. Specific duties of the EEO Officers include, but are not limited to, those delineated in Section 2520.780 of the Department of Human Rights Rules and Regulations. The responsibilities of the EEO Officer are as follows:

1. Advise the Attorney General of the equal employment opportunity programs, procedures, regulations, reports and the affirmative action plan adopted by the Office of the Attorney General.
2. Develop the annual Affirmative Action Plan and submit the Plan and Quarterly Reports within the prescribed time frames.
3. Monitor the implementation of the EEO program and provide reports to the Attorney General, with recommendations for improvements or corrections.
4. Assist in identifying and solving EEO problems.
5. Evaluate recruitment procedures, employment policies, tests and requirements, and report to the Attorney General any such policies, practices and requirements which have an adverse impact on minorities, women and people with disabilities.
6. Provide guidance to any applicant or employee who believes they have been discriminated against because of race, color, religion, sex, sexual orientation (including gender related identity), national origin, ancestry, age, marital status, citizenship status, arrest record, mental or physical disability, genetic information, military status, unfavorable discharge from military service, order of protection status, genetic information, credit history or credit report, pregnancy, childbirth or related medical conditions.
7. Provide assistance to management and supervisory personnel in carrying out their responsibilities under this Plan.
8. Review layoffs in the workplace to ensure against unequal impact on minorities, women or people with disabilities.



9. Serve as a liaison between the Office of the Attorney General and EEO enforcement authorities. Serve as a liaison between the Office of the Attorney General and civil rights, women's and disability rights organizations, and the community.
10. Maintain files for Discrimination Complaint Reports and dispositions.
11. Maintain a separate and current data form on each employee for any transaction which has an impact on the Affirmative Action Plan.
12. Coordinate the investigation of internal and external complaints of discrimination.

**Organizational Chart of the Agency EEO Network**



## **METHODS OF DISSEMINATION OF AFFIRMATIVE ACTION POLICY AND PLAN**

### **Internal Dissemination**

The EEO Officers shall distribute a copy of the Attorney General's Affirmative Action Plan to all executive staff, division chiefs in Chicago and Springfield and to all regional office directors. Executive staff, division chiefs, and regional directors are responsible for making a copy of the Plan available for review by all employees of the Attorney General's Office.

The Human Resources Bureau shall include copies of the Attorney General's policy statement and the complaint procedures in the orientation packets provided to new employees. Office policies and forms are available on the Agency intranet.

Accommodations shall be made for employees with disabilities who require assistance in obtaining information regarding Equal Employment Opportunity and the Affirmative Action Plan.

### **External Dissemination**

The Attorney General's policy statement regarding affirmative action will be distributed to various colleges, universities, law schools, advisory committees, and any other recruitment sources applicable to the Office. Additionally, the Annual Plan will be provided to the Illinois State Library. Copies of the policy statement will be included in all packets disseminated to schools and individual students. Further, a policy statement on affirmative action will be distributed as public service announcements to the media, appropriate state agencies and non-profit organizations.



## **SECTION TWO**

### Workforce Transactions Report by EEO Category

Agency: Office of the Attorney General

Reporting Period: 7/1/21 to 6/30/22

EEO Category: OFFICIALS / ADMINISTRATORS

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES								
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI
New Hires	5	3	2	1					2	2							60.00%	40.00%	80.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Promotions	30	10	4	3	3				20	15	2	2	1				33.33%	66.67%	63.33%	16.67%	16.67%	3.33%	0.00%	0.00%	0.00%
Intra-Agency Transfers	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	27	13	9	4					14	13	1						48.15%	51.85%	81.48%	18.52%	0.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	25	10	10						15	13		1	1				40.00%	60.00%	92.00%	0.00%	4.00%	4.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

## Workforce Transactions Report by EEO Category

Agency: Office of the Attorney General

Reporting Period: 7/1/21 to 6/30/22

EEO Category: **PROFESSIONALS**

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES									
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD
New Hires	75	37	29	2	4	2				38	25	6	1	5	1			49.33%	50.67%	72.00%	10.67%	6.67%	9.33%	1.33%	0.00%	0.00%
Promotions	9	1	1							8	4	2	1	1				11.11%	88.89%	55.56%	22.22%	11.11%	11.11%	0.00%	0.00%	0.00%
Intra-Agency Transfers	1	1				1				0								100.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
Suspensions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	70	31	25	2	1	3				39	24	6	4	4	1			44.29%	55.71%	70.00%	11.43%	7.14%	10.00%	1.43%	0.00%	0.00%
Discharges	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	48	23	19		3	1				25	21	3	1					47.92%	52.08%	83.33%	6.25%	8.33%	2.08%	0.00%	0.00%	0.00%
Downward Reallocations	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

**Workforce Transactions Report  
by EEO Category**

**Agency:** Office of the Attorney General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** TECHNICIANS

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES										
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD	
New Hires	6	5	1		3	1				1				1					83.33%	16.67%	16.67%	0.00%	50.00%	33.33%	0.00%	0.00%	0.00%
Promotions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	1	1	1							0									100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	1	0								1		1							0.00%	100.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities



**Workforce Transactions Report  
by EEO Category**

**Agency:** Office of the Attorney General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** PROTECTIVE SERVICE

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES								
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI
New Hires	9	9	7	2					0								100.00%	0.00%	77.78%	22.22%	0.00%	0.00%	0.00%	0.00%	0.00%
Promotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	1	1	1						0								100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

**Workforce Transactions Report  
by EEO Category**

**Agency:** Office of the Attorney General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** PARAPROFESSIONALS

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES										
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD	
New Hires	21	8	4	2	2					13	7	3	1	2					38.10%	61.90%	52.38%	23.81%	14.29%	9.52%	0.00%	0.00%	0.00%
Promotions	7	0								7	3	2	2						0.00%	100.00%	42.86%	28.57%	28.57%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	4	0								4	3	1							0.00%	100.00%	75.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	6	2	1	1						4	3	1							33.33%	66.67%	66.67%	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	2	0								2	2								0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0								0									0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

**Workforce Transactions Report  
by EEO Category**

**Agency:** Office of the Attorney General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** ADMINISTRATIVE SUPPORT

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES									
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD
New Hires	32	1		1						31	12	10	9					3.13%	96.88%	37.50%	34.38%	28.13%	0.00%	0.00%	0.00%	0.00%
Promotions	2	0								2		1	1					0.00%	100.00%	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	1	0								1			1					0.00%	100.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	18	3	1		2					15	7	6	2					16.67%	83.33%	44.44%	33.33%	22.22%	0.00%	0.00%	0.00%	0.00%
Discharges	1	0								1			1					0.00%	100.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	14	4	2	1	1					10	2	4	3	1				28.57%	71.43%	28.57%	35.71%	28.57%	7.14%	0.00%	0.00%	0.00%
Downward Reallocations	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

**Workforce Transactions Report  
by EEO Category**

**Agency:** Office Attorney of General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** SKILLED CRAFT

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES									
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD
New Hires	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Promotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

## Workforce Transactions Report by EEO Category

Agency: Office of the Attorney General

Reporting Period: 7/1/21 to 6/30/22

EEO Category: SERVICE / MAINTENANCE

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES									
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD
New Hires	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Promotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Intra-Agency Transfers	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Suspensions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Separations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Discharges	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Lay Off	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Demotions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reductions	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reinstatements	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Reemployment	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Upward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Downward Reallocations	0	0							0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

**Summary of Workforce Transactions Report  
by EEO Category**

**Agency:** Office of the Attorney General

**Reporting Period:** 7/1/21 to 6/30/22

**EEO Category:** GRAND TOTAL

Transaction	Grand Total	Total	MALES							FEMALES							PERCENTAGES									
			W	B/AA	H/L	A	AI AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI AN	NH OPI	PWD
New Hires	148	63	43	8	9	3				85	46	19	11	8	1			42.57%	57.43%	60.14%	18.24%	13.51%	7.43%	0.68%		
Promotions	48	11	5	3	3					37	22	7	6	2				22.92%	77.08%	56.25%	20.83%	18.75%	4.17%			
Intra-Agency Transfers	7	2	1			1				5	3	1	1					28.57%	71.43%	57.14%	14.29%	14.29%	14.29%			
Suspensions																										
Separations	123	50	37	7	3	3				73	47	14	7	4	1			40.65%	59.35%	68.29%	17.07%	8.13%	5.69%	0.81%		
Discharges	1									1			1						100.00%		100.00%					
Lay Off																										
Demotions																										
Reductions																										
Reinstatements																										
Reemployment																										
Upward Reallocations	89	37	31	1	4	1				52	38	7	5	2				41.57%	58.43%	77.53%	8.99%	10.11%	3.37%			
Downward Reallocations																										

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NH/OPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Region: 1

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI/AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI/AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	134	67	55	5	3	4	0	0	0	67	48	9	6	5	-1	0	1	50.00%	50.00%	76.87%	10.45%	6.72%	6.72%	-0.75%	0.00%	0.75%
Professionals	248	121	101	5	11	4	0	0	2	127	87	19	6	12	1	2	0	48.79%	51.21%	75.81%	9.68%	6.85%	6.45%	0.40%	0.81%	0.81%
Technicians	15	14	6	2	3	3	0	0	0	1	1	0	0	0	0	0	0	93.33%	6.67%	46.67%	13.33%	20.00%	20.00%	0.00%	0.00%	0.00%
Protective Service	18	16	10	6	0	0	0	0	0	2	1	1	0	0	0	0	0	88.89%	11.11%	61.11%	38.89%	0.00%	0.00%	0.00%	0.00%	0.00%
Para-professionals	72	20	11	4	4	1	0	0	0	52	20	15	16	1	0	0	1	27.78%	72.22%	43.06%	26.39%	27.78%	2.78%	0.00%	0.00%	1.39%
Administrative Support	97	12	3	7	2	0	0	0	0	85	15	42	28	0	0	1	0	12.37%	87.63%	18.56%	50.52%	30.93%	0.00%	0.00%	0.00%	1.03%
Skilled Craft	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Service / Maintenance	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>584</b>	<b>250</b>	<b>186</b>	<b>29</b>	<b>23</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>334</b>	<b>172</b>	<b>86</b>	<b>56</b>	<b>18</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>42.81%</b>	<b>57.19%</b>	<b>61.30%</b>	<b>19.69%</b>	<b>13.53%</b>	<b>5.14%</b>	<b>0.00%</b>	<b>0.34%</b>	<b>0.86%</b>

<b>Grand Total Employees for Region 1:</b>		<b>Males:</b>	<b>250</b>	<b>Females:</b>	<b>334</b>	<b>Total Minorities:</b>	<b>226</b>
			<b>42.81%</b>		<b>57.19%</b>		<b>38.70%</b>
<b>White:</b>	<b>358</b>	<b>Black/African American:</b>	<b>115</b>	<b>Hispanic/Latino:</b>	<b>79</b>	<b>Asian:</b>	<b>30</b>
	<b>61.30%</b>		<b>19.69%</b>		<b>13.53%</b>		<b>5.14%</b>
						<b>AI/AN:</b>	<b>0</b>
							<b>0.00%</b>
						<b>NHOPI:</b>	<b>2</b>
							<b>0.34%</b>
						<b>PWD:</b>	<b>5</b>
							<b>0.86%</b>

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
 DHR-9 (Rev. Feb. 2016)

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Region: **7**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	36	16	14	2	0	0	0	0	0	20	17	2	1	0	0	0	2	44.44%	55.56%	86.11%	11.11%	2.78%	0.00%	0.00%	0.00%	5.56%
Professionals	55	27	26	0	0	1	0	0	0	28	26	-1	0	3	0	0	1	49.09%	50.91%	94.55%	-1.82%	0.00%	7.27%	0.00%	0.00%	1.82%
Technicians	4	2	2	0	0	0	0	0	1	2	1	0	0	1	0	0	0	50.00%	50.00%	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	25.00%
Protective Service	5	4	3	1	0	0	0	0	0	1	1	0	0	0	0	0	0	80.00%	20.00%	80.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Para-professionals	33	4	4	0	0	0	0	0	0	29	27	2	0	0	0	1	12.12%	87.88%	93.94%	6.06%	0.00%	0.00%	0.00%	0.00%	3.03%	
Administrative Support	43	4	3	1	0	0	0	0	0	39	33	4	1	1	0	0	9.30%	90.70%	83.72%	11.63%	2.33%	2.33%	0.00%	0.00%	0.00%	
Skilled Craft	5	4	4	0	0	0	0	0	0	1	1	0	0	0	0	0	80.00%	20.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Service / Maintenance	3	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>TOTAL</b>	<b>184</b>	<b>64</b>	<b>59</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>120</b>	<b>106</b>	<b>7</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>34.78%</b>	<b>65.22%</b>	<b>89.67%</b>	<b>5.98%</b>	<b>1.09%</b>	<b>3.26%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>2.72%</b>	

<b>Grand Total Employees for Region 7:</b>		<b>Males:</b>	<b>64</b>	<b>Females:</b>	<b>120</b>	<b>Total Minorities:</b>	<b>19</b>
			<b>34.78%</b>		<b>65.22%</b>		<b>10.33%</b>
<b>White:</b>	<b>165</b>	<b>Black/African American:</b>	<b>11</b>	<b>Hispanic/Latino:</b>	<b>2</b>	<b>Asian:</b>	<b>6</b>
	<b>89.67%</b>		<b>5.98%</b>		<b>1.09%</b>		<b>3.26%</b>
						<b>AI/AN:</b>	<b>0</b>
							<b>0.00%</b>
						<b>NHOPI:</b>	<b>0</b>
							<b>0.00%</b>
						<b>PWD:</b>	<b>5</b>
							<b>2.72%</b>

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
DHR-9 (Rev. Feb. 2016)



## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Region: **8**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	5	1	1	0	0	0	0	0	1	4	4	0	0	0	0	0	0	20.00%	80.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%
Professionals	11	2	2	0	0	0	0	0	0	9	8	1	0	0	0	0	0	18.18%	81.82%	90.91%	9.09%	0.00%	0.00%	0.00%	0.00%	
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Protective Service	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Para-professionals	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Administrative Support	4	1	1	0	0	0	0	0	0	3	3	0	0	0	0	0	0	25.00%	75.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Skilled Craft	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Service / Maintenance	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>TOTAL</b>	<b>25</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>19</b>	<b>18</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24.00%</b>	<b>76.00%</b>	<b>96.00%</b>	<b>4.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>4.00%</b>	

<b>Grand Total Employees for Region 8:</b>		Males: 6 24.00%	Females: 19 76.00%	Total Minorities: 1 4.00%
White: 24 96.00%	Black/African American: 1 4.00%	Hispanic/Latino: 0 0.00%	Asian: 0 0.00%	AI/AN: 0 0.00%
				NHOPI: 0 0.00%
				PWD: 1 4.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
DHR-9 (Rev. Feb. 2016)

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Region: **10**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	4	3	3	0	0	0	0	0	0	1	1	0	0	0	0	0	0	75.00%	25.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Professionals	10	2	2	0	0	0	0	0	0	8	6	1	0	0	1	0	0	20.00%	80.00%	80.00%	10.00%	0.00%	0.00%	10.00%	0.00%	
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Protective Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Para-professionals	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Administrative Support	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Skilled Craft	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Service / Maintenance	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>TOTAL</b>	<b>19</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>26.32%</b>	<b>73.68%</b>	<b>89.47%</b>	<b>5.26%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>5.26%</b>	<b>0.00%</b>	

<b>Grand Total Employees for Region 10:</b>		<b>Males:</b>	<b>5</b>	<b>Females:</b>	<b>14</b>	<b>Total Minorities:</b>	<b>2</b>
			<b>26.32%</b>		<b>73.68%</b>		<b>10.53%</b>
<b>White:</b>	<b>17</b>	<b>Black/African American:</b>	<b>1</b>	<b>Hispanic/Latino:</b>	<b>0</b>	<b>Asian:</b>	<b>0</b>
	<b>89.47%</b>		<b>5.26%</b>		<b>0.00%</b>		<b>0.00%</b>
						<b>AI/AN:</b>	<b>1</b>
							<b>5.26%</b>
						<b>NHOPI:</b>	<b>0</b>
							<b>0.00%</b>
						<b>PWD:</b>	<b>0</b>
							<b>0.00%</b>

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
DHR-9 (Rev. Feb. 2016)

## Summary of Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Grand Total

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI/AN	NHOPI	PWD	Total	W	B/AA	H/L	A	AI/AN	NHOPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	179	87	73	7	3	4			1	92	70	11	7	5	-1		3	48.60%	51.40%	79.89%	10.06%	5.59%	5.03%	-0.56%		2.23%
Professionals	324	152	131	5	11	5			2	172	127	20	6	15	2	2	1	46.91%	53.09%	79.63%	7.72%	5.25%	6.17%	0.62%	0.62%	0.93%
Technicians	19	16	8	2	3	3			1	3	2			1				84.21%	15.79%	52.63%	10.53%	15.79%	21.05%			5.26%
Protective Service	25	22	15	7						3	2	1						88.00%	12.00%	68.00%	32.00%					
Para-professionals	110	24	15	4	4	1				86	52	17	16	1			2	21.82%	78.18%	60.91%	19.09%	18.18%	1.82%			1.82%
Administrative Support	147	17	7	8	2					130	54	46	29	1			1	11.56%	88.44%	41.50%	36.73%	21.09%	0.68%			0.68%
Skilled Craft	5	4	4							1	1							80.00%	20.00%	100.00%						
Service / Maintenance	3	3	3															100.00%		100.00%						
<b>TOTAL</b>	<b>812</b>	<b>325</b>	<b>256</b>	<b>33</b>	<b>23</b>	<b>13</b>			<b>4</b>	<b>487</b>	<b>308</b>	<b>95</b>	<b>58</b>	<b>23</b>	<b>1</b>	<b>2</b>	<b>7</b>	<b>40.02%</b>	<b>59.98%</b>	<b>69.46%</b>	<b>15.76%</b>	<b>9.98%</b>	<b>4.43%</b>	<b>0.12%</b>	<b>0.25%</b>	<b>1.35%</b>

<b>Grand Total Employees:</b>		<b>Males:</b>	<b>325</b>	<b>Females:</b>	<b>487</b>	<b>Total Minorities:</b>	<b>248</b>
			<b>40.02%</b>		<b>59.98%</b>		<b>30.54%</b>
<b>White:</b>	<b>564</b>	<b>Black/African American:</b>	<b>128</b>	<b>Hispanic/Latino:</b>	<b>81</b>	<b>Asian:</b>	<b>36</b>
	<b>69.46%</b>		<b>15.76%</b>		<b>9.98%</b>		<b>4.43%</b>
						<b>AI/AN:</b>	<b>1</b>
							<b>0.12%</b>
						<b>NHOPI:</b>	<b>2</b>
							<b>0.25%</b>
						<b>PWD:</b>	<b>11</b>
							<b>1.35%</b>

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
 DHR-9 (Rev. Feb. 2016)

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	658,460	276,690	42.02%	80	33.62	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	198	53.37%	20	10.67	Agency Workforce.
				-----	-----	
				100	35.43	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	658,460	56,285	8.55%	80	6.84	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	46	12.40%	20	2.48	Agency Workforce.
				-----	-----	
				100	7.45	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	658,460	66,265	10.06%	80	8.05	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	30	8.09%	20	1.62	Agency Workforce.
				-----	-----	
				100	7.73	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	658,460	48,890	7.42%	80	5.94	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	25	6.74%	20	1.35	Agency Workforce.
				<u>100</u>	<u>5.83</u>	Availability Percent

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	658,460	784	0.12%	100	0.12	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	0	0.00%	0	0.00	Agency Workforce.
				<u>100</u>	<u>0.10</u>	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	658,460	160	0.02%	80	0.02	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	371	2	0.54%	20	0.11	Agency Workforce.
				<u>100</u>	<u>0.10</u>	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage	Value	Weighted	
	#	#	Total %	Weight %	Factor %	-----
1. Those having requisite skills in the region.	940,565	518,070	55.08%	90	49.57	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	107	72.30%	10	7.23	Agency Workforce.
				-----	-----	Availability Percent.
				100	45.44	

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AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage	Value	Weighted	
	#	#	Total %	Weight %	Factor %	-----
1. Those having requisite skills in the region.	940,565	92,115	9.79%	90	8.81	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	48	32.43%	10	3.24	Agency Workforce.
				-----	-----	Availability Percent.
				100	9.65	

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AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage	Value	Weighted	
	#	#	Total %	Weight %	Factor %	-----
1. Those having requisite skills in the region.	940,565	83,970	8.93%	90	8.03	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	44	29.73%	10	2.97	Agency Workforce.
				-----	-----	Availability Percent.
				100	8.81	

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	940,565	116,395	12.38%	90	11.14	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	5	3.38%	10	0.34	
				<hr/> 100	9.18	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	940,565	923	0.10%	100	0.10	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	0	0.00%		0.00	
				<hr/> 100	0.08	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	940,565	244	0.03%	100	0.03	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	148	0	0.00%		0.00	
				<hr/> 100	0.02	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	330,820	145,985	44.13%	100	44.13	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	35.30	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	330,820	47,120	14.24%	100	14.24	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	11.39	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	330,820	111,715	33.77%	100	33.77	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	27.02	Availability Percent.



AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	330,820	23,405	7.07%	100	7.07	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	5.66	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	330,820	342	0.10%	100	0.10	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	0.08	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	330,820	90	0.03%	100	0.03	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	0.02	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	23,370	24.14%	100	24.14	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	19.31	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	27,230	28.13%	100	28.13	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	22.50	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	15,045	15.54%	100	15.54	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				-----	-----	
				100	12.43	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	1,713	1.77%	100	1.77	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	1.42	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	65	0.07%	100	0.07	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	0.05	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	96,814	4	0.00%	100	0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0	0	0.00%		0.00	Agency Workforce.
				100	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	1,410	60.36%	90	54.32	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	53	88.33%	10	8.83	Agency Workforce.
				----- 100	----- 50.53	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	90	3.85%	90	3.47	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	27	45.00%	10	4.50	Agency Workforce.
				----- 100	----- 6.37	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	71	3.04%	90	2.74	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	21	35.00%	10	3.50	Agency Workforce.
				----- 100	----- 4.99	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	33	1.41%	100	1.41	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	0	0.00%		0.00	Agency Workforce.
				100	1.13	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	11	0.47%	100	0.47	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	0	0.00%	0	0.00	Agency Workforce.
				100	0.38	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	2,336	0	0.00%	0	0.00	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	60	0	0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,020,190	631,390	61.89%	100	61.89	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				100	49.51	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,020,190	145,780	14.29%	100	14.29	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				100	11.43	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,020,190	192,010	18.82%	100	18.82	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				100	15.06	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	1,020,190	56,040	5.49%	100	5.49	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				100	4.39	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	1,020,190	815	0.08%	100	0.08	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				100	0.06	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	1,020,190	319	0.03%	100	0.03	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				100	0.03	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	20,475	7.54%	100	7.54	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				-----	-----	
				100	6.03	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	19,440	7.15%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	84,150	30.97%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				0	0.00	Availability Percent.



AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	7,264	2.67%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	234	0.09%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	271,705	85	0.03%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**WOMEN**  
 Region: 1  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	429,110	41.22%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	189,020	18.16%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	356,850	34.28%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**ASIAN**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	54,100	5.20%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	1,279	0.12%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 1  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	1,041,035	169	0.02%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/21 to 6/30/22

Region: **1**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	134	67	55	5	3	4				67	48	9	6	5	-1		1	50.00%	50.00%	76.87%	10.45%	6.72%	6.72%	-0.75%	0.00%	0.75%
Professionals	248	121	101	5	11	4			2	127	87	19	6	12	1	2		48.79%	51.21%	75.81%	9.68%	6.85%	6.45%	0.40%	0.81%	0.81%
Technicians	15	14	6	2	3	3				1	1							93.33%	6.67%	46.67%	13.33%	20.00%	20.00%	0.00%	0.00%	0.00%
Protective Service	17	16	10	6	0					1	1			0				94.12%	5.88%	64.71%	35.29%	0.00%	0.00%	0.00%	0.00%	0.00%
Para-professionals	72	20	11	4	4	1				52	20	15	16	1		1		27.78%	72.22%	43.06%	26.39%	27.78%	2.78%	0.00%	0.00%	1.39%
Administrative Support	97	12	3	7	2					85	15	42	28	0		1		12.37%	87.63%	18.56%	50.52%	30.93%	0.00%	0.00%	0.00%	1.03%
Skilled Craft	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Service / Maintenance	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>583</b>	<b>250</b>	<b>186</b>	<b>29</b>	<b>23</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>333</b>	<b>172</b>	<b>85</b>	<b>56</b>	<b>18</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>42.88%</b>	<b>57.12%</b>	<b>61.41%</b>	<b>19.55%</b>	<b>13.55%</b>	<b>5.15%</b>	<b>0.00%</b>	<b>0.34%</b>	<b>0.86%</b>

<b>Grand Total Employees for Region 1:</b>	Males: 250 42.88%	Females: 333 57.12%	Total Minorities: 225 38.59%
White: 358 61.41%	B/AA: 114 19.55%	H/L: 79 13.55%	Asian: 30 5.15%
			AI/AN: 0 0.00%
			NHOPI: 2 0.34%
			PWD: 5 0.86%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **WOMEN** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	35.43	45.44	35.30	19.31	50.53	49.51	6.03	0.00
Number Needed for Parity	47	112	5	3	36	48	0	0
Number of Affirmative Action Group Members Already Employed	67	127	1	1	52	85	0	0
Underutilization			<b>4</b>	<b>2</b>				

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **BLACK or AFRICAN AMERICAN** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	7.45	9.65	11.39	22.50	6.37	11.43	0.00	0.00
Number Needed for Parity	9	23	1	3	4	11	0	0
Number of Affirmative Action Group Members Already Employed	14	24	2	6	19	49	0	0
Underutilization								

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **HISPANIC or LATINO** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	7.73	8.81	27.02	12.43	4.99	15.06	0.00	0.00
Number Needed for Parity	10	21	4	2	3	14	0	0
Number of Affirmative Action Group Members Already Employed	9	17	3	0	20	30	0	0
Underutilization	<b>1</b>	<b>4</b>	<b>1</b>	<b>2</b>				

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **ASIAN** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	5.83	9.18	5.66	1.42	1.13	4.39	0.00	0.00
Number Needed for Parity	7	22	0	0	0	4	0	0
Number of Affirmative Action Group Members Already Employed	9	16	3	0	2	0	0	0
Underutilization		<b>6</b>				<b>4</b>		

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **AMERICAN INDIAN or ALASKAN NATIVE** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	0.10	0.08	0.08	0.05	0.38	0.06	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	-1	1	0	0	0	0	0	0
<b>Underutilization</b>	<b>1</b>							

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER** Region 1

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	134	248	15	17	72	97	0	0
Availability Percent	0.10	0.02	0.02	0.00	0.00	0.03	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	2	0	0	0	0	0	0
<b>Underutilization</b>								

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	30,405	12,585	41.39%	80	33.11	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	62	62.00%	20	12.40	
				<hr/>	<hr/>	Availability Percent.
				100	36.41	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	30,405	1,285	4.23%	80	3.38	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	2	2.00%	20	0.40	
				<hr/>	<hr/>	Availability Percent.
				100	3.02	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	30,405	427	1.40%	80	1.12	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	0	0.00%	20	0.00	
				<hr/>	<hr/>	Availability Percent.
				100	0.90	



**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	30,405	282	0.93%	80	0.74	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	5	5.00%	20	1.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	1.39	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	30,405	45	0.15%	100	0.15	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	0	0.00%		0.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	0.12	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Officials/Administrators

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	30,405	15	0.05%	0	0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	100	0	0.00%		0.00	Agency Workforce.
				-----	-----	Availability Percent.
				0	0.00	

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	47,290	28,700	60.69%	80	48.55	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	51	85.00%	20	17.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	52.44	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	47,290	2,220	4.69%	80	3.76	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	3	5.00%	20	1.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	3.80	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	47,290	844	1.78%	80	1.43	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	1	1.67%	20	0.33	Agency Workforce.
				-----	-----	Availability Percent.
				100	1.41	

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	47,290	1,683	3.56%	80	2.85	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	1	1.67%	20	0.33	Agency Workforce.
				<u>100</u>	<u>2.54</u>	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	47,290	39	0.08%	100	0.08	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	0	0.00%	0	0.00	Agency Workforce.
				<u>100</u>	<u>0.07</u>	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Professionals

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	
1. Those having requisite skills in the region.	47,290	64	0.14%	100	0.14	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	60	0	0.00%	0	0.00	Agency Workforce.
				<u>100</u>	<u>0.11</u>	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	20,260	9,300	45.90%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	20,260	1,488	3.08%		0.00	Equal Employment Opportunity Tabulation Availability Percent.
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	20,260	535	2.64%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	20,260	199	0.98%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

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AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	20,260	64	0.32%		0.00	Equal Employment Opportunity Tabulation Availability Percent.
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

---

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Technicians

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	20,260	0	0.00%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	5,278	1,164	22.05%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	5,278	322	6.10%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	5,278	142	2.69%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	5,278	10	0.19%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

---

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	5,278	10	0.19%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

---

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Protective Service Workers

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	5,278	0	0.00%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	137	57.32%	90	51.59	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	19	90.48%	10	9.05	Agency Workforce.
				<hr/> 100	<hr/> 48.51	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	36	15.06%	90	13.56	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	3	14.29%	10	1.43	Agency Workforce.
				<hr/> 100	<hr/> 11.99	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	0	0.00%	0	0.00	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	1	4.76%	0	0.00	Agency Workforce.
				<hr/> 0	<hr/> 0.00	Availability Percent.



**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	0	0.00%		0.00	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	1	4.76%	100	4.76	Agency Workforce.
				<u>100</u>	<u>3.81</u>	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	0	0.00%	0	0.00	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	0	0.00%	0	0.00	Agency Workforce.
				<u>0</u>	<u>0.00</u>	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Paraprofessionals

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	239	0	0.00%		0.00	U. S. EEOC
2. Those promotable, trainable, and transferable in the region.	21	0	0.00%	0	0.00	Agency Workforce.
				<u>0</u>	<u>0.00</u>	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	55,430	38,150	68.83%	100	68.83	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				-----	-----	
				100	55.06	Availability Percent.

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AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	55,430	4,060	7.32%	100	7.32	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				100	5.86	Availability Percent.

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AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	55,430	933	1.68%	100	1.68	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	
				100	1.35	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	55,430	454	0.82%	100	0.82	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	0.66	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	55,430	62	0.11%	100	0.11	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	0.09	

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Administrative Support

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	55,430	25	0.05%	100	0.05	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				-----	-----	Availability Percent.
				100	0.04	

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	17,995	1,305	7.25%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	17,995	595	3.31%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	17,995	363	2.02%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	17,995	14	0.08%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	17,995	48	0.27%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Skilled Craft Workers

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	17,995	14	0.08%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**WOMEN**  
 Region: 7  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	64,345	28,970	45.02%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.			0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**BLACK or AFRICAN AMERICAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	64,345	6,719	10.44%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**HISPANIC or LATINO**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	
	-----	-----	-----	-----	-----	-----
1. Those having requisite skills in the region.	64,345	1,760	2.74%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

**Availability Percent Worksheet**

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**ASIAN**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	64,345	652	1.01%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	64,345	26	0.04%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

AGENCY: [Office of the Illinois Attorney General](#)  
 Category: Service-Maintenance

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 7  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	64,345	23	0.04%		0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	0		0.00%		0.00	Agency Workforce.
				0	0.00	Availability Percent.

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/21 to 6/30/22

Region: **7**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	36	16	14	2						20	17	2	1				2	44.44%	55.56%	86.11%	11.11%	2.78%	0.00%	0.00%	0.00%	5.56%
Professionals	55	27	26			1				28	26	-1		3			1	49.09%	50.91%	94.55%	-1.82%	0.00%	7.27%	0.00%	0.00%	1.82%
Technicians	4	2	2						1	2	1			1				50.00%	50.00%	75.00%	0.00%	0.00%	25.00%	0.00%	0.00%	25.00%
Protective Service	5	4	3	1						1	1							80.00%	20.00%	80.00%	20.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Para-professionals	33	4	4							29	27	2					1	12.12%	87.88%	93.94%	6.06%	0.00%	0.00%	0.00%	0.00%	3.03%
Administrative Support	43	4	3	1						39	33	4	1	1				9.30%	90.70%	83.72%	11.63%	2.33%	2.33%	0.00%	0.00%	0.00%
Skilled Craft	5	4	4							1	1							80.00%	20.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Service / Maintenance	3	3	3							0								100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>	<b>184</b>	<b>64</b>	<b>59</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>120</b>	<b>106</b>	<b>7</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>34.78%</b>	<b>65.22%</b>	<b>89.67%</b>	<b>5.98%</b>	<b>1.09%</b>	<b>3.26%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>2.72%</b>

<b>Grand Total Employees for Region 7:</b>	<b>Males: 64</b>	<b>Females: 120</b>	<b>Total Minorities: 19</b>
	<b>34.78%</b>	<b>65.22%</b>	<b>10.33%</b>
<b>White: 165</b>	<b>B/AA: 11</b>	<b>H/L: 2</b>	<b>Asian: 6</b>
<b>89.67%</b>	<b>5.98%</b>	<b>1.09%</b>	<b>3.26%</b>
			<b>AI/AN: 0</b>
			<b>NHOPI: 0</b>
			<b>PWD: 5</b>
			<b>0.00%</b>
			<b>0.00%</b>
			<b>2.72%</b>

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities



## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **WOMEN** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	36.41	52.44	0.00	0.00	48.51	55.06	0.00	0.00
Number Needed for Parity	13	28	0	0	16	23	0	0
Number of Affirmative Action Group Members Already Employed	20	28	2	1	29	39	1	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **BLACK or AFRICAN AMERICAN** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	3.02	3.80	0.00	0.00	11.99	5.86	0.00	0.00
Number Needed for Parity	1	2	0	0	3	2	0	0
Number of Affirmative Action Group Members Already Employed	4	-1	0	1	2	5	0	0

Underutilization

**3** **1**

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **HISPANIC or LATINO** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	0.90	1.41	0.00	0.00	0.00	1.35	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	1	0	0	0	0	1	0	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **ASIAN** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	1.39	2.54	0.00	0.00	3.81	0.66	0.00	0.00
Number Needed for Parity	0	1	0	0	1	0	0	0
Number of Affirmative Action Group Members Already Employed	0	4	1	0	0	1	0	0

Underutilization

**1**

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **AMERICAN INDIAN or ALASKAN NATIVE** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	0.12	0.07	0.00	0.00	0.00	0.09	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER** Region 7

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	36	55	4	5	33	43	5	3
Availability Percent	0.00	0.11	0.00	0.00	0.00	0.04	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization

**Availability Percent Worksheet**

AGENCY:   
 Category: Professionals

Affirmative Action Group: **WOMEN**  
 Region: 8  
 Facility:

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	44,860	27,640	61.61%	80	49.29	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4	4	100.00%	20	20.00	
				<hr/> 100	55.43	Availability Percent.

AGENCY: 0  
 Category: Professionals

Affirmative Action Group: **BLACK or AFRICAN AMERICAN**  
 Region: 8  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	44,860	3,603	8.03%	100	8.03	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4	0	0.00%		0.00	
				<hr/> 100	6.43	Availability Percent.

AGENCY: 0  
 Category: Professionals

Affirmative Action Group: **HISPANIC or LATINO**  
 Region: 8  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total #	Aff. Action Group #	Percentage Total %	Value Weight %	Weighted Factor %	
1. Those having requisite skills in the region.	44,860	904	2.02%	100	2.02	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4	0	0.00%		0.00	
				<hr/> 100	1.61	Availability Percent.

**Availability Percent Worksheet**

AGENCY: 0  
 Category: Professionals

Affirmative Action Group:  
**ASIAN**  
 Region: 8  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	44,860	810	1.81%	100	1.81	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4	0	0.00%		0.00	Agency Workforce.
				<u>100</u>	<u>1.44</u>	Availability Percent.

AGENCY: 0  
 Category: Professionals

Affirmative Action Group:  
**AMERICAN INDIAN or ALASKAN NATIVE**  
 Region: 8  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	44,860	24	0.05%	100	0.05	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4	0	0.00%		0.00	Agency Workforce.
				<u>100</u>	<u>0.04</u>	Availability Percent.

AGENCY: 0  
 Category: Professionals

Affirmative Action Group:  
**NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER**  
 Region: 8  
 Facility: 0

FACTORS	A	B	C	D	E	Source of Statistics
	Grand Total	Aff. Action Group	Percentage Total	Value Weight	Weighted Factor	
	#	#	%	%	%	-----
1. Those having requisite skills in the region.	44,860	0	0.00%	100	0.00	Equal Employment Opportunity Tabulation 2014-2018 (5-year ACS)
2. Those promotable, trainable, and transferable in the region.	4		0.00%		0.00	Agency Workforce.
				<u>100</u>	<u>0.00</u>	Availability Percent.

## Workforce Analysis by Region

Agency: Office of the Illinois Attorney General

Reporting Period: 7/1/22 to 6/30/22

Region: **8**

EEO Category	Grand Total	MALES								FEMALES								PERCENTAGES								
		Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	Total	W	B/AA	H/L	A	AI / AN	NH OPI	PWD	M	F	W	B/AA	H/L	A	AI/AN	NHOPI	PWD
Officials / Administrators	5	1	1	0	0	0	0	0	1	4	4	0	0	0	0	0	0	20.00%	80.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%
Professionals	11	2	2	0	0	0	0	0	0	9	8	1	0	0	0	0	0	18.18%	81.82%	90.91%	9.09%	0.00%	0.00%	0.00%	0.00%	
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Protective Service	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Para-professionals	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Administrative Support	4	1	1	0	0	0	0	0	0	3	3	0	0	0	0	0	0	25.00%	75.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Skilled Craft	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Service / Maintenance	0	0								0								0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>TOTAL</b>	<b>25</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>19</b>	<b>18</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24.00%</b>	<b>76.00%</b>	<b>96.00%</b>	<b>4.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>4.00%</b>	

<b>Grand Total Employees for Region 8:</b>		Males: 6 24.00%	Females: 19 76.00%	Total Minorities: 1 4.00%
White: 24 96.00%	Black/African American: 1 4.00%	Hispanic/Latino: 0 0.00%	Asian: 0 0.00%	AI/AN: 0 0.00%
				NHOPI: 0 0.00%
				PWD: 1 4.00%

W=White B/AA=Black or African American H/L=Hispanic or Latino A=Asian AI/AN=American Indian or Alaskan Native NHOPI=Native Hawaiian or Other Pacific Islander PWD=People with Disabilities  
DHR-9 (Rev. Feb. 2016)

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **WOMEN** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	55.43	31.57	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	6	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	4	9	0	0	3	3	0	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **BLACK or AFRICAN AMERICAN** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	6.43	0.00	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	1	0	0	0	0	0	0

Underutilization

## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **HISPANIC or LATINO** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	1.61	0.00	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **ASIAN** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	1.44	0.00	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization



## Utilization Analysis

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **AMERICAN INDIAN or ALASKAN NATIVE** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization

Agency: Office of the Illinois Attorney General  
 Affirmative Action Group: **NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER** Region 8

	Officials/ Administrators	Professionals	Technicians	Protective Service	Para- Professionals	Admin Support	Skilled Craft	Service/ Maintenance
Present Number of Employees	5	11	0	2	3	4	0	0
Availability Percent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Number Needed for Parity	0	0	0	0	0	0	0	0
Number of Affirmative Action Group Members Already Employed	0	0	0	0	0	0	0	0

Underutilization

# Underutilization Summary by Region

Name of Agency:

Fiscal Year:

Region	Officials and Administrators						Professionals						Technicians						Protective Service Workers					
	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI
1			1		1				4	6			4		1				2		2			
2																								
3																								
4																								
5																								
6																								
7								3																
8																								
9																								
10																								
<b>Total</b>	0	0	1	0	1	0	0	3	4	6	0	0	4	0	1	0	0	0	2	0	2	0	0	0

Region	Paraprofessionals						Administrative Support						Skilled Craft Workers						Service-Maintenance					
	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI	Women	B/AA	H/L	A	AI/AN	NHOPI
1										4														
2																								
3																								
4																								
5																								
6																								
7		1		1																				
8																								
9																								
10																								
<b>Total</b>	0	1	0	1	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for Women: 6

Total underutilization for Black or African American: 4

Total underutilization for Hispanic or Latino: 8

Total underutilization for Asian: 11

Total underutilization for American Indian or Alaskan Native: 1

Total underutilization for Native Hawaiian or Other Pacific Islander: 0

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than ten employees in the EEO category in that region, leave that box blank.

W= Women    B/AA = Black or African American    H/L = Hispanic or Latino    A = Asian    AI/AN = American Indian or Alaskan Native    NHOPI= Native Hawaiian or Other Pacific Islander  
 DHR 11-AAP (Rev. Feb. 2016)

## **SECTION THREE**

## **FY 2023 PROGRAM GOALS**

### **Problem Areas:**

The external workforce analysis reveals an underutilization of one Hispanic/Latino and one Asian Officials/Administrators, three Black/African-American, four Hispanic/Latino, and six Asian Professionals, four Women and one Hispanic/Latino Technicians, two Hispanic/Latino Protective Service Worker, one Black/African-American and one Asian Paraprofessional, and four Asian Administrative Support.

### **Goals:**

- (a) To gradually achieve parity in all job categories currently reflecting underutilization.
- (b) To increase diversity among our workforce in all offices in Illinois.

### **Objectives:**

(a) To continue and enhance the Office's Community Outreach Program consisting of actively recruiting minorities and females via university career days, job fairs, visits to Illinois universities and law schools, and public service announcements. Our intention is to generate a pool of qualified applicants to fill vacancies in the Office of the Attorney General, particularly in underutilized categories.

(b) To expand the Office's unpaid Internship Programs to provide minority high school, college, and law students opportunities to work in the Attorney General's Office in an effort to encourage their future consideration of employment with our office and state government in general.

(c) To provide employees with the opportunity for professional growth by encouraging their participation in the Office's internal education and training programs.

(d) To continue increasing our outreach to minorities, women, and people with disabilities throughout Illinois.

(e) To develop and implement a program providing diversity training for all existing employees and new hires (to be incorporated as a part of new-hire orientation).

<u>Action Item</u>	<u>Assignment Responsibility</u>	<u>Completion Target Date</u>	<u>Monitoring Procedure</u>
Maintain Community Outreach Program	Gov. & Community Relations	On-going	Director of HR EEO Officer
Continue/improve Internship, Law Clerk Program	HR staff Atty. Recruitment, Prof. Dev, and Diversity	On-going	Director of HR EEO Officer  Director of Attorney Recruiting, Professional Development, and Diversity
Attend job fairs focusing on minority students and/or graduates to generate qualified applicant pool	HR staff, EEO Officer, Atty. Recruiting, Prof. Dev, and Diversity	On-going	Director of HR  Director of Attorney Recruiting, Professional Development, and Diversity
Submit job postings to Minority bar associations and Deans of Multicultural and Minority Affairs at local law schools			
Provide Sexual Harassment training for all new hires	HR Staff	On-going	Director of HR EEO Officer
Develop and implement a diversity training program for existing employees and new hires	HR Staff	On-going	Director of HR EEO Officer

## **FY 2023 NUMERICAL GOALS**

### **Problem Areas:**

The external workforce analysis reveals an underutilization of one Hispanic/Latino and one Asian Officials/Administrators, three Black/African-American, four Hispanic/Latino, and six Asian Professionals, four Women and one Hispanic/Latino Technicians, two Hispanic/Latino Protective Service Worker, one Black/African-American and one Asian Paraprofessional, and four Asian Administrative Support.

### **Goal:**

To attain a more diverse workforce by gradually phasing out the underutilization of Women, Black/African-Americans, Hispanic/Latinos and Asians for all regions and all job categories.

### **Objective:**

The Attorney General's Office has made and will continue to make a concerted effort to hire and promote Affirmative Action group members throughout the workforce, particularly in categories where underutilization exists. Throughout the year, management will work to address the underutilized categories through recruitment, hiring, and promotion decisions. In an effort to better address these goals, the Office's Director of Attorney Recruiting, Professional Development and Diversity continues efforts to promote recruitment of minorities to legal positions in the Attorney General's Office and the provision of training programs designed to retain staff members. We will monitor our progress through regular internal meetings and review of our EEO quarterly reports.

The Office's Director of Human Resources will oversee the assignment of responsibility and the ongoing efforts to achieve our goals. As EEO/AA Officers, Thor Inouye and Pamela Blackorby will actively monitor our progress and procedures.

## **SECTION FOUR**

## ARTICLE 4 - HUMAN RESOURCES

### 4.1.1 GENERAL POLICY

It is the policy of the Office of the Attorney General to attract and retain highly qualified employees without regard to the applicant's and/or employee's "legally protected category or categories". For purposes of this Policy, the phrase "legally protected categories" includes but is not limited to: race; color; religion; sex; actual or perceived sexual orientation or sexual preference; gender, gender identity or expression; national origin; ancestry; age; marital status, disability; military status; unfavorable discharge from military service; order of protection status; genetic information; credit history or credit report; pregnancy, childbirth or medical conditions related to pregnancy and/or childbirth. The only exception is if required by law and/or in a manner consistent with the Office's affirmative action initiatives.

As a public employer, the Office of the Attorney General has a responsibility and desire to comply with the law and to help ensure that every employee has a productive working environment. It is the policy of this office to maintain a workplace that is free from bias, prejudice, and harassment; to increase minority and female representation; and to actively provide a reasonable accommodation to those individuals having a disability and/or a pregnancy related medical condition. This Policy applies to all phases of employment, including but not limited to: recruitment, testing, hiring, upgrading, promotion or demotion, transfer, layoff, termination, rates of pay, benefits, selection for training, and working conditions.

The implementation and maintenance of these policies and procedures will be the primary responsibility of the Office's Equal Employment Opportunity ("EEO") Officer (or designee). However, each and every member of the Office of the Attorney General, particularly all executive, managerial and supervisory staff, is directed to actively assist in the implementation, maintenance, and improvement of this program. Additionally, employees may file a complaint, including a confidential report of sexual harassment, with the Ethics Officer or Office of the Executive Inspector General for the Office of the Attorney General by calling 312-814-4646 or emailing [ethics@ilag.gov](mailto:ethics@ilag.gov). The Office encourages any employee who feels discriminated against or harassed to file a complaint pursuant to the procedure set forth below in this Policy.

#### **Equal Employment Opportunity Officer**

The EEO Officer is available to provide counseling to any applicant or employee who feels discriminated against or harassed on the basis of any legally protected category. The EEO Officer may be reached at 217-785-3844.

When complaints of discrimination or harassment are made, the EEO Officer will take prompt action to investigate the complaint allegations and remedy the matter if needed and as appropriate. An employee who files an internal complaint of harassment or discrimination through the EEO Officer or the Inspector General may also be able to file the complaint with the Illinois Department of Human Rights, the Equal Employment Opportunity Commission or any other appropriate government agency.

An employee may contact the Illinois Department of Human Rights (IDHR) at 555 W. Monroe Street, 7<sup>th</sup> Floor, Chicago, Illinois 60661, or 535 W. Jefferson Street, 1<sup>st</sup> Floor, Springfield, IL 62702 about filing a formal complaint. The IDHR administers the State of Illinois Sexual Harassment and Discrimination Helpline: 1-877-236-7703 (Monday – Friday 8:30 to 5:00), website: [www.illinois.gov/sexualharassment](http://www.illinois.gov/sexualharassment). The IDHR will investigate the complaint, and if it determines that there is sufficient evidence of harassment to proceed further, it will file a complaint with the Illinois Human Rights Commission (HRC), located at the same address on the fifth floor. If the IDHR does not complete its investigation within 365 days, an employee may file a complaint directly with the HRC between the 365<sup>th</sup> and the 395<sup>th</sup> day.



The Chicago District Office of the United States Equal Employment Opportunity Commission is located at 230 S Dearborn Street, Suite 1866 Chicago, IL 60604 and may be contacted at 1-800-669-4000.

The EEO Officer (or designee) is also involved in the development and administration of the Office's Affirmative Action Plan and advises the Attorney General and the office management of this plan.

#### 4.1.1(a) NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

##### (a) Policy Statement

The Office of the Attorney General recognizes that a work environment free of harassment, discrimination and/or retaliation is a better and more comfortable working environment for employees. Failure to adhere to this Policy is a serious offense and may result in disciplinary action, if appropriate, or other corrective action including termination for even a first offense if deemed appropriate by the facts involved.

The Office of the Attorney General is committed to the maintenance of a work environment free of harassment and discrimination based on any legally protected category.

All forms of inappropriate or unwelcome conduct or statements, based on a protected category, that could tend to diminish the dignity of any employee in the office are strictly prohibited even if an incident or statement does not rise to the level of unlawful conduct. No person should be required to endure harassment or discrimination by supervisors or co-workers or work in a hostile environment as a condition of employment. This behavior is unacceptable in the workplace and in other work-related settings such as business trips, court appearances and business-related social events. The Office of the Attorney General is also committed to preventing the harassment and discrimination of persons receiving services from and working in collaboration with Office of the Attorney General employees.

**Nothing in this Policy is intended to nor shall be construed to create a private right of action against the Office of the Attorney General or any of its employees. Furthermore, nothing herein is intended to affect the right of any person to make a charge of harassment or discrimination at the Illinois Department of Human Rights or the Equal Employment Opportunity Commission or any other state or federal agency with jurisdiction over such claims or to consult a private attorney.**

This Policy, including revisions adopted from time to time, will be communicated to all employees and posted on the Office Intranet.

##### (b) Prohibited Conduct

- (1) **Discrimination.** For the purposes of this Policy, discrimination is defined as adverse treatment related to the terms, conditions or privileges of employment based on a legally protected category, rather than on the basis of job related merit and/or other lawful considerations, with respect to the terms, conditions, or privileges of employment.
- (2) **Harassment.** For the purposes of this Policy, harassment is defined as any unwelcome verbal or physical conduct based on any protected characteristic when:
  - A. The behavior substantially interferes with an individual's work performance or creates an intimidating, hostile, or offensive work environment; or

- B. Submission to or rejection of this behavior is used or threatened to be used either explicitly or implicitly as a factor or condition in decisions affecting hiring, evaluation, promotion, or other aspects of an individual's employment.

Examples of harassing conduct based on protected characteristics include, but are not limited to:

- A. Offensive or degrading remarks, verbal abuse, or other hostile behavior such as insulting, teasing, mocking, degrading or ridiculing another person or group;
- B. Unwelcome or inappropriate physical contact, comments, questions, advances, jokes, epithets or demands; and
- C. Displays or electronic transmission of derogatory, demeaning or hostile material.

**(3) Sexual Harassment.** For the purposes of this Policy, sexual harassment is defined as any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- A. Submission to such conduct is made either explicitly or implicitly a term or **condition of an individual's employment**;
- B. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- C. Such conduct has the purpose or effect of substantially interfering with an **individual's work performance or creating an intimidating, hostile** or offensive working environment

Examples of sexual harassing conduct include, but are not limited to:

- A. **Verbal:** Sexually suggestive or offensive remarks or innuendos, insults, rumor or jokes about sex, anatomy or gender-specific traits; subtle or direct propositions or pressure for sexual favors, unwelcome flirting, threats, repeated requests for dates; or statements about other employees, even outside of their presence, of a sexual nature;
- B. **Non-Verbal:** Sexually suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises, sexually suggestive or offensive memos or messages;
- C. **Visual:** Sexually suggestive pictures, posters, signs, pin-ups or slogans of a sexual nature; and.
- D. **Physical:** Touching, unwelcome hugging or kissing, pinching, rubbing the body, coerced sexual intercourse, or actual assault.

#### **4.1.1(b) EQUAL EMPLOYMENT OPPORTUNITY COMPLAINT AND INVESTIGATION PROCEDURE**

- (a) Purpose.** In accordance with the statement of Policy outlined above, this Office affirms and restates its commitment to providing a comfortable working environment for all employees at all times. Toward this end, we maintain a policy of equal employment opportunity through the implementation of the EEO Complaint Investigation Procedure. It is the expectation of the Office that the establishment of this procedure shall provide an avenue of redress to resolve discrimination and harassment complaints promptly and appropriately.

This procedure is meant to create guidelines for the mediation, investigation and/or resolution of harassment and discrimination complaints and for the subsequent discipline, as appropriate, of those employees or other individuals found to have engaged in a violation of the Office's Non-Discrimination and Anti-Harassment Policy. Nothing in this Policy is to be construed as to limit or impair the Office of the Attorney General from taking immediate disciplinary action, or other necessary means, in order to remedy circumstances which may be inappropriate or unprofessional and/or which may pose a threat to the health, safety and welfare of its employees.

**(b) Reporting.**

**(1) Employees.** Any employee who feels subjected to harassment or discrimination and/or who has knowledge of harassment or discrimination is encouraged to promptly report such conduct to any supervisor or member of management, the EEO Officer or the Inspector General. The following procedures relate to reports made to the EEO Officer.

- A. If a co-worker reports that a fellow employee is being harassed or discriminated against, the employee, after a conversation with either the EEO Officer or the supervisor, may choose not to file a complaint. However, in some cases, further action by the EEO Officer may still be appropriate.
- B. In some situations, individuals who are experiencing unwelcome behavior may feel it is appropriate to approach the offending individual and let him or her know that their conduct is offensive, contrary to the Office's policies and must stop. However, the Office does not require or expect complainants to confront the alleged wrongdoer prior to reporting prohibited conduct.
- C. Employees are permitted to submit a confidential report of harassment. When doing so, employees are encouraged to provide as much information as possible about the allegations so that the Office of the Attorney General can effectively investigate and remedy, as appropriate, any Policy violation or violations.

**(2) Supervisors.** Any supervisor who is aware of harassing or discriminatory conduct by another employee, whether or not anyone has complained about such conduct, is required to:

- A. Inform the employee who is experiencing harassing or discriminatory conduct of the right to file a complaint utilizing the procedure in this Policy; direct the employee to this Policy;
- B. Document the allegation with an email to the EEO Officer or on the Harassment and/or Discrimination Complaint Form provided by Human Resources and located on OAG Intranet; and
- C. Promptly submit the form(s) to the EEO Officer and seek guidance as to further actions (e.g., granting appropriate interim relief while the allegations are investigated).

**Any supervisor who fails to follow this Policy may be subject to discipline.**

**(c) Information and Consultation.** Any employee who feels uncomfortable about the behavior of another employee, but is not sure if harassment or discrimination has occurred, may meet with the EEO Officer for

discussion purposes. Employees are encouraged to contact the EEO Officer to discuss any questionable conduct that is causing them to be uncomfortable.

- (d) **Confidentiality.** All complaints and investigations shall be handled, to the extent possible, in a manner that will protect the privacy interests of those involved. Confidentiality shall be maintained throughout the investigatory process to the extent practical and appropriate under the circumstances.
- (e) **Investigation.** All allegations and complaints of harassment, discrimination or any other Policy violation will be promptly and thoroughly investigated by the EEO Officer or designee.

The investigation process is strictly internal to the OAG. Any employee represented by a union retains his or her right to have union representation during the investigation process.

(1) **Findings.** The EEO Officer shall prepare a written report of his or her findings upon completion of the investigation.

- A. If, after an analysis of the merits of the complaint, there is a lack of substantial evidence that harassment, discrimination or any other Policy violation occurred, the complainant shall be notified in writing of the findings and this outcome of the investigation.
- B. If, however, at the conclusion of the investigation, there exists reasonable cause to believe that harassment, discrimination or any other Policy violation may have occurred, the EEO Officer shall submit a written notice to the Chief of Staff or designee with the findings and recommendations to address and resolve the complaint.

(2) **Discipline and Sanctions.** When an investigation concludes that a Policy violation has occurred, the Office will take prompt and appropriate remedial action, including disciplinary action. The Office has the right to apply any discipline to deal with Policy violations. Discipline for a Policy violation need not be progressive. Based on the specific facts involved, even a first offense may warrant termination of employment.

- (f) **Retaliation.** Retaliation against any person for having made a complaint or reporting a Policy violation, or participating or aiding in an investigation of any Policy violation, is strictly prohibited. Any person who believes that he or she has been subjected to retaliation should bring the retaliatory conduct to the attention of an appropriate supervisor or member of management, the EEO Officer or the Inspector General. Retaliation is a serious violation of this Policy and is subject to appropriate disciplinary or corrective action. Further, under the Illinois Human Rights Act (775 ILCS 5/6), the Illinois Whistleblower Act (740 ILCS 174/5), and the State Employee Ethics Act (5 ILCS 430) it is a crime to retaliate, or to conspire to retaliate, against an employee because the employee has opposed an action that the employee reasonably believes to be unlawful discrimination or harassment or because the employee has participated in an investigation of harassment or discrimination. An employee who knowingly makes a false report of harassment will be subject to discipline.

#### 4.1.1(c) TRANSGENDER AND GENDER NON-CONFORMING EMPLOYEE POLICY

- (a) **Purpose.** The Office of the Illinois Attorney General reaffirms its commitment to treating all employees, including those who identify as transgender or gender non-conforming, with dignity and respect. While this policy sets forth general guidelines for addressing the needs of transgender and gender non-conforming employees, it does not anticipate every situation that may arise. In all cases, the goal is to ensure the safety, comfort, and development of transgender and gender nonconforming employees in an inclusive and supportive work environment that is free from bias, prejudice, and harassment.

For the purposes of this policy, transgender is used as an umbrella term referring to a person whose gender identity and/or gender presentation does not conform to the social expectations for the sex they were assigned at birth. Similarly, gender non-conforming is used in a broad manner to refer to individuals who do not behave in a way that conforms to the traditional expectations of their gender.

- (b) Confidentiality and Privacy.** Transgender and gender non-conforming employees have the right to openly discuss their gender identity or expression, or to keep that information private. Personal information shall only be disclosed on a need-to-know basis, and only with the consent of the individual employee.
- (c) Names and Pronouns.** All employees shall be referred to by the name and pronoun that corresponds with their gender identity.
- (d) Records and Work Related Documents.** Employees may request that personnel records, such as email, phone directories, office identification card, name plates, etc., be changed to reflect the employee's preferred name and gender. Certain types of records, like payroll and insurance documents, may require a legal name change.
- (e) Personal Attire and Grooming.** Employees are expected to present a professional business-like image at all times. The Office of the Illinois Attorney General does not restrict employees' clothing or appearance on the basis of gender. All employees have the right to comply with Section 4.1.10(a)(4)(i) in a manner that is consistent with their gender identity.
- (f) Restroom Accessibility.** Employees shall be allowed access to restroom facilities that correspond with the employee's gender identity and presentation, regardless of their assigned sex at birth. Employees who are undergoing a gender transition shall not be asked to undergo, or provide proof of, any particular medical procedure to use gender-specific restroom facilities.
- (g) Workplace Transition Plan.** An employee who intends to undergo a gender transition is encouraged to notify a supervisor, Human Resources representative, or the EEO Officer to develop a transition plan that addresses the individual employee's needs and ensures a successful workplace transition. A transition plan can address topics such as changes to personnel records, scheduling time off for medical treatments, anti-discrimination and harassment policies, and any other issue impacting the workplace.



## Office of the Attorney General Discrimination Complaint Form

**Please type or print.** Return completed form to: EEO Officer, Office of the Attorney General, Human Resources Bureau, 500 S. Second Street, Springfield, IL 62706.

Complainant:	Job Title:
Division:	Office Phone Number:

Specific Basis of Discrimination:

Age   
  Color   
  Disability   
  National Origin   
  Race   
  Religion   
  Sex  
 Sexual Orientation                     
  Other: \_\_\_\_\_

Date of Alleged Discrimination: \_\_\_\_\_

Specific Area of Discriminatory Practice:

Compensation   
  Discharge   
  Interview   
  Lay Off   
  Promotion   
  Selection  
 Training   
 Transfer   
 Other: \_\_\_\_\_

Name and Title of Person(s) Charged with Discriminatory Practice:

Name: \_\_\_\_\_ Title \_\_\_\_\_  
 Name: \_\_\_\_\_ Title \_\_\_\_\_

Specific Way(s) in Which the Above Person(s) is Alleged to Have Discriminated:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have You Filed a Charge With:

(State) Department of Human Rights?   
  (Federal) Equal Employment Opportunity Commission?

Complainant's Signature:	Date Filed:
EEO Officer Signature:	Date Received:
Signature of Individual Completing This Form:	Date:

cc: Personnel File

## **SECTION FIVE**

# Labor Force Analysis for People with Disabilities

Agency: Office of the Attorney General

Fiscal Year: 2023

Total Employees: 779

Percent of People with  
Disabilities in Illinois Labor  
Force: 5.10%

Labor Force Number: 39

Number of Employees with  
Disabilities in Agency: 13

Underutilization or Parity: 26



## **NUMERICAL GOALS FOR PEOPLE WITH DISABILITIES**

### **Area to be Addressed:**

The external workforce analysis indicates that the Office of the Attorney General is underutilized by 26 people with disabilities.

### **Goal:**

It is the goal of this Office to achieve as diverse a workforce as possible and to use all efforts to reduce and eventually eliminate any underutilization, including the underutilization in our workforce of people with disabilities.

### **Objective:**

The Office will increase targeted recruiting and outreach activities to make every effort to hire 5 individuals with disabilities during this upcoming fiscal year.

The EEO/AA Officers will enhance the current list of agencies and organizations receiving our job announcements, and the Human Resources staff will forward a copy of the job announcements to this list of agencies and organizations. The EEO/AA Officers also will perform mid-year evaluations of listings and recruitment efforts.

The Office's Director of Human Resources will assign and oversee responsibility for the efforts in both Chicago and Springfield. The target date will be on-going and the Director of Human Resources will monitor this process.

## **REASONABLE ACCOMMODATION POLICY**

In compliance with the U.S. Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008, and the Illinois Human Rights Act, it is the policy of the OAG to reasonably accommodate the known physical or mental conditions of otherwise qualified applicants and employees with disabilities. The OAG recognizes the right of a qualified applicant or employee with a disability to request a reasonable accommodation to ensure equal opportunity in the application process; to enable him or her to perform essential functions of a job; and/or to enable him or her to enjoy equal benefits and privileges of employment.

It is the responsibility of the OAG to provide a reasonable accommodation to qualified applicants and employees with disabilities, when such reasonable accommodation does not pose an undue hardship to the operation of the agency's business.

The OAG Equal Employment Opportunity Officer and/or the Americans with Disabilities Act Coordinator can provide further information about the agency's policy in this area.



**Chief Executive Officer**

9/1/2022

**Date**

## **AFFIRMATIVE ACTION FOR INDIVIDUALS WITH DISABILITIES**

The Office of the Illinois Attorney General hereby adopts this Plan for Affirmative Action to provide equal employment opportunity and equal service access to qualified individuals with disabilities.

For the purpose of this Plan, an individual with a disability has been defined by the Rehabilitation Act of 1973, Section 504, as any individual who 1) has a physical or mental impairment which substantially limits one or more major life activities, 2) has a record of such impairment, or 3) is regarded as having such an impairment, as described in the Americans with Disabilities Act of 1990.

Additionally, a disability, as defined by the Illinois Human Rights Act, means a determinable physical or mental characteristic of a person, the history of such a characteristic, or the perception of such a characteristic by the person complained against, which may result from disease, injury, congenital condition of birth or functional disorder.

The Attorney General's Office will implement the Plan in those areas of the Office's employment policies and procedures relating to recruitment, the application process, physical accessibility, and reasonable accommodation for individuals with disabilities.

The Director of Human Resources serves as the ADA Coordinator for the Attorney General's Office at 500 South Second Street, Springfield, IL 62706 - Phone: (217) 782-3337, or (217) 785-2771 (TTY).

### **I. Number of Employees with Disabilities**

Number of Employees with Disabilities:	13
Total Number of Employees:	779
Percentage of Employees with Disabilities:	1.7

The following criteria have been established for implementing affirmative action in these areas:

## II. Recruitment Procedures

- a) In any solicitation for job applications, a statement will be included to indicate the OAG's policy of non-discrimination on the basis of disability consistent with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. All job announcements should be in writing, and should say at the bottom:

“EEO/Affirmative Action Employer. Minorities, women and people with disabilities are encouraged to apply. Reasonable Accommodations Upon Request.”

- b) In addition to other solicitations for job applications, vacancies will be announced through the development of continuing recruitment relationships with those schools, other educational institutions, and rehabilitation service agencies involved in the education and placement of individuals with disabilities.

All jobs should be announced through the Department of Human Services, Office of Rehabilitation Services and sent to agencies that serve people with disabilities.

- c) The EEO/AA Officer will monitor the recruitment efforts described above to ensure that consistent efforts are made to reach applicants with disabilities.

## III. Application Process

The process by which applicants are selected, screened, and tested will contain only those standards that are job related, thereby eliminating any criteria that may unfairly discriminate against individuals with disabilities.

- a) Employment Criteria

Any selection criterion that screens out applicants with disabilities will not be used by this Office, unless such criteria can be shown to be clearly job related for the vacancy in question. Under the Americans with Disabilities Act, all forms or employment complaints are covered by the Reasonable Accommodations policy of this Office.

Prior to posting and circulation, job vacancies will be reviewed to identify the essential and incidental job duties. If the qualifications needed to perform the essential duties of a particular position are found to screen out applicants with disabilities, the qualifications will either be modified or

eliminated, unless such qualifications can be shown to be clearly job related and consistent with safe job performance.

b) Pre-employment Inquiries

Those inquiries made prior to employment, whether during an interview or on an application form, will not include reference to the existence, nature, or severity of a disability. All personnel conducting interviews will be advised of those standards for pre-employment inquiries.

Pre-employment inquiries made for the purpose of affirmative action will be identified as such. It will be made clear to all applicants that a response to these inquiries is voluntary and that the failure to answer such inquiries will not adversely affect the applicant. Such information collected for the purposes of affirmative action will be separately maintained and treated with confidentiality.

c) Testing

Only those tests that accurately predict an applicant's ability to perform the essential functions of a job will be used. Questions measuring non-related abilities and those questions dealing with incidental job functions will be eliminated from the tests administered by this Office if they tend to screen out individuals with disabilities.

All testing criteria that tend to screen out applicants with disabilities will be eliminated, unless such criteria can be shown to be job-related, and alternate testing criteria that do not screen out people with disabilities are not available.

Alternate means of testing will be made available upon request to ensure non-discrimination against individuals with disabilities, particularly those individuals who have disabilities impairing sensory, manual or speaking skills.

#### **IV. Reasonable Accommodations**

Standards have been promulgated to ensure reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability, unless such accommodations can be shown to cause undue hardship on the operation of this Office. All personnel

conducting interviews and making decisions on promotions will be advised of this policy. Additionally, this policy will be distributed to all employees and is available on the agency Intranet.

The reasonable accommodation policy has recently been updated. A copy of the policy is attached.

The ADA Coordinator and Director of Human Resources will monitor this Office's implementation of its policy for reasonable accommodations to ensure consistency in the award of accommodations. An applicant or employee's requests for accommodation must be submitted in writing. The Office's refusal to award an accommodation must be supported by data evidencing the undue hardship such accommodation would pose. Examples of accommodations are job restructuring, modified work schedules, or the acquisition or modification of equipment or devices. Readers, interpreters, or other similar accommodations may also be provided.

**V. Physical Accessibility for Employment**

All locations of the Attorney General's Office must be accessible regardless of whether the Office currently employs a person with a disability at each location. Access to a TTY for people who are deaf, hard of hearing or for those with speech impairments will be vigorously sought. Currently, the Office has a TTY line in Chicago, Springfield and Carbondale. The Attorney General's Offices in Chicago and in Springfield follow the emergency procedures established by the Department of Central Management Services. Emergency wardens have been instructed on the procedures for assisting personnel with disabilities during an emergency.

**VI. Access for Provision of Services**

The Attorney General's Office will ensure that all offices are physically accessible to encourage people with disabilities to utilize our services.

All offices, when viewed in their entirety, currently have access to a telecommunications device for the Deaf (TTY).

All offices currently have access to agencies who can provide qualified sign language interpreters. When deaf persons who speak in sign language come in for appointments, the OAG will arrange for an interpreter to be present.

**VII. Evacuation Procedures**

Emergency Action Plans are in place for all Attorney General facilities. In the event of an evacuation, staging areas are designated at each facility for disabled individuals.

**VIII. ADA Grievance Procedure**

ADA grievance procedures and forms are available on the Office of the Attorney General Intranet.

#### 4.1.1 (D) REASONABLE ACCOMMODATION POLICY

- (a) **Introduction.** State and federal law prohibits discrimination against a qualified individual with a disability. Further, the Illinois Human Rights Act prohibits discrimination against a pregnant individual who is temporarily limited in their abilities to perform their work functions because of pregnancy, childbirth, or conditions related to pregnancy or childbirth. Discrimination is prohibited in regards to job application procedures; the hiring, advancement, or discharge of employees; employee compensation; job training; and other terms, conditions, and privileges of employment. An employer must make reasonable accommodations to the known physical or mental limitations of an otherwise qualified individual with a disability or for someone who is temporarily limited in their abilities to perform their work functions because of pregnancy, childbirth, or conditions related to pregnancy or childbirth. This protection covers applicants, unpaid interns and employees, unless such covered entity has demonstrated that the accommodation would impose an undue hardship on the operation of the business of such covered entity. An individual who needs a reasonable accommodation is responsible for initiating the request for reasonable accommodation, if such individual believes such accommodation is required to enable them to perform the functions of their position.

The policy and procedures set forth herein are also intended to meet the requirements of the Americans With Disabilities Act of 1990 (ADA) (42 U.S.C. 12101 et.seq.), the ADA Amendments Act of 2008, (ADAAA) (P.L. 110-325, § 2, Sept. 25, 2008, 122 Stat. 3553), the EEOC Regulations to Implement the Equal Employment Provisions of the ADA, (EEOC Regulations) (29 C.F.R. §1630.1 et.seq.), the Illinois Human Rights Act (IHRA) (775 ILCS 5/1-101 et seq.), and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794).

- (b) **Policy.** In accordance with laws and regulations, it is the policy of the Office of the Attorney General:

- (1) to inform the employees, interns and applicants about the Office of the Attorney General's reasonable accommodation policy and their right to reasonable accommodation; and
- (2) to provide such reasonable accommodation in the most cost-effective manner available unless it would impose an undue hardship on the Office.

This policy is intended to comply with the applicable laws and is not intended to create any legal or contractual rights or obligations. For the purposes of this policy, the term "employee" shall include "applicant," "prospective employee" and "intern".

- (c) **Reasonable Accommodation.** "Reasonable accommodation" means making modifications or adjustments to a job application process and the work environment that enables qualified applicants or employees to be considered for a position, to



perform the essential functions of a position, and to enjoy the equal benefits and privileges of employment.

(1) Reasonable accommodation may include, but is not limited to:

- A. making existing facilities used by employees readily accessible to and useable by individuals with disabilities or by an individual who is temporarily limited in their abilities to perform their work functions because of pregnancy, childbirth, or conditions related to pregnancy or childbirth;
- B. job restructuring; part-time or modified work schedules; reassignment of equipment or devices; appropriate adjustment or modification of examinations, training materials or policies; interpreters; and other similar accommodations for individuals with disabilities or by an individual who is temporarily limited in their abilities to perform their work functions because of pregnancy, childbirth, or conditions related to pregnancy or childbirth.

(2) The determination of what accommodation is appropriate in a particular situation will be made on a case-by-case basis and involve the employer and employee engaging in an interactive process (dialogue) whereby potential accommodations that would overcome existing limitations are explored. An individual with a disability should request a reasonable accommodation when he or she knows that there is a workplace barrier that is preventing him or her, due to disability, from effectively competing for a position, performing a job, or gaining equal access to a benefit of employment. The interactive process may be ongoing and continue as accommodation needs and options change for an employee.

NOTE: The ADA permits employers to choose the accommodation which is lowest in cost if such accommodation provides a similar result compared to a more costly accommodation.

(3) Reasonable accommodations may be categorized in the following manner:

- A. restructuring modifications, which include, but are not limited to: job restructuring by removal of non-essential tasks, job modifications, rearrangement of office furniture, removal of desk drawers, flexible time to allow for transportation and/or medical schedules, architectural modifications, providing a private (non-bathroom space) for expressing breast milk and breastfeeding, more frequent or longer bathroom breaks, breaks for increased water intake, and breaks for periodic rest, etc.;
- B. technological accommodations and assistive devices, which include, but are not limited to: dictating machines, voice-activated equipment, push button telephones, Telecommunication Device for the Deaf (TDDs), hand controls for dictating devices,

speaker-phones, screen readers, magnifying or amplifying software, telephone amplifiers, typewriters, Braille typewriters, orthopedic desk chairs, and other adaptive office furniture, looping systems, etc. Some types of accommodations need not be provided on an individual basis if available at the work site and if use by two or more individuals will not impede job performance; and

C. assistive accommodations, which include, but are not limited to: the utilization of additional persons such as readers, drivers, interpreters, and personal care attendants who specifically assist an individual in performing the essential duties of the job.

(d) **Undue Hardship.** "Undue hardship" means significant difficulty or expense in, or resulting from, the provision or the accommodation. It refers to any accommodation that would be unduly costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature or operation of the business of the office.

Whether an accommodation will impose an undue hardship must be analyzed on a case-by-case basis. Factors to be considered in determining whether an accommodation would impose an undue hardship on the Office of the Attorney General may include, but are not limited to:

- (1) the nature and net cost of the accommodation needed;
- (2) the overall appropriations of the facility or facilities involved in the provision of the reasonable accommodation, the number of persons employed at such facility and the effect on expenses and resources;
- (3) the overall appropriation of the Office of the Attorney General with respect to the number of employees and the number, type, and location of its facilities;
- (4) the type of operation or operations of the Office of the Attorney General, including the composition, structure and functions of the workforce, and the geographic separateness and administrative or fiscal relationship of the facility or facilities in question to the Office of the Attorney General; and
- (5) the impact of the accommodation upon the operation of the facility, including the impact on the ability of other employees to be able to perform their duties and the impact of the facility's ability to conduct business.

A requested accommodation may be denied if it is unduly disruptive to other employees or to the functioning of the business of the office. To demonstrate that the accommodation would be unduly disruptive, the disruption must result from the provision of the accommodation, not from the fears or prejudices of

other employees toward the individual's disability. The terms of a collective bargaining agreement may be relevant.

**(e) Procedures for Processing Requests for Reasonable Accommodations.**

- (1) An employee may initiate a request for a determination of a reasonable accommodation by completing the Accommodation Request Form or by contacting the ADA Coordinator directly at 217-785-3844. The Accommodation Request Form may be obtained from Human Resources, the ADA Coordinator or on the office intranet. The employee is responsible for adequately responding to all questions applicable on the form. Once completed, the form shall be transmitted by the employee to the ADA Coordinator, with a copy given to their immediate supervisor. The employee should retain a copy of all related information.
  - A. A person with a disability or a person who is temporarily limited in their abilities to perform their work functions because of pregnancy, childbirth, or conditions related to pregnancy or childbirth may be qualified for a job in question if the person satisfies the requisite skills, experience, education and other job-related requirements of the employment position, and with or without reasonable accommodation can perform the essential functions of the job.
  - B. Essential job functions vary with the individual's job description and would include those physical, mental and inter-personal activities necessary to achieve the anticipated job performance effectively.
  - C. A determination as to a reasonable accommodation for one person will not be treated as a precedent for another person.
  - D. If additional information regarding the accommodation request becomes available to the employee, the employee should immediately submit it in writing to the ADA Coordinator.
  - E. Technical assistance in completing the Accommodation Request Form is available to the employee from the Chief of the Disability Rights Bureau or the ADA Coordinator upon request.
- (2) Once the Accommodation Request Form is received, the ADA Coordinator shall review the Form for completeness and, in consultation with the employee's immediate supervisor and the Director of Human Resources if necessary, determine whether medical documentation is needed to either establish the presence of a disability or to determine an appropriate accommodation. The employee may be asked to complete a medical release form if the Office has additional questions regarding their request for accommodation. If further information is required to make a recommendation (i.e., a doctor's explanation), the employee shall be given

30 days to provide such additional information to the ADA coordinator. When necessary, the employee may be asked to provide documentation to address these issues.

- (3) Unless the appropriate reasonable accommodation is easily identified from the information provided on the Accommodation Request Form along with any additional medical documentation, if necessary, the ADA Coordinator and employee will engage in the interactive process to identify the proposed accommodation, considering the following factors:
  - A. analyze the particular job involved and determine its purpose and essential functions;
  - B. ascertain the precise job-related limitations imposed by the individual's disability and how those limitations could be overcome with a reasonable accommodation;
  - C. identify potential accommodations and assess the effectiveness each would have in enabling the individual to perform the essential functions of the position; and
  - D. consider the preference of the individual to be accommodated and select for implementation the accommodation that is most appropriate and feasible for both the employee and the offices of the Attorney General.
- (4) the ADA Coordinator, in consultation if needed with the employee's supervisor(s) and relevant office staff needed to provide the accommodation, shall consider the request based on the following criteria:
  - A. the relationship between the accommodation and essential job functions;
  - B. necessity;
  - C. cost effectiveness;
  - D. undue hardship; and
  - E. compatibility with existing equipment (where applicable).
- (5) the ADA Coordinator shall make a recommendation regarding the employee's request within five (5) working days of receipt of a completed request, and will then send the request and recommendations to the Chief of Staff or his or her designee.
- (6) The Chief of Staff or his or her designee will make a final decision on the accommodation request within ten days of receipt of all necessary documentation from the employee. A copy of the Chief of Staff's decision will be sent to the employee by the ADA Coordinator within five working days of the ADA Coordinator's receipt of the decision. A copy of the Chief of Staff's decision will also be returned by

the ADA Coordinator to the employee's immediate supervisor, who will coordinate implementing the approved request with appropriate staff. Implementation of any approved accommodation should occur as soon as possible.

(7) The time limits provided for in this section may be extended in up to ten day increments, as needed, with written notice provided to the employee of the need for an extension, if circumstances warrant (e.g., absence of a person needed to make the determination, additional information or research required, etc.).

(F) **Reconsideration.** If the employee wishes to ask the Chief of Staff or his or her designee to reconsider a decision on a reasonable accommodation request, the request for reconsideration shall be addressed to the Deputy Chief of Staff, Administration within ten working days of notification of the decision. The request shall include the reasons for the reconsideration and, if appropriate, an alternative suggestion for a reasonable accommodation. A decision on the request for reconsideration shall be made and the employee notified of the administrative action within ten working days of receipt of the request. The Chief of Staff's decision on this request for reconsideration shall constitute the final internal action by the Office on the accommodation request.

(1) An employee who has been denied accommodation has the right to file a complaint at the state level with the Illinois Department of Human Rights within 300 days of the denial of the request. An employee may also have the right to file a complaint with the U.S. Equal Employment Opportunity Commission (EEOC) within 300 days, or any other appropriate governmental agency pursuant to the applicable time frame.



Office of the Attorney General  
ACCOMMODATION REQUEST FORM

<b>Name:</b>	<b>Title:</b>
<b>Bureau/Division:</b>	<b>Phone Number:</b>

<b>A. Questions to clarify accommodation requested.</b>		
What specific accommodation are you requesting?		
If you are not sure what accommodation is needed, do you have any suggestions about what options we can explore?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please explain.		
Is your accommodation request time sensitive?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please explain.		
<b>B. Questions to document the reason for accommodation request.</b>		
What, if any, job function are you having difficulty performing?		
What, if any, employment benefit are you having difficulty accessing?		
What limitation is interfering with your ability to perform your job or access an employment benefit?		
Have you had any accommodations in the past for this same limitation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, what were they and how effective were they?		
If you are requesting a specific accommodation, how will that accommodation assist you?		
<b>C. Other.</b>		
Please attach any additional information that might be useful in processing your accommodation request.		
_____ Signature		_____ Date
Return this form to the ADA Coordinator and provide a copy to your immediate supervisor. If you have questions on how to complete this form, please call Human Resources at 217-785-3844.		

## **SECTION SIX**

## **APPLICABLE EEO LAWS**

### **CIVIL RIGHTS ACT OF 1964, as amended**

Title VI prohibits discrimination on grounds of race, color, or national origin in federally assisted programs

Title VII prohibits discrimination on the grounds of race, color, religion, sex or national origin by employers or unions with 15 or more employees. The designation employer includes the government of the United States, corporations wholly owned by the United States, and state or political subdivisions thereof.

### **EQUAL EMPLOYMENT OPPORTUNITY ACT OF 1972**

This is an amendment to the Civil Rights Act of 1964, which adds sex and religion to the Title VII portion and extends Equal Employment Opportunity (EEO) to state, local and municipal organizations, all employment agencies (private and public) and to labor organizations. This Act empowers EEOC to bring civil action against any organization, which is alleged to be practicing discrimination. The Act also gives the right to an individual to take a complaint directly to a court of law.

### **PREGNANCY DISCRIMINATION ACT**

This law amended Title VII to make it illegal to discriminate against a woman because of pregnancy, childbirth, or a medical condition related to pregnancy or childbirth. The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

### **CIVIL RIGHTS ACT OF 1991**

The Civil Rights Act of 1991 expands the protections afforded individuals under the Civil Rights Act of 1964. It provides for damages for intentional discrimination and unlawful harassment in the workplace and codifies the concepts of "business necessity" and "job related" as enunciated in various Supreme Court decisions. Additionally, it confirms statutory authority and provides guidelines for disparate impact suits under Title VII of the Civil Rights Act of 1964 and in response to recent Supreme Court decisions, expands the scope of relevant civil rights statutes.

### **AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1967**

This Act prohibits arbitrary discrimination against persons 40 years of age or older.

### **REHABILITATION ACT OF 1973**



This Act sets the standards for promoting, expanding, and assisting in employment opportunities for the handicapped in all programs or activities receiving Federal financial assistance. Sections 503 and 504 provide for the prohibition of discrimination against qualified handicapped individuals. The Office of Federal Contract Compliance Programs (OFCCP), U. S. Department of Labor, enforces section 503. Section 504 is enforced by the agency providing the federal funds in question.

### **EQUAL PAY ACT OF 1963**

This Act provides that an employer may not discriminate on the basis of sex by paying employees different wages for doing equal work on jobs requiring equal skill, effort, and responsibility, and which are performed under similar working conditions in the same establishment. The U. S. Equal Employment Opportunity Commission (EEOC) enforces this Act.

### **AMERICANS WITH DISABILITIES ACT OF 1990, AS AMENDED BY THE AMERICANS WITH DISABILITIES AMENDMENTS ACT OF 2008**

Congress enacted the Americans with Disabilities Act of 1990 ("the ADA") to eliminate discrimination against individuals with disabilities in the areas of employment, public accommodations, education, transportation, communication, recreation, institutionalization, health services, voting, and access to public service. Title I of the ADA prohibits discrimination in employment against individuals with disabilities and establishes the standards governing an employer's affirmative duty to accommodate an individual with a disability. Title II of the ADA prohibits discrimination against individuals with disabilities by state and local governments. The ADA Amendments Act of 2008 broadens the coverage of "disability" and thereby brings more individuals under the protection of the law. EEOC issued regulations under this Act.

### **FAMILY MEDICAL LEAVE ACT of 1993**

This act requires employers to provide up to 12 weeks of unpaid job-protected leave to "eligible" employees for certain family and medical reasons. Employees are eligible if they have worked for a covered employer for at least one year, and for 1,250 hours during the year preceding the start of the leave, and be employed at a worksite where the employer employs at least 50 employees within a 75-mile radius. The U. S. Department of Labor's Wage and Hour Division is authorized to investigate and resolve complaints of violations.

Unpaid leave must be granted for any of the following reasons:

- To care for the employee's child after birth, or placement for adoption or foster care;
- To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or

- For a serious health condition that makes the employee unable to perform the employee's job.

Section 585(a) of the National Defense Authorization Act (NDAA) amended the FMLA to provide eligible employees working for covered employers two important leave rights related to military service:

- **Qualifying Reason for Leave.** Eligible employees are entitled to up to 12 weeks of leave because of “any qualifying exigency” arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty, or has been notified of an impending call to active duty status, in support of a contingency operation.
- **Leave Entitlement.** An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active duty is entitled to up to 26 weeks of leave in a single 12-month period to care for the service member. This military caregiver leave is available during “a single 12-month period” during which an eligible employee is entitled to a combined total of 26 weeks of all types of FMLA leave.

### **UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT (USERRA)**

USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service. USERRA also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services. The U. S. Department of Labor, Veterans Employment and Training Service (VETS) is authorized to investigate and resolve complaints of USERRA violations.

### **GENETIC INFORMATION NONDISCRIMINATION ACT OF 2008**

This law makes it illegal to discriminate against employees or applicants because of genetic information. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about any disease, disorder or condition of an individual's family members (i.e. an individual's family medical history). The law also makes it illegal to retaliate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

## **SECTION SEVEN**

# HIRING MONITOR

Name of Agency: \_\_\_\_\_  
 City / County: \_\_\_\_\_  
 IDHR Region / (Facility): \_\_\_\_\_  
 EEO Job Category: \_\_\_\_\_  
 Title of Job to be filled: \_\_\_\_\_

Candidate's Name: \_\_\_\_\_  
 Position Number: \_\_\_\_\_  
 Bid Number: \_\_\_\_\_  
 Date of Hire: \_\_\_\_\_

1. Is the EEO category underutilized?  If yes, indicate number for each group:  
 Women: \_\_\_\_\_ Black or African American: \_\_\_\_\_ Hispanic or Latino: \_\_\_\_\_  
 Asian: \_\_\_\_\_ American Indian or Alaskan Native: \_\_\_\_\_  
 Native Hawaiian or Other Pacific Islander: \_\_\_\_\_ People with Disabilities: \_\_\_\_\_

2. Indicate: Race of person selected:   
 Sex:  Veteran:  Disability:

3. Number of individuals who applied or were on the list of eligible(s) \_\_\_\_\_

Total by Category	# Invited	# Interviewed	# Selected
Women	_____	_____	_____
Black or African American	_____	_____	_____
Hispanic or Latino	_____	_____	_____
Asian	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Native Hawaiian or Other Pacific Islander	_____	_____	_____
People with Disabilities	_____	_____	_____
Veterans	_____	_____	_____

4. If no candidates from any of the underutilized groups appeared on the list, what efforts were made in the last six months to assist in the recruitment of candidates?

5. If the category is underutilized and a member of an affirmative action group applied and was not hired, give a detailed explanation for the hiring decision.

6. Was the position posted?

7. Name and position of person(s) who interviewed candidates.

8. Name and position of person(s) who recommended the selection of the candidate.

I have reviewed the eligibility list and:  with this hire. Remarks on reverse side.

\_\_\_\_\_  
 EEO/AA Officer Date

I approve of this hire

\_\_\_\_\_  
 Chief Executive Officer Date

No appointment will be processed without this form. [DHR Rules and Regulations Section 2520.770(h)]

# PROMOTION MONITOR

Name of Agency: \_\_\_\_\_ Candidate's Name: \_\_\_\_\_  
 City / County \_\_\_\_\_ Position Number: \_\_\_\_\_  
 IDHR Region / (Facility) \_\_\_\_\_  
 EEO Job Category: \_\_\_\_\_ Bid Number: \_\_\_\_\_  
 Title of Job to be filled: \_\_\_\_\_ Date of Promotion: \_\_\_\_\_

1. Is the EEO category underutilized?  If yes, indicate number for each group:

Women: \_\_\_\_\_ Black or African American: \_\_\_\_\_ Hispanic or Latino: \_\_\_\_\_  
 Asian: \_\_\_\_\_ American Indian or Alaskan Native: \_\_\_\_\_  
 Native Hawaiian or Other Pacific Islander: \_\_\_\_\_ People with Disabilities\* \_\_\_\_\_

2. Indicate the race and sex of person promoted:

3. Number of individuals who applied or were on the list of promotable(s): \_\_\_\_\_

Total by Category	# Invited	# Interviewed	# Selected
Women	_____	_____	_____
Black or African American	_____	_____	_____
Hispanic or Latino	_____	_____	_____
Asian	_____	_____	_____
American Indian or Alaskan Native	_____	_____	_____
Native Hawaiian or Other Pacific Islander	_____	_____	_____
People with Disabilities	_____	_____	_____
Veterans	_____	_____	_____

4. Did it change the employee's EEO Job Category?   
 If yes, from what EEO job Category?

5. If the category is underutilized and a member of an affirmative action group applied and was not promoted give a detailed explanation.

6. Was the position posted?

7. Name and position of person(s) who interviewed candidates.

8. Name and position of person(s) who recommended the selection of the candidate.

I have reviewed the eligibility list and:  with this promotion. Remarks on reverse side.

\_\_\_\_\_  
 EEO/AA Officer Date

I approve of this hire

\_\_\_\_\_  
 Chief Executive Officer Date

No appointment will be processed without this form. [DHR Rules and Regulations Section 2520.770(h)]

*STATE OF ILLINOIS  
OFFICE OF THE ILLINOIS ATTORNEY GENERAL*

**EXIT INTERVIEW QUESTIONNAIRE**

The confidential information required of you goes directly to Senior Management.

**NAME:**

**TITLE:**

**BUREAU:**

**Please write or print clearly**

What made you decide to leave your job? (Please explain)

How do you evaluate the training you received **on the job** in the Office of the Attorney General: (Please explain)

\_\_\_ Very Good

\_\_\_ Average

\_\_\_ Poor

How do you evaluate the opportunities for training (excluding on-the-job-training) you received in the Office?

\_\_\_ Very Good

\_\_\_ Average

\_\_\_ Poor

Did your job in the Office challenge you? (If not, please explain)

Yes

No

What do you think of the amount of work expected of you? (Please explain)

Not Enough

Average

Too Much

Do you think your salary was fair? (Please explain)

Yes

No

Do you see opportunity for advancement? (Please explain)

Yes

No

What did you think of your immediate supervisor? (Please explain)

Very Good

Average

Poor

Do you feel you were fairly rated on your Evaluation Performance? (Please explain)

- Yes
- No

How was the morale in your area? (How did most people feel about their jobs, their supervisors, the Office?) (Please explain)

- Very Good
- Average
- Poor

If you were invited in a work task team, how would you evaluate the experience? (Please explain)

- Very Good
- Average
- Poor

Have you ever felt you were discriminated against working with the Office of the Attorney General? (Please explain)

- Yes
- No

What is your overall opinion of the Office of the Attorney General?