

# EEO Utilization Report

## Organization Information

Name: Portsmouth Police Department

City: Portsmouth

State: NH

Zip: 03801

Type: County/Municipal Law Enforcement

## **Step 1: Introductory Information**

### **Policy Statement:**

The Portsmouth Police Department seeks to provide an Equal Employment Opportunity to all people without regard to race, color, sex, religion, age, national origin or disability and to ensure this practice of nondiscrimination is applied to every aspect of its business activities.

The official implementation of our Equal Employment Opportunity is the Affirmative Action Plan. In the Plan, we mandate that each person in the organization who is responsible for supervising, recruiting, hiring, and promoting must (1) conscientiously carry out that responsibility without regard to race, color, religion, sex, national origin, age, or handicap, (2) base all employment status decisions with the object in mind to further the principles of Equal Employment Opportunity, (3) base all employment status decisions on valid, non-biased requirements, and (4) ensure all personnel actions, such as compensation and benefits (including, but not limited to, department-sponsored education, recreation, and social programs) will be administered in the same spirit as the Equal Employment Opportunity Policy.

We are further committed to being an Equal Opportunity Employer by numerous federal, state, and city laws on fair employment practices. To maintain this status, it is imperative that each and every employee supports our Plan and department with both the spirit and the letter of the law and the official department policy.

## **Step 4b: Narrative of Interpretation**

See Attachment

Following File has been uploaded:2022 Narr of Interpretation 4b Final.docx

## **Step 5: Objectives and Steps**

**1. The Portsmouth Police Department is dedicated to attaining a diverse workforce. We have been successful in hiring more women and minorities in the Protective Services Sworn Patrol Officers category. Of course, we are committed to researching new female and minority recruiting sources to target, and we will further develop our goals and objectives so that we may continue to take substantial steps to ensure 100% future compliance with these goals**

- a. We continue to refresh and update our recruiting process in order to appeal to female and minority candidates. We continue to reach out to male/female minorities by advertising vacancies on websites specifically targeting large urban cities with a more diverse population, in the newspapers, job boards (websites) and attending job fairs, as well as advertising with the National Minority Update and the EOE&E Journal. Additionally, we have created an in-house social media group to produce a more consistent, modern branding of our department which include recruitment video and various social media platform postings

## **Step 6: Internal Dissemination**

EEO Utilization report shall be printed and posted on the two floors of the department, in our public lobby, as well as posted on our website.

## **Step 7: External Dissemination**

Our EEO Utilization report is available on our website. Additionally, a link to our website is provided in our department directory on Police App.

**Utilization Analysis Chart**  
**Relevant Labor Market: New Hampshire**

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Officials/Administrators</b>																
Workforce #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	45,940/57%	625/1%	375/0%	85/0%	920/1%	0/0%	249/0%	75/0%	31,240/39%	540/1%	150/0%	45/0%	455/1%	0/0%	310/0%	35/0%
Utilization #/%	-23%	-1%	-0%	-0%	-1%	0%	-0%	-0%	28%	-1%	-0%	-0%	-1%	0%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	48,345/39%	960/1%	655/1%	65/0%	2,030/2%	15/0%	470/0%	130/0%	67,905/54%	1,005/1%	310/0%	170/0%	1,925/2%	0/0%	570/0%	70/0%
Utilization #/%	-39%	-1%	-1%	-0%	-2%	-0%	-0%	-0%	46%	-1%	-0%	-0%	-2%	0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	7,840/38%	170/1%	175/1%	20/0%	395/2%	4/0%	150/1%	0/0%	10,940/53%	275/1%	40/0%	15/0%	205/1%	0/0%	260/1%	20/0%
Utilization #/%																
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	13/93%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,605/85%	79/1%	90/1%	65/1%	10/0%	0/0%	80/1%	0/0%	1,050/12%	0/0%	10/0%	0/0%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	8%	-1%	6%	-1%	-0%	0%	-1%	0%	-12%	0%	-0%	0%	0%	0%	-0%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	33/79%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/14%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	0/0%
Civilian Labor Force #/%	19,885/43%	620/1%	180/0%	0/0%	1,040/2%	0/0%	110/0%	84/0%	21,915/48%	575/1%	285/1%	85/0%	880/2%	0/0%	175/0%	55/0%
Utilization #/%	35%	3%	-0%	0%	-2%	0%	-0%	-0%	-33%	-1%	-1%	-0%	-2%	0%	2%	-0%
<b>Protective Services: Non-sworn</b>																

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	260/33%	25/3%	0/0%	4/1%	0/0%	0/0%	40/5%	4/1%	460/58%	0/0%	0/0%	0/0%	4/1%	0/0%	0/0%	0/0%
Utilization #/%	-33%	-3%	0%	-1%	0%	0%	-5%	-1%	42%	0%	0%	0%	-1%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	3/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	60,505/34%	1,645/1%	505/0%	130/0%	695/0%	25/0%	330/0%	180/0%	109,130/61%	2,175/1%	765/0%	150/0%	1,035/1%	15/0%	950/1%	165/0%
Utilization #/%	-1%	-1%	-0%	-0%	-0%	-0%	-0%	-0%	5%	-1%	-0%	-0%	-1%	-0%	-1%	-0%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	53,905/90%	1,215/2%	295/0%	135/0%	310/1%	15/0%	385/1%	70/0%	3,130/5%	95/0%	0/0%	0/0%	130/0%	0/0%	45/0%	0/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	78,180/48%	4,060/3%	1,455/1%	185/0%	2,185/1%	30/0%	545/0%	405/0%	68,305/42%	2,420/1%	835/1%	205/0%	2,170/1%	15/0%	400/0%	355/0%
Utilization #/%	52%	-3%	-1%	-0%	-1%	-0%	-0%	-0%	-42%	-1%	-1%	-0%	-1%	-0%	-0%	-0%

### Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Protective Services: Sworn-Patrol Officers</b>									✓							

### Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Chief</b>																
Workforce #/%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Captain</b>																
Workforce #/%	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Lieutenant</b>																
Workforce #/%	5/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	6/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	33/79%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/14%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	0/0%

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

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

Certified As Final By: Hannah Evans

Operations Administrator of Personnel & Training06-22-2022

---

[signature]

[title]

[date]