

Report to the President

The President's Committee on EQUAL EMPLOYMENT OPPORTUNITY



GEO. WM. MILLER

To my dear friend and colleague
Bill Miller, whose leadership
and effort have made this record
possible.

With gratitude & affection
Robert Taylor

July 8, 1964

Report to the President

by

The President's Committee on EQUAL EMPLOYMENT OPPORTUNITY



WASHINGTON, D.C.

November 26, 1963

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THE PRESIDENT'S COMMITTEE ON EQUAL EMPLOYMENT OPPORTUNITY

WASHINGTON, D.C. 20210

November 26, 1963.

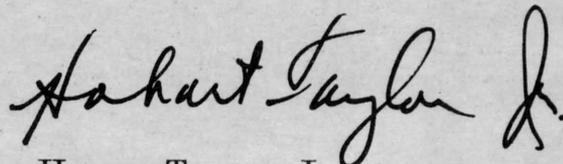
THE PRESIDENT,
THE WHITE HOUSE,
Washington 25, D.C.

DEAR MR. PRESIDENT: I submit herewith, through the Honorable W. Willard Wirtz, Vice Chairman, a report covering the activities of the President's Committee on Equal Employment Opportunity. This report combines both the annual report required by Executive Order 10925 and a comprehensive review of the Committee's history and activities since April 6, 1961.

You are familiar with most of the content of this report because of your energetic, direct and dedicated leadership, while Vice President, as Chairman of the Committee.

This record does honor to yourself and to the memory of the late President John F. Kennedy, who created the Committee as a means of opening equality of opportunity to all Americans and who died while still in the pursuit of a larger freedom for everyone.

Respectfully yours,



HOBART TAYLOR, JR.,
Executive Vice Chairman.

The Committee's Charge

Whereas discrimination because of race, creed, color, or national origin is contrary to the constitutional principles and policies of the United States; and

Whereas it is the plain and positive obligation of the U.S. Government to promote and ensure equal opportunity for all qualified persons, without regard to race, creed, color, or national origin, employed or seeking employment with the Federal Government and on Government contracts; and

Whereas it is the policy of the executive branch of the Government to encourage by positive measures equal opportunity for all qualified persons within the Government; and

Whereas it is in the general interest and welfare of the United States to promote its economy, security, and national defense through the most efficient and effective utilization of all available manpower; and

Whereas a review and analysis of existing Executive orders, practices, and government policy procedures relating to government employment and compliance with existing nondiscrimination contract provisions reveal an urgent need for expansion and strengthening of efforts to promote full equality of employment opportunity; and

Whereas a single governmental committee should be charged with responsibility for accomplishing these objectives . . . **Preamble to Executive Order 10925 establishing the President's Committee on Equal Employment Opportunity, issued by President John F. Kennedy effective April 6, 1961.**



President Lyndon B. Johnson



Secretary of Labor W. Willard Wirtz

A Message From the Vice Chairman

President Kennedy said, "Denial of the right to work is unfair, regardless of its victim. It is doubly unfair to throw its burden most heavily on someone because of his race or color." One of the most constructive forces in lifting this racial burden has been the President's Committee on Equal Employment Opportunity which John Kennedy established, under the vigorous and dedicated leadership of Lyndon B. Johnson first as Vice President and now as President. Of course, there is much that remains to be done. It is to that unfinished work that the future activities of this Committee will be dedicated.

W. Willard Wirtz



Hobart Taylor, Jr.

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CHAPTER ONE

The Story of the President's Committee on Equal Employment Opportunity

Evolution and Trends 1961-1963

When the late President John F. Kennedy affixed his signature to Executive Order 10925 on March 6, 1961, he put forth one of the most important policy statements of his or any other administration. It put the Federal Government's economic power squarely in the forefront of the battle for equal opportunity for all.

Two persons outside the administration were instrumental in the drawing of the order. They were Abe Fortas, a prominent Washington attorney, and Fred Lazarus, president of Federated Department Stores, Inc., who gave of his long experience as a member of the former President's Committee on Government Contracts.

The Executive order became effective 30 days after the President signed it. Within a few days after the effective date, the new President's Committee on Equal Employment Opportunity met and approved plans and programs to carry out the order.

At that meeting, and in subsequent planning, these specific programs for reaching the goals of the Executive order were begun (dates of program inauguration in parenthesis) :

—A conference with contract compliance officers from Government agencies to get the compliance program under way (Apr. 21, 1961).

—A meeting with the presidents of the 50 largest government contractors (May 2, 1961).

—A meeting with the presidents of many of the international unions affiliated with the AFL-CIO (May 3, 1961).

—Developing rules and regulations under which the Committee and agencies would operate and the holding of public hearings on the rules and regulations (June 7 and June 30, 1961).

—Developing cooperative programs (later

designated as Plans for Progress) in which companies would undertake equal opportunity programs supplementing the requirements of the Executive Order (first Plan for Progress signed May 25, 1961).

—Determining through annual government-wide surveys the employment status of minority group members in Government employment (first survey, June 1961).

—Conducting training programs for employment policy officers and their deputies to insure effective implementation of the Executive Order in government employment (first seminar, July 27, 1961).

—Holding regional conferences of top officials of government agencies throughout the country to study problems and initiate programs for carrying out the Executive Order (first such conference, June 1961).

—Developing a comprehensive compliance reporting system for Government contractors under Committee jurisdiction.

—Developing a complaint investigation and adjustment procedure that would protect the rights of both employees and employers, whether Government agencies or contractors.

—Assigning skilled staff personnel in Government agencies to promote affirmative action programs for equal opportunity and to handle complaint investigations and adjustments.

—Working with labor unions and other employee organizations to obtain their cooperation in opening the doors of opportunity to all, with special attention to disadvantaged members of minority groups.

—Carrying out of intensive educational and community relations programs to obtain cooperation and assistance of all segments of society and the economy in achieving equal employment opportunity.

All of these programs were underway by the end of the first year of the Committee's existence. Many were well-advanced and getting substantial results.

At the meetings with Government contractors and labor union leaders, the Committee Chairman and Vice Chairman were given pledges of full cooperation and assistance. Out of these meetings came the programs that later were developed as Plans for Progress for business firms and Programs for Fair Practices for labor unions.

First Plan Signed

The first Plan for Progress was signed by President Lyndon B. Johnson, then Vice President and Committee Chairman, and the Lockheed Aircraft Corp. on May 25, 1961. By the Committee's first anniversary, 52 of the nation's largest corporations had signed Plans for Progress. Today, the number has grown to 115, including several national concerns that do not hold government contracts and one university.

Industry interest in Plans for Progress can be gaged by the fact that 19 leading industrial executives in the nation have formed a special Advisory Council for the program and many more serve on Committees of the Council. Five of these firms have loaned personnel executives of their firms as staff for the Council (see Plans for Progress).

Reports from Plans for Progress companies indicate substantial progress has been made in improving opportunities for minority group members in their employ—opportunities beyond the requirements of Executive Order 10925 (see Plans for Progress).

Although development of the Union Programs for Fair Practices was initiated during the first year, it was not until midway in the second year, on November 15, 1962, that the actual signing took place. At that time, 115 international unions affiliated with the AFL-CIO, together with the AFL-CIO itself and its 340 directly affiliated local unions, pledged to take all necessary steps to insure equal employment opportunity and equal membership rights without regard to race, creed, color, or national origin (see Union Programs for Fair Practices).

Complaints and Compliance

While these cooperative programs were being formulated, the contract compliance program also

was getting underway. The first complaints of discrimination in employment by Government contractors actually had been received even before the Committee started operations. It was obviously imperative that procedures be established immediately for investigation and adjustment of such complaints.

Primary responsibility for the processing of complaints rests with the contracting Government agencies, rather than with the Committee, and each agency designates one top-ranking official as contract compliance officer. In addition to processing complaints, this officer and his deputies have the responsibility for seeing to it that contractors carry out positive programs to insure equal employment opportunity as required by the Executive order.

All contracting agencies have taken steps to develop the staff capability necessary for effective administration of the programs required by the Committee. Existing personnel has been trained or experienced specialists recruited to insure effective implementation.

During this same period, the Committee began development of an effective compliance reporting system. The Bureau of the Budget, under the law, must approve any reporting form to be used by a Government agency and the Committee worked closely with the Bureau. An advisory committee representing various segments of the business community assisted in developing the compliance form for government contractors. The form was not applicable to construction contractors or public utilities.

The approved form was distributed to contractors by the contracting agencies in January 1962. Statistical information from these forms serves two primary purposes: (1) It provides a profile of the utilization of minority group manpower in American industry; and (2) It provides government agencies and the Committee with information of value in obtaining compliance and in developing affirmative action programs by business firms and labor unions (see Compliance Reports).

Government Employment Program

While these actions were being taken in the field of private employment, important steps also were being taken to insure equal opportunity in government employment. Rules and regulations

for this phase of the Committee's work, developed in cooperation with the agencies, were adopted. Individual agencies then developed their own rules and regulations, in conformance with those of the Committee and subject to approval by the Committee Special Counsel and Executive Vice Chairman.

Complaint procedures were put into operation with the responsibility for complaint investigation and adjustment placed with the agencies. Results of these investigations and actions are carefully reviewed by the Committee staff to insure fairness and proper action.

Most agencies lacked personnel experienced in working on equal opportunity problems when the Committee program began. Therefore, the Committee undertook the training of top-echelon employment policy officers and encouraged agencies to set up their own inhouse training programs. The first Committee training seminar was held in July, 1961. Subsequently, the Committee conducted other programs and cooperated with agencies in training sessions (see Government Programs).

The government equal opportunity "spotlight" focused on Washington because of the heavy concentration of Federal employees in that area, but the Committee recognized that it was vitally important that the program be fully implemented throughout the country. Accordingly, in June, 1961, with the assistance of the Civil Service Commission and in cooperation with other agencies, the Committee launched a series of regional meetings with leaders of federal agencies in the field. One meeting was conducted in each of the 14 civil service regions of the country. The goals of the equal employment opportunity program in Government were explained, problems were discussed and methods of implementation were developed.

After all 14 regional meetings were conducted, the Committee set up a second round of smaller followup conferences. These conferences were across-the-table discussions with regional agency chiefs, personnel people and deputy employment officers. In these sessions, progress was checked and the importance of the program was re-emphasized.

Minority Employment Census

While the conferences were going on, the results of the first governmentwide survey of minority

group employment, made in June 1961, became available. The survey bore out the contention that most Negro employees were concentrated in the lower grades of federal employment and that relatively few had broken through the invisible, but substantial, barrier to the middle and upper grades.

Acting on these facts, then Vice President Johnson, as Committee chairman, with the approval of the Committee, instructed all agencies to make an intensive survey of their personnel to seek out persons who had been "passed over" unfairly because of their race, creed, color or national origin—and to adjust such situations.

When the second and third annual surveys were made in June 1962 and June 1963, substantial improvement in the employment status of Negroes was apparent (see statistical data in Government Employment). But the surveys conclusively demonstrated that equal employment opportunity was far from a reality, not only for Negroes but for persons of Mexican descent, American Indians and persons of oriental ancestry.

Such surveys will be conducted each June. They enable the Committee and the agencies to pinpoint areas of greatest concern and provide a footing for stepping up the overall program of achieving equal employment opportunity in government.

To supplement these compliance and survey activities, the Committee also has devoted considerable effort to developing working relationships with groups and organizations in the field of human relations; liaison and cooperative efforts with state and local government agencies in the nondiscrimination field, and cooperative programs with community groups.

On May 19, 1962, a National Conference of Community Leaders, called by then Vice President Johnson, was conducted in Washington to discuss equal employment opportunities and to enlist the active support of community leadership in attaining the goals. Programs now being implemented in communities across the nation resulted from this conference.

As part of the Committee's community action effort, Committee officers, members and staff representatives have participated in hundreds of programs from one end of the country to the other in cooperative efforts to promote the concept of equal employment opportunity.

Los Angeles Pilot Project

A specific cooperative community action program was initiated in Los Angeles under Committee leadership as a pilot project which, it is hoped, will be extended to other areas. The project stemmed primarily from the fact that, while there are thousands of unemployed in the booming Los Angeles area, at the same time thousands of jobs are available for trained and qualified persons. And the heaviest unemployment is among the Mexican-Americans and Negroes in the area.

The pilot project is designed to train persons in the skills that are in demand. The Committee served as the catalyst to start the project, but effective cooperation and assistance has been provided by local organizations, industries, state and local government agencies and Federal agencies.

Classes in three skills—clerk-typist, machine operator and electronic assembler—were set up by the Los Angeles public school system with the help of a Manpower Development Training Act grant from the Department of Labor and with the approval of the Department of Health, Education, and Welfare. The first students started in March 1963, and on completion of their training, were immediately placed in jobs (see Community Activity).

Complaint Activity

Of course, the primary activity when the Committee started operations was the processing of individual complaints. Temporary procedures were established at the start for the transmittal of complaints of discrimination, either in Government or in Government contract work, to the appropriate agency. After some experience had been gained and after adoption of rules and regulations, the procedures were developed that are being used today. They are described in more detail in other sections of this report.

The Committee has handled an unprecedented number of complaints, a development attributed to confidence on the part of employees that something will be done about discriminatory situations.

As of October 31, 1963, 2½ years after issuance of the Executive order, the complaint processing results were as follows:

In Government employment, 2,699 complaints received, 2,243 processed to completion and 736, or 36 percent, resulting in corrective action (see Government Employment).

In employment by Government contractors, 2,111 complaints had been received. Of these 156 had been dismissed for lack of jurisdiction, 1,306 were carried to completion and 937, or 72 percent, resulted in corrective action (see Contract Compliance).

(It should be noted that the previous committees in this field had corrective action rates as follows: President's Committee on Government Contracts, 7½ years, 20 percent; Committee on Government Employment Policy, 6 years, 16 percent.)

The Kheel Report

In the spring of 1962, then Vice President Johnson asked Theodore W. Kheel, an eminent New York attorney with a deep interest in the field of human relations, to survey the work of the Committee and to recommend steps which might be taken to improve its effectiveness. In August of that year, Mr. Kheel submitted his report. One of his principal recommendations was that the Committee have a full time executive vice chairman.

Mr. Kheel recommended that the Executive Vice Chairman give priority to the following:

(1) Focusing the work of the Committee staff in the complaint process on cases where a significant pattern adjustment appears possible.

(2) Securing a more aggressive public information program.

(3) Securing more adequate followup of Plans for Progress activity and assuming complete supervision of this program.

(4) Securing better liaison with Committee members.

Steps have been taken to implement the principal recommendations of the Kheel Report, along with other measures aimed at accelerating the rate of progress toward equal employment opportunity.

On September 10, 1962, Hobart Taylor, Jr., Committee Special Counsel, was designated Executive Vice Chairman by the President—the full-time appointment recommended by Mr. Kheel.

Other important changes within the Committee also took place. When Secretary of Labor Arthur J. Goldberg resigned to accept an appointment to the United States Supreme Court, W. Willard Wirtz became Secretary of Labor (September 25, 1962) and assumed vice chairmanship of the Com-

mittee. And in March 1963, John G. Feild, who had served as Executive Director since the Committee was formed, resigned to take another position.

The scope of the Committee's authority and responsibility was substantially increased when the late President Kennedy issued Executive Order 11114 on June 21, 1963. This Executive order assigned to the Committee responsibility for assur-

ing equal employment opportunity in all federally assisted construction programs. It also made clear that the Committee has jurisdiction over all facilities of a contractor, including those facilities separate and distinct from performance on the firm's Government contract. Rules and regulations for assuring equal opportunity in this broad field have been developed and are being put into effect as this report is completed.

CHAPTER TWO

Equal Opportunity in Private Employment

While Executive Order 10925 was being drafted, it was recognized that at least three provisions absent from previous orders must be included if the program was to be effective insofar as employment by Government contractors was concerned:

(1) **A provision authorizing the President's Committee to coordinate the activities of contracting agencies in promoting equal employment opportunity.**

(2) **A provision requiring that contractors submit annual manpower profiles as proof of affirmative action.**

(3) **A provision for sanctions in the form of authority to cancel contracts or to bar from future contracts any employer who refused to cooperate.**

These basic tools were written into the order. Together with voluntary cooperation, they have enabled the equal employment opportunity program to advance at an accelerated rate and to achieve affirmative action on an unprecedented scale. But the task of providing equal opportunity has just begun.

The relationship between the two aspects of the Committee's program—enforcement and persuasion—was stated by Theodore W. Kheel, the New York attorney who surveyed the Committee's program and organization. In his report to then Vice President Johnson, he said:

"Enforcement and persuasion are not separate and distinct, nor incompatible, but related parts of the same program. They are opposite sides of the same coin. Both are necessary and indispensable, each to the other."

Mr. Kheel also pointed out that "the Presidential mandate itself requires the employment of 'voluntary' methods before the Committee resorts to its enforcement powers."

The Executive order declared that "each contracting agency shall make reasonable efforts

within a reasonable time limitation to secure compliance with the contract provisions of this order by methods of conference, conciliation, mediation and persuasion before proceedings shall be instituted . . . or before a contract shall be terminated in whole or in part . . . for failure of a contractor or subcontractor to comply with the contract provisions of this order."

The clear wording of the Executive order thus enables the Committee to transmit to the contracting agencies, and through them to the contractors, the objectives of the equal employment opportunity program within a framework that requires affirmative action.

It was recognized, however, that the effectiveness of the compliance program could be limited by a lack of commitment or sense of participation on the part of those finally responsible for implementing the equal employment opportunity program—the compliance officers in the agencies and the line management of the Government contracting companies. Company and agency policies developed under the Executive order had to be communicated downward to give each person a sense of participation and a sense of responsibility for carrying out such policies.

The Program's Basic Ingredients

The right of a worker to file a complaint and obtain speedy adjudication of his complaint—within a specified time not provided in previous orders—remains a basic ingredient in the Committee's program. The new ingredients of enforcement and persuasion, coupled with the fixing of responsibility for affirmative action, has enabled the Committee to move steadily away from primary reliance on individual complaints and to use its other tools on a more massive scale. Currently, for example, more than 2,500 special compliance reviews are being conducted by the contracting agencies to check contractor performance.

The new approach in Executive Order 10925 forced basic changes. It required development of a new capability for program operation within the regular procurement and contract administration structure of the contracting agencies. It required the development of a comprehensive reporting system to provide—for the first time—factual information on industry employment patterns.

Responsibility for action had always rested with the contracting agencies, but there had been little coordinated activity. Now the Committee has direct liaison with the activities of the agencies. Each agency now has personnel assigned to review contractors' personnel practices and to provide technical assistance in developing new programs. As a result, many contractors have worked out, or are working out, specific plans of action for recruiting, training, upgrading and job assignment—all designed to improve performance under an agreed-upon timetable.

To check on results, the Committee has the mandatory compliance reporting requirement in operation for all manufacturing and service contractors with contracts of more than \$50,000 and 50 or more employees. A similar reporting program for the construction industry has been launched and a comparable action program is being developed.

Significant developments of a pattern-setting nature already have taken place in a number of industries. Some are discussed in a later section (see Pattern Changes).

Contract Compliance

Executive Order 10925 requires that contracts with an agency of the Executive Branch of the Federal Government include an equal employment opportunity clause. The seven-point clause developed by the Committee (see Appendix) is as binding upon the contractor as are other clauses in the contract—the contractor who denies employees or applicants for employment equal opportunity because of race, creed, color or national origin violates his contract.

Nondiscrimination clauses have been included in Government contracts for years, but the current clause is stronger and provides for more effective enforcement than previous clauses.

It not only bars the contractor from discriminating against any employee or applicant for employment because of race, creed, color or national origin, but it also requires that the contractor take

affirmative action to make certain that applicants are employed, and employees are treated during employment, without discrimination.

The ban on discrimination in the clause covers employment; upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The clause states that the contractor will comply with the rules, regulations and relevant orders of the Committee, will file such reports as the Committee requires, and will permit access to books and records to ascertain compliance. The contractor is required to display notices of his compliance with the Executive order and to notify any labor union with which he has contracts of his obligations as an equal opportunity employer.

Plain language in the clause spells out the fact that the contract may be canceled or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in the event he is found to be in noncompliance and refuses to take corrective action. The ultimate sanctions of contract cancellation or debarment are not punishments for crimes but rather are tools with which to obtain compliance.

This is clearly provided in the procedures spelled out in the Committee rules and regulations. They require a notice to the contractor that he is not in compliance and is in imminent danger of losing his contract; notice of the reasons he faces such action; and an opportunity for the affected contractor to comply with the Committee's requests under the Executive order. In several instances, companies have been told they face such action and in each instance they have brought their practices into compliance with the Executive order.

The contractor is required to include the same nondiscrimination provisions in subcontracts and purchase orders.

Rules and regulations of the Committee provide that contracts, subcontracts, purchase orders and other transactions not exceeding \$10,000 (other than Government bills of lading) are exempt from the requirements of the Executive orders unless a special Committee order withdraws the exemption.

Surveys and Reviews

Primary responsibility for enforcement of the contract clause lies with the agency making the

contract. Each agency has a two-fold responsibility:

(1) To make certain that the contractor complies with all the nondiscrimination provisions of the contract, including the taking of **affirmative action** to insure equal employment opportunity.

(2) To investigate and obtain adjustment of complaints of discrimination in connection with employment by the contractor.

The contracting agency's first responsibility is discharged primarily through survey and review processes, coupled with counseling advice and, if necessary, direct instructions as to steps to be taken.

There are several types of survey and review processes. In their normal order of usage, they are:

(1)—**Regular compliance reports**—These mandatory annual reports provide the base for the Committee's compliance programs. Information from the reports, readily available through automatic data processing, makes it possible for a contracting agency to systematically review all of its contractors on a regular basis.

(2)—**Special compliance reviews**—These reviews are frequently undertaken when there is some doubt as to the contractor's compliance, particularly when investigation of complaints indicates lack of compliance. But they may also be carried out in connection with the study of employment practices in a given industry or locality. Such special reviews require not only compilation of information from such sources as the Committee's compliance reports, but also on-the-spot inspection, discussions with management and employees, careful analysis of the contractor's policies and practice, and other steps designed to get a full picture of the situation.

(3)—**Preaward Survey**—Insofar as possible, the contracting agency should determine prior to the award of a contract the ability of the successful bidder to comply with the nondiscrimination clause of the contract (in other words, to comply with the Executive orders).

These processes are intended to insure compliance with the Executive orders without dependence on the filing of complaints as a means of discovering lack of compliance. Of necessity, this has required that contracting agencies assign personnel with particular skills in this field to work with contractors in the development of pro-

grams, policies and practices that will insure equal employment opportunity.

The principal contracting agencies are developing the internal capability for effective administration of the equal employment opportunity program and for systematic surveys and reviews of compliance by the contractors with whom they do business. Committee officers and staff members have worked with the agencies, through training programs and conferences, to help improve the effectiveness and efficiency of agency operations and of personnel assigned to the program.

The Complaint Process

Any employee of, or applicant for employment by, the Federal Government or any Government contractor has a right to file a complaint with the President's Committee on Equal Employment Opportunity—if he feels he has been discriminated against in any personnel action.

Complaints may be filed directly with the Committee or through any branch or agency of the Federal Government.

The rules and regulations provide that the contracting agency is to furnish the Committee with a report on its investigation within 60 days after it receives the complaint. The 60-day goal has not always been achieved, but, as experience is gained, the time on complaints has been cut down steadily and it is expected that the great majority of complaints soon will be processed within the time limit.

Each agency investigation report is reviewed by the Committee staff. If the report is complete and no discrimination is found, the complaint is closed for "no cause."

If the report is complete and discrimination based on race, creed, color or national origin is found, the Committee reviews the corrective action taken to determine its sufficiency. If the report is not complete, or if the corrective action is inadequate, the case is returned to the contracting agency for further action. In some cases the agency and the Committee participate jointly in the investigation. (Although the Committee has the authority to act independently, this authority is seldom exercised since the primary responsibility for securing compliance rests with the contracting agencies.) If a subsequent review of the reports

indicates appropriate action has been taken, the complaint is closed as having been satisfactorily adjusted.

In the majority of cases, it has been found that the corrective action involves and affects employees other than the individual who filed the complaint. This is usually true because practices involving discrimination—or denial of equal opportunity—

are not limited to an individual employee or applicant, but are directed at all members of the affected minority group (see Pattern Changes).

Thus, the resolution of each complaint, by changing practices affecting all members of a minority group, or all minority groups, usually works to the benefit of substantial numbers of such employees or applicants.

CHAPTER THREE

Employment Pattern Changes Resulting From Complaints in Companies in Seven Industry Groups

When individual complaints of discrimination have been found to be valid and have been corrected through the processes called for in the Executive orders, the result often has been significant change in employment patterns.

An analysis of complaints in companies in seven major industries indicates the major cause of charges of discrimination has been promotion and transfer policies. Over three times as many complaints have been concerned with promotion as with the second most important cause, initial hire. Discharge was third, accounting for less than 10 percent of the complaints filed. Significant pattern changes or "breakthroughs" have occurred in all three areas.

The resolution of promotion complaints has usually involved major changes in company policies and revisions of collective bargaining agreements—some of which have contained discriminatory clauses.

Investigation generally has disclosed the following broad pattern in existence prior to complaints to the Committee: Minority group employees were assigned at time of hire to racially homogeneous groups. These groups could be in departments, sections, lines of promotion, etc. But whatever classification was assigned was the one usually recognized under the collective bargaining agreement as a separate unit for purposes of seniority and bidding on jobs. The collective bargaining agreement recognized at least two and often several of these separate classification units. As a result of the company's policy of assigning jobs based on race, creed, color or national origin, separate seniority groups perpetuated the separation by effectively preventing free transfer between classification groups.

In the great majority of cases, minority group employees were assigned, regardless of qualifica-

tions, to the lower-skilled, lower-paid jobs where their opportunity for advancement based on ability and seniority extended only to the top of their particular classification. In several instances, the highest jobs to which minority group employees could aspire, regardless of qualifications, paid less than the lowest base rate for other newly hired employees. These higher-paying classifications were barred to Negroes, or, in some areas, to Mexican-Americans.

Specific corrective action to eliminate discriminatory practices and to provide equal employment opportunity to all has varied from company to company and from industry to industry. In general, investigation of hiring complaints has indicated that the contractor either completely excluded minority groups from employment or employed them only in menial and laboring categories. It was further found that where the contractor recruited to any extent, the recruitment and referral sources in most cases could not possibly furnish minority group employees. Such sources included colleges and schools, offices of public and private employment agencies serving only certain applicants, employee referral by employee groups with nonminority group members, etc.

The type of corrective action varied. Generally, however, contractors took action to recruit from a broader cross-section of the community; established uniform application, testing and interview procedures; and discontinued placement based on race or national origin. But changes frequently were more subtle—and, in many cases, considerably more dynamic—than these generalizations indicate. These will become apparent in the following treatment of pattern changes in companies in certain industries.

I—PETRO-CHEMICALS

There have been 10 petro-chemical companies in which complaint investigation has resulted in substantial alteration of practices and policies. Most of the complaints of discrimination have been in the gulf coast refining centers in Louisiana and Texas, but complaints also have resulted in substantial action in Illinois and South Carolina.

The number of complaints against individual companies ranged from 1 to more than 50. All complaints alleged racial discrimination in upgrading, seniority and transfer.

Complaints against six Louisiana companies charged that Negro employees were placed in labor and service departments, regardless of qualifications. When such employees attempted to transfer to better jobs, they were prevented from doing so by seniority provisions or were disqualified due to lack of education. Investigation showed that white employees of similar or lesser educational and seniority qualifications had been placed in the more skilled positions routinely and without question.

Following negotiations, the companies acted to provide upgrading and promotion on the basis of uniform nondiscriminatory standards of seniority and qualifications. New hires were placed without regard to race. Two of the companies found it necessary to amend collective bargaining agreements in order to effect necessary changes. Other companies were able to act affirmatively within the scope of existing collective bargaining agreements. All segregated locals have been eliminated in the Oil, Chemical and Atomic Workers Union.

Within a month of corrective action, 20 Negro employees had successfully bid into positions in the following crafts: carpenters, brick masons, insulators, instrument men, mechanics, pipefitters, welders, boilermakers, electricians and warehousemen. The following case studies also illustrate the previously stated generalizations.

In the case of a Texas company, complaints resulted in alteration of practices to permit Negro employees to bid on positions in previously all-white departments. And when the company laid off workers, it permitted these employees to qualify for transfer on the basis of seniority and qualifications for promotion as soon as vacancies occurred. The company also broadened the base of its recruitment to include those who could provide minority group applicants and it is actively seek-

ing minority group applicants for professional and technical positions. In addition, it has eliminated separate segregated facilities.

In another Texas company, complaints alleged generally the same conditions that existed in the six Louisiana companies treated above. After investigation, the company and union amended the collective bargaining agreements to permit equality of opportunity in transfer, promotion and upgrading.

II—TEXTILES

Investigations of complaints at a Tennessee textile firm disclosed that only three Negroes—all maids—were employed in a work force of more than 1,200 employees. A history of exclusionary industry practices in the area contributed to the fact that experienced Negro production workers were unavailable. On the other hand, the contractor was unable to secure a sufficient supply of qualified and experienced labor. The number of trained workers fell below the demand.

The contractor met with leaders of the Negro community, provided machines and materials for evening school training of interested adults, and made arrangements for testing and referral of interested applicants through the state employment service. The contractor has hired qualified Negro sewing machine operators—workers he helped train—both through referral by the employment service and direct from the evening school. Since this action, two other local manufacturers have hired Negroes for the first time.

A complaint against a Virginia textile firm alleged racial discrimination in upgrading. Following investigation, the complainant was upgraded, the company committed itself to opening its training programs to Negro employees and it established contact with Negro colleges for referral of professional personnel and management trainees.

It took a little longer in the case of a North Carolina contractor. It was necessary for the Committee to require the submission of compliance reports before further contracts could be awarded to the company. After receipt of the reports and subsequent negotiations, the contractor submitted a positive program for compliance with the Executive orders for all of its facilities in several States—including active recruitment from the Negro community and notifications of all recruitment sources of its desire to have applicants re-

ferred without regard to race, creed, color or national origin.

A survey of its operations within 30 days after the initial investigations showed that five Negro machine operators had been hired at one of its plants in North Carolina. It should be observed that the Committee does not require the hiring of Negroes or any other minority group, but that it seeks to create open conditions in which all qualified applicants will be fully and fairly considered.

III—STEEL

Group complaints of racial discrimination in upgrading and promotion have resulted in substantial action and commitments for corrective action by steel companies in West Virginia, Alabama and Texas.

In a Texas case, Negro employees were locked into lower classifications without opportunity to move to a base classification leading to higher job categories. Negro employees complained that white workers with less seniority and no greater ability were being promoted while the Negroes were passed over. Employee facilities were also segregated.

After investigation, three complaints were transferred into the line of seniority for higher jobs, two with retroactive seniority. The company also pledged promotion, transfer and upgrading without regard to race, creed, color or national origin—as required by the Executive orders. Facilities were opened to all employees without regard to race. A subsequent report indicates that many other Negro employees, formerly classified as laborers, have been reclassified to higher grades offering advancement opportunities.

In an Alabama plant, Negro complainants said they were placed in racially segregated lines of promotion—and few of the lines extended beyond semiskilled classifications. Investigation confirmed these allegations. The company and union then negotiated changes in several departments. Negotiations on other racially separate, rather than functionally separate, lines also were initiated and resulted in the merger of more than 60 such lines. It should be pointed out that these successful negotiations took place at the height of the Birmingham disturbances.

In a West Virginia case, complaints about the company's system of job assignment, transfer and promotion resulted in an open-bid system of appli-

cation for promotion and job assignment and a systematic company review of the qualifications of its Negro employees. Complainants were offered transfer rights and opportunities for training hitherto barred to them. One complainant was promoted to foreman. And, for the first time, the company has hired Negro women for office and clerical positions.

IV—TOBACCO

Group complaints of racial discrimination in transfer and upgrading were filed against two tobacco firms in North Carolina. At both companies, resolution of complaints and alteration of traditionally discriminatory practices required extensive negotiations with corporate management.

At one company, management proposed amendment of the collective bargaining agreement—but its proposal was rejected by the white local of the union. After the Committee contacted both the local and international union, the agreement was amended to permit a uniform system of transfer and promotion without regard to race.

At the other company, following negotiations, the company submitted a comprehensive program of affirmative compliance with the Executive order. It included action necessary to resolve the complainants' grievances.

V—AIRCRAFT

Investigation of racial discrimination against facilities of three aircraft firms in five states has resulted in substantial alterations of the contractors' employment practices. Group complaints were filed against four facilities; individual complaints against two. Complaints against one facility alleged discrimination in hiring; the remainder of them dealt with upgrading and transfer.

In Connecticut, upgrading complaints resulted in a complete reevaluation of company practices by corporate officials. After this review, complainants and others were offered upgrading to positions more consistent with their qualifications. Some accepted; others, for reasons of job security, declined.

In Indiana, investigation of a complaint of hiring discrimination disclosed that, while the plant had been in operation for more than 20

years, Negroes had not been employed except for a 6-month period following an NAACP drive in 1960. Subsequent to investigation and negotiation, the company recalled the complainant and altered its practices to include recruitment of Negro applicants.

A check a few months after the first investigation showed that the company's changed recruitment practices had resulted in the employment of more than 85 Negro employees in various job categories. Subsequent to the original investigation, management joined in the Plans for Progress program, pledging extension of its efforts toward a more affirmative compliance program.

In Alabama, complaints of racial discrimination against a facility of the above company alleged Negroes were unable to transfer or secure promotions for strictly racial reasons. Negotiations resulted in the company's agreement to interview all of its Negro employees and to review their qualifications, preparatory to upgrading and relocation as vacancies occurred. Subsequent inquiry disclosed that offers of transfer and upgrading have been made to 15 Negro employees. In addition, 13 Negro applicants have been hired into seven classifications in four previously all-white divisions.

In North Carolina and Tennessee, investigations of complaints against two contractors revealed that Negro employees were always placed in menial labor categories while white applicants of similar qualifications were placed in production departments, given intensive training, and had progressed according to ability to considerably higher qualifications.

After negotiations, the companies opened training courses to Negroes and instituted counseling services for all employees to give guidance as to which courses they should pursue. At one plant, separate facilities already had been eliminated; at the other, facilities were desegregated after Committee investigation.

Both concerns reevaluated their methods of recruitment and initial hire. This resulted in a

broadening of the base of their recruitment sources to include Negro schools and colleges and alteration of interview and testing practices to provide equal opportunity to all applicants.

VI—SHIPBUILDING

In the shipbuilding industry, group complaints about job assignment and seniority practices resulted in alteration of employment patterns in companies in California and Mississippi.

In California, the company adopted a policy of equal opportunity and upgraded some Negro employees to positions more commensurate with their qualifications. It was subsequently found, however, that Negro and white painters were assigned to different departments. The white painters' jobs were steady; the Negro painters' jobs depended upon production and it fluctuated. When production flagged, Negro painters were laid off while white painters with similar qualifications, and considerably less seniority, were retained. After negotiations with both company and union, the collective bargaining agreement was amended to provide a single seniority list for all painters. The international union assisted in making this possible.

VII—FOOD PROCESSING

In the food processing industry, complaints against facilities of three companies in Georgia and Texas resulted not only in substantial changes in practices at the facilities, but also in corporate changes affecting the companies' facilities in several other states. Group complaints filed against all three companies alleged racial discrimination in job assignment and upgrading and segregation of facilities. In all three, the employment practices complained of have been altered to provide for equal opportunity. In addition, recruitment and hiring practices now afford equal opportunity.

CHAPTER FOUR

Compliance Reporting Program

The development of a compliance reporting system for Government contractors and subcontractors is one of the most significant steps taken in over 20 years of Federal antidiscrimination effort. Although some type of nondiscrimination clause has been included in Government contracts since 1941, Executive Order 10925 provided, for the first time, for the mandatory filing by contractors and subcontractors of periodic reports concerning their employment policies, practices and detailed employment data by race, sex, and occupation on an establishment basis.

The compliance reporting system is the first attempt to review systematically the effect of the nondiscrimination provisions on Government contract employment and to assess the impact of the equal opportunity program on utilization of minority group manpower by Government contractors and subcontractors.

The Compliance Report (Standard Form 40, Revised) used in the program was developed in accordance with the provisions of the Executive order which require each contractor having a contract containing the nondiscrimination provisions as set out in the Order "to file and to cause each of his subcontractors to file compliance reports." The Executive order also provides that "Compliance reports shall be filed within such times and shall contain such information as to the practices, policies, programs and employment statistics of the contractor and each such subcontractor, and shall be in such form, as the Committee may prescribe."

It has been of great concern to the Committee that the compliance reporting system should be administratively feasible and still not constitute an undue burden upon Government contractors and upon Government contracting agencies. Consequently, in developing the compliance reporting system, advice and guidance were sought from the contracting agencies, involving frequent

meetings with compliance and contracting officials; from the Interdepartmental Committee on Government Procurement Policy; the Bureau of the Budget and its Business Advisory Council on Federal Reports; from representatives of trade and industry associations and labor organizations; from various Government contractors, and from the Departments of Commerce; Health, Education and Welfare, and Labor. These latter agencies are familiar with mass reporting procedures. It is not possible here to list all the organizations and individuals who were consulted in developing this reporting system, or the frequent discussions that took place. But all contributed materially to the reporting system finally approved by the Committee on December 1, 1961.

The instructions attached to Standard Form 40 implement the rules and regulations of the Committee. These instructions state:

"Each prime contractor and first-tier subcontractor subject to these orders who has a contract, subcontract, or purchase order for \$50,000 or more (or \$100,000 or more if solely for standard commercial supplies and raw materials) and who also has 50 or more employees shall file compliance reports. All other contractors and subcontractors shall be required to file compliance reports upon the request of the Executive Vice Chairman of the Committee.

"In the event a prime contractor or first-tier subcontractor is a multiestablishment company, a separate compliance report shall be filed for each reporting unit of the company, as provided for in paragraph 3 of these instructions, including the principal office of the company.

"(Note.—These revised instructions require compliance reports covering all employees and activities of the company,

including facilities which may not be performing any work directly or indirectly under any Government contracts or Federally assisted construction contracts.)”

The instructions also provide that compliance reports will be filed by prime contractors within thirty (30) days after the award of a contract and by first-tier subcontractors within sixty (60) days after the award of a subcontract. Annual reports are then to be filed on March 31 of each year, as long as the contractor continues to perform any work under any Government contract. (Plans for Progress companies report on an annual basis each December 31.)

Objectives of the System

The compliance reporting system is designed to provide:

1. A means of assessing the impact of the non-discrimination provision on Government contractors and for measuring progress in opening up equal job opportunities to minority group persons.
2. A manpower profile of the work force of the nation affected by Government contracts.
3. An analysis of employment patterns of minority groups in the work force.
4. An analysis of situations affecting the under-utilization of the manpower potential of such minority groups.
5. An effective tool to be used by the employers, themselves, in assessing the effect of their employment policies on minority group persons.
6. An instrument to be used by the Federal contracting agencies in administering the non-discrimination program and for promoting the practice as well as the principle of equal employment opportunities among Government contractors.
7. A means for an affirmative approach to be taken by the Government, by management, by labor, by the community, and by organizations and individuals to eliminate practices and conditions which disadvantage considerable segments of our nation's population only because of reasons of race, creed, color or national origin.

Any reporting program of the magnitude of that undertaken by the Committee invariably produces a steady stream of correspondence from contrac-

tors, trade and industry groups, and organizations and private individuals requesting information, guidance, clarifications or interpretations with respect to the program. As a result, the Committee developed a “Questions and Answers” pamphlet containing detailed answers to questions most frequently raised with respect to the compliance reporting program. Distribution of this pamphlet has reduced the flow of inquiries and the number of reports which had to be returned for additional information.

Coverage of the Program

Since the greatest proportion of the Federal procurement dollar is spent for manufactured items, manufacturing firms make up the major portion of those covered by the reporting program. It is estimated that approximately 38,000 companies in nonagricultural industries eventually will be covered. These companies have approximately 50,000 establishments and 15½ million employees. It is estimated that the maximum coverage should be reached by the reporting year 1964.

In considering the analysis that follow, it must be borne in mind that Standard Form 40 does not cover those contractors participating in the Committee's Plans for Progress program. While these companies are subject to the Executive order and the compliance program, they furnish statistics under a separate reporting program. The two reporting systems have been made statistically compatible and together will provide information on the estimated coverage of more than 15½ million employees.

It should also be pointed out that the reporting program involving the use of Standard Form 40 does not apply to the construction or utilities industries. Due to the distinctive nature of the construction industry and the fluid nature of the work force represented by the building trades, a separate reporting system has been developed and is now in operation. Under the reporting program for construction contracts, each contractor having a contract for construction, repair and alteration for \$100,000 or more, and each subcontractor having a subcontract thereunder for \$50,000 or more is required to file compliance reports. A special form, designated as Standard Form 41 (Compliance Report—Construction) has been developed and distributed by the contracting agencies. All contracts and subcontracts subject

to the reporting requirements awarded on and after January 1, 1963, are affected by this reporting program. The first reports started flowing to the contracting agencies on March 31, 1963. Unlike the reporting procedures for the other industries, construction contractors and subcontractors are required to file reports directly with the contracting agencies and not with the Committee. An appropriate reporting system for utilities is being developed.

Approximately 80 percent of the money expended in Government contracts for construction, repair and alteration is for contracts having a dollar value of \$100,000 or more. Thus, it is estimated that a very large portion of the workers in the construction industry and the building trades will be covered by this reporting program.

Current Review of the Compliance Reporting Program

The compliance reporting program utilizing Standard Form 40 has been in effect for more than 18 months. It has demonstrated that it is a reliable medium for collecting specific detailed and hitherto unavailable data relating to minority group employment affected by Government contracts.

It has also proven to be an effective instrument for use by contracting agencies in developing affirmative action programs with Government contractors. A copy of each report filed is transmitted by the Committee, after review and processing, to the appropriate contracting agency. Each agency, after reviewing the report and the results of the machine processing, then selects establishments for follow-up actions.

The objectives and the procedures involved in the surveys were discussed earlier in this report (see Private Employment Section).

Through the use of electronic data processing equipment and programing, compliance report statistics on employees by race and sex, by occupation, by industry, and by geographical areas are tabulated. The report form was designed to enable this information to be compared with data such as the 1960 census and the tabulations, now being gathered, are being so structured as to provide comparisons on a national, regional, State and standard metropolitan statistical area basis (major metropolitan and labor market areas in the United States).

Preliminary tabulations, covering some 10,033 establishments and about 4.2 million workers from usable reports received by the Committee through June, 1962, are discussed in this report. It should again be noted that the following are not included in these statistical tabulations:

1. Companies participating in the Committee's cooperative Plans for Progress program. A summary of most of their reports is presented in the Plans for Progress section of this report. Because a very substantial majority of employers in the aerospace field and the transportation equipment industry are participating in the Plans for Progress program, they are underrepresented in the data.

2. The great majority of the contractors in the construction contract industry who are required to file Standard Form 41, which is especially designed for the construction industry. The few construction contractors who filed Standard Form 40 are included in the overall totals in these preliminary tabulations.

3. Public utilities, which do not have general contracts.

4. Compliance reports not statistically usable which were returned to contractors because of incompleteness. More than 3,000 reports, covering more than one million additional employees, fall in this category.

A primary purpose of securing reports from Government contractors is to obtain as accurate a picture as possible of employment relating to the utilization of minority group workers in the labor force. However, because of time limitations, it has been possible to present in this report only the data on employment of Negroes, the principal minority group covered by this reporting program. Later tabulations, presently incomplete, will present data for Spanish-Americans, orientals and other specified minority groups.

(The following analysis was made by the Bureau of Labor Statistics of the Department of Labor under the direction of Ewan Clague, Commissioner of the Bureau.)

Profile of Negro Employment in Establishments Filing Compliance Reports in 1962

To provide a basis for evaluating the performance of Federal contractors under the current executive orders banning employment discrimina-

tion, a study of Negro occupational patterns was undertaken, based on the 10,033 compliance reports filed in 1962.¹

The establishments reported about 4.2 million employees, of whom 267,000 or 6.3 percent were Negroes (see Table 1).

Nearly three-fourths of both total employment and Negro employment was in manufacturing industries, particularly those producing durable goods. Services, notably colleges and universities, accounted for the largest share of reported nonmanufacturing employment.

Establishments in the northeast and north central regions had nearly two-thirds of the total

¹ The compliance reporting system of the President's Committee on Equal Employment Opportunity was officially promulgated March 1, 1962. The basic reporting requirement is the submission of a compliance report (Standard Form 40) by each prime contractor or first-tier subcontractor who has a contract, subcontract, or purchase order with any Federal agency or department in the amount of \$50,000 or more, and who employs a total of 50 or more persons. Multi-establishment companies must file separate reports for the principal office of the company and for each establishment performing or expected to perform work under Government contracts or subcontracts. Initial compliance reports are required within 30 days after a prime contract award and 60 days after the award of a first-tier subcontract. Thereafter, reports are due annually on March 31, as long as the same contractor or subcontractor remains subject to the reporting requirements.

The great majority of the compliance reports in 1962 referred to late March through June, with April the peak month.

The full study on which this section is based is scheduled for completion in early 1964.

employment and slightly over half of the Negro employment (see Table 2). Southern establishments reported 20 percent of the total employment and 40 percent of the Negro employment.

Blue Collar Employment

The 267,000 Negro employees included 215,000 men and 52,000 women. About 95 percent of the Negro men and 81 percent of the Negro women employees were in blue collar occupations (craftsmen, operatives, laborers, or service workers; see Table 3). As shown below, Negroes were much more highly concentrated in these occupations than were other employees:

	Negro employees		Other employees	
	Men	Women	Men	Women
Number (thousands).....	215	52	3,076	893
Percent.....	100.0	100.0	100.0	100.0
White collar occupations.....	5.1	19.2	36.1	53.2
Blue collar occupations.....	94.9	80.8	63.9	46.8

Negro blue collar employees were slightly more than 9 percent of the total blue collar employment; they held about 12 percent of the operative, laborer, and service jobs in the reporting estab-

TABLE 1. Total employment and Negro employment, by industry, in establishments filing compliance reports in 1962

	Number of reporting units	All employees		Negro employees		Negro employees as percent of all employees
		Number (thousands)	Percentage distribution	Number (thousands)	Percentage distribution	
Total.....	10,033	4,236	100.0	267	100.0	6.3
Manufacturing.....	6,446	3,134	74.0	190	71.2	6.1
Durable goods.....	4,005	2,098	49.5	116	43.5	5.5
Primary metals.....	482	507	12.0	55	20.6	10.8
Machinery.....	870	441	10.4	12	4.5	2.7
Electrical equipment.....	911	390	9.2	14	5.2	3.6
Transportation equipment.....	493	256	6.0	11	4.1	4.3
Nondurable goods.....	2,441	1,036	24.5	74	27.7	7.1
Food.....	940	301	7.1	31	11.6	10.3
Chemicals.....	398	187	4.4	8	3.0	4.3
Other ¹	3,587	1,102	26.0	77	28.8	7.0
Transportation and public utilities.....	303	248	5.9	23	8.6	9.3
Wholesale and retail trade.....	1,504	174	4.1	5	1.9	2.9
Finance, insurance, and real estate.....	115	70	1.7	2	.7	2.9
Services.....	1,095	441	10.4	40	15.0	9.1
Colleges and universities.....	154	266	6.3	29	10.9	10.9

¹ Totals shown include unallocated data.

TABLE 2. Total employment and Negro employment, by regions and sex, in establishments filing compliance reports in 1962

	All employees		Negro employees		Negro employees as percent of all employees
	Number (thousands)	Percentage distribution	Number (thousands)	Percentage distribution	
Male:					
United States, total.....	3, 291	100. 0	215	100. 0	6. 5
Northeast.....	1, 061	32. 2	50	23. 3	4. 7
North Central.....	1, 133	34. 5	65	30. 2	5. 7
South.....	669	20. 3	86	40. 0	12. 9
West.....	428	13. 0	14	6. 5	3. 3
Female:					
United States, total.....	945	100. 0	52	100. 0	5. 5
Northeast.....	326	34. 5	16	30. 8	4. 9
North Central.....	291	30. 8	12	23. 1	4. 1
South.....	195	20. 6	21	40. 4	10. 8
West.....	133	14. 1	3	5. 7	2. 3

lishments, but less than 3 percent of the skilled jobs.

Of the Negro blue collar workers more than 90 percent were in jobs below the skilled level. As indicated in the tabulation below, about 1 in every 3 men in blue collar occupations was a skilled worker, while among Negro men in these occupations, less than 1 in 10 was skilled. The proportion of women blue collar employees holding skilled jobs was small in both groups, but 77 percent of all Negro women employees—both blue and white collar—in the covered establishments were operatives, laborers, or service workers, as compared to a ratio of 46 percent in total female employment.

Blue collar occupations	All employees		Negro employees	
	Men	Women	Men	Women
Number (thousands).....	2, 171	460	204	42
Percent.....	100. 0	100. 0	100. 0	100. 0
Craftsmen (skilled).....	34. 5	6. 1	9. 3	4. 8
Operatives, laborers, and service workers.....	65. 5	93. 9	90. 7	95. 2

White Collar Employment

Negro white collar employment totaled 21,000, including 11,000 men and 10,000 women (see Table 3). There were about 10 male Negro white collar employees out of every 1,000 male white collar employees. The corresponding rate among women white collar employees was 21 Negroes per 1,000 employees—more than double the rate for

Negro men. Negro women employees were 5.3 percent of all female officials, professional employees, and technicians; the corresponding rate for Negro men was 1 percent. However, nearly three-fourths (or 8,000) of the Negro male white collar employees were officials, professional employees, or technicians, whereas the majority of Negro women in white collar positions (6,000 out of 10,000) were clerical employees.

Only 3,300 Negroes were employed in sales occupations out of a total of 124,000 such jobs.

The preponderance of Negro white collar employment was in services and other nonmanufacturing industries, although manufacturing industries provided nearly two-thirds of the total male white collar employment and 53 percent of the total female white collar employment included in this study (see Table 4). Colleges and universities provided 49 percent of the 10,000 white collar jobs held by Negro women and 30 percent of those held by Negro men. The highest Negro shares of total white collar employment, both for men and women, were in colleges and universities. Insurance carriers also were important sources of white collar employment for Negro women.

Among both men and women in each region, the largest number of Negroes per 1,000 white collar employees were in nonmanufacturing industries, with the highest rates in services, finance, insurance and real estate (see Table 5). Very high proportions of Negro white collar employees in the South's service industries reflected predominantly Negro educational institutions. Except for serv-

ices, northeastern establishments in each industry employed higher proportions of Negro women in white collar jobs than did the southern establishments included in this study.

Summary

The purpose of securing compliance reports from Government contractors is to obtain as accurate a picture as possible of their utilization of Negroes and other minority groups in the Nation's labor force.

The data which have been presented show clearly the magnitude of the problem of underutilization of Negro manpower by the contractors who filed reports in 1962. The Negroes held 6.3 percent of

the reported jobs, but only 1.3 percent of the white collar jobs. Similarly, the Negro share of skilled blue collar employment was much smaller than the Negro share of total blue collar employment. The great majority of Negro men and women employees in the reporting establishments were employed in relatively low paying jobs which require little or no training; these are the jobs with the highest unemployment rates.

A very small proportion of the reporting establishments accounted for the bulk of Negro white collar employment. Ten percent of the units employed nearly 60 percent of all the Negro male and more than 90 percent of all the Negro female white collar employees.

TABLE 3. *Total employment and Negro employment, by occupation and sex, in establishments filing compliance reports in 1962*

	All employees		Negro employees		Negro employees as percent of all employees
	Number (thousands)	Percentage distribution	Number (thousands)	Percentage distribution	
Both sexes, total.....	4, 236	100. 0	267	100. 0	6. 3
White collar occupations.....	1, 605	37. 9	21	7. 9	1. 3
Officials, professional, and technical.....	862	20. 3	12	4. 5	1. 4
Clerical.....	619	14. 6	9	3. 4	1. 5
Sales.....	124	3. 0	(¹)	-----	. 2
Blue collar occupations.....	2, 631	62. 1	246	92. 1	9. 4
Craftsmen (skilled).....	776	18. 3	21	7. 9	2. 7
Operatives, laborers, and service workers.....	1, 855	43. 8	225	84. 2	12. 1
Male, total.....	3, 291	100. 0	215	100. 0	6. 5
White collar occupations.....	1, 120	34. 0	11	5. 1	1. 0
Officials, professional, and technical.....	786	23. 9	8	3. 7	1. 0
Clerical.....	218	6. 6	3	1. 4	1. 4
Sales.....	116	3. 5	(¹)	-----	. 2
Blue collar occupations.....	2, 171	66. 0	204	94. 9	9. 4
Craftsmen (skilled).....	748	22. 7	19	8. 8	2. 5
Operatives, laborers, and service workers.....	1, 423	43. 3	185	86. 1	13. 0
Female, total.....	945	100. 0	52	100. 0	5. 5
White collar occupations.....	485	51. 3	10	19. 2	2. 1
Officials, professional, and technical.....	76	8. 0	4	7. 7	5. 3
Clerical.....	401	42. 4	6	11. 5	1. 5
Sales.....	8	. 9	(¹)	-----	. 7
Blue collar occupations.....	460	48. 7	42	80. 8	9. 1
Craftsmen (skilled).....	28	3. 0	2	3. 8	7. 1
Operatives, laborers, and service workers.....	432	45. 7	40	77. 0	9. 3

¹ The reporting establishments had 330 Negro sales employees, of whom 277 were men and 53 were women.

TABLE 4. *Total employment and Negro employment in white collar occupations, by industry and sex, in establishments filing compliance reports in 1962*

	All white collar employees		Negro white collar employees		Negro employees as percent of all employees
	Number (thousands)	Percentage distribution	Number (thousands)	Percentage distribution	
Male, total	1, 120	100. 0	11. 0	100. 0	1. 0
Manufacturing	697	62. 2	4. 1	37. 3	. 6
Durable goods	484	43. 2	2. 8	25. 5	. 6
Primary metals	90	8. 0	. 5	4. 5	. 6
Electrical equipment	107	9. 6	1. 2	10. 9	1. 1
Nondurable goods	213	19. 0	1. 3	11. 8	. 6
Food	55	4. 9	. 3	2. 7	. 5
Chemicals	62	5. 5	. 5	4. 5	. 8
Other ¹	423	37. 8	6. 9	62. 7	1. 6
Services	206	18. 4	5. 0	45. 5	2. 4
Educational services	115	10. 3	3. 4	30. 9	3. 0
Colleges & universities	113	10. 1	3. 3	30. 0	2. 9
Miscellaneous, medical, and other services	91	8. 1	1. 6	14. 5	1. 8
Insurance carriers	22	2. 0	. 2	1. 8	. 9
Wholesale trade	71	6. 3	. 3	2. 7	. 4
Female, total	485	100. 0	10. 0	100. 0	2. 1
Manufacturing	255	52. 6	1. 5	15. 0	. 6
Durable goods	165	34. 0	. 9	9. 0	. 5
Primary metals	24	4. 9	. 1	1. 0	. 4
Electrical equipment	38	7. 8	. 4	4. 0	1. 1
Nondurable goods	90	18. 6	. 6	6. 0	. 7
Food	23	4. 7	. 1	1. 0	. 4
Chemicals	27	5. 6	. 2	2. 0	. 7
Other ¹	230	47. 4	8. 5	85. 0	3. 7
Services	122	25. 2	6. 5	65. 0	5. 3
Educational services	85	17. 5	5. 3	53. 0	6. 2
Colleges & universities	83	17. 1	4. 9	49. 0	5. 9
Miscellaneous, medical, and other services	37	7. 6	1. 2	12. 0	3. 2
Insurance carriers	42	8. 7	1. 5	15. 0	3. 6
Wholesale trade	26	5. 4	. 1	1. 0	. 4

¹ Totals shown include unallocated data.

TABLE 5. *Number of Negro white collar employees per 1,000 white collar employees, by sex, industry, and region, in establishments filing compliance reports in 1962*

	United States, total	North-east	North-central	South
Male Negro white collar employees:				
Number, all industries-----	11, 000	4, 000	2, 000	4, 000
Number per 1,000 male white collar employees:				
Manufacturing-----	6	7	3	7
Durable goods-----	6	7	3	6
Nondurable goods-----	6	8	3	8
Wholesale and retail trade-----	5	7	2	6
Finance, insurance, and real estate-----	7	6	6	20
Services-----	24	17	18	44
Female Negro white collar employees:				
Number, all industries-----	10, 000	3, 000	2, 000	4, 000
Number per 1,000 female white collar employees:				
Manufacturing-----	6	8	4	3
Durable goods-----	5	7	3	3
Nondurable goods-----	7	9	7	3
Wholesale and retail trade-----	7	10	9	3
Finance, insurance, and real estate-----	34	47	12	9
Services-----	53	28	37	96

(The following analysis of 1962 and 1963 compliance reports also was prepared by the Bureau of Labor Statistics at the request of the President's Committee. It is preliminary in form and content and represents merely an overall view. A more detailed analysis and expanded tables will be published by the President's Committee when the information has been compiled early in 1964.)

Changes in Negro Employment From 1962 to 1963 in Establishments Filing Compliance Reports for Both Years

In order to determine whether Negroes have made job gains during the past year among employers subject to Federal policies regarding equal employment opportunity, a comparison was made of compliance reports submitted by the identical establishment in both 1962 and 1963.¹ Some 4,600

¹ Compliance reports in 1962 were submitted by the great majority of covered establishments from late March through June, with May the peak month. The bulk of the 1963 reports, which were matched with the 1962 reports from identical establishments, were received by the Committee in March and April 1963.

Thus, the comparisons in this section generally refer to employment in spring 1962 and spring 1963, with the time between annual reports in most units being 10 or 11 months rather than a full year. Many employers filed 1963 reports on the anniversary of their 1962 reports, instead of on March 31 as specified in the reporting form instructions. A few of the units which filed 1962 reports later in the year (some did not have government contracts until then) also filed 1963 reports in time for inclusion in these comparisons; 18 of these units were omitted from the tabulation because the short time span involved might have distorted the comparisons.

out of the 10,000 units which filed compliance reports in 1962 also filed in 1963. These establishments accounted for nearly 60 percent of both the total employment and the Negro employment shown on compliance reports for 1962. (Comparable data for coverage in 1963 are not yet available.)

The data, which are summarized in Table 1, show improvement in the utilization of Negroes in white collar occupations.² Negro white collar employment increased 17.4 percent while total white collar employment increased by only 1.9 percent. The net gain by Negroes of 1,830 white collar jobs increased the Negro share of total white collar employment in these establishments from 12 Negroes per 1,000 white collar workers in 1962 to 13 per 1,000 in 1963. Approximately 1 out of every 13 Negroes (8 percent) were white collar workers in 1963 as compared to 1 out of 15 (7 percent) in 1962.

Both Negro and total blue collar employment dropped slightly, but the somewhat larger relative decline in total blue collar employment caused the Negro share of total blue collar employment to rise slightly, from 97 Negroes per 1,000 blue collar workers in 1962 to 98 per 1,000 in 1963.

The great majority of Negro employees in both years were employed in service, semiskilled, and

² As discussed below, a relatively small proportion of the compared establishments accounted for the bulk of the improvement. A breakdown of the Negro gains by specific white collar occupations (e.g., clerical, professional, and managerial) is not yet available.

TABLE 1. Total employment and Negro employment in 4,610 units which filed Compliance Reports in both 1962 and 1963

	1962	1963	1962-1963 change	
			Number	Percent
Total employment:				
All occupations.....	2, 425, 873	2, 404, 253	-21, 620	-0. 9
White collar.....	918, 928	936, 198	17, 270	1. 9
Blue collar.....	1, 506, 945	1, 468, 055	-38, 890	-2. 6
Negro employment:				
All occupations.....	156, 441	155, 677	-764	-0. 5
White collar.....	10, 519	12, 349	1, 830	17. 4
Blue collar.....	145, 922	143, 328	-2, 594	-1. 8
Number of Negroes per 1,000 workers:				
All occupations.....	64	65	1	-----
White collar.....	12	13	1	-----
Blue collar.....	97	98	1	-----

unskilled blue collar occupations. This report is focused on white collar employment in order to determine the extent of Negro gains in occupations in which they have made little penetration in the past.

Net changes of 50 or more Negro white collar employees were reported in 7 of the 44 metropolitan areas in which the total employment in the compared establishments was 10,000 or more (see Table 2). (In the other areas, those in which the employment totals were smaller, there were no changes of any significant size.) The Negro white collar gains in these seven areas, shown below, represented more than three-fourths of the total national gain—1,393 out of 1,830 jobs:

	Negro-white collar employees, identical establishments				
	Change in number from 1962 to 1963	As percent of white collar employment		As percent of total Negro employment	
		1962	1963	1962	1963
New York.....	451	3.0	3.4	30.2	34.0
Washington, D.C.....	399	3.6	4.9	24.8	31.0
Philadelphia.....	254	1.6	2.1	6.0	8.2
Pittsburgh.....	85	1.1	1.6	6.2	8.5
Newark.....	77	1.0	1.2	14.2	16.2
Chicago.....	64	1.0	1.2	4.2	5.4
Los Angeles.....	63	.8	.9	12.0	12.6

By far the largest changes in the number of Negro white collar employees were in New York, Washington, and Philadelphia. Washington led the rises in the Negro share of total white collar employment with a jump from 3.6 to 4.9 percent but the Negro proportion of white collar employment rose above 3 percent in New York establish-

ments, reached 2 percent in Philadelphia, and moved well above 1 percent in Pittsburgh, Newark, and Chicago.

The proportion of Negroes employed in white collar positions also rose in each of these areas. In Washington an additional 6 of every 100 Negroes gained white collar jobs; in New York this ratio went up by nearly 4 per 100; in Philadelphia, Pittsburgh, and Newark, the gain was about 2 per 100.

Despite these improvements, however, the proportion of Negroes in white collar jobs in each of these areas remained substantially below the comparable proportion for other persons, as the following tabulation shows:

	Negro white collar employees as percent of all Negro employees		White collar employees of other races as percent of all employees of other races		Difference in percentage points between Negroes and other races	
	1962	1963	1962	1963	1962	1963
Washington, D.C.....	24.8	31.0	83.5	82.9	58.7	51.9
Philadelphia.....	6.0	8.2	40.9	41.1	34.9	32.9
Pittsburgh.....	6.2	8.5	32.8	32.8	26.6	24.3
Newark.....	14.2	16.2	56.9	59.0	42.7	42.8
Los Angeles.....	12.0	12.6	49.1	50.5	37.1	37.9
Chicago.....	4.2	5.4	41.0	46.1	36.8	40.7

There was a slight narrowing of this occupational gap between Negroes and others in 4 of the 7 areas but the changes were not large enough to alter the basic community patterns of relative exclusion from employment opportunities in white collar occupations.

Negro white collar employment changes in the 44 areas in which the contractors employed 10,000 or

TABLE 2. *Negro white collar employment in 44 areas, arrayed by numerical change from 1962 to 1963*

[Areas are those where contractors included in the comparisons employed 10,000 or more workers in 1963]

	Negro white collar employees					
	1962		1963		Change from 1962 to 1963	
	Number	Percent of total white collar employment	Number	Percent of total white collar employment	Number	Percent of total white collar employment
New York	2,317	3.0	2,768	3.4	451	0.4
Washington, D.C.	812	3.6	1,211	4.9	399	1.3
Philadelphia	647	1.6	901	2.1	254	.5
Pittsburgh	255	1.1	340	1.6	85	.5
Newark	293	1.0	370	1.2	77	.2
Chicago	537	1.0	601	1.2	64	.2
Los Angeles	500	.8	563	.9	63	.1
Indianapolis	63	1.1	104	1.7	41	.6
St. Louis	175	1.1	210	1.3	35	.2
San Francisco	67	.4	96	.6	29	.2
Birmingham	8	.2	29	.6	21	.4
Boston	244	.9	258	1.0	14	.1
Cincinnati	48	.6	62	.8	14	.2
Denver	15	.2	29	.5	14	.3
Gary	48	.7	61	.9	13	.2
Kansas City	14	.2	27	.4	13	.2
Cleveland	106	.6	118	.7	12	.1
Buffalo	41	.4	29	.3	-12	-.1
Detroit	96	.7	107	.8	11	.1
Bridgeport	62	.7	72	.8	10	.1
New Orleans	35	.6	44	.8	9	.2
Minneapolis-St. Paul	239	.9	247	.9	8	-----
Rochester	15	.3	23	.4	8	.1
San Jose	41	.5	49	.5	8	-----
Louisville	53	1.1	60	1.2	7	.1
Winston-Salem	30	.7	37	.9	7	.2
Baltimore	498	1.9	491	1.9	-7	-----
Jersey City	60	1.1	54	.9	-6	-.2
New Haven	34	.7	30	.7	-4	-----
Akron	16	.4	19	.4	3	-----
Hartford	22	.2	25	.3	3	.1
Houston	72	.8	70	.8	2	-----
Richmond	69	1.2	71	1.2	2	-----
Portland	4	.1	2	.1	-2	-----
Canton	10	.2	11	.2	1	-----
Columbus	111	1.1	112	1.0	1	-.1
Dallas	49	.9	50	.9	1	-----
Harrisburg	5	.2	6	.2	1	-----
Seattle	9	.2	10	.3	1	.1
Albany	5	.1	4	.1	-1	-----
Allentown	2	-----	2	-----	-----	-----
Milwaukee	35	.3	35	.3	-----	-----
Steubenville-Weirton	5	.2	5	.2	-----	-----
Worcester	2	.1	2	.1	-----	-----

more workers in 1963 are presented in Table 2. In most of these areas there was little or no overall change either in the number of Negro white collar employees or in the Negro's share of total white collar employment; in 4 there was no change and in 20 others the net changes amounted to fewer than 10 Negroes. Consequently, the Negro share of total white collar employment was steady in 16 areas, and changed by only one- or two-tenths of

one percent in 21 other areas. In the 7 southern areas within this group of 44 (not counting Washington or Baltimore), the increases were relatively slight.

Detailed breakdowns of the net gain in Negro white collar employment from 1962 to 1963 reveal little or no change in the great majority of establishments. Of the 4,610 establishments compared, more than 3,700 (4 out of every 5) reported no

TABLE 3. *White collar employment changes from 1962 to 1963 in 118 units reporting increases or decreases of 5 or more Negro white collar employees, by selected industry groups*

	1962	1963	1962-1963 change	
			Number	Percent
All white collar employees, total.....	176, 589	185, 792	9, 203	5. 2
Manufacturing.....	68, 327	66, 424	-1, 903	-2. 8
Durable goods.....	36, 450	32, 243	-4, 207	-11. 5
Nondurable goods.....	31, 877	34, 181	2, 304	7. 2
Nonmanufacturing.....	108, 262	119, 368	11, 106	10. 3
Educational services.....	59, 840	61, 897	2, 057	3. 4
Insurance carriers.....	26, 165	30, 580	4, 415	16. 9
Other nonmanufacturing.....	22, 257	26, 891	4, 634	20. 8
Negro white collar employees, total.....	5, 570	7, 087	1, 517	27. 2
Manufacturing.....	883	1, 069	186	21. 1
Durable goods.....	605	694	89	14. 7
Nondurable goods.....	278	375	97	34. 9
Nonmanufacturing.....	4, 687	6, 018	1, 331	28. 4
Educational services.....	2, 751	3, 327	576	20. 9
Insurance carriers.....	1, 235	1, 708	473	38. 3
Other nonmanufacturing.....	701	983	282	40. 2

change in Negro white collar employment, while 556 (1 in 8) reported increases, and 327 (1 in 15) reported decreases. Gains consisted of one Negro white collar worker in half of the 556 establishments which reported increases. Gains of 5 or more Negro white collar jobs were reported in only 93 establishments. Similarly, in most of the 327 establishments which reported decreases in Negro white collar employment, the changes involved very few employees; declines of 5 or more were reported by only 25 of these establishments.

Altogether, the 118 units reporting increases or decreases amounting to 5 or more employees accounted for about 1,500 or roughly 80 percent of the 1,830 net change in Negro white collar employment, as the following tabulation shows:

	Negro white collar employment change of:					
	5 or more		5-9		10 or more	
	Units	Em- ployees	Units	Em- ployees	Units	Em- ployees
Increases.....	93	1, 811	56	383	37	1, 428
Decreases.....	25	294	15	102	10	192
Net change in number of Negro white collar employees.....		1, 517		281		1, 236

Tabulations of white collar employment changes by industry have been prepared only for the 118 establishments which reported increases or decreases of 5 or more Negro white collar employees (Table 3).

Nonmanufacturing industries accounted for virtually all of the increase in total white collar employment and for 88 percent of the increase in Negro white collar employment. Insurance carriers and educational institutions reported the largest numerical increases in Negro white collar employees. While manufacturing industries also showed a substantial percentage increase in their Negro white collar employment, the numerical gains were quite small, largely reflecting the decline in total employment in the durable goods industries.

As shown on page 25, the distribution of Negro white collar gains between manufacturing and nonmanufacturing closely followed the distribution of Negro white collar employment in 1962, so that in general the industries which provided most of the Negro white collar jobs in 1962 also provided most of the gain over the year.

	Percent distribution of—	
	Negro white collar employment in 1962	Net change in Negro white collar employment from 1962 to 1963
Total:		
Number.....	5,570	1,517
Percent.....	100.0	100.0
Manufacturing.....	15.9	12.3
Durable goods.....	10.9	5.9
Nondurable goods.....	5.0	6.4
Nonmanufacturing.....	84.1	87.7
Educational services.....	49.3	37.9
Insurance carriers.....	22.2	31.2
Other nonmanufacturing.....	12.6	18.6

Discussion

Encouragement may be drawn from the Negro white collar gains which have been outlined above, although much remains to be done. The net changes from 1962 to 1963 provide evidence of forward movement, although of course they were relatively small.

The concentration of Negro white collar job openings in a relatively small proportion of the establishments included in the comparisons may be considered evidence of a pattern of specific adjustments and accommodations rather than of a steady and evenly spread upward trend.

About 10 percent (447) of the establishments covered in this study did not have a single Negro white collar employee either in 1962 or 1963 although in each (1) there were at least 100 white collar employees in 1963 and (2) white collar employment increased or remained steady over the year. Among these were 37 establishments which had 500 white collar jobs each, but did not report any Negro white collar employees. The 447 establishments were located in the following States:

	Selected units without Negro white collar employees	
	Number	Percent distribution
Total.....	447	100.0
New York, New Jersey, Pennsylvania, Ohio, Illinois, and Michigan.....	203	45.4
Southern States.....	88	19.7
California.....	41	9.2
Other States.....	115	25.7

One guide to the selection of establishments in which significant improvement could be anticipated is the fairly close connection between changes in Negro and total white collar employment. Among the 118 establishments which ac-

counted for the bulk of the Negro gains from 1962 to 1963, this relationship was as follows:

	Number of units with change of five or more in Negro white collar employment	Units with increases of five or more in Negro white collar employment	Units with decreases of five or more in Negro white collar employment
Number of units with change in total white collar employment.....	118	93	25
Units with increases in total white collar employment.....	80	173	7
Units with decreases in total white collar employment.....	38	20	18

¹ Includes one establishment in which total white collar employment did not change.

In general, thus, Negro gains are most likely to occur where total white collar employment is also increasing.

The preceding Bureau of Labor Statistics reports further underscore the fact that the manpower resources of this country represented by the Negro remain virtually untapped.

That the problem exists throughout the economy is evident from the Manpower Report of the President transmitted to the Congress in March, 1963.

The 1963 Manpower Report of the President, for example, points out:

“Discrimination against nonwhites, primarily Negroes, results in an estimated annual waste of \$17 billion of production and services, in addition to the sizeable human and social costs involved.” The Report further states that “in this period of unprecedented world tension, the country cannot afford either the reckless waste of manpower or the social injustice involved in employment discrimination.”

The inescapable conclusion is that the underutilization of Negroes and the denial or limitation of equal employment opportunities to a significant segment of the citizens of this nation—solely because of reasons of race or color—is a flagrant waste of one of the most vital resources of this country.

This waste appears in several forms. For example, restrictions on the employment of Negroes, among industries and occupations, are a serious limitation on mobility, which makes the achievement of full employment and the efficient response to a structural change much more difficult. This is especially significant because the great majority

of job opportunities presently available to Negro workers are in those semiskilled and unskilled occupations, which are particularly vulnerable to the adverse effects of automation and other technological developments.

Moreover, the inability of educated Negroes to find appropriate employment reacts upon the effectiveness of the education of the next generation. It reduces the incentives to learn and to get more training. It therefore must lower the quality of education, regardless of new buildings, later school-leaving age—even of desegregation in the schools.

Such pyramiding of problems in succeeding

generations is recognized as a serious drag on the economic growth of the nation.

The Federal Government, State and local governments, management and labor, schools and colleges, organizations and individuals alike, must share the responsibility for correcting this situation. All of these institutions must cooperate to eliminate employment practices which economically and socially disadvantage citizens of this country and to provide the incentive, the counseling, and training for all persons, particularly these under-utilized minority groups, to meet the manpower needs for achieving this country's full economic and industrial potential.

CHAPTER FIVE

Equal Employment in the Federal Establishment

Background and Perspective

More than 80 years ago, the Federal Government first established a policy that its employees should be hired and advanced solely on the basis of merit and fitness for their jobs. This provision first appeared in the Act of January 16, 1883, which established the United States Civil Service Commission. This law prohibited the consideration of individual characteristics extraneous to fitness, such as religion or political affiliation.

Difficulties have been experienced in putting this policy into practice where certain disadvantaged groups have been concerned. As a result, the Government has established, from time to time, specialized agencies, usually within existing departments, to deal with the problems of particular groups, e.g., the handicapped, and, more recently, women and youth, as well as racial, religious and ethnic minorities which are the primary concern of the President's Committee on Equal Employment Opportunity.

All of these agencies have been concerned with reducing manpower waste because of the underemployment of those disadvantaged elements of the population. Much of this waste results from individuals being deprived of the chance to fully develop their capacities and abilities. However, such waste is also caused by the exclusion or underutilization of persons for reasons unconnected with their qualifications to do the job—such as race, creed, color, religion, or place of origin. The President's Committee is directly concerned with these latter causes of manpower waste. It is charged with administering Executive Order 10925, which, as one of its major provisions, requires equal opportunity to Federal Government employees and applicants without restrictions based on race, creed, color or national origin.

Functions Performed by Government Employment Division

The Committee's primary efforts within the Federal establishment have been directed toward the following:

1. Helping agencies and departments to carry out effectively the affirmative action required of them under the Executive Order.

2. Taking, through the U.S. Civil Service Commission, an annual census of minority employment in Federal agencies. This makes possible the monitoring and appraisal of agency employment practices and establishes a base for corrective action where deemed necessary by the Committee. It also permits the periodic analysis and report to the Vice President and President of developments in Federal minority employment.

3. Reviewing the actions taken by departments and agencies in response to complaints filed and judging the sufficiency of their corrective actions.

Certain of the racial and ethnic minorities covered by the Executive Order feel keenly the restrictions upon equal employment opportunity because of both limited skill development and outright discrimination—even against the qualified. The Committee, therefore, has had to be concerned with raising qualifications and expanding vocational horizons, as well as with eliminating discrimination. For this reason, continuous liaison is maintained with Government agencies concerned specifically with greater manpower development and use, especially among disadvantaged groups.

Similar close liaison with local community leadership is desirable because of the relationship between equal employment opportunity and Government installation and community services. The growing decentralization of Federal establish-

ments geographically and the frequent location of Government installations in the suburbs of metropolitan communities increasingly emphasize the importance of factors such as housing restrictions and inequitable use of installation facilities such as restaurants, rest rooms and recreational facilities, in determining whether minority groups can achieve true equal employment opportunity. Inequities in living conditions—housing, educational opportunity, and public accommodations—have led Negro and other minorities to stay behind and sacrifice employment rights of high value when their activities have moved to less hospitable communities. This is true even when discrimination is absent from the essential employment practices—recruitment, hiring, promotion, and post-employment training.

The basic techniques by which Executive Order 10925 is enforced involve a variety of actions by the Committee staff and the employing agency. Many are complementary and mutually supportive. The development of effective affirmative action programs requires many such relationships, as does the Committee's effort to promote training at all levels within each agency. The objective of the latter effort is to raise the capabilities of agency personnel to administer the Executive Order to such levels that compliance by each agency can be achieved with decreasing amounts of Committee staff involvement in reviewing and assuring functions.

At the same time, if the complaint-processing technique is to remain effective, the Committee must determine whether the decisions of agencies regarding complaints in their establishments are fair and adequate. Consequently, it must review agency decisions, monitor their actions, and judge whether they meet Committee standards.

In the following section, the major approaches by which the Committee has tried to achieve the goals of the order among the departments and agencies of Government are discussed.

Affirmative Action

An essential element in the administration of Executive Order 10925 is the requirement that both the Committee and Government agencies take "affirmative steps" and "positive measures" in order to realize the national policy of equal employment opportunity. (Executive Order 10925, Sections 201-202.) President Johnson's dedicated

leadership is exemplified in the following statement which he made to a group of employment policy officers while he was Vice President and Chairman of the President's Committee: "We do what we do in the realm of equal opportunity not because of fear of what the world thinks of us but because of what we think of ourselves and our system. We believe—we know—that equal employment opportunity is no unattainable or unreasonable goal for a free society."

Employment Census as a Tool for Agency Planning

The Executive order has given a new impetus to the achievement of equal employment opportunity. By requiring the Committee to study the employment practices of Government agencies and departments, and by directing each agency and department to study its own patterns, a basis has been laid for new and unique tools for insuring compliance with the Executive Order—the annual census of minority group employment.

The authority given to the Committee to require Government agencies to provide specific facts about the employment practices of all Federal Government installations and to use this information as a basis, in part, for monitoring agency practices and requiring corrective personnel actions has greatly increased the motivation of agency management to take positive action.

Indispensable to sound management decisions in the field of equal opportunity, as in other phases of personnel relations, is an adequate body of objective, comparative information, gathered at regular intervals so as to reveal patterns of employment, changes over time, and differences among departments and agencies at the same time. With the help of the Civil Service Commission a reporting system has been developed. Through this system the President and the Committee receive annually a picture of the pattern of minority employment in the Federal establishment as a whole; by departments and agencies, and by bureaus within each of these; as well as by state and local area. This information is processed and made available to the employment policy officer of each agency to be used as a basis for planning his agency's program by installation.

Illustrative of the Committee's use of such data as a means of motivating and stimulating agency action is a Government-wide request by the

Executive Vice Chairman under Memorandum E-16. This memorandum, issued after each employment policy officer had received the June, 1962, Committee census figures for each bureau in his agency, requested that the data be thoroughly analyzed and appraised to determine where, if at all, it appeared that correction efforts might be necessary to assure that the agency was operating in compliance with Executive Order 10925. It was further required that if such areas of apparent noncompliance were discovered, all appointments and promotions should be preaudited for a temporary period in order to verify the practices and institute a corrective program, if required. All agencies have been required to report to the Committee that these procedures have been followed and to state the results of audits which were instituted. As a result, Government-wide appraisals of the quality of compliance with the Executive Order have been made.

Correcting Under-utilization

One of the most widespread means of discriminating against minority employees is to employ them arbitrarily below their highest skills.

Recognizing the importance of eliminating such under-utilization of employees, the then Vice President Johnson, as Committee chairman, directed all departments and agencies to review the personnel file of employees in the lower grades to locate under-utilized personnel. He requested that, where such employees were found, aggressive positive effort be made to place them in jobs more suited to their abilities and training.

While these reports still are coming to the Committee, those received to date disclose the discovery of a sizeable number of under-utilized employees, both from minority groups and otherwise. The agencies have reported that some such employees have been appropriately upgraded or transferred into other units or agencies to jobs more suitable to their talents, and steps are being taken to afford improved opportunities to others.

Some examples of actions resulting from the review of personnel files include:

Department of Defense.—Through questionnaires submitted to employees at levels of GS-6 or below, 170 employees (of whom 55 were Negro) were identified as significantly under-utilized. As of the last report, promotions had reduced the number of under-utilized employees to 47.

Department of Commerce.—As a direct result of the survey findings, 16 minority group personnel have been promoted or reassigned. Of 2,838 minority group employees whose files were reviewed (out of a total of 13,661 files studied), 795 had been promoted within the past year under normal promotion procedures.

Department of Justice.—Several Negro U.S. attorneys and a United States marshal, as well as assistant U.S. attorneys and a deputy marshal have been appointed in southern and border states. A Negro became U.S. attorney for the Northern District of California and another U.S. attorney for the Northern District of Ohio. As of January, 1961, there were only eight Negroes employed as assistant U.S. attorneys. That number is now 39. Those who became assistant U.S. attorneys in North Carolina, Oklahoma, Tennessee, Virginia, and Texas were the first Negroes ever to occupy that position in those states. A Negro has been appointed U.S. Marshal for the District of Columbia for the second time in history, the first and only Negro in that position having been Frederick Douglas, who served from 1877 to 1881. The Department has also expanded its nondiscriminatory recruitment and training programs at all levels.

Department of Labor.—Since January, 1961, Negro employment in the Department of Labor has increased, particularly in the upper grade levels and in the Department's southern offices.

On January 20, 1961, there were 24 Negroes among the 1,619 Departmental employees in grades 12 through 18; by June 30, 1962, the total had increased to 70 among 2,449. Among the Department's ranking Negro employees are an Assistant Secretary, an Assistant to the Secretary, the Assistant Director of the Office of Manpower Automation and Training, and the Deputy Administrator of the Bureau of International Labor Affairs. All have been appointed since January 1961.

A review of 2,213 personnel files has resulted in the promotion of 158 employees. In addition, 173 employees have taken skill improvement training, 45 have been reassigned and 53 have been assigned additional duties. Additional training or other actions are planned for greater utilization of 147 other employees.

Department of Health, Education, and Welfare.—The survey of one installation (Bureau of Old Age and Survivors Insurance headquarters in Baltimore) disclosed that approximately 600 employees (both white and Negro) had typing and

stenographic experience which was not being used. Inservice training classes are being offered to bring unused skills up to standard requirements.

Civil Service Commission.—Although the review of files indicated 99 cases of possible underutilization, final review showed only seven valid cases. Of the seven, two have resigned, three have been promoted to higher grades, one is on the promotion roster without change to date, and one declined transfer despite limited promotion opportunities in present position.

General Services Administration.—Seven employees with position titles of laborer and grades ranging from Wage Board-1 to Wage Board-4 were upgraded to such positions as clerk-typist, electrician, keypunch operator, etc. at higher grades. Ten employees in grades WB-5 and from GS-4 to GS-11 were upgraded to more responsible positions at higher grades. Some of these actions resulted in increases of three or four grades.

National Aeronautics and Space Administration.—The agency reports annual appraisals of all employees have resulted in significant placement of Negroes in middle and upper job levels. During calendar year 1962, the number of Negroes in Grade 5-11 increased from 171 to 242 (41.5 percent) and in Grades 12-18 from 31 to 46 (48.4 percent).

United States Information Agency.—Review of the files of 386 Negro employees indicated 79 were under-utilized. Counseling interviews have been held with all, and 26 of the 79 have been promoted to positions of increased responsibility.

Regional Meetings

During the period of this report the Government Employment Division took a major step to accelerate the program of equal job opportunities. In July, 1961, the Committee launched a series of 14 regional meetings designed to assist key regional officers directing and managing Federal programs involving over 500,000 civil employees for the purpose of implementing equal opportunity programs. The work of the Committee was aided considerably by the effective participation of the Civil Service Commission under the leadership of Chairman John Macy.

At each conference the Civil Service Commission Regional Directors cooperated in organizing and in following-up the work of these sessions.

The subjects highlighted at these conferences

included Committee rules and regulations, complaint procedures, techniques, affirmative action, and further steps that agencies could take in support of the program.

Even before the first round of regional meetings was completed in July, 1962, a round of followup conferences in each region was started. The followup program consisted of meetings with individual agencies to review past performance and to accelerate progress since the previous meetings.

The following Table indicates the number of employees covered in the followup meetings and the number of agencies involved.

Cities in Which Followup Conferences Have Been Held¹

Date	City	No. of employees	No. of agencies
May 14-15, 1962.....	Atlanta.....	11,580	11
June 18-21, 1962.....	Chicago.....	47,224	16
Sept. 18-19, 1962.....	Nashville.....	4,300	11
Oct. 15-19, 1962.....	Los Angeles.....	63,199	20
Nov. 13-15, 1962.....	St. Louis.....	24,843	16
Jan. 15-17, 1963.....	Philadelphia.....	63,405	14
Feb. 12-14, 1963.....	New Orleans.....	8,911	11
Mar. 19-22, 1963.....	New York.....	144,779	14
		368,241	123

¹ Similar meetings are scheduled in Miami, Boston, Cincinnati, Dallas, Denver and San Francisco.

Training and Recruitment

A focal point in the discussion with agencies has been the limited number of qualified applicants from Negro and Spanish-speaking groups on the Federal Service Entrance Examination and stenographic and typing registers. Agency efforts to increase the number of these minorities appearing on various Federal registers include more extensive recruitment drives at high schools and colleges attended by minority groups. The Civil Service Commission has also made a contribution in this direction by continuing to expand its program to represent a positive image of the Federal Government as a good place for all persons to seek employment.

Another problem posed by the agencies at the meetings was that members of minority groups lacked specialized experience and training necessary for initial hiring. An example of this is the field of data processing. In some southern cities, Negroes experience difficulty in obtaining the necessary training because they are excluded from the only business schools that provide preemployment training in this field. To overcome this problem one agency established a training program in co-

operation with the private company providing the equipment. The Federal agency sends its employees to the company facilities to be trained. Upon completion of the training, the employee returns to his agency. Preemployment training, however, remains closed to this group of persons, some of whom have high aptitude for data processing. The Civil Service Commission now forbids government agencies to deal with employment agencies, trade schools and similar recruitment sources that discriminate because of race, creed, color or national origin.

Some agencies have established on-the-job training programs and others have made outside educational opportunities available to employees in order to qualify them for higher positions. One agency made a skill survey of the employees and a determination was then made as to what was needed for an on-the-job training program. This was done for a large number of employees in dead end positions who lacked training to move into new and higher positions. The agency made available typing and other courses to employees and also encouraged employees to take additional courses.

Another agency, in cooperation with the Civil Service Commission, gave tests to electrician helpers to determine their potential at the journeyman level. The employees attaining a passing grade were afforded first consideration for promotion. Those who did not receive a passing grade were offered correspondence courses for their further self-development. A training program in basic mathematics is being planned for these latter employees. This training program will be given 50 percent on Government time and 50 percent on the employee's time.

Some agencies presented the problem of recruiting minority group applicants in certain specialized fields, such as quality control, procurement specialist, and banking and finance. The agencies stated that in these cases, experience gained in private industry provided the Government its biggest source of applicants. Because of restrictions by private industry in some areas, it has been difficult for members of minority groups to qualify. To assure equal opportunity, agencies have created trainee positions and recruited from the Federal Service Entrance Examination register and then provided the necessary on-the-job specialized training for those moving into these fields.

Another area of concern to agencies was the difficulty in filling the higher administrative and professional positions where a definite number of courses and educational qualifications were prerequisites. This is particularly true in the fields of accounting, chemistry, and mathematics. The agencies found that schools where a large number of minority group members were attending did not include sufficient courses in their curricula to qualify their graduates for these positions.

Secretary of Labor W. Willard Wirtz has sponsored four regional conferences attended by presidents, deans and placement officers of predominantly Negro colleges, and representatives of many Federal agencies to discuss in depth employment opportunities and curriculum adjustment needs of colleges, and to motivate students to qualify for Government jobs. The Department of State has been working with a committee of college presidents to develop a program that will prepare Negro students more adequately to qualify in the Foreign Service examination.

Quite early in the Kennedy Administration, under the leadership of former Secretary of Labor Arthur Goldberg, the Labor Department greatly expanded its recruitment efforts among colleges and universities with large enrollment of Negroes and other minority groups. In like manner, the Civil Service Commission stepped up its positive recruitment program through its regional office programs, Federal Executive Board-directed activities, and the example it has set by its own hiring practices in some regions.

To sum up, a proliferation of measures has taken place in the last 2 years with the intent to improve education, increase the motivation, and instill confidence of the youth of minority groups in departments and agencies of the Federal Government as willing sources of employment for them. We are beginning to see the fruits of this effort in increased numbers of such students taking the Federal Service Entrance Examination and a larger number of them passing it.

Statistics on Increased Utilization of Minorities

The accompanying table reveals the changes in minority group and total Federal employment as reported by the agencies participating in the followup meetings.

The increase in employment of minority groups in the classified grades, from 1961 to 1962, is pointed out by reports from specific areas.

Significantly, Los Angeles revealed an increase for Spanish-surname employing in the classified grades from 270 in 1961 to 324 in 1962, or 20 percent; whereas total employment increased from 12,749 in 1961 to 13,199 in 1962, or 3.5 percent. In the middle grades, GS-5 through 11, the increase was from 119 to 169, or 42 percent, against a total employment increase from 6,188 in 1961 to 6,395 in 1962, or 3.3 percent.

In Atlanta, Negro employment in the middle grades, GS-5 through 11, increased from 23 in 1961 to 32 in 1962, or 39.1 percent; whereas, the total employment increase was 7.4 percent. St. Louis revealed an increase for Negroes in these middle grades from 475 to 604, or 27.2 percent, against a total employment increase from 7,301 to 7,810, or 7.0 percent. Significant gains for Negroes in grades 12 through 18 were revealed in all areas covered, particularly Philadelphia, where the gain was from 55 in 1961 to 81 in 1962 or 47.3 percent, against a total change from 4,536 in 1961 to 5,584 in 1962, or 23.1 percent. St. Louis revealed an increase in the upper grades, 12 through 18, from 6 to 8 or 33.3 percent against a total increase from 1,268 to 1,383, or 9.1 percent. In New York, there was an increase of 32 Negroes in grades 12-18, for a 25 percent gain, compared to a total increase of 1,037 for a 10.8 percent gain. It must be stressed that the primary purpose of these meetings was to assist the participating agencies in developing their affirmative action programs. Statistical information was gathered in order to indicate the general pattern of minority

utilization and significant changes that had occurred between meetings. This gave an objective basis from which to discuss why the pattern was as described, whether a satisfactory local effort was being made, and what additional steps could be taken. The objective of the Committee in these meetings was to give on-the-spot aid to local Federal offices and installations in their efforts to assure equal employment opportunity for all applicants and employees. By covering further areas of higher government employment, this assistance was directed specifically to the field services.

Agency Capability Development

Through Committee help, the capabilities of agencies to carry out the Executive Order have been greatly increased. All Federal Agencies have had some basic orientation for assuring agency proficiency in fulfilling the intent of the Order. To do this, the Committee has conducted or aided in several major training programs on equal employment opportunity in which either all agencies or several agencies participated.

Departments and agencies employing more than 4% of all Government employees have had special training programs in equal employment opportunity. Individual specialized training courses aimed at reaching all personnel responsible for department and agency equal employment opportunity programs have been given by some departments and agencies using the resources of the Committee. Departments participating in such individual specialized training programs included: Department of the Army, Department of the Air Force, Department of the Navy, Department of Agriculture, the Post Office Department, and the

TABLE 1. *Change in Negro¹ and total Federal employment as reported by agencies participating in regional followup meeting*

City	First report			Second report			Percent change	
	Total employment	Negro	Percent	Total employment	Negro	Percent	Total employment	Negro
Total.....	360, 869	75, 138	20. 4	365, 647	79, 892	21. 8	+ 1. 3	+ 6. 3
Atlanta.....	10, 796	1, 508	14. 0	11, 580	1, 476	12. 7	+7. 3	-2. 1
Chicago.....	47, 733	18, 044	37. 8	47, 224	18, 811	39. 8	-1. 1	+4. 3
Los Angeles.....	63, 893	10, 663	16. 7	63, 199	10, 844	17. 2	-1. 1	+1. 7
St. Louis.....	23, 269	4, 736	20. 4	24, 843	5, 335	21. 5	+6. 8	+12. 6
Philadelphia.....	62, 062	15, 051	24. 3	63, 405	15, 348	24. 2	+2. 2	+2. 0
New Orleans.....	8, 337	1, 216	14. 6	8, 911	1, 418	15. 9	+6. 9	+16. 6
New York.....	144, 779	23, 920	16. 5	146, 485	26, 660	18. 2	+1. 2	+11. 5

¹ Similar information was obtained on other minorities where they are a significant part of the labor force.

Department of the Interior. These training sessions were from 1 to 3 days in length.

In addition, the Office of Career Development, U.S. Civil Service Commission, conducted a 3-day equal employment training session for 11 middle-sized departments and agencies. Committee staff served as consultants and resource people. The 11 departments and agencies participating were: Department of Justice, Department of Labor, Department of Commerce, Department of State, General Services Administration, National Aeronautics and Space Administration, Housing and Home Finance Agency, Atomic Energy Commission, U.S. Information Agency, Civil Service Commission and Agency for International Development.

To insure that such training reaches department and agency field personnel responsible for final execution of the Order, regional training sessions have been held by the Committee in 14 major cities having large concentrations of Federal employees as described earlier.

Department and agency personnel so trained aid the Employment Policy Officer in carrying out agency responsibility under the Executive Order. The agencies also have engaged staff personnel to work on their equal employment opportunity programs. The assigning of special personnel to handle the equal employment program has enabled these agencies both to expedite complaint processing and insure equal employment opportunity with growing effectiveness.

CHAPTER SIX

Government Employment Census

Prior to the issuance of Executive Order 10925, the belief was widely held that minority group employees of the Federal Government, particularly Negro employees, were denied equal opportunity in employment. No accurate measure existed, however, of the extent of such alleged discrimination.

Accordingly, the late President Kennedy included in his Order instructions to conduct a government-wide survey of employees to provide statistics on current employment patterns. By direction of the Committee, that survey was made as of June, 1961. It was repeated in June, 1962, and June, 1963.

The results of the 1961 survey bore out in large measure the contention that Negroes were being denied equal access to employment opportunity. And it provided the Committee and the agencies with the necessary information for undertaking programs to insure equal opportunity. Among the findings in 1961:

—While Negroes held 8.9 percent of the 1,012,447 Classification Act or similar positions, 72 percent of their jobs were concentrated in the lower level of GS-1 through GS-4 where the starting salary range was from \$3,185 to \$4,985. Only 35 percent of all employees were in this job bracket.

—Only 27 percent of the Negroes in Classification Act or similar systems held jobs in the middle range of positions, GS-5 through GS-11 (salary range, \$4,345 to \$9,640), while 50 percent of all employees held jobs in this bracket.

—Only 1 percent of the positions from GS-12 through GS-18 (\$8,955 to \$18,500) were held by Negroes.

In the Postal Field Service, the situation was similar—the great bulk of the Negroes concentrated in the lower grades, disproportionately small numbers in middle and upper grades.

Even before the survey figures were available, however, the Committee and the various agencies

had undertaken programs to insure equal opportunity in Government employment. By the time of the second annual survey of Government employment in June, 1962, the Committee was able to report substantial progress toward equal opportunity for Negroes in Federal employment (see tables).

Some Highlights:

—The percentage of Negro Federal employees in Classification Act jobs in Grades 1-4 dropped from 72 percent to 68 percent while the number in the middle level GS-5 through GS-11 positions climbed from 27 percent to 30 percent.

—Of the net increase of 62,633 jobs from June, 1961, to June, 1962, Negroes accounted for 10,737 or more than 17 percent.

—In Classification Act jobs, Negro employment in the middle grades, GS-5 through GS-11, increased 19.2 percent compared with an overall increase of 2.4 percent, while in the upper grades, GS-12 through GS-18, the increase of Negroes was 35.6 percent compared with an overall increase of 9.5 percent.

The second and third surveys also provided information (not obtained in the 1961 census) on employment of the Spanish-speaking nationwide; of people of Mexican origin in five southwestern states; of people of Puerto Rican origin in four northeastern states; of people of Oriental origin in three western states, and of American Indians in seven states.

Since this survey was the first to cover the additional minority groups, there was no basis for comparison as to progress being made, but the picture presented was similar, although to varying degrees, to the picture of Negro employment (see tables). This material is still being tabulated for the 1963 census.

At the time this report was being prepared, only

preliminary information was available from the third census. What was available, however, showed that sound and steady progress was still being made.

Some Highlights:

—Twenty-two percent of the net increase in Federal employment during the period represented increased Negro employment. This compares to 17 percent for the previous census period.

—This net increase brings total reported Negro employment to a new high of 301,899—up 3 percent from 293,353 in June, 1962. The cumulative percentage increase from June, 1961, to June, 1963, amounted to 6.8 percent.

—There were 545 more Negroes in the grades GS-12 through GS-18 (paying \$9,475 to \$20,000) than there were a year earlier, an increase of 38.7 percent. The total number of jobs in these grades increased 12.4 percent during the same period.

—Negroes in the middle grades (GS-5—GS-11) increased by 4,278, or 14.7 percent, while total employment in these grades increased 5.1 percent.

—The number of Negroes in Wage Board positions paying more than \$8,000 increased by 183, or 122 percent, while the total number of these positions increased 41.5 percent.

—In the Postal Field Service, the number of Negroes in higher paying positions increased

56.3 percent, despite a 2 percent decline in the total number of such jobs (see tables for further details).

These annual surveys provide the Committee and the agencies with the necessary information for effective operation of equal opportunity programs. The statistics pinpoint areas and facilities where special efforts need to be made. They call the attention of administrators to areas in their jurisdiction where equal opportunity may be lacking, and they provide the basis for the development of affirmative action efforts to insure equal opportunity.

It is recognized that encouraging national figures do not always accurately reflect local situations. For that reason, and as a supplement to the census reports, the Civil Service Commission has instituted a series of continuous community surveys of Federal facilities.

These surveys last from 2 to 3 weeks and cover all personnel activities of each Government agency in the community being surveyed.

Programs to improve the activities of each agency are developed and then carefully followed through, with help from the local community.

One of the objectives of these surveys is to assure the community residents that all qualified persons will receive equal opportunity with the Federal Government and to demonstrate to them that the Government provides a good place for career advancement.

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Minority Group Study

June 1963

Foreword

Executive Order 10925, dated March 6, 1961, reaffirmed the policy of non-discrimination in government employment and directed that Federal agencies take additional affirmative steps to eliminate any discrimination in Federal employment because of race, color, religion, or national origin. The President's Committee on Equal Employment Opportunity established by this Order has compiled statistics on Federal employment and minority groups annually since 1961.

Progressively, each of the annual studies has been modified to extend and improve the coverage and detail in the surveys. This expansion has increased the number of minority groups covered, added to the individual geographic areas identified separately, extended information by pay category, and refined the definitions and reporting instructions. These modifications, while improving the statistics for each current year, have brought about variations that affect year-to-year comparisons.

The first minority census in 1961 included total and Negro employment worldwide. Data were collected department wide without separate geographic identification. Employees under the Classification Act were reported by grade and the Postal Field Service by level; Wage Board employees were reported only in overall total.

The 1962 and 1963 surveys were broader in coverage and content than the 1961 survey. Pay categories were expanded to include salary groupings for Wage Board and other pay plans. Minority groups included Negro and Spanish-Speaking worldwide and by State. Data on American Indians, Mexican-Americans, Puerto Ricans, and persons of oriental origin were obtained in selected states. Overseas coverage in 1962 included only selected agencies, while in 1963 all agencies reported overseas personnel. Personnel in Alaska, Hawaii, and Puerto Rico were excluded in both years. Data were collected separately for 41 selected Standard Metropolitan Statistical Areas in 1963. The 1962 data in these tables are final revised figures and differ slightly from 1962 data initially published.

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Table	Coverage	Table	Coverage
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3	Mexican-American and total employment, selected states, 1962-1963	9	New York Civil Service Region
4	Puerto Rican and total employment, selected states, 1962-1963	10	Philadelphia Civil Service Region
5	American-Indian and total employment, selected states, 1962-1963	11	Atlanta Civil Service Region
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		14	Dallas Civil Service Region
		15	Denver Civil Service Region
		16	San Francisco Civil Service Region
		17	Seattle Civil Service Region

TABLE 1.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, summary, all agencies*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	2, 298, 808	301, 889	13. 1	+46, 474	+2. 1	+8, 804	+3. 0
Total Classification Act or similar.....	1, 103, 051	101, 589	9. 2	+39, 403	+3. 7	+5, 052	+5. 2
GS-1 through 4.....	355, 329	66, 169	18. 6	-8, 297	-2. 3	+229	+0. 4
GS-5 through 11.....	558, 528	33, 468	6. 0	+26, 842	+5. 1	+4, 278	+14. 7
GS-5 through 8.....	315, 203	26, 452	8. 4	+10, 940	+3. 6	+3, 132	+13. 4
GS-9 through 11.....	243, 325	7, 016	2. 9	+15, 902	+7. 0	+1, 146	+19. 5
GS-12 through 18.....	189, 194	1, 952	1. 0	+20, 858	+12. 4	+545	+38. 7
Total Wage Board.....	560, 211	106, 665	19. 0	-8, 402	-1. 5	+1, 011	+1. 0
Up through \$4,499.....	84, 268	37, 004	43. 9	-19, 649	-18. 9	-7, 669	-17. 2
\$4,500 through \$7,999.....	442, 577	69, 328	15. 7	+1, 468	+3	+8, 497	+14. 0
\$4,500 through \$6,499.....	301, 257	60, 961	20. 2	-32, 105	-9. 6	+4, 655	+8. 3
\$6,500 through \$7,999.....	141, 320	8, 367	5. 9	+33, 573	+31. 2	+3, 842	+84. 9
\$8,000 and over.....	33, 366	333	1. 0	+9, 779	+41. 5	+183	+122. 0
Total Postal Field Service.....	582, 475	89, 323	15. 3	+11, 907	+2. 1	+2, 443	+2. 8
PFS-1 through 4 ¹	499, 630	83, 747	16. 8	+7, 713	+1. 6	+1, 860	+2. 3
PFS-5 through 11.....	79, 216	5, 551	7. 0	+4, 200	+5. 6	+574	+11. 5
PFS-5 through 8.....	66, 205	5, 366	8. 1	+3, 630	+5. 8	+534	+11. 1
PFS-9 through 11.....	13, 011	185	1. 4	+570	+4. 6	+40	+27. 6
PFS-12 through 20.....	3, 629	25	. 7	-6	-. 2	+9	+56. 3
Total other pay plans.....	53, 071	4, 312	8. 1	+3, 566	+7. 2	+298	+7. 4
Up through \$4,499.....	11, 708	3, 152	26. 9	-917	-7. 3	+462	+17. 2
\$4,500 through \$7,999.....	22, 362	915	4. 1	+1, 545	+7. 4	-187	-17. 0
\$4,500 through \$6,499.....	15, 328	754	4. 9	+1, 219	+8. 6	-123	-14. 0
\$6,500 through \$7,999.....	7, 034	161	2. 3	+326	+4. 9	-64	-28. 4
\$8,000 and over.....	19, 001	245	1. 3	+2, 938	+18. 3	+23	+10. 4

¹ Includes 4th class postmasters and rural carriers.

TABLE 1a.—*Negro and total employment by grade and salary groups, June 1961 and June 1963, summary, all agencies*

Pay category	1963			Change from 1961			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	2, 298, 808	301, 889	13. 1	+101, 448	+4. 6	+19, 273	+6. 8
Total Classification Act or similar.....	1, 103, 051	101, 589	9. 2	+90, 604	+8. 9	+11, 805	+13. 1
GS-1 through 4.....	355, 329	66, 169	18. 6	-117	(¹)	+1, 927	+3. 0
GS-5 through 11.....	558, 528	33, 468	6. 0	+55, 470	+11. 0	+8, 963	+36. 6
GS-5 through 8.....	315, 203	26, 452	8. 4				
GS-9 through 11.....	243, 325	7, 016	2. 9				
GS-12 through 18.....	189, 194	1, 952	1. 0	+35, 251	+22. 9	+915	+88. 2
Total Wage Board.....	560, 211	106, 665	19. 0	-8, 624	-1. 5	-188	-0. 2
Up through \$4,499.....	84, 268	37, 004	43. 9				
\$4,500 through \$7,999.....	442, 577	69, 328	15. 7				
\$4,500 through \$6,499.....	301, 257	60, 961	20. 2				
\$6,500 through \$7,999.....	141, 320	8, 367	5. 9				
\$8,000 and over.....	33, 366	333	1. 0				
Total Postal Field Service..	582, 475	89, 323	15. 3	+16, 324	+2. 9	+6, 136	+7. 4
PFS-1 through 4 ²	499, 630	83, 747	16. 8	+12, 223	+2. 5	+4, 766	+6. 0
PFS-5 through 11.....	79, 216	5, 551	7. 0	+4, 236	+5. 6	+1, 356	+32. 3
PFS-5 through 8.....	66, 205	5, 366	8. 1				
PFS-9 through 11.....	13, 011	185	1. 4				
PFS-12 through 20.....	3, 629	25	. 7	-135	-3. 6	+14	+127. 3
Total other pay plans.....	53, 071	4, 312	8. 1	+3, 144	+6. 3	+1, 520	+54. 4
Up through \$4,499.....	11, 708	3, 152	26. 9				
\$4,500 through \$7,999.....	22, 362	915	4. 1				
\$4,500 through \$6,499.....	15, 328	754	4. 9				
\$6,500 through \$7,999.....	7, 034	161	2. 3				
\$8,000 and over.....	19, 001	245	1. 3				

¹ Less than 0.05 percent.

² Includes 4th-class postmasters and rural carriers.

TABLE 2.—Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, summary, all agencies

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	2, 298, 808	51, 682	2. 2	+46, 474	+2. 1	+995	+2. 0
Total Classification Act or similar.....	1, 103, 051	15, 292	1. 4	+39, 403	+3. 7	+572	+3. 9
GS-1 through 4.....	355, 329	7, 520	2. 1	-8, 297	-2. 3	-281	-3. 6
GS-5 through 11.....	558, 528	6, 987	1. 3	+26, 842	+5. 0	+692	+11. 0
GS-5 through 8.....	315, 203	4, 809	1. 5	+10, 940	+3. 6	+388	+8. 8
GS-9 through 11.....	243, 325	2, 178	. 9	+15, 902	+7. 0	+304	+16. 2
GS-12 through 18.....	189, 194	785	. 4	+20, 858	+12. 4	+161	+25. 8
Total Wage Board.....	560, 211	25, 175	4. 5	-8, 402	-1. 5	-1, 635	-6. 1
Up through \$4,499.....	84, 268	5, 792	6. 9	-19, 649	-18. 9	-1, 500	-20. 6
\$4,500 through \$7,999.....	442, 577	19, 105	4. 3	+1, 468	+ . 3	-254	-1. 3
\$4,500 through \$6,499.....	301, 257	15, 272	5. 1	-32, 105	-9. 6	-1, 634	-9. 7
\$6,500 through \$7,999.....	141, 320	3, 833	2. 7	+33, 573	+31. 2	+1, 380	+56. 3
\$8,000 and over.....	33, 366	278	. 8	+9, 779	+41. 5	+119	+74. 8
Total postal field service.....	582, 475	9, 737	1. 7	+11, 907	+2. 1	+1, 119	+13. 0
PFS-1 through 4 ¹	499, 630	9, 194	1. 8	+7, 713	+1. 6	+1, 035	+12. 7
PFS-5 through 11.....	79, 216	534	. 7	+4, 200	+5. 6	+79	+17. 4
PFS-5 through 8.....	66, 205	472	. 7	+3, 630	+5. 8	+65	+16. 0
PFS-9 through 11.....	13, 011	62	. 5	+570	+4. 6	+14	+29. 2
PFS-12 through 20.....	3, 629	9	. 2	-6	-. 2	+5	+125. 0
Total other pay plans ²	53, 071	1, 478	2. 8	+3, 566	+7. 2	+939	+174. 2
Up through \$4,499.....	11, 708	328	2. 8	-917	-7. 3	+101	+44. 5
\$4,500 through \$7,999.....	22, 362	1, 014	4. 5	+1, 545	+7. 4	+803	+380. 6
\$4,500 through \$6,499.....	15, 328	785	5. 1	+1, 219	+8. 6	+614	+359. 1
\$6,500 through \$7,999.....	7, 034	229	3. 3	+326	+4. 9	+189	+472. 5
\$8,000 and over.....	19, 001	136	. 7	+2, 938	+18. 3	+35	+34. 7

¹ Includes 4th class postmasters and rural carriers.

² Increases due partially to shift in reporting from Wage Board to other pay plans.

TABLE 3.—*Mexican-American and total employment by grade and salary groups, June 1962 and June 1963, summary of selected States*

[Arizona, California, Colorado, New Mexico, and Texas]

Pay category	1963			Change from 1962			
	Total employees	Mexican-American		Total	Percent	Mexican-American	Percent
		Number	Percent				
Total all pay plans.....	453, 881	33, 925	7. 5	+12, 221	+2. 8	+343	+1. 0
Total Classification Act or similar.....	212, 142	9, 603	4. 5	+8, 066	+4. 0	+595	+6. 6
GS-1 through 4.....	70, 810	5, 023	7. 1	-1, 662	-2. 3	-128	-2. 5
GS-5 through 11.....	110, 562	4, 339	3. 9	+6, 131	+5. 9	+639	+17. 3
GS-5 through 8.....	61, 742	3, 070	5. 0	+2, 999	+5. 1	+423	+16. 0
GS-9 through 11.....	48, 820	1, 269	2. 6	+3, 132	+6. 9	+216	+20. 5
GS-12 through 18.....	30, 770	241	. 8	+3, 597	+13. 2	+84	+53. 5
Total Wage Board.....	143, 640	19, 055	13. 3	+2, 426	+1. 7	-1, 194	-5. 9
Up through \$4,499.....	14, 960	4, 391	29. 4	-2, 642	-15. 0	-1, 317	-23. 1
\$4,500 through \$7,999.....	120, 036	14, 523	12. 1	+2, 221	+1. 9	+51	+ . 4
\$4,500 through \$6,499.....	70, 807	11, 970	16. 9	-7, 540	-9. 6	-779	-6. 1
\$6,500 through \$7,999.....	49, 229	2, 553	5. 2	+9, 761	+24. 7	+830	+48. 2
\$8,000 and over.....	8, 644	141	1. 6	+2, 847	+49. 1	+72	+104. 3
Total Postal Field Service.....	90, 808	4, 399	4. 8	+1, 178	+1. 3	+238	+5. 7
PFS-1 through 4 ¹	79, 628	4, 206	5. 3	+982	+1. 2	+192	+4. 8
PFS-5 through 11.....	10, 502	187	1. 8	+250	+2. 4	+41	+28. 1
PFS-5 through 8.....	8, 418	164	1. 9	+239	+2. 9	+32	+24. 2
PFS-9 through 11.....	2, 084	23	1. 1	+11	+ . 5	+9	+64. 3
PFS-12 through 20.....	678	6	. 9	-54	-7. 4	+5	+500. 0
Total other pay plans ²	7, 291	868	11. 9	+551	+8. 2	+704	+429. 3
Up through \$4,499.....	1, 186	49	4. 1	-338	-22. 2	-58	-54. 2
\$4,500 through \$7,999.....	4, 771	815	17. 1	+973	+25. 6	+765	+1, 530. 0
\$4,500 through \$6,499.....	3, 316	649	19. 6	+432	+15. 0	+606	+1, 409. 3
\$6,500 through \$7,999.....	1, 455	166	11. 4	+541	+59. 2	+159	+2, 271. 4
\$8,000 and over.....	1, 334	4	. 3	-84	-5. 9	-3	-42. 9

¹ Includes 4th class postmasters and rural carriers.

² Increases due partially to shift in reporting from Wage Board to other pay plans.

TABLE 4.—Puerto Rican and total employment by grade and salary groups, June 1962 and June 1963, summary-selected States

[Connecticut, New Jersey, New York, and Pennsylvania]

Pay category	1963			Change from 1962			
	Total employees	Puerto Rican		Total	Percent	Puerto Rican	Percent
		Number	Percent				
Total all pay plans.....	377, 735	4, 092	1. 1	-4, 514	-1. 2	-183	-4. 3
Total Classification Act or similar.....	150, 919	695	. 5	-890	-. 6	+25	+3. 7
GS-1 through 4.....	49, 948	443	. 9	-2, 098	-4. 0	-9	-2. 0
GS-5 through 11.....	77, 116	234	. 3	-194	-. 3	+37	+18. 8
GS-5 through 8.....	39, 216	172	. 4	-1, 165	-2. 9	+18	+11. 7
GS-9 through 11.....	37, 900	62	. 2	+971	+2. 6	+19	+44. 2
GS-12 through 18.....	23, 855	18	. 1	+1, 402	+6. 2	-3	-14. 3
Total Wage Board.....	78, 964	1, 436	1. 8	-6, 144	-7. 2	-52	-3. 5
Up through \$4,499.....	8, 442	685	8. 1	-2, 425	-22. 3	-106	-13. 4
\$4,500 through \$7,999.....	66, 209	740	1. 1	-4, 720	-6. 7	+49	+7. 1
\$4,500 through \$6,499.....	42, 880	496	1. 2	-11, 640	-21. 3	-145	-22. 6
\$6,500 through \$7,999.....	23, 329	244	1. 0	+6, 920	+42. 2	+194	+388. 0
\$8,000 and over.....	4, 313	11	. 3	+1, 001	+30. 2	+5	+83. 3
Total Postal Field Service.....	143, 052	1, 923	1. 3	+3, 558	+2. 6	-160	-7. 7
PFS-1 through 4 ¹	125, 368	1, 832	1. 5	+1, 645	+1. 3	-198	-9. 8
PFS-5 through 11.....	16, 938	91	. 5	+1, 905	+12. 7	+38	+71. 7
PFS-5 through 8.....	13, 972	86	. 6	+1, 694	+13. 8	+38	+79. 2
PFS-9 through 11.....	2, 966	5	. 2	+211	+7. 7		
PFS-12 through 20.....	746			+8	+1. 1		
Total other pay plans.....	4, 800	38	. 8	-1, 038	-17. 8	+4	+11. 8
Up through \$4,499.....	2, 714	17	. 6	-325	-10. 7	-2	-10. 5
\$4,500 through \$7,999.....	1, 409	18	1. 3	-580	-29. 2	+5	+38. 5
\$4,500 through \$6,499.....	1, 034	10	1. 0	-17	-1. 6	+5	+100. 0
\$6,500 through \$7,999.....	375	8	2. 1	-563	-60. 0		
\$8,000 and over.....	677	3	. 4	-133	-16. 4	+1	+50. 0

¹ Includes 4th class postmasters and rural carriers.

TABLE 5.—American Indian and total employment by grade and salary groups, June 1962 and June 1963, summary of selected States

[Arizona, California, Montana, New Mexico, North Carolina, Oklahoma, and South Dakota]

Pay category	1963			Change from 1962			
	Total employees	American Indian		Total	Percent	American Indian	Percent
		Number	Percent				
Total all pay plans.....	393, 705	10, 592	2. 7	+14, 405	+3. 8	+1, 679	+18. 8
Total Classification Act or similar.....	177, 350	5, 315	3. 0	+9, 094	+5. 4	+486	+10. 1
GS-1 through 4.....	59, 424	3, 373	5. 7	-290	-. 5	+296	+9. 6
GS-5 through 11.....	93, 005	1, 792	1. 9	+6, 169	+7. 1	+147	+8. 9
GS-5 through 8.....	51, 314	1, 311	2. 6	+2, 753	+5. 7	+73	+5. 9
GS-9 through 11.....	41, 691	481	1. 2	+3, 416	+8. 9	+74	+18. 2
GS-12 through 18.....	24, 921	150	. 6	+3, 215	+14. 8	+43	+40. 2
Total Wage Board.....	129, 001	4, 949	3. 8	+3, 811	+3. 0	+1, 251	+33. 8
Up through \$4,499.....	10, 803	2, 540	23. 5	-1, 677	-13. 4	+940	+58. 8
\$4,500 through \$7,999.....	109, 944	2, 377	2. 2	+2, 627	+2. 4	+303	+14. 6
\$4,500 through \$6,499.....	63, 614	2, 113	3. 3	-6, 642	-9. 5	+183	+9. 5
\$6,500 through \$7,999.....	46, 330	264	. 6	+9, 269	+25. 0	+120	+83. 3
\$8,000 and over.....	8, 254	32	. 4	+2, 861	+53. 1	+8	+33. 3
Total Postal Field Service.....	80, 214	286	. 4	+1, 678	+2. 1	+12	+4. 4
PFS-1 through 4 ¹	70, 537	238	. 3	+1, 687	+2. 5	-2	-0. 8
PFS-5 through 11.....	9, 272	48	. 5	+61	+. 7	+15	+45. 5
PFS-5 through 8.....	7, 479	45	. 6	+51	+. 7	+15	+50. 0
PFS-9 through 11.....	1, 793	3	. 2	+10	+. 6	-	-
PFS-12 through 20.....	405	-	-	-70	-14. 7	-1	-100. 0
Total other pay plans.....	7, 140	42	. 6	-178	-2. 4	-70	-62. 5
Up through \$4,499.....	1, 136	11	1. 0	-145	-11. 3	-66	-85. 7
\$4,500 through \$7,999.....	4, 838	31	. 6	+223	+4. 8	-2	-6. 1
\$4,500 through \$6,499.....	3, 377	28	. 8	+17	+. 5	+1	+3. 7
\$6,500 through \$7,999.....	1, 461	3	. 2	+206	+16. 4	-3	-50. 0
\$8,000 and over.....	1, 166	-	-	-256	-18. 0	-2	-100. 0

¹ Includes 4th class postmasters and rural carriers.

TABLE 6.—*Oriental-American and total employment by grade and salary groups, June 1962 and June 1963, summary of selected States*

[California, Oregon, and Washington]

Pay category	1963			Change from 1962			
	Total employees	Oriental-American		Total	Percent	Oriental-American	Percent
		Number	Percent				
Total all pay plans.....	325, 418	10, 158	3. 1	+11, 163	+3. 6	+780	+8. 3
Total Classification Act or similar.....	142, 295	3, 400	2. 4	+7, 987	+5. 9	+362	+11. 9
GS-1 through 4.....	48, 043	1, 108	2. 3	-480	-1. 0	+16	+1. 5
GS-5 through 11.....	73, 460	2, 037	2. 8	+5, 615	+8. 3	+295	+16. 9
GS-5 through 8.....	40, 430	1, 279	3. 2	+2, 848	+7. 6	+184	+16. 8
GS-9 through 11.....	33, 030	758	2. 3	+2, 767	+9. 1	+111	+17. 2
GS-12 through 18.....	20, 792	255	1. 2	-2, 852	+15. 9	+51	+25. 0
Total Wage Board.....	108, 569	4, 399	4. 1	+886	+0. 8	+1, 124	+34. 3
Up through \$4,499.....	4, 388	136	3. 1	-653	-13. 0	-25	-15. 5
\$4,500 through \$7,999.....	95, 002	4, 177	4. 4	-1, 278	-1. 3	+1, 096	+35. 6
\$4,500 through \$6,499.....	46, 742	2, 461	5. 3	-13, 193	-22. 0	+472	+23. 7
\$6,500 through \$7,999.....	48, 260	1, 716	3. 6	+11, 915	+32. 8	+624	+57. 1
\$8,000 and over.....	9, 179	86	. 9	+2, 817	+44. 3	+53	+160. 6
Total Postal Field Service.....	67, 372	2, 228	3. 3	+858	+1. 3	+78	+3. 6
PFS-1 through 4 ¹	59, 441	2, 129	3. 6	+581	+1. 0	+67	+3. 2
PFS-5 through 11.....	7, 440	98	1. 3	+340	+4. 8	+11	+12. 6
PFS-5 through 8.....	5, 929	92	1. 6	+348	+6. 2	+12	+15. 0
PFS-9 through 11.....	1, 511	6	. 4	-8	-. 5	-1	-14. 3
PFS-12 through 20.....	491	1	. 2	-63	-11. 4	-	-
Total other pay plans.....	7, 182	131	1. 8	+1, 432	+24. 9	-784	-85. 7
Up through \$4,499.....	861	72	8. 4	-149	-14. 8	+60	+500. 0
\$4,500 through \$7,999.....	5, 198	58	1. 1	+1, 767	+51. 5	-834	-93. 5
\$4,500 through \$6,499.....	3, 490	45	1. 3	+936	+36. 6	-747	-94. 3
\$6,500 through \$7,999.....	1, 708	13	. 8	+831	+94. 8	-87	-87. 0
\$8,000 and over.....	1, 123	1	. 1	-186	-14. 2	-10	-90. 9

¹ Includes 4th class postmasters and rural carriers.

TABLE 7.—Negro and total employment by grade and salary groups, June 1962 and June 1963, Washington, D.C., Metropolitan Area

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	247, 094	59, 832	24. 2	+4, 665	+1. 9	+4, 468	+8. 1
Total Classification Act or similar.....	192, 252	33, 098	17. 2	+3, 844	+2. 0	+2, 116	+6. 8
GS-1 through 4.....	49, 368	19, 913	40. 3	-1, 884	-3. 7	+98	+ .5
GS-5 through 11.....	89, 569	12, 503	14. 0	+2, 425	+2. 8	+1, 857	+17. 4
GS-5 through 8.....	59, 778	10, 814	18. 1	+2, 139	+3. 7	+1, 586	+17. 2
GS-9 through 11.....	29, 791	1, 689	5. 7	+286	+1. 0	+271	+19. 1
GS-12 through 18.....	53, 315	682	1. 3	+3, 303	+6. 6	+161	+30. 9
Total Wage Board.....	36, 958	20, 225	54. 7	-882	-2. 3	+1, 844	+10. 0
Up through \$4,499.....	9, 729	8, 743	89. 9	-2, 578	-20. 9	-1, 151	-11. 6
\$4,500 through \$7,999.....	23, 552	11, 345	48. 2	-556	-2. 3	+2, 890	+34. 2
\$4,500 through \$6,499.....	18, 012	10, 665	64. 8	-49	- .3	+2, 671	+33. 4
\$6,500 through \$7,999.....	5, 540	680	12. 3	-507	-8. 4	+219	+47. 5
\$8,000 and over.....	3, 677	137	3. 7	+2, 252	+158. 0	+105	+328. 1
Total Postal Field Service.....	12, 173	6, 059	49. 8	+335	+2. 8	+380	+6. 7
PFS-1 through 4 ¹	9, 740	5, 506	56. 5	+370	+3. 9	+404	+7. 9
PFS-5 through 11.....	2, 256	550	24. 4	-29	-1. 3	-26	-4. 5
PFS-5 through 8.....	2, 038	545	26. 7	-37	-1. 8	-30	-5. 2
PFS-9 through 11.....	218	5	2. 3	+8	+3. 8	+4	+400. 0
PFS-12 through 20.....	177	3	1. 7	-6	-3. 3	+2	+200. 0
Total other pay plans.....	5, 711	450	7. 9	+1, 368	+31. 5	+128	+39. 8
Up through \$4,499.....	709	322	45. 4	-2	- .3	+91	+39. 4
\$4,500 through \$7,999.....	972	78	8. 0	-179	-15. 6	+7	+9. 9
\$4,500 through \$6,499.....	558	55	9. 9	-165	-22. 8	-2	-3. 5
\$6,500 through \$7,999.....	414	23	5. 6	-14	-3. 3	+9	+64. 3
\$8,000 and over.....	4, 030	50	1. 2	+1, 549	+62. 4	+30	+150. 0

¹ Includes 4th class postmasters and rural carriers.

NOTE: Includes the District of Columbia; Alexandria and Falls Church cities, Arlington and Fairfax Counties, Va.; and Montgomery and Prince Georges Counties, Md.

TABLE 8.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Boston Civil Service Region*

[Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont,

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	113, 351	3, 662	3. 2	+3, 447	+3. 1	+128	+3. 6
Total Classification Act or similar.....	39, 410	1, 128	2. 9	+1, 836	+4. 9	+6	+ . 5
GS-1 through 4.....	13, 461	743	5. 5	-380	-2. 7	-28	-3. 6
GS-5 through 11.....	19, 558	340	1. 7	+1, 339	+7. 3	+23	+7. 3
GS-5 through 8.....	10, 352	223	2. 2	+557	+5. 7	+9	+4. 2
GS-9 through 11.....	9, 206	117	1. 3	+782	+9. 3	+14	+13. 6
GS-12 through 18.....	6, 391	45	. 7	+877	+15. 9	+11	+32. 4
Total Wage Board.....	31, 466	1, 186	3. 8	+824	+2. 7	+89	+8. 1
Up through \$4,499.....	2, 873	401	14. 0	-386	-11. 8	-62	-13. 4
\$4,500 through \$7,999.....	27, 460	783	2. 9	+666	+2. 5	+149	+23. 5
\$4,500 through \$64,99.....	19, 396	614	3. 2	-3, 559	-15. 5	+34	+5. 9
\$6,500 through \$79,99.....	8, 064	169	2. 1	+4, 225	+110. 1	+115	+213. 0
\$8,000 and over.....	1, 133	2	. 2	+544	+92. 4	+2	-----
Total Postal Field Service.....	41, 063	1, 333	3. 2	+264	+ . 6	+29	+2. 2
PFS-1 through 4 ¹	35, 246	1, 223	3. 5	-154	- . 4	+19	+1. 6
PFS-5 through 11.....	5, 560	109	2. 0	+414	+8. 0	+10	+10. 1
PFS-5 through 8.....	4, 664	101	2. 2	+416	+9. 8	+10	+11. 0
PFS-9 through 11.....	896	8	. 9	-2	- . 2	-----	-----
PFS-12 through 20.....	257	1	. 4	+4	+1. 6	-----	-----
Total other pay plans.....	1, 412	15	1. 1	+523	+58. 8	+4	+36. 4
Up through \$4,499.....	454	10	2. 2	-4	- . 9	-----	-----
\$4,500 through \$7,999.....	706	4	. 6	+406	+135. 3	+3	+300. 0
\$4,500 through \$6,499.....	369	3	. 8	+138	+59. 7	+3	-----
\$6,500 through \$7,999.....	337	1	. 3	+268	+388. 4	-----	-----
\$8,000 and over.....	252	1	. 4	+121	+92. 4	+1	-----

¹ Includes 4th class postmasters and rural carriers.

TABLE 9.—Negro and total employment by grade and salary groups, June 1962 and June 1963, New York Civil Service Region

[New Jersey and New York]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	231, 473	34, 328	14. 8	+726	+ . 3	+2, 020	+ 6. 3
Total Classification Act or similar.....	87, 947	10, 200	11. 6	+717	+ . 8	+355	+ 3. 6
GS-1 through 4.....	28, 251	6, 742	23. 9	-1, 132	-3. 9	+4	+ . 1
GS-5 through 11.....	44, 052	3, 212	7. 3	+535	+1. 2	+289	+9. 9
GS-5 through 8.....	22, 241	2, 309	10. 4	-601	-2. 6	+189	+8. 9
GS-9 through 11.....	21, 811	903	4. 1	+1, 136	+5. 5	+100	+12. 5
GS-12 through 18.....	15, 644	246	1. 6	+1, 314	+9. 2	+62	+33. 7
Total Wage Board.....	42, 918	6, 822	15. 9	-3, 378	-7. 3	-251	-3. 5
Up through \$4,499.....	5, 350	2, 232	41. 7	-894	-14. 3	-220	-9. 0
\$4,500 through \$7,999.....	34, 866	4, 546	13. 0	-2, 874	-7. 6	-48	-1. 0
\$4,500 through \$6,499.....	20, 918	3, 360	16. 1	-5, 296	-20. 2	-990	-22. 8
\$6,500 through \$7,999.....	13, 948	1, 186	8. 5	+2, 422	+21. 0	+942	+386. 1
\$8,000 and over.....	2, 702	44	1. 6	+390	+16. 9	+17	+63. 0
Total Postal Field Service.....	98, 492	17, 003	17. 3	+3, 313	+3. 5	+1, 966	+13. 1
PFS-1 through 4 ¹	87, 379	16, 245	18. 6	+1, 853	+2. 2	+1, 867	+13. 0
PFS-5 through 11.....	10, 661	751	7. 0	+1, 446	+15. 7	+98	+15. 0
PFS-5 through 8.....	8, 738	709	8. 1	+1, 259	+16. 8	+86	+13. 8
PFS-9 through 11.....	1, 923	42	2. 2	+187	+10. 8	+12	+40. 0
PFS-12 through 20.....	452	7	1. 5	+14	+3. 2	+1	+16. 7
Total other pay plans.....	2, 116	303	14. 3	+74	+3. 6	-50	-14. 2
Up through \$4,499.....	882	240	27. 2	-13	-1. 5	-41	-14. 6
\$4,500 through \$7,999.....	728	50	6. 9	-52	-6. 7	-15	-23. 1
\$4,500 through \$6,499.....	500	43	8. 6	-	-	-9	-17. 3
\$6,500 through \$7,999.....	228	7	3. 1	-52	-18. 6	-6	-46. 2
\$8,000 and over.....	506	13	2. 6	+139	+37. 9	+6	+85. 7

¹ Includes 4th class postmasters and rural carriers.

TABLE 10.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Philadelphia Civil Service Region*

[Delaware, Maryland, Pennsylvania, Virginia, and West Virginia]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	265, 929	46, 561	17. 5	-1, 549	-0. 6	-1, 416	-3. 0
Total Classification Act or similar	123, 849	14, 091	11. 4	+2, 627	+2. 2	-173	-1. 2
GS-1 through 4	44, 255	9, 193	20. 8	-1, 657	-3. 6	-302	-3. 2
GS-5 through 11	62, 640	4, 669	7. 5	+2, 067	+3. 4	+50	+1. 1
GS-5 through 8	34, 539	3, 467	10. 0	+726	+2. 1	-60	-1. 7
GS-9 through 11	28, 101	1, 202	4. 3	+1, 341	+5. 0	+110	+10. 1
GS-12 through 18	16, 954	229	1. 4	+2, 217	+15. 0	+79	+52. 7
Total Wage Board	80, 852	21, 419	26. 5	-3, 952	-4. 7	-1, 302	-5. 7
Up through \$4,499	9, 685	5, 114	52. 8	-5, 705	-37. 1	-3, 398	-39. 9
\$4,500 through \$7,999	68, 043	16, 282	23. 9	+732	+1. 1	+2, 085	+4. 7
\$4,500 through \$6,499	51, 799	14, 987	28. 9	-5, 514	-9. 6	+1, 225	+8. 9
\$6,500 through \$7,999	16, 244	1, 295	8. 0	+6, 246	+62. 5	+860	+197. 7
\$8,000 and over	3, 124	23	. 7	+1, 021	+48. 5	+11	+91. 7
Total Postal Field Service	57, 164	9, 840	17. 2	+616	+1. 1	+134	+1. 4
PFS-1 through 4 ¹	48, 530	9, 115	18. 8	+43	+1. 1	+4	(²)
PFS-5 through 11	8, 319	724	8. 7	+565	+7. 3	+129	+21. 7
PFS-5 through 8	7, 012	709	10. 1	+462	+7. 1	+128	+22. 0
PFS-9 through 11	1, 307	15	1. 1	+103	+8. 6	+1	+7. 1
PFS-12 through 20	315	1	. 3	+8	+2. 6	+1
Total other pay plans	4, 064	1, 211	29. 8	-840	-17. 1	-75	-5. 8
Up through \$4,499	2, 228	1, 152	51. 7	-237	-9. 6	+17	+1. 5
\$4,500 through \$7,999	1, 167	51	4. 4	-529	-31. 2	-95	-65. 1
\$4,500 through \$6,499	786	40	5. 1	+78	+11. 0	-65	-61. 9
\$6,500 through \$7,999	381	11	2. 9	-607	-61. 4	-30	-73. 2
\$8,000 and over	669	8	1. 2	-74	-10. 0	+3	+60. 0

¹ Includes 4th class postmasters and rural carriers.

² Less 0.05 percent.

TABLE 11.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Atlanta Civil Service Region*

[Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee, and Virgin Islands]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	275, 407	30, 591	11. 1	+2, 603	+1. 0	-281	-0. 9
Total Classification Act or similar.....	120, 747	4, 286	3. 5	+1, 872	+1. 6	+126	+3. 0
GS-1 through 4.....	40, 640	3, 166	7. 8	-2, 194	-5. 1	-84	-2. 6
GS-5 through 11.....	61, 727	1, 053	1. 7	+2, 042	+3. 4	+178	+20. 3
GS-5 through 8.....	34, 282	799	2. 3	+433	+1. 3	+98	+14. 0
GS-9 through 11.....	27, 445	254	. 9	+1, 609	+6. 2	+80	+46. 0
GS-12 through 18.....	18, 380	67	. 4	+2, 024	+12. 4	+32	+91. 4
Total Wage Board.....	86, 905	19, 895	22. 9	-2, 046	-2. 3	-316	-1. 6
Up through \$4,499.....	18, 250	10, 794	59. 1	-4, 322	-19. 1	-1, 432	-11. 7
\$4,500 through \$7,999.....	63, 874	9, 098	14. 2	+936	+1. 5	+1, 114	+14. 0
\$4,500 through \$6,499.....	46, 983	8, 640	18. 4	-2, 791	-5. 6	+848	+10. 9
\$6,500 through \$7,999.....	16, 891	458	2. 7	+3, 727	+28. 3	+266	+138. 5
\$8,000 and over.....	4, 781	3	. 1	+1, 340	+38. 9	+2	+200. 0
Total Postal Field Service..	58, 676	5, 849	10. 0	+2, 261	+4. 0	+3	+0. 1
PFS-1 through 4 ¹	49, 347	5, 511	11. 2	+1, 874	+3. 9	-13	-0. 2
PFS-5 through 11.....	8, 917	337	3. 9	+377	+4. 4	+16	+5. 0
PFS-5 through 8.....	7, 388	331	4. 5	+279	+3. 9	+13	+4. 1
PFS-9 through 11.....	1, 529	6	. 4	+98	+6. 8	+3	+100. 0
PFS-12 through 20.....	412	1	. 2	+10	+2. 5		
Total other pay plans.....	9, 079	561	6. 2	+516	+6. 0	-94	-14. 4
Up through \$4,499.....	1, 984	417	21. 0	+22	+1. 1	+75	+21. 9
\$4,500 through \$7,999.....	4, 059	136	3. 4	+193	+5. 0	-125	-47. 9
\$4,500 through \$6,499.....	2, 874	123	4. 3	+247	+9. 4	-55	-30. 9
\$6,500 through \$7,999.....	1, 185	13	1. 1	-54	-4. 4	-70	-84. 3
\$8,000 and over.....	3, 036	8	. 3	+301	+11. 0	-44	-84. 6

¹ Includes 4th class postmasters and rural carriers.

NOTE: Excludes Puerto Rico for 1963 and 1962; and Virgin Islands for 1962.

TABLE 12.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Chicago Civil Service Region*

[Illinois, Indiana, Kentucky, Michigan, Ohio, and Wisconsin]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	311, 680	58, 317	18. 7	+3, 288	+1. 1	-1, 130	-1. 9
Total Classification Act or similar.....	133, 921	19, 966	14. 9	+5, 872	+4. 6	+691	+3. 6
GS-1 through 4.....	46, 150	13, 455	29. 2	-1, 362	-2. 9	-304	-2. 2
GS-5 through 11.....	65, 377	6, 087	9. 3	+3, 957	+6. 4	+864	+16. 5
GS-5 through 8.....	35, 199	4, 523	12. 8	+1, 089	+3. 2	+561	+14. 2
GS-9 through 11.....	30, 178	1, 564	5. 2	+2, 868	+10. 5	+303	+24. 0
GS-12 through 18.....	22, 394	424	1. 9	+3, 277	+17. 1	+131	+44. 7
Total Wage Board.....	50, 303	9, 901	19. 7	-2, 728	-5. 1	-446	-4. 3
Up through \$4,499.....	5, 981	3, 128	52. 3	-1, 492	-20. 0	-332	-9. 6
\$4,500 through \$7,999.....	41, 034	6, 752	16. 5	-1, 111	-2. 6	-105	-1. 5
\$4,500 through \$6,499.....	25, 945	5, 958	23. 0	-2, 514	-8. 8	-212	-3. 4
\$6,500 through \$7,999.....	15, 089	794	5. 3	+1, 403	+10. 3	+107	+15. 6
\$8,000 and over.....	3, 288	21	. 6	-125	-3. 7	-9	-30. 0
Total Postal Field Service.....	124, 217	28, 158	22. 7	+142	+ . 1	-1, 317	-4. 5
PFS-1 through 4 ¹	106, 725	26, 134	24. 5	-96	- . 1	-1, 532	-5. 5
PFS-5 through 11.....	16, 816	2, 016	12. 0	+211	+1. 3	+213	+11. 8
PFS-5 through 8.....	14, 124	1, 959	13. 9	+220	+1. 6	+209	+11. 9
PFS-9 through 11.....	2, 692	57	2. 1	-9	- . 3	+4	+7. 5
PFS-12 through 20.....	676	8	1. 2	+27	+4. 2	+2	+33. 3
Total other pay plans.....	3, 239	292	9. 0	+2	+ . 1	-58	-16. 6
Up through \$4,499.....	1, 249	237	19. 0	-258	-17. 1	-74	-23. 8
\$4,500 through \$7,999.....	1, 298	43	3. 3	+147	+12. 8	+11	+34. 4
\$4,500 through \$6,499.....	1, 016	39	3. 8	+167	+19. 7	+12	+44. 4
\$6,500 through \$7,999.....	282	4	1. 4	-20	-6. 6	-1	-20. 0
\$8,000 and over.....	692	12	1. 7	+113	+19. 5	+5	+71. 4

¹ Includes 4th class postmasters and rural carriers.

TABLE 13.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, St. Louis Civil Service Region*

[Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota and South Dakota]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	144, 710	11, 565	8. 0	+7, 848	+5. 7	+1, 086	+10. 4
Total Classification Act or similar	67, 184	4, 520	6. 7	+5, 061	+8. 1	+871	+23. 9
GS-1 through 4	22, 409	3, 118	13. 9	+1, 500	+7. 2	+496	+18. 9
GS-5 through 11	36, 561	1, 360	3. 7	+2, 764	+8. 2	+363	+36. 4
GS-5 through 8	20, 274	1, 055	5. 2	+1, 625	+8. 7	+282	+36. 5
GS-9 through 11	16, 287	305	1. 9	+1, 139	+7. 5	+81	+36. 2
GS-12 through 18	8, 214	42	. 5	+797	+10. 7	+12	+40. 0
Total Wage Board	17, 195	2, 258	13. 1	+1, 639	+10. 5	+313	+16. 1
Up through \$4,499	4, 419	1, 153	26. 1	-121	-2. 7	+77	+7. 2
\$4,500 through \$7,999	12, 128	1, 098	9. 1	+1, 523	+14. 4	+232	+26. 8
\$4,500 through \$6,499	9, 039	995	11. 0	+550	+6. 5	+178	+21. 8
\$6,500 through \$7,999	3, 089	103	3. 3	+973	+46. 0	+54	+110. 2
\$8,000 and over	648	7	1. 1	+237	+57. 7	+4	+133. 3
Total Postal Field Service	59, 063	4, 759	8. 1	+1, 282	+2. 2	-35	- . 7
PFS-1 through 4 ¹	48, 586	4, 409	9. 1	+1, 090	+2. 3	-60	-1. 3
PFS-5 through 11	10, 032	349	3. 5	+203	+2. 1	+24	+7. 4
PFS-5 through 8	8, 704	333	3. 8	+159	+1. 9	+19	+6. 1
PFS-9 through 11	1, 328	16	1. 2	+44	+3. 4	+5	+45. 5
PFS-12 through 20	445	1	. 2	-11	-2. 4	+1	-----
Total other pay plans	1, 268	28	2. 2	-134	-9. 6	-63	-69. 2
Up through \$4,499	513	20	3. 9	+5	+1. 0	-3	-13. 0
\$4,500 through \$7,999	501	4	. 8	-147	-22. 7	-59	-93. 7
\$4,500 through \$6,499	368	2	. 5	-125	-25. 4	-50	-96. 2
\$6,500 through \$7,999	133	2	1. 5	-22	-14. 2	-9	-81. 8
\$8,000 and over	254	4	1. 6	+8	+3. 3	-1	-20. 0

¹ Includes 4th class postmasters and rural carriers.

TABLE 14.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Dallas Civil Service Region*

[Arkansas, Louisiana, Oklahoma and Texas]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	197, 907	16, 128	8. 1	+ 635	+0. 3	+ 33	+ 0. 2
Total Classification Act or similar.....	95, 714	3, 237	3. 4	+ 1, 231	+ 1. 3	+ 74	+ 2. 3
GS-1 through 4.....	31, 508	2, 420	7. 7	- 1, 508	- 4. 6	- 12	- . 5
GS-5 through 11.....	52, 403	804	1. 5	+ 1, 545	+ 3. 0	+ 79	+ 10. 9
GS-5 through 8.....	28, 908	628	2. 2	+ 575	+ 2. 0	+ 48	+ 8. 3
GS-9 through 11.....	23, 495	176	. 7	+ 970	+ 4. 3	+ 31	+ 21. 4
GS-12 through 18.....	11, 803	13	. 1	+ 1, 194	+ 11. 3	+ 7	+ 116. 7
Total Wage Board.....	56, 723	7, 790	13. 7	- 717	- 1. 2	- 92	- 1. 2
Up through \$4,499.....	12, 936	4, 012	31. 0	- 4, 029	- 23. 7	- 572	- 12. 5
\$4,500 through \$7,999.....	43, 024	3, 778	8. 8	+ 3, 088	+ 7. 7	+ 485	+ 14. 7
\$4,500 through \$6,499.....	37, 715	3, 703	9. 8	+ 1, 604	+ 4. 4	+ 455	+ 14. 0
\$6,500 through \$7,999.....	5, 309	75	1. 4	+ 1, 484	+ 38. 8	+ 30	+ 66. 7
\$8,000 and over.....	763			+ 224	+ 41. 6	- 5	
Total Postal Field Service.....	43, 647	4, 972	11. 4	+ 1, 474	+ 3. 5	+ 225	+ 4. 7
PFS-1 through 4 ¹	37, 323	4, 771	12. 8	+ 1, 124	+ 3. 1	+ 187	+ 4. 1
PFS-5 through 11.....	6, 071	201	3. 3	+ 354	+ 6. 2	+ 38	+ 23. 3
PFS-5 through 8.....	4, 930	198	4. 0	+ 267	+ 5. 7	+ 37	+ 23. 0
PFS-9 through 11.....	1, 141	3	. 3	+ 87	+ 8. 3	+ 1	+ 50. 0
PFS-12 through 20.....	253			- 4	- 1. 6		
Total other pay plans.....	1, 823	129	7. 1	- 1, 353	- 42. 6	- 174	- 57. 4
Up through \$4,499.....	758	110	14. 5	- 310	- 29. 0	- 137	- 55. 5
\$4,500 through \$7,999.....	661	18	2. 7	- 1, 126	- 63. 0	- 38	- 67. 9
\$4,500 through \$6,499.....	500	14	2. 8	- 826	- 62. 3	- 40	- 74. 1
\$6,500 through \$7,999.....	161	4	2. 5	- 300	- 65. 1	+ 2	+ 100. 0
\$8,000 and over.....	404	1	. 2	+ 83	+ 25. 9	+ 1	

¹ Includes 4th class postmasters and rural carriers.

TABLE 15.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Denver Civil Service Region*

[Arizona, Colorado, New Mexico, Utah, and Wyoming]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	117, 082	3, 338	2. 9	+3, 642	+3. 2	+24	+0. 7
Total Classification Act or similar.....	65, 163	1, 493	2. 3	+2, 278	+3. 6	+42	+2. 9
GS-1 through 4.....	22, 443	778	3. 5	-274	-1. 2	-34	-4. 2
GS-5 through 11.....	33, 665	676	2. 0	+1, 630	+5. 1	+74	+12. 3
GS-5 through 8.....	18, 726	521	2. 8	+254	+1. 4	+31	+6. 3
GS-9 through 11.....	14, 939	55	1. 0	+1, 376	+10. 1	+43	+38. 4
GS-12 through 18.....	9, 055	39	. 4	+922	+11. 3	+2	+5. 4
Total Wage Board.....	34, 941	1, 176	3. 4	+635	+1. 9	-26	-2. 2
Up through \$4,499.....	6, 022	320	5. 3	-11	-. 2	-72	-18. 4
\$4,500 through \$7,999.....	27, 915	855	3. 1	+383	+1. 4	+47	+5. 8
\$4,500 through \$6,499.....	21, 166	795	3. 8	-1, 424	-6. 3	+27	+3. 5
\$6,500 through \$7,999.....	6, 749	60	. 9	+1, 807	+36. 6	+20	+50. 0
\$8,000 and over.....	1, 004	1	. 1	+263	+35. 5	-1	-50. 0
Total Postal Field Service..	15, 727	642	4. 1	+661	+4. 4	+2	+0. 3
PFS-1 through 4 ¹	13, 259	620	4. 7	+496	+3. 9	-4	-0. 6
PFS-5 through 11.....	2, 331	22	. 9	+148	+6. 8	+6	+37. 5
PFS-5 through 8.....	1, 983	21	1. 1	+104	+5. 5	+6	+40. 0
PFS-9 through 11.....	348	1	. 3	+44	+14. 5	-----	-----
PFS-12 through 20.....	137	-----	-----	+17	+14. 2	-----	-----
Total other pay plans.....	1, 251	27	2. 2	+68	+5. 7	+6	+28. 6
Up through \$4,499.....	446	27	6. 1	-113	-20. 2	+10	+58. 8
\$4,500 through \$7,999.....	427	-----	-----	+11	+2. 6	-3	-----
\$4,500 through \$6,499.....	333	-----	-----	+20	+6. 4	-3	-----
\$6,500 through \$7,999.....	94	-----	-----	-9	-8. 7	-----	-----
\$8,000 and over.....	378	-----	-----	+170	+81. 7	-1	-----

¹ Includes 4th class postmasters and rural carriers.

TABLE 16.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, San Francisco Civil Service Region*

[California and Nevada]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	263, 096	34, 205	13. 0	+10, 754	+4. 3	+3, 216	+10. 4
Total Classification Act or similar-----	112, 315	8, 603	7. 7	+6, 854	+6. 5	+811	+10. 4
GS-1 through 4-----	37, 465	6, 132	16. 4	-112	-. 3	+352	+6. 1
GS-5 through 11-----	57, 739	2, 357	4. 1	+4, 535	+8. 5	+429	+22. 3
GS-5 through 8-----	31, 776	1, 868	5. 9	+2, 401	+8. 2	+337	+22. 0
GS-9 through 11-----	25, 963	489	1. 9	+2, 134	+9. 0	+92	+23. 2
GS-12 through 18-----	17, 111	114	. 7	+2, 431	+16. 6	+30	+35. 7
Total Wage Board-----	90, 807	15, 067	16. 6	+2, 574	+2. 9	+1, 363	+9. 9
Up through \$4,499-----	2, 040	852	41. 8	-545	-21. 1	-295	-25. 7
\$4,500 through \$7,999-----	81, 117	14, 151	17. 4	+480	+. 6	+1, 619	+12. 9
\$4,500 through \$6,499-----	39, 518	10, 726	27. 1	-7, 314	-15. 6	+448	+4. 4
\$6,500 through \$7,999-----	41, 599	3, 425	8. 2	+7, 794	+23. 1	+1, 171	+52. 0
\$8,000 and over-----	7, 650	64	. 8	+2, 639	+52. 7	+39	+156. 0
Total Postal Field Service--	54, 474	10, 096	18. 5	+318	+. 6	+960	+10. 5
PFS-1 through 4 ¹ -----	48, 684	9, 631	19. 8	+435	+. 9	+917	+10. 5
PFS-5 through 11-----	5, 448	462	8. 5	-46	-. 8	+41	+9. 7
PFS-5 through 8-----	4, 299	433	10. 1	+21	+. 5	+32	+8. 0
PFS-9 through 11-----	1, 149	29	2. 5	-67	-5. 5	+9	+45. 0
PFS-12 through 20-----	342	3	. 9	-71	-17. 2	+2	+200. 0
Total other pay plans-----	5, 500	439	8. 0	+1, 008	+22. 4	+82	+23. 0
Up through \$4,499-----	543	101	18. 6	+83	+18. 0	+36	+55. 4
\$4,500 through \$7,999-----	4, 184	334	8. 0	+1, 228	+41. 5	+50	+17. 6
\$4,500 through \$6,499-----	2, 888	282	9. 8	+697	+31. 8	+30	+11. 9
\$6,500 through \$7,999-----	1, 296	52	4. 0	+531	+69. 4	+20	+62. 5
\$8,000 and over-----	773	4	. 5	-303	-28. 2	-4	-50. 0

¹ Includes 4th class postmasters and rural carriers.

NOTE: Excludes Hawaii.

TABLE 17.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Seattle Civil Service Region*

[Idaho, Montana, Oregon, and Washington]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	89, 595	1, 961	2. 2	+3, 705	+4. 3	-12	- . 6
Total Classification Act or similar.....	45, 336	558	1. 2	+3, 449	+8. 2	+59	+11. 8
GS-1 through 4.....	15, 881	403	2. 5	+373	+2. 4	+36	+9. 8
GS-5 through 11.....	23, 894	143	. 6	+2, 231	+10. 3	+16	+12. 6
GS-5 through 8.....	13, 110	106	. 8	+936	+7. 7	+16	+17. 8
GS-9 through 11.....	10, 784	37	. 3	+1, 295	+13. 6		
GS-12 through 18.....	5, 561	12	. 2	+845	+17. 9	+7	+140. 0
Total Wage Board.....	24, 605	810	3. 3	-1, 317	-5. 1	-124	-13. 3
Up through \$4,499.....	4, 762	211	4. 4	-155	-3. 2	-158	-42. 8
\$4,500 through \$7,999.....	18, 092	599	3. 3	-1, 438	-7. 4	+34	+6. 0
\$4,500 through \$6,499.....	10, 395	506	4. 9	-5, 786	-35. 8	-30	-5. 6
\$6,500 through \$7,999.....	7, 697	93	1. 2	+4, 348	+129. 8	+64	+220. 7
\$8,000 and over.....	1, 751			+276	+18. 7		
Total postal field service.....	17, 640	554	3. 1	+1, 102	+6. 7	+38	+7. 4
PFS-1 through 4 ¹	14, 696	532	3. 6	+563	+4. 0	+21	+4. 1
PFS-5 through 11.....	2, 781	22	. 8	+533	+23. 7	+17	+340. 0
PFS-5 through 8.....	2, 307	22	1. 0	+462	+25. 0	+19	+633. 3
PFS-9 through 11.....	474			+71	+17. 6	-2	
PFS-12 through 20.....	163			+6	+3. 8		
Total other pay plans.....	2, 014	39	1. 9	+471	+30. 5	+15	+62. 5
Up through \$4,499.....	442	6	1. 4	-303	-40. 7	+1	+20. 0
\$4,500 through \$7,999.....	1, 151	30	2. 6	+597	+107. 8	+16	+114. 3
\$4,500 through \$6,499.....	719	28	3. 9	+283	+64. 9	+15	+115. 4
\$6,500 through \$7,999.....	432	2	. 5	+314	+266. 1	+1	+100. 0
\$8,000 and over.....	421	3	. 7	+177	+72. 5	-2	-40. 0

¹ Includes 4th class postmasters and rural carriers.

NOTE: Excludes Alaska.

Negro and Total Employment in Selected Agencies June, 1963

INDEX

Negro and Total Employment, 1962-1963

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TABLE 1-1.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of State*

[Includes Agency for International Development, Peace Corps, and the International Boundary and Water Commission]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	21, 476	2, 042	9. 5	+1, 009	+4. 9	+368	+22. 0
Total Classification Act or similar.....	8, 408	1, 592	18. 9	-34	-. 4	+294	+22. 7
GS-1 through 4.....	1, 708	646	37. 8	-74	-4. 2	-12	-1. 8
GS-5 through 11.....	4, 480	909	20. 3	+322	+7. 7	+288	+46. 4
GS-5 through 8.....	3, 292	835	25. 4	+456	+16. 1	+264	+46. 2
GS-9 through 11.....	1, 188	74	6. 2	-134	-10. 1	+24	+48. 0
GS-12 through 18.....	2, 220	37	1. 7	-282	-11. 3	+18	+94. 7
Total Wage Board.....	434	223	51. 4	+19	+4. 6	+38	+20. 5
Up through \$4,499.....	141	45	31. 9	-3	-2. 1	+2	+4. 7
\$4,500 through \$7,999.....	288	177	61. 5	+23	+8. 7	+35	+24. 6
\$4,500 through \$6,499.....	246	160	65. 0	+11	+4. 7	+26	+19. 4
\$6,500 through \$7,999.....	42	17	40. 5	+12	+40. 0	+9	+112. 5
\$8,000 and over.....	5	1	20. 0	-1	-16. 7	+1	-----
Total other pay plans ¹	12, 634	227	1. 8	+1, 024	+8. 8	+36	+18. 8
Up through \$4,499.....	220	1	. 5	-608	-73. 4	-12	-92. 3
\$4,500 through \$7,999.....	5, 169	112	2. 2	+542	+11. 7	+27	+31. 8
\$4,500 through \$6,499.....	3, 332	84	2. 5	+311	+10. 3	+17	+25. 4
\$6,500 through \$7,999.....	1, 837	28	1. 5	+231	+14. 4	+10	+55. 6
\$8,000 and over.....	7, 245	114	1. 6	+1, 090	+17. 7	+21	+22. 6

¹ Includes Foreign Service Personnel.

TABLE 1-1a.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of State*

[Excludes Agency for International Development, Peace Corps, and the International Boundary and Water Commission]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	13, 968	1, 260	9. 0	+877	+46. 7	+144	+12. 9
Total Classification Act or similar ¹	13, 743	1, 064	7. 7	+851	+6. 6	+115	+12. 1
GS-1 through 4.....	1, 312	446	34. 0	-549	-29. 5	-23	-4. 9
GS-5 through 11.....	7, 555	578	7. 7	+1, 073	+16. 6	+124	+27. 3
GS-5 through 8.....	5, 291	512	9. 7	+785	+17. 4	+100	+24. 3
GS-9 through 11.....	2, 264	66	2. 9	+288	+14. 6	+24	+57. 1
GS-12 through 18.....	4, 876	40	1. 8	+327	+7. 2	+14	+53. 8
Total wage board.....	225	196	87. 1	+26	+13. 1	+29	+17. 4
Up through \$4,499.....	54	45	83. 3	+19	+54. 3	+12	+36. 4
\$4,500 through \$7,999.....	167	150	89. 8	+6	+3. 7	+16	+11. 9
\$4,500 through \$6,499.....	142	133	93. 7	+11	+8. 4	+5	+3. 9
\$6,500 through \$7,999.....	25	17	68. 0	-5	-16. 7	+11	+183. 3
\$8,000 and over.....	4	1	25. 0	+1	+33. 3	+1	-----
Total other pay plans.....	-----	-----	-----	-----	-----	-----	-----
Up through \$4,499.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$6,499.....	-----	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$8,000 and over.....	-----	-----	-----	-----	-----	-----	-----

¹ Includes foreign service personnel.

TABLE 1-2.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of the Treasury*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	85,791	10,965	12.8	+6,103	+7.7	+1,337	+13.9
Total Classification Act or similar.....	78,037	8,329	10.7	+6,233	+8.7	+1,266	+17.9
GS-1 through 4.....	22,912	5,996	26.2	+2,853	+14.2	+968	+19.3
GS-5 through 11.....	41,701	2,214	5.3	+1,821	+4.6	+260	+13.3
GS-5 through 8.....	20,904	1,580	7.6	+569	+2.8	+167	+11.8
GS-9 through 11.....	20,797	634	3.0	+1,252	+6.4	+93	+17.2
GS-12 through 18.....	13,424	119	.9	+1,559	+13.1	+38	+46.9
Total Wage Board.....	6,360	2,630	41.4	+7	+1	+97	+3.8
Up through \$4,499.....	863	734	85.1	-860	-49.9	-727	-49.8
\$4,500 through \$7,999.....	4,902	1,889	38.5	+607	+14.1	+817	+76.2
\$4,500 through \$6,499.....	4,325	1,862	43.1	+682	+18.7	+811	+77.2
\$6,500 through \$7,999.....	577	27	4.7	-75	-11.5	+6	+28.6
\$8,000 and over.....	595	7	1.2	+260	+77.6	+7	-----
Total other pay plans.....	1,394	6	.4	-137	-8.9	-26	-81.3
Up through \$4,499.....	35	2	5.7	-102	-74.5	-24	-92.3
\$4,500 through \$7,999.....	953	4	.4	-110	-10.3	-2	-33.3
\$4,500 through \$6,499.....	611	1	.2	-164	-21.2	-5	-83.3
\$6,500 through \$7,999.....	342	3	.9	+54	+18.8	+3	-----
\$8,000 and over.....	406	-----	-----	+75	+22.7	-----	-----

TABLE 1-3.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, summary, Department of Defense*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	947, 979	110, 771	11. 7	-9, 953	-1. 0	-897	-0. 8
Total Classification Act or similar.....	503, 168	38, 634	7. 7	+3, 620	+ . 7	+159	+ . 4
GS-1 through 4.....	167, 189	22, 799	13. 6	-12, 323	-6. 9	-1, 511	-6. 2
GS-5 through 11.....	258, 734	14, 974	5. 8	+9, 283	+3. 7	+1, 479	+11. 0
GS-5 through 8.....	144, 007	11, 544	8. 0	+3, 694	+2. 6	+1, 031	+9. 8
GS-9 through 11.....	114, 727	3, 430	3. 0	+5, 589	+5. 1	+448	+15. 0
GS-12 through 18.....	77, 245	861	1. 1	+6, 660	+9. 4	+191	+28. 5
Total Wage Board.....	434, 041	70, 252	16. 2	-12, 871	-2. 9	-685	-1. 0
Up through \$4,499.....	37, 838	15, 834	41. 8	-15, 227	-28. 7	-5, 529	-25. 9
\$4,500 through \$7,999.....	372, 399	54, 197	14. 6	-4, 464	-1. 2	+4, 751	+9. 6
\$4,500 through \$6,499.....	249, 968	46, 702	18. 7	-37, 232	-13. 0	+1, 199	+2. 6
\$6,500 through \$7,999.....	122, 431	7, 495	6. 1	+32, 768	+36. 5	+3, 552	+90. 1
\$8,000 and over.....	23, 804	221	. 9	+6, 820	+40. 2	+93	+72. 7
Total other pay plans.....	10, 770	1, 885	17. 5	-702	-6. 1	-371	-16. 4
Up through \$4,499.....	2, 730	1, 447	53. 0	-621	-18. 5	-296	-17. 0
\$4,500 through \$7,999.....	6, 731	436	6. 5	+748	+12. 5	-70	-13. 8
\$4,500 through \$6,499.....	4, 561	374	8. 2	+677	+17. 4	-53	-12. 4
\$6,500 through \$7,999.....	2, 170	62	2. 9	+71	+3. 4	-17	-21. 5
\$8,000 and over.....	1, 309	2	. 2	-829	-38. 8	-5	-71. 4

TABLE 1-3a.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Office of Secretary of Defense and other defense activities*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	30,692	6,208	20.2	+6,979	+29.4	+1,257	+25.4
Total classification act or similar.....	23,879	3,488	14.6	+5,161	+27.6	+665	+23.6
GS-1 through 4.....	7,544	1,914	25.4	+1,364	+22.1	+183	+10.6
GS-5 through 11.....	12,531	1,516	12.1	+2,855	+29.5	+451	+42.3
GS-5 through 8.....	7,371	1,121	15.2	+1,501	+25.6	+341	+43.7
GS-9 through 11.....	5,160	385	7.7	+1,354	+35.6	+110	+38.6
GS-12 through 18.....	3,804	58	1.5	+942	+32.9	+31	+114.8
Total Wage Board.....	4,970	1,625	32.7	+1,830	+58.3	+602	+58.8
Up through \$4,499.....	191	86	45.0	-131	-40.7	-41	-32.3
\$4,500 through \$7,999.....	4,665	1,535	32.9	+1,932	+70.7	+643	+72.1
\$4,500 through \$6,499.....	3,889	1,468	37.7	+1,585	+68.8	+620	+73.1
\$6,500 through \$7,999.....	776	67	8.6	+347	+80.9	+23	+52.3
\$8,000 and over.....	114	4	3.5	+29	+34.1		
Total other pay plans.....	1,843	1,095	59.4	-12	-0.6	-10	-0.9
Up through \$4,499.....	1,496	1,060	70.9	-121	-7.5	+23	+2.2
\$4,500 through \$7,999.....	230	35	15.2	+93	+67.9	-33	-48.5
\$4,500 through \$6,499.....	177	29	16.4	+59	+50.0	-32	-52.5
\$6,500 through \$7,999.....	53	6	11.3	+34	+178.9	-1	-14.3
\$8,000 and over.....	117			+16	+15.8		

TABLE 1-3b.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of the Army*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	325, 117	38, 965	12. 0	-20, 952	-6. 1	-3, 569	-8. 4
Total Classification Act or similar.....	198, 652	17, 836	9. 0	-7, 622	-3. 7	-953	-5. 1
GS-1 through 4.....	65, 554	10, 590	16. 2	-9, 578	-12. 7	-1, 351	-11. 3
GS-5 through 11.....	102, 616	6, 917	6. 7	+389	+4	+347	+5. 3
GS-5 through 8.....	59, 644	5, 576	9. 3	-67	-. 1	+257	+4. 8
GS-9 through 11.....	42, 972	1, 341	3. 1	+456	+1. 1	+90	+7. 2
GS-12 through 18.....	30, 482	329	1. 1	+1, 567	+5. 4	+51	+18. 3
Total Wage Board.....	124, 176	20, 891	16. 8	-13, 878	-10. 1	-2, 295	-9. 9
Up through \$4,499.....	15, 922	7, 010	44. 0	-7, 024	-30. 6	-1, 569	-18. 3
\$4,500 through \$7,999.....	102, 539	13, 842	13. 5	-7, 591	-6. 9	-715	-4. 9
\$4,500 through \$6,499.....	73, 908	12, 600	17. 0	-12, 099	-14. 1	-984	-7. 2
\$6,500 through \$7,999.....	28, 631	1, 242	4. 3	+4, 508	+18. 7	+269	+27. 6
\$8,000 and over.....	5, 715	39	. 7	+737	+14. 8	-11	-22. 0
Total other pay plans.....	2, 289	238	10. 4	+548	+31. 5	-321	-57. 4
Up through \$4,499.....	649	186	28. 7	-306	-32. 0	-344	-64. 9
\$4,500 through \$7,999.....	1, 341	51	3. 8	+792	+144. 3	+22	+75. 9
\$4,500 through \$6,499.....	908	46	5. 1	+528	+138. 9	+22	+91. 7
\$6,500 through \$7,999.....	433	5	1. 2	+264	+156. 2		
\$8,000 and over.....	299	1	. 3	+62	+26. 2	+1	

TABLE 1-3c.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of the Navy*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	320, 440	45, 018	14. 1	+8, 754	+2. 8	+2, 151	+5. 0
Total Classification Act or similar.....	128, 093	9, 784	7. 6	+6, 260	+5. 1	+600	+6. 5
GS-1 through 4.....	46, 002	6, 153	13. 4	-46	-0. 1	+69	+1. 1
GS-5 through 11.....	61, 838	3, 426	5. 5	+3, 740	+6. 4	+476	+16. 1
GS-5 through 8.....	32, 946	2, 559	7. 8	+1, 627	+5. 2	+337	+15. 2
GS-9 through 11.....	28, 892	867	3. 0	+2, 113	+7. 9	+139	+19. 1
GS-12 through 18.....	20, 253	205	1. 0	+2, 566	+14. 5	+55	+36. 7
Total Wage Board.....	190, 825	35, 226	18. 5	+6, 393	+3. 5	+1, 900	+5. 7
Up through \$4,499.....	12, 524	5, 726	45. 7	-3, 560	-22. 1	-2, 854	-33. 3
\$4,500 through \$7,999.....	164, 109	29, 342	17. 9	+4, 683	+2. 9	+4, 655	+18. 9
\$4,500 through \$6,499.....	94, 410	23, 828	25. 2	-18, 387	-16. 3	+1, 613	+7. 3
\$6,500 through \$7,999.....	69, 699	5, 514	7. 9	+23, 070	+49. 5	+3, 042	+123. 1
\$8,000 and over.....	14, 192	158	1. 1	+5, 270	+59. 1	+99	+167. 8
Total other pay plans.....	1, 522	8	. 5	-3, 899	-71. 9	-349	-97. 8
Up through \$4,499.....	56	-----	-----	-55	-49. 5	-2	-100. 0
\$4,500 through \$7,999.....	885	7	. 8	-2, 869	-76. 4	-342	-98. 0
\$4,500 through \$6,499.....	494	7	1. 4	-1, 785	-78. 3	-277	-97. 5
\$6,500 through \$7,999.....	391	-----	-----	-1, 084	-73. 5	-65	-100. 0
\$8,000 and over.....	581	1	. 2	-975	-62. 7	-5	-83. 3

TABLE 1-3d.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of the Air Force*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	271, 730	20, 580	7. 6	-4, 734	-1. 7	-736	-3. 5
Total Classification Act or similar.....	152, 544	7, 526	4. 9	-179	-. 1	-153	-2. 0
GS-1 through 4.....	48, 089	4, 142	8. 6	-4, 063	-7. 8	-412	-9. 0
GS-5 through 11.....	81, 749	3, 115	3. 8	+2, 299	+2. 9	+205	+7. 0
GS-5 through 8.....	44, 046	2, 288	5. 2	+633	+1. 5	+96	+4. 4
GS-9 through 11.....	37, 703	827	2. 2	+1, 666	+4. 6	+109	+15. 2
GS-12 through 18.....	22, 706	269	1. 2	+1, 585	+7. 5	+54	+25. 1
Total Wage Board.....	114, 070	12, 510	11. 0	-7, 216	-5. 9	-892	-6. 7
Up through \$4,499.....	9, 201	3, 012	32. 7	-4, 512	-32. 9	-1, 065	-26. 1
\$4,500 through \$7,999.....	101, 086	9, 478	9. 4	-3, 488	-3. 3	+168	+1. 8
\$4,500 through \$6,499.....	77, 761	8, 806	11. 3	-8, 331	-9. 7	-50	-. 6
\$6,500 through \$7,999.....	23, 325	672	2. 9	+4, 843	+26. 2	+218	+48. 0
\$8,000 and over.....	3, 783	20	. 5	+784	+26. 1	+5	+33. 3
Total other pay plans.....	5, 116	544	10. 6	+2, 661	+108. 4	+309	+131. 5
Up through \$4,499.....	529	201	38. 0	-139	-20. 8	+27	+15. 5
\$4,500 through \$7,999.....	4, 275	343	8. 0	+2, 732	+177. 1	+283	+471. 7
\$4,500 through \$6,499.....	2, 982	292	9. 8	+1, 875	+169. 4	+234	+403. 4
\$6,500 through \$7,999.....	1, 293	51	3. 9	+857	+196. 6	+49	+2, 450. 0
\$8,000 and over.....	312	-----	-----	+68	+27. 9	-1	-100. 0

TABLE 1-4.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of Justice*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	31, 290	1, 213	3. 9	+1, 256	+4. 2	+112	+10. 2
Total Classification Act or similar.....	28, 951	1, 072	3. 7	+1, 279	+4. 6	+93	+9. 5
GS-1 through 4.....	6, 861	666	9. 7	-256	-3. 6	+42	+6. 7
GS-5 through 11.....	15, 102	384	2. 5	+1, 399	+10. 2	+48	+14. 3
GS-5 through 8.....	10, 270	315	3. 1	+784	+8. 3	+42	+15. 4
GS-9 through 11.....	4, 832	69	1. 4	+615	+14. 6	+6	+9. 5
GS-12 through 18.....	6, 988	22	. 3	+136	+2. 0	+3	+15. 8
Total Wage Board.....	1, 533	93	6. 1	+81	+5. 6	-----	-----
Up through \$4,499.....	52	8	15. 4	-10	-16. 1	-7	-46. 7
\$4,500 through \$7,999.....	1, 234	83	6. 7	-3	-. 2	+6	+7. 8
\$4,500 through \$6,499.....	299	76	25. 4	+29	+10. 7	+5	+7. 0
\$6,500 through \$7,999.....	935	7	. 7	-32	-3. 3	+1	+16. 7
\$8,000 and over.....	247	2	. 8	+94	+61. 4	+1	+100. 0
Total other pay plans.....	806	48	6. 0	-104	-11. 4	+19	+65. 5
Up through \$4,499.....	26	9	34. 6	+14	+116. 7	+9	-----
\$4,500 through \$7,999.....	130	8	6. 2	-283	-68. 5	-4	-33. 3
\$4,500 through \$6,499.....	11	-----	-----	-196	-94. 7	-5	-100. 0
\$6,500 through \$7,999.....	119	8	6. 7	-87	-42. 2	+1	+14. 3
\$8,000 and over.....	650	31	4. 8	+165	+34. 0	+14	+82. 4

TABLE 1-5.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Post Office Department*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	584, 140	89, 512	15. 3	+11, 980	+2. 1	+2, 493	+2. 9
Total Classification Act or similar.....	1, 619	168	10. 4	+81	+5. 3	+51	+43. 6
GS-1 through 4.....	262	99	37. 8	-18	-6. 4	+19	+23. 8
GS-5 through 11.....	774	60	7. 8	+26	+3. 5	+29	+93. 5
GS-5 through 8.....	535	53	9. 9	+35	+7. 0	+29	+120. 8
GS-9 through 11.....	239	7	2. 9	-9	-3. 6		
GS-12 through 18.....	583	9	1. 5	+73	+14. 3	+3	+50. 0
Total Wage Board.....	37	21	56. 8	-2	-5. 1	-1	-4. 5
Up through \$4,499.....	1	1	100. 0	-1	-50. 0	-1	-50. 0
\$4,500 through \$7,999.....	34	20	58. 8	-11	-2. 9		
\$4,500 through \$6,499.....	23	16	69. 6				
\$6,500 through \$7,999.....	11	4	36. 4	-1	-8. 3		
\$8,000 and over.....	2						
Total Postal Field Service..	582, 475	89, 323	15. 3	+11, 907	+2. 1	+2, 443	+2. 8
PFS-1 through 4 ¹	499, 630	83, 747	16. 8	+7, 713	+1. 6	+1, 860	+2. 3
PFS-5 through 11.....	79, 216	5, 551	7. 0	+4, 200	+5. 6	+574	+11. 5
PFS-5 through 8.....	66, 205	5, 366	8. 1	+3, 630	+5. 8	+534	+11. 1
PFS-9 through 11.....	13, 011	185	1. 4	+570	+4. 6	+40	+27. 6
PFS-12 through 20.....	3, 629	25	. 7	-6	-. 2	+9	+56. 3
Total other pay plans.....	9			-6	-40. 0		
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	9			-6	-40. 0		

¹ Includes 4th class postmasters and rural carriers.

TABLE 1-6.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of the Interior*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	65,076	2,346	3.6	+10,337	+18.9	+415	+21.5
Total Classification Act or similar.....	47,992	1,215	2.5	+6,454	+15.5	+147	+13.8
GS-1 through 4.....	13,927	520	3.7	+2,234	+19.1	+63	+13.8
GS-5 through 11.....	25,643	669	2.6	+2,565	+11.1	+70	+11.7
GS-5 through 8.....	13,975	537	3.8	+960	+7.4	+25	+4.9
GS-9 through 11.....	11,668	132	1.1	+1,605	+15.9	+45	+51.7
GS-12 through 18.....	8,422	26	.3	+1,655	+24.5	+14	+116.7
Total Wage Board.....	16,245	1,092	6.7	+4,481	+38.1	+254	+30.3
Up through \$4,499.....	5,247	232	4.4	+1,629	+45.0	-125	-35.0
\$4,500 through \$7,999.....	10,118	853	8.4	+2,444	+31.8	+375	+78.5
\$4,500 through \$6,499.....	7,640	810	10.6	+1,981	+35.0	+368	+83.3
\$6,500 through \$7,999.....	2,478	43	1.7	+463	+23.0	+7	+19.4
\$8,000 and over.....	880	7	.8	+408	+86.4	+4	+133.3
Total other pay plans.....	839	39	4.6	-598	-41.6	+14	+56.0
Up through \$4,499.....	300	2	.7	-476	-61.3	+2	-----
\$4,500 through \$7,999.....	432	22	5.1	-178	-29.2	-1	-4.3
\$4,500 through \$6,499.....	281	7	2.5	-225	-44.5	-7	-50.0
\$6,500 through \$7,999.....	151	15	9.9	+47	+45.2	+6	+66.7
\$8,000 and over.....	107	15	14.0	+56	+109.8	+13	+650.0

TABLE 1-7.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of Agriculture*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	95, 623	3, 105	3. 2	+3, 513	+3. 8	+214	+7. 4
Total Classification Act or similar-----	82, 072	2, 326	2. 8	+3, 409	+4. 3	+61	+2. 7
GS-1 through 4-----	24, 534	1, 296	5. 3	-122	-. 5	-39	-2. 9
GS-5 through 11-----	46, 772	975	2. 1	+2, 592	+5. 9	+91	+10. 3
GS-5 through 8-----	26, 737	828	3. 1	+1, 290	+5. 1	+84	+11. 3
GS-9 through 11-----	20, 035	147	. 7	+1, 302	+7. 0	+7	+5. 0
GS-12 through 18-----	10, 766	55	. 5	+939	+9. 6	+9	+19. 6
Total Wage Board-----	11, 604	765	6. 6	+123	+1. 1	+143	+23. 0
Up through \$4,499-----	6, 966	401	5. 8	-494	-6. 6	+42	+11. 7
\$4,500 through \$7,999-----	4, 558	364	8. 0	+602	+15. 2	+101	+38. 4
\$4,500 through \$6,499-----	3, 937	351	8. 9	+399	+11. 3	+98	+38. 7
\$6,500 through \$7,999-----	621	13	2. 1	+203	+48. 6	+3	+30. 0
\$8,000 and over-----	80	-----	-----	+15	+23. 1	-----	-----
Total other pay plans-----	1, 947	14	. 7	-19	-1. 0	+10	+250. 0
Up through \$4,499-----	484	8	1. 7	-142	-22. 7	+5	+166. 7
\$4,500 through \$7,999-----	1, 088	6	. 6	+17	+1. 6	+5	+500. 0
\$4,500 through \$6,499-----	796	6	. 8	-3	-. 4	+5	+500. 0
\$6,500 through \$7,999-----	292	-----	-----	+20	+7. 4	-----	-----
\$8,000 and over-----	375	-----	-----	+106	+39. 4	-----	-----

TABLE 1-8.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of Commerce*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	29, 891	3, 832	12. 8	+502	+1. 7	+392	+11. 4
Total Classification Act or similar	26, 517	2, 958	11. 2	+291	+1. 1	+235	+8. 6
GS-1 through 4	6, 190	1, 741	28. 1	-128	-2. 0	+89	+5. 4
GS-5 through 11	13, 246	1, 122	8. 5	-193	-1. 4	+124	+12. 4
GS-5 through 8	7, 209	920	12. 8	-59	-. 8	+86	+10. 3
GS-9 through 11	6, 037	202	3. 3	-134	-2. 2	+38	+23. 2
GS-12 through 18	7, 081	95	1. 3	+612	+9. 5	+22	+30. 1
Total Wage Board	2, 354	799	33. 9	-383	-14. 0	+94	+13. 3
Up through \$4,499	225	161	71. 6	-237	-51. 3	+43	+36. 4
\$4,500 through \$7,999	1, 970	636	32. 3	-170	-7. 9	+50	+8. 5
\$4,500 through \$6,499	1, 472	593	40. 3	-200	-11. 7	+36	+6. 5
\$6,500 through \$7,999	498	43	8. 6	+30	+6. 4	+14	+48. 3
\$8,000 and over	159	2	1. 3	+24	+17. 8	+1	+100. 0
Total other pay plans	1, 020	75	7. 4	+594	+139. 4	+63	+525. 0
Up through \$4,499	484	64	13. 2	+363	+300. 0	+62	+3100. 0
\$4,500 through \$7,999	298	10	3. 4	+198	+198. 0	-----	-----
\$4,500 through \$6,499	208	9	4. 3	+160	+333. 3	-1	-10. 0
\$6,500 through \$7,999	90	1	1. 1	+38	+73. 1	+1	-----
\$8,000 and over	238	1	. 4	+33	+16. 1	+1	-----

TABLE 1-9.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of Labor*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	9, 018	1, 719	19. 1	+623	+7. 4	+188	+12. 3
Total Classification Act or similar.....	8, 879	1, 619	18. 2	+592	+7. 1	+159	+10. 9
GS-1 through 4.....	2, 246	868	38. 6	-263	-10. 5	-30	-3. 3
GS-5 through 11.....	4, 296	652	15. 2	+498	+13. 1	+138	+26. 8
GS-5 through 8.....	2, 417	522	21. 6	+240	+11. 0	+108	+26. 1
GS-9 through 11.....	1, 879	130	6. 9	+258	+15. 9	+30	+30. 0
GS-12 through 18.....	2, 337	99	4. 2	+357	+18. 0	+51	+106. 3
Total Wage Board.....	113	82	72. 6	+13	+13. 0	+12	+17. 1
Up through \$4, 499.....	45	28	62. 2	+3	+7. 1	-4	-12. 5
\$4, 500 through \$7, 999.....	66	53	80. 3	+9	+15. 8	+15	+39. 5
\$4, 500 through \$6, 499.....	54	43	79. 6	+9	+20. 0	+14	+48. 3
\$6, 500 through \$7, 999.....	12	10	83. 3	-----	-----	+1	+11. 1
\$8, 000 and over.....	2	1	50. 0	+1	+100. 0	+1	-----
Total other pay plans.....	26	18	69. 2	+18	+225. 0	+17	+1, 700. 0
Up through \$4, 499.....	17	17	100. 0	+17	-----	+17	-----
\$4, 500 through \$7, 999.....	-----	-----	-----	-----	-----	-----	-----
\$4, 500 through \$6, 499.....	-----	-----	-----	-----	-----	-----	-----
\$6, 500 through \$7, 999.....	-----	-----	-----	-----	-----	-----	-----
\$8, 000 and over.....	9	1	11. 1	+1	+12. 5	-----	-----

TABLE 1-10.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Department of Health, Education, and Welfare*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	77, 798	14, 992	19. 3	+7, 423	+10. 5	+1, 107	+8. 0
Total Classification Act or similar.....	66, 102	11, 402	17. 2	+3, 182	+5. 1	+1, 017	+9. 8
GS-1 through 4.....	26, 756	7, 561	28. 3	+62	+ . 2	+538	+7. 7
GS-5 through 11.....	32, 680	3, 735	11. 4	+2, 059	+6. 7	+451	+13. 7
GS-5 through 8.....	21, 904	3, 194	14. 6	+1, 338	+6. 5	+365	+12. 9
GS-9 through 11.....	10, 776	541	5. 0	+721	+7. 2	+86	+18. 9
GS-12 through 18.....	6, 666	106	1. 6	+1, 061	+18. 9	+28	+35. 9
Total Wage Board.....	6, 341	3, 314	52. 3	+237	+3. 9	+21	+0. 6
Up through \$4,499.....	3, 130	2, 208	70. 5	-331	-9. 6	-317	-12. 6
\$4,500 through \$7,999.....	3, 147	1, 106	35. 1	+524	+20. 0	+338	+44. 0
\$4,500 through \$6,499.....	2, 635	1, 073	40. 7	+273	+11. 6	+317	+41. 9
\$6,500 through \$7,999.....	512	33	6. 4	+251	+96. 2	+21	+175. 0
\$8,000 and over.....	64	-----	-----	+44	+220. 0	-----	-----
Total other pay plans.....	5, 355	276	5. 2	+4, 004	+296. 4	+69	+33. 3
Up through \$4,499.....	592	184	31. 1	+185	+45. 5	+1	+0. 5
\$4,500 through \$7,999.....	1, 647	65	3. 9	+1, 264	+330. 0	+49	+306. 3
\$4,500 through \$6,499.....	1, 154	56	4. 9	+839	+266. 3	+40	+250. 0
\$6,500 through \$7,999.....	493	9	1. 8	+425	+625. 0	+9	-----
\$8,000 and over.....	3, 116	27	. 9	+2, 555	+455. 4	+19	+237. 5

TABLE 1-11.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Veterans Administration*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	150, 273	35, 986	23. 9	- 447	-0. 3	+707	+2. 0
Total Classification Act or similar ¹	112, 530	21, 662	19. 2	+1, 822	+1. 6	+639	+3. 0
GS-1 through 4	53, 924	17, 098	31. 7	-1, 620	-2. 9	-56	-0. 3
GS-5 through 11	45, 979	4, 344	9. 4	+2, 009	+4. 6	+616	+16. 5
GS-5 through 8	30, 255	3, 382	11. 2	+918	+3. 1	+381	+12. 7
GS-9 through 11	15, 724	962	6. 1	+1, 091	+7. 5	+235	+32. 3
GS-12 through 18	12, 627	220	1. 7	+1, 423	+12. 8	+79	+56. 0
Total Wage Board	35, 094	13, 764	39. 2	-867	-2. 4	+160	+1. 2
Up through \$4,499	19, 766	9, 929	50. 2	-2, 300	-10. 4	-687	-6. 5
\$4,500 through \$7,999	15, 026	3, 830	25. 5	+1, 370	+10. 0	+844	+28. 3
\$4,500 through \$6,499	12, 214	3, 584	29. 3	+454	+3. 9	+727	+25. 4
\$6,500 through \$7,999	2, 812	246	8. 7	+916	+48. 3	+117	+90. 7
\$8,000 and over	302	5	1. 7	+63	+26. 4	+3	+150. 0
Total other pay plans	2, 649	560	21. 1	-1, 402	-34. 6	-92	-14. 1
Up through \$4,499	2, 198	528	24. 0	+535	+32. 2	+213	+67. 6
\$4,500 through \$7,999	353	30	8. 5	-1, 285	-78. 4	-251	-89. 3
\$4,500 through \$6,499	268	24	9. 0	-846	-75. 9	-161	-87. 0
\$6,500 through \$7,999	85	6	7. 1	-439	-83. 8	-90	-93. 8
\$8,000 and over	98	2	2. 0	-652	-86. 9	-54	-96. 4

¹ Doctors, dentists, and nurses of the Department of Medicine and Surgery included as similar to Classification Act.

TABLE 1-12.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Aviation Agency*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	42,366	1,217	2.9	+2,570	+6.5	+186	+18.0
Total Classification Act or similar.....	39,390	937	2.4	+2,210	+5.9	+134	+16.7
GS-1 through 4.....	2,917	269	9.2	+134	+4.8	+59	+28.1
GS-5 through 11.....	24,012	586	2.4	+301	+1.3	+43	+7.9
GS-5 through 8.....	9,108	343	3.8	-1,263	-12.2	-3	-.9
GS-9 through 11.....	14,904	243	1.6	+1,564	+11.7	+46	+23.4
GS-12 through 18.....	12,461	82	.7	+1,775	+16.6	+32	+64.0
Total Wage Board.....	2,962	280	9.5	+391	+15.2	+53	+23.3
Up through \$4,499.....	206	71	34.5	-38	-15.6	-25	-26.0
\$4,500 through \$7,999.....	2,671	209	7.8	+372	+16.2	+79	+60.8
\$4,500 through \$6,499.....	1,962	193	9.8	+177	+9.9	+68	+54.4
\$6,500 through \$7,999.....	709	16	2.3	+195	+37.9	+11	+220.0
\$8,000 and over.....	85	-----	-----	+57	+203.6	-1	-----
Total other pay plans.....	14	-----	-----	-31	-68.9	-1	-100.0
Up through \$4,499.....	2	-----	-----	-1	-33.3	-1	-100.0
\$4,500 through \$7,999.....	-----	-----	-----	-18	-----	-----	-----
\$4,500 through \$6,499.....	-----	-----	-----	-16	-----	-----	-----
\$6,500 through \$7,999.....	-----	-----	-----	-2	-----	-----	-----
\$8,000 and over.....	12	-----	-----	-12	-50.0	-----	-----

TABLE 1-13.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, General Services Administration*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	33, 447	11, 704	35. 0	+2, 540	+8. 2	+1, 296	+12. 5
Total Classification Act or similar.....	16, 948	2, 980	17. 6	+2, 047	+13. 7	+527	+21. 5
GS-1 through 4.....	7, 797	2, 352	30. 2	+807	+11. 6	+334	+16. 6
GS-5 through 11.....	6, 546	599	9. 2	+886	+15. 7	+173	+40. 6
GS-5 through 8.....	4, 017	543	13. 5	+578	+16. 8	+165	+43. 7
GS-9 through 11.....	2, 529	56	2. 2	+308	+13. 9	+8	+16. 7
GS-12 through 18.....	2, 605	29	1. 1	+354	+15. 7	+20	+222. 2
Total Wage Board.....	16, 487	8, 724	52. 9	+481	+3. 0	+769	+9. 7
Up through \$4,499.....	6, 827	5, 148	75. 4	-294	-4. 1	+226	+4. 6
\$4,500 through \$7,999.....	9, 446	3, 576	37. 9	+642	+7. 3	+546	+18. 0
\$4,500 through \$6,499.....	7, 348	3, 370	45. 9	-169	-2. 2	+454	+15. 6
\$6,500 through \$7,999.....	2, 098	206	9. 8	+811	+63. 0	+92	+80. 7
\$8,000 and over.....	214			+133	+164. 2	-3	-100. 0
Total other pay plans.....	12			+12			
Up through \$4,499.....	5			+5			
\$4,500 through \$7,999.....	2			+2			
\$4,500 through \$6,499.....	2			+2			
\$6,500 through \$7,999.....							
\$8,000 and over.....	5			+5			

TABLE 1-14.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, National Aeronautics and Space Administration*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	29, 656	756	2. 5	+6, 380	+27. 4	+102	+15. 6
Total Classification Act or similar	22, 753	426	1. 9	+6, 149	+37. 0	+98	+29. 9
GS-1 through 4	4, 122	95	2. 3	+867	+26. 6	+19	+25. 0
GS-5 through 11	9, 044	268	3. 0	+2, 158	+31. 3	+57	+27. 0
GS-5 through 8	4, 195	170	4. 1	+700	+20. 0	+29	+20. 6
GS-9 through 11	4, 849	98	2. 0	+1, 458	+43. 0	+28	+40. 0
GS-12 through 18	9, 587	63	. 7	+3, 124	+48. 3	+22	+53. 7
Total Wage Board	6, 679	329	4. 9	+304	+4. 8	+4	+1. 2
Up through \$4,499	452	101	22. 3	-102	-18. 4	-75	-42. 6
\$4,500 through \$7,999	5, 317	228	4. 3	+517	+10. 8	+79	+53. 0
\$4,500 through \$6,499	2, 349	205	8. 7	+65	+2. 8	+75	+57. 7
\$6,500 through \$7,999	2, 968	23	. 8	+452	+18. 0	+4	+21. 1
\$8,000 and over	910	-----	-----	-111	-10. 9	-----	-----
Total other pay plans	224	1	. 4	-73	-24. 6	-----	-----
Up through \$4,499	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999	12	1	8. 3	+12	-----	+1	-----
\$4,500 through \$6,499	1	-----	-----	+1	-----	-----	-----
\$6,500 through \$7,999	11	1	9. 1	+11	-----	+1	-----
\$8,000 and over	212	-----	-----	-85	-28. 6	-1	-100. 0

TABLE 1-15.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Tennessee Valley Authority*

Pay category	1963		Change from 1962				
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	17, 831	1, 102	6. 2	- 623	- 3. 4	- 48	- 4. 2
Total Classification Act or similar.....							
GS-1 through 4.....							
GS-5 through 11.....							
GS-5 through 8.....							
GS-9 through 11.....							
GS-12 through 18.....							
Total Wage Board.....	10, 953	753	6. 9	- 845	- 7. 2	- 52	- 6. 5
Up through \$4,499.....				- 994		- 174	
\$4,500 through \$7,999.....	7, 935	752	9. 5	- 219	- 2. 7	+ 122	+ 19. 4
\$4,500 through \$6,499.....	4, 683	723	15. 4	+ 956	+ 25. 7	+ 133	+ 22. 5
\$6,500 through \$7,999.....	3, 252	29	. 9	- 1, 175	- 26. 5	- 11	- 27. 5
\$8,000 and over.....	3, 018	1	(¹)	+ 368	+ 13. 9		
Total other pay plans.....	6, 878	349	5. 1	+ 222	+ 3. 3	+ 4	+ 1. 2
Up through \$4,499.....	740	234	31. 6	- 86	- 10. 4	+ 1	+ 0. 4
\$4,500 through \$7,999.....	3, 434	110	3. 2	+ 67	+ 2. 0	+ 5	+ 4. 8
\$4,500 through \$6,499.....	2, 403	98	4. 1	+ 77	+ 3. 3		
\$6,500 through \$7,999.....	1, 031	12	1. 2	- 10	- 1. 0	+ 5	+ 71. 4
\$8,000 and over.....	2, 704	5	. 2	+ 241	+ 9. 8	- 2	- 28. 6

¹ Less than 0.05 percent.

TABLE 1-16.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Housing and Home Finance Agency*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	13, 721	1, 590	11. 6	+652	+5. 0	+305	+23. 7
Total Classification Act or similar.....	13, 589	1, 501	11. 0	+639	+4. 9	+295	+24. 5
GS-1 through 4.....	3, 340	830	24. 9	-18	- . 5	+76	+10. 1
GS-5 through 11.....	7, 321	604	8. 3	+448	+6. 5	+212	+54. 1
GS-5 through 8.....	3, 199	490	15. 3	+271	+9. 3	+166	+51. 2
GS-9 through 11.....	4, 122	114	2. 8	+177	+4. 5	+46	+67. 6
GS-12 through 18.....	2, 928	67	2. 3	+209	+7. 7	+7	+11. 7
Total Wage Board.....	127	88	69. 3	+13	+11. 4	+10	+12. 8
Up through \$4,499.....	11	8	72. 7	-2	-15. 4	-2	-20. 0
\$4,500 through \$7,999.....	113	80	70. 8	+13	+13. 0	+12	+17. 6
\$4,500 through \$6,499.....	96	74	77. 1	+9	+10. 3	+8	+12. 1
\$6,500 through \$7,999.....	17	6	35. 3	+4	+30. 8	+4	+200. 0
\$8,000 and over.....	3			+2	+200. 0		
Total other pay plans.....	5	1	20. 0				
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	5	1	20. 0				

TABLE 1-17.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Atomic Energy Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	7, 197	132	1. 8	+447	+6. 6	-4	-2. 9
Total Classification Act or similar-----	6, 842	111	1. 6	+239	+3. 6	-5	-4. 3
GS-1 through 4-----	885	26	2. 9	-34	-3. 7	-15	-36. 6
GS-5 through 11-----	3, 325	77	2. 3	+79	+2. 4	+9	+13. 2
GS-5 through 8-----	2, 409	67	2. 8	+104	+4. 5	+8	+13. 6
GS-9 through 11-----	916	10	1. 1	-25	-2. 7	+1	+11. 1
GS-12 through 18-----	2, 632	8	. 3	+194	+8. 0	+1	+14. 3
Total Wage Board-----	51	21	41. 2	+3	+6. 3	+1	+5. 0
Up through \$4,499-----							
\$4,500 through \$7,999-----	51	21	41. 2	+3	+6. 3	+1	+5. 0
\$4,500 through \$6,499-----	36	19	52. 8	-4	-10. 0	-1	-5. 0
\$6,500 through \$7,999-----	15	2	13. 3	+7	+87. 5	+2	
\$8,000 and over-----							
Total other pay plans-----	304			+205	+207. 1		
Up through \$4,499-----	2			+2			
\$4,500 through \$7,999-----	57			+57			
\$4,500 through \$6,499-----	44			+44			
\$6,500 through \$7,999-----	13			+13			
\$8,000 and over-----	245			+146	+147. 5		

TABLE 1-18.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Government Printing Office*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	6, 845	2, 659	38. 8	+288	+4. 4	-60	-2. 2
Total Classification Act or similar.....	1, 197	429	35. 8	+12	+1. 0	-133	-23. 7
GS-1 through 4.....	730	370	50. 7	-22	-2. 9	-158	-29. 9
GS-5 through 11.....	418	59	14. 1	+20	+5. 0	+25	+73. 5
GS-5 through 8.....	345	58	16. 8	+17	+5. 2	+25	+75. 8
GS-9 through 11.....	73	1	1. 4	+3	+4. 3	-----	-----
GS-12 through 18.....	49	-----	-----	+14	+40. 0	-----	-----
Total Wage Board.....	5, 325	2, 226	41. 8	+251	+4. 9	+73	+3. 4
Up through \$4,499.....	1, 750	1, 502	85. 8	-340	-16. 3	-245	-14. 0
\$4,500 through \$7,999.....	1, 747	638	36. 5	-992	-36. 2	+242	+61. 1
\$4,500 through \$6,499.....	890	532	59. 8	+390	+78. 0	+258	+94. 2
\$6,500 through \$7,999.....	857	106	12. 4	-1, 382	-61. 7	-16	-13. 1
\$8,000 and over.....	1, 828	86	4. 7	+1, 583	+646. 1	+76	+760. 0
Total other pay plans.....	323	4	1. 2	+25	+8. 4	-----	-----
Up through \$4,499.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999.....	27	3	11. 1	-22	-44. 9	-1	-25. 0
\$4,500 through \$6,499.....	19	2	10. 5	+5	+35. 7	-1	-33. 3
\$6,500 through \$7,999.....	8	1	12. 5	-27	-77. 1	-----	-----
\$8,000 and over.....	296	1	. 3	+47	+18. 9	+1	-----

TABLE 1-19.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Selective Service System*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	4,977	214	4.3	-25	-0.5	+8	+3.9
Total Classification Act or similar	901	39	4.3	+13	+1.5	+4	+11.4
GS-1 through 4	365	24	6.6	+9	+2.5	+2	+9.1
GS-5 through 11	490	15	3.1	+2	+4	+2	+15.4
GS-5 through 8	426	12	2.8	-6	-1.4		
GS-9 through 11	64	3	4.7	+8	+14.3	+2	+200.0
GS-12 through 18	46			+2	+4.5		
Total Wage Board	17	15	88.2	-2	-10.5	-3	-16.7
Up through \$4,499	6	4	66.7	-3	-33.3	-4	-50.0
\$4,500 through \$7,999	11	11	100.0	+1	+10.0	+1	+10.0
\$4,500 through \$6,499	10	10	100.0	+1	+11.1	+1	+11.1
\$6,500 through \$7,999	1	1	100.0				
\$8,000 and over							
Total other pay plans	4,059	160	3.9	-36	-.9	+7	+4.6
Up through \$4,499	2,804	109	3.9	-609	-17.8	-19	-14.8
\$4,500 through \$7,999	1,255	51	4.1	+573	+84.0	+26	+104.0
\$4,500 through \$6,499	1,245	51	4.1	+569	+84.2	+26	+104.0
\$6,500 through \$7,999	10			+4	+66.7		
\$8,000 and over							

TABLE 1-20.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Civil Service Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	3,995	835	20.9	-28	-0.7	-56	-6.3
Total Classification Act or similar-----	3,936	801	20.4	-32	-.8	-61	-7.1
GS-1 through 4-----	1,420	637	44.9	-139	-8.9	-93	-12.7
GS-5 through 11-----	1,803	161	8.9	+103	+6.1	+32	+24.8
GS-5 through 8-----	786	141	17.9	-9	-1.1	+30	+27.0
GS-9 through 11-----	1,017	20	2.0	+112	+12.4	+2	+11.1
GS-12 through 18-----	713	3	.4	+4	+6		
Total Wage Board-----	55	34	61.8	+4	+7.8	+5	+17.2
Up through \$4,499-----	15	13	86.7	+2	+15.4	+2	+18.2
\$4,500 through \$7,999-----	39	21	53.8	+2	+5.4	+3	+16.7
\$4,500 through \$6,499-----	35	19	54.3	+1	+2.9	+2	+11.8
\$6,500 through \$7,999-----	4	2	50.0	+1	+33.3	+1	+100.0
\$8,000 and over-----	1						
Total other pay plans-----	4						
Up through \$4,499-----							
\$4,500 through \$7,999-----							
\$4,500 through \$6,499-----							
\$6,500 through \$7,999-----							
\$8,000 and over-----	4						

TABLE 1-21.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Information Agency*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	4,563	417	9.1	+333	+7.9	-28	-6.3
Total Classification Act or similar.....	2,781	326	11.7	+442	+18.9	-40	-10.9
GS-1 through 4.....	385	105	27.3	+16	+4.3	-51	-32.7
GS-5 through 11.....	1,367	211	15.4	+169	+14.1	+13	+6.6
GS-5 through 8.....	705	183	26.0	+84	+13.5	+4	+2.2
GS-9 through 11.....	662	28	4.2	+85	+14.7	+9	+47.3
GS-12 through 18.....	1,029	10	1.0	+257	+33.3	-2	-16.7
Total Wage Board.....	305	44	14.4	+86	+39.3	+7	+18.9
Up through \$4,499.....	6	4	66.7	-3	-33.3	-4	-50.0
\$4,500 through \$7,999.....	159	40	25.2	+64	+67.4	+11	+37.9
\$4,500 through \$6,499.....	84	38	45.2	+21	+33.3	+10	+35.7
\$6,500 through \$7,999.....	75	2	2.7	+43	+134.4	+1	+100.0
\$8,000 and over.....	140			+25	+21.7		
Total other pay plans.....	1,477	47	3.2	-195	-11.7	+5	+11.9
Up through \$4,499.....	12			-46	-79.3	-2	-100.0
\$4,500 through \$7,999.....	354	10	2.8	+9	+2.6	-2	-16.7
\$4,500 through \$6,499.....	200	4	2.0	-10	-4.8	-1	-20.0
\$6,500 through \$7,999.....	154	6	3.9	+19	+14.1	-1	-14.3
\$8,000 and over.....	1,111	37	3.3	-158	-12.5	+9	+32.1

TABLE 1-22.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Small Business Administration*

Pay category	1963		Change from 1962				
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	3, 075	180	5. 9	+104	+3. 5	+17	+10. 4
Total Classification Act or similar.....	3, 060	170	5. 6	+99	+3. 3	+17	+11. 1
GS-1 through 4.....	891	114	12. 8	-91	-9. 3	-4	-3. 4
GS-5 through 11.....	1, 131	53	4. 7	+39	+3. 6	+19	+55. 9
GS-5 through 8.....	684	52	7. 6	+28	+4. 3	+20	+62. 5
GS-9 through 11.....	447	1	. 2	+11	+2. 5	-1	-50. 0
GS-12 through 18.....	1, 038	3	. 3	+151	+17. 0	+2	+200. 0
Total Wage Board.....	10	10	100. 0				
Up through \$4,499.....				-2	-100. 0	-2	-100. 0
\$4,500 through \$7,999.....	10	10	100. 0	+2	+25. 0	+2	+25. 0
\$4,500 through \$6,499.....	10	10	100. 0	+2	+25. 0	+2	+25. 0
\$6,500 through \$7,999.....							
\$8,000 and over.....							
Total other pay plans.....	5			+5			
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	5			+5			

TABLE 1-23.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Interstate Commerce Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	2,387	285	11.9	-46	-1.9	-2	-0.7
Total Classification Act or similar.....	2,361	265	11.2	-45	-1.9	-1	-0.4
GS-1 through 4.....	561	223	39.8	-7	-1.2	-4	-1.8
GS-5 through 11.....	939	42	4.5	-42	-4.3	+3	+7.7
GS-5 through 8.....	526	40	7.6	-28	-5.1	+2	+5.3
GS-9 through 11.....	413	2	.5	-14	-3.3	+1	+100.0
GS-12 through 18.....	861			+4	+ .5		
Total Wage Board.....	26	20	76.9	-1	-3.7	-1	-4.8
Up through \$4,499.....	2	2	100.0	-6	-75.0	-6	-75.0
\$4,500 through \$7,999.....	24	18	75.0	+6	+33.3	+5	+38.5
\$4,500 through \$6,499.....	19	18	94.7	+5	+35.7	+5	+38.5
\$6,500 through \$7,999.....	5			+1	+25.0		
\$8,000 and over.....				-1	-100.0		
Total other pay plans.....							
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....							

TABLE 1-24.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Railroad Retirement Board*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	1, 976	399	20. 2	-122	-5. 8	+7	+1. 8
Total Classification Act or similar	1, 942	381	19. 6	-125	-6. 0	+7	+1. 9
GS-1 through 4	659	287	43. 6	-64	-8. 9	+3	+1. 1
GS-5 through 11	1, 113	94	8. 4	-62	-5. 3	+4	+4. 4
GS-5 through 8	573	81	14. 1	-31	-5. 1	+2	+2. 5
GS-9 through 11	540	13	2. 4	-31	-5. 4	+2	+18. 2
GS-12 through 18	170			+1	+ . 6		
Total Wage Board	31	18	58. 1				
Up through \$4,499							
\$4,500 through \$7,999	30	18	60. 0				
\$4,500 through \$6,499	22	16	72. 7				
\$6,500 through \$7,999	8	2	25. 0				
\$8,000 and over	1						
Total other pay plans	3			+3			
Up through \$4,499							
\$4,500 through \$7,999							
\$4,500 through \$6,499							
\$6,500 through \$7,999							
\$8,000 and over	3			+3			

TABLE 1-25.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, National Labor Relations Board*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans	1,940	227	11.7	+50	+2.6	-6	-2.6
Total Classification Act or similar.....	1,910	205	10.7	+44	+2.4	-5	-2.4
GS-1 through 4.....	387	92	23.8	-55	-12.4	-16	-14.8
GS-5 through 11.....	743	102	13.7	+48	+6.9	+10	+10.9
GS-5 through 8.....	447	87	19.5	+40	+9.8	+11	+14.5
GS-9 through 11.....	296	15	5.1	+8	+2.8	-1	-6.3
GS-12 through 18.....	780	11	1.4	+51	+7.0	+1	+10.0
Total Wage Board	24	22	91.7	-----	-----	-1	-4.3
Up through \$4,499.....	2	2	100.0	-4	-66.7	-4	-66.7
\$4,500 through \$7,999.....	22	20	90.9	+4	+22.2	+3	+17.6
\$4,500 through \$6,499.....	21	20	95.2	+4	+23.5	+3	+17.6
\$6,500 through \$7,999.....	1						
\$8,000 and over.....							
Total other pay plans.....	6			+6			
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	6			+6			

TABLE 1-26.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Smithsonian Institution*

[Includes National Gallery of Art]

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	1,887	599	31.7	+243	+14.8	+57	+10.5
Total Classification Act or similar.....	1,219	258	21.2	+107	+9.6	+33	+14.7
GS-1 through 4.....	461	178	38.6	+22	+5.0	+20	+12.7
GS-5 through 11.....	581	80	13.8	+57	+10.9	+13	+19.4
GS-5 through 8.....	380	69	18.2	+24	+6.7	+8	+13.1
GS-9 through 11.....	201	11	5.5	+33	+19.6	+5	+83.3
GS-12 through 18.....	177			+28	+18.8		
Total Wage Board.....	668	341	51.0	+136	+25.6	+24	+7.6
Up through \$4,499.....	296	207	69.9	+53	+21.8	-9	-4.2
\$4,500 through \$7,999.....	363	134	36.9	+76	+26.5	+33	+32.7
\$4,500 through \$6,499.....	275	124	45.1	+13	+5.0	+25	+25.3
\$6,500 through \$7,999.....	88	10	11.4	+63	+252.0	+8	+400.0
\$8,000 and over.....	9			+7	+350.0		
Total other pay plans.....							
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....							

TABLE 1-27.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Communications Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	1,488	147	9.9	-16	-1.1	+30	+25.6
Total Classification Act or similar-----	1,440	121	8.4	-21	-1.4	+25	+26.0
GS-1 through 4-----	297	67	22.6	-25	-7.8	+13	+24.1
GS-5 through 11-----	673	48	7.1	-23	-3.3	+12	+33.3
GS-5 through 8-----	444	38	8.6	-10	-2.2	+6	+18.8
GS-9 through 11-----	229	10	4.4	-13	-5.4	+6	+150.0
GS-12 through 18-----	470	6	1.3	+27	+6.1	-----	-----
Total Wage Board-----	40	26	65.0	+4	+11.1	+5	+23.8
Up through \$4,499-----	5	3	60.0	-6	-54.5	-4	-57.1
\$4,500 through \$7,999-----	32	23	71.9	+9	+39.1	+9	+64.3
\$4,500 through \$6,499-----	26	18	69.2	+6	+30.0	+6	+50.0
\$6,500 through \$7,999-----	6	5	83.3	+3	+100.0	+3	+150.0
\$8,000 and over-----	3	-----	-----	+1	+50.0	-----	-----
Total other pay plans-----	8	-----	-----	+1	+14.3	-----	-----
Up through \$4,499-----	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999-----	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$6,499-----	-----	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999-----	-----	-----	-----	-----	-----	-----	-----
\$8,000 and over-----	8	-----	-----	+1	+14.3	-----	-----

TABLE 1-28.—*Negro and total employment, by grade and salary groups, June 1962 and June 1963, Securities and Exchange Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	1,382	113	8.2	+55	+4.1	+3	+2.7
Total Classification Act or similar-----	1,360	104	7.6	+50	+3.8	+2	+2.0
GS-1 through 4-----	247	63	25.5	-11	-4.3	-8	-11.3
GS-5 through 11-----	633	40	6.3	+11	+1.8	+10	+33.3
GS-5 through 8-----	292	36	12.3	-30	-9.3	+8	+28.6
GS-9 through 11-----	341	4	1.2	+41	+13.7	+2	+100.0
GS-12 through 18-----	480	1	.2	+50	+11.6		
Total Wage Board-----	17	9	52.9			+1	+12.5
Up through \$4,499-----							
\$4,500 through \$7,999-----	16	9	56.3			+1	+12.5
\$4,500 through \$6,499-----	11	7	63.6	-2	-15.4	-1	-12.5
\$6,500 through \$7,999-----	5	2	40.0	+2	+66.7	+2	
\$8,000 and over-----	1						
Total other pay plans-----	5			+5			
Up through \$4,499-----							
\$4,500 through \$7,999-----							
\$4,500 through \$6,499-----							
\$6,500 through \$7,999-----							
\$8,000 and over-----	5			+5			

TABLE 1-29.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Deposit Insurance Corporation*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	1, 226	33	2. 7	-19	-1. 5	-3	-8. 3
Total Classification Act or similar.....	1, 223	33	2. 7	-18	-1. 5	-3	-8. 3
GS-1 through 4.....	227	29	12. 8	-18	-7. 3	-4	-12. 1
GS-5 through 11.....	732	4	. 5	+9	+1. 2	+1	+33. 3
GS-5 through 8.....	381	4	1. 0	+9	+2. 4	+1	+33. 3
GS-9 through 11.....	351						
GS-12 through 18.....	264			-9	-3. 3		
Total Wage Board.....							
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....							
Total other pay plans.....	3			-1	-25. 0		
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	3			-1	-25. 0		

TABLE 1-30.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Home Loan Bank Board*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	1,056	22	2.1	-117	-10.0	+10	+83.3
Total Classification Act or similar.....	1,039	19	1.8	-118	-10.2	+9	+90.0
GS-1 through 4.....	145	16	11.0	+4	+2.8	+6	+60.0
GS-5 through 11.....	605	3	.5	-133	-18.0	+3	-----
GS-5 through 8.....	211	3	1.4	-24	-10.2	+3	-----
GS-9 through 11.....	394	-----	-----	-109	-21.7	-----	-----
GS-12 through 18.....	289	-----	-----	+11	+4.0	-----	-----
Total Wage Board.....	14	3	21.4	+1	+8.0	+1	+50.0
Up through \$4,499.....	2	1	50.0	+1	+100.0	+1	-----
\$4,500 through \$7,999.....	12	2	16.7	-----	-----	-----	-----
\$4,500 through \$6,499.....	9	2	22.2	-----	-----	-----	-----
\$6,500 through \$7,999.....	3	-----	-----	-----	-----	-----	-----
\$8,000 and over.....	-----	-----	-----	-----	-----	-----	-----
Total other pay plans.....	3	-----	-----	-----	-----	-----	-----
Up through \$4,499.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$6,499.....	-----	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$8,000 and over.....	3	-----	-----	-----	-----	-----	-----

TABLE 1-31.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Trade Commission*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	1, 171	96	8. 2	+56	+5. 0	+24	+33. 3
Total Classification Act or Similar.....	1, 146	88	7. 7	+52	+4. 8	+20	+29. 4
GS-1 through 4.....	236	57	24. 2	+17	+7. 8	+9	+18. 8
GS-5 through 11.....	509	31	6. 1	-4	-. 8	+11	+55. 0
GS-5 through 8.....	289	24	8. 3	-35	-10. 8	+8	+50. 0
GS-9 through 11.....	220	7	3. 2	+31	+16. 4	+3	+75. 0
GS-12 through 18.....	401			+39	+10. 8		
Total Wage Board.....	20	7	35. 0	+5	+33. 3	+3	+75. 0
Up through \$4,499.....	4	2	50. 0	+3	+300. 0	+2	
\$4,500 through \$7,999.....	15	5	33. 3	+1	+7. 1	+1	+25. 0
\$4,500 through \$6,499.....	10	5	50. 0	+2	+25. 0	+1	+25. 0
\$6,500 through \$7,999.....	5			-1	-16. 7		
\$8,000 and over.....	1			+1			
Total other pay plans.....	5	1	20. 0	-1	-16. 7	+1	
Up through \$4,499.....							
\$4,500 through \$7,999.....							
\$4,500 through \$6,499.....							
\$6,500 through \$7,999.....							
\$8,000 and over.....	5	1	20. 0	-1	-16. 7	+1	

TABLE 1-32.—Negro and total employment by grade and salary groups, June 1962 and June 1963, Federal Power Commission

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans-----	1, 210	156	12. 9	+ 223	+ 22. 6	+ 69	+79. 3
Total Classification Act or similar-----	1, 181	136	11. 5	+222	+23. 1	+ 69	+103. 0
GS-1 through 4-----	266	101	38. 0	+61	+29. 8	+46	+ 83. 6
GS-5 through 11-----	531	35	6. 6	+90	+20. 4	+23	+191. 7
GS-5 through 8-----	287	30	10. 5	+66	+29. 9	+20	+200. 0
GS-9 through 11-----	244	5	2. 0	+24	+10. 9	+3	+150. 0
GS-12 through 18-----	384			+71	+22. 7		
Total Wage Board-----	24	20	83. 3	+1	+4. 3		
Up through \$4,499-----	4	3	75. 0	-2	-33. 3	-3	-50. 0
\$4,500 through \$7,999-----	20	17	85. 0	+3	+17. 6	+3	+21. 4
\$4,500 through \$6,499-----	14	13	92. 9	+2	+16. 7	+2	+18. 2
\$6,500 through \$7,999-----	6	4	66. 7	+1	+20. 0	+1	+33. 3
\$8,000 and over-----							
Total other pay plans-----	5						
Up through \$4,499-----							
\$4,500 through \$7,999-----							
\$4,500 through \$6,499-----							
\$6,500 through \$7,999-----							
\$8,000 and over-----	5						

TABLE 1-33.—*Negro and total employment by grade and salary groups, June 1962 and June 1963, Soldiers' Home*

Pay category	1963			Change from 1962			
	Total employees	Negro		Total	Percent	Negro	Percent
		Number	Percent				
Total all pay plans.....	1, 021	456	44. 7	+ 36	+3. 7	+ 8	+1. 8
Total Classification Act or similar.....	343	192	56. 0	-----	-----	+7	+3. 8
GS-1 through 4.....	250	188	75. 2	-7	-2. 7	+6	+3. 3
GS-5 through 11.....	85	4	4. 7	+7	+9. 0	+1	+33. 3
GS-5 through 8.....	67	4	6. 0	+5	+8. 1	+1	+33. 3
GS-9 through 11.....	18	-----	-----	+2	+12. 5	-----	-----
GS-12 through 18.....	8	-----	-----	-----	-----	-----	-----
Total Wage Board.....	449	243	54. 1	+11	+2. 5	-5	-2. 0
Up through \$4,499.....	237	209	88. 2	-23	-8. 8	-3	-1. 4
\$4,500 through \$7,999.....	211	34	16. 1	+33	+18. 5	-2	-5. 6
\$4,500 through \$6,499.....	190	34	17. 9	+23	+13. 8	-2	-5. 6
\$6,500 through \$7,999.....	21	-----	-----	+10	+90. 9	-----	-----
\$8,000 and over.....	1	-----	-----	+1	-----	-----	-----
Total other pay plans.....	229	21	9. 2	+25	+12. 3	+6	+40. 0
Up through \$4,499.....	223	21	9. 4	+25	+12. 6	+6	+40. 0
\$4,500 through \$7,999.....	5	-----	-----	-----	-----	-----	-----
\$4,500 through \$6,499.....	-----	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999.....	5	-----	-----	-----	-----	-----	-----
\$8,000 and over.....	1	-----	-----	-----	-----	-----	-----

Spanish-Speaking and Total Employment in Selected Agencies

June, 1963

INDEX

Spanish-Speaking and Total Employment, 1962-1963

Table	Coverage	Table	Coverage
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2-3	Department of the Air Force	2-7	Veterans Administration
2-4	Post Office Department	2-8	Summary, all other agencies

TABLE 2-1.—Spanish-speaking and total employment by grade and salary group, June 1962 and June 1963, Department of the Army

Pay category	1963		Change from 1962				
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans-----	325, 117	9, 219	2. 8	-20, 952	-6. 1	-131	-1. 4
Total Classification Act or similar-----	198, 652	3, 233	1. 6	-7, 622	-3. 7	+119	+3. 8
GS-1 through 4-----	65, 554	1, 549	2. 4	-9, 578	-12. 7	-70	-4. 3
GS-5 through 11-----	102, 616	1, 548	1. 5	+389	+ .4	+165	+11. 9
GS-5 through 8-----	59, 644	1, 122	1. 9	-67	- .1	+82	+7. 9
GS-9 through 11-----	42, 972	426	1. 0	+456	+1. 1	+83	+24. 2
GS-12 through 18-----	30, 482	136	. 4	+1, 567	+5. 4	+24	+21. 4
Total Wage Board-----	124, 176	5, 967	4. 8	-13, 878	-10. 1	-258	-4. 1
Up through \$4,499-----	15, 922	1, 052	6. 6	-7, 024	-30. 6	-256	-19. 6
\$4,500 through \$7,999-----	102, 539	4, 827	4. 7	-7, 591	-6. 9	-39	- .8
\$4,500 through \$6,499-----	73, 908	3, 767	5. 1	-12, 099	-14. 1	-489	-11. 5
\$6,500 through \$7,999-----	28, 631	1, 060	3. 7	+4, 508	+18. 7	+450	+73. 8
\$8,000 and over-----	5, 715	88	1. 5	+737	+14. 8	+37	+72. 5
Total other pay plans-----	2, 289	19	. 8	+548	+31. 5	+8	+72. 7
Up through \$4,499-----	649	5	. 8	-306	-32. 0	+4	+400. 0
\$4,500 through \$7,999-----	1, 341	13	1. 0	+792	+144. 3	+4	+44. 4
\$4,500 through \$6,499-----	908	2	. 2	+528	+138. 9	+2	-----
\$6,500 through \$7,999-----	433	11	2. 5	+264	+156. 2	+2	+22. 2
\$8,000 and over-----	299	1	. 3	+62	+26. 2	-----	-----

TABLE 2-2.—Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Department of the Navy

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	320, 440	6, 838	2. 1	+8, 754	+2. 8	+154	+2. 3
Total Classification Act or similar.....	128, 093	1, 230	1. 0	+6, 260	+5. 1	+83	+7. 2
GS-1 through 4.....	46, 002	655	1. 4	-46	-. 1	-20	-3. 0
GS-5 through 11.....	61, 838	530	. 9	+3, 740	+6. 4	+101	+23. 5
GS-5 through 8.....	32, 946	325	1. 0	+1, 627	+5. 2	+39	+13. 6
GS-9 through 11.....	28, 892	205	. 7	+2, 113	+7. 9	+62	+43. 4
GS-12 through 18.....	20, 253	45	. 2	+2, 566	+14. 5	+2	+4. 7
Total Wage Board.....	190, 825	5, 596	2. 9	+6, 393	+3. 5	-106	-1. 9
Up through \$4,499.....	12, 524	642	5. 1	-3, 560	-22. 1	+18	+2. 9
\$4,500 through \$7,999.....	164, 109	4, 840	2. 9	+4, 683	+2. 9	+38	+. 8
\$4,500 through \$6,499.....	94, 410	2, 925	3. 1	-18, 387	-16. 3	-762	-20. 7
\$6,500 through \$7,999.....	69, 699	1, 915	2. 7	+23, 070	+49. 5	+800	+71. 7
\$8,000 and over.....	14, 192	114	. 8	+5, 270	+59. 1	+50	+78. 1
Total other pay plans.....	1, 522	12	. 8	-3, 899	-71. 9	-35	-74. 5
Up through \$4,499.....	56	2	3. 6	-55	-49. 5	+2	-----
\$4,500 through \$7,999.....	885	9	1. 0	-2, 869	-76. 4	-30	-76. 9
\$4,500 through \$6,499.....	494	8	1. 6	-1, 785	-78. 3	-26	-76. 5
\$6,500 through \$7,999.....	391	1	. 3	-1, 084	-73. 5	-4	-80. 0
\$8,000 and over.....	581	1	. 2	-975	-62. 7	-7	-87. 5

TABLE 2-3.—*Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Department of the Air Force*

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	271, 730	15, 482	5. 7	-4, 734	-1. 7	-1, 143	-6. 9
Total Classification Act or similar.....	152, 544	4, 467	2. 9	-179	-. 1	-238	-5. 2
GS-1 through 4.....	48, 089	2, 322	4. 8	-4, 063	-7. 8	-324	-12. 2
GS-5 through 11.....	81, 749	2, 022	2. 5	+2, 299	+2. 9	+79	+4. 1
GS-5 through 8.....	44, 046	1, 432	3. 3	+633	+1. 5	+95	+7. 1
GS-9 through 11.....	37, 703	590	1. 6	+1, 666	+4. 6	-16	-2. 6
GS-12 through 18.....	22, 706	123	. 5	+1, 585	+7. 5	+7	+6. 0
Total Wage Board.....	114, 070	10, 162	8. 9	-7, 216	-5. 9	-1, 705	-14. 4
Up through \$4,499.....	9, 201	2, 235	24. 3	-4, 512	-32. 9	-1, 079	-32. 6
\$4,500 through \$7,999.....	101, 086	7, 883	7. 8	-3, 488	-3. 3	-646	-7. 6
\$4,500 through \$6,499.....	77, 761	7, 247	9. 3	-8, 331	-9. 7	-654	-8. 3
\$6,500 through \$7,999.....	23, 325	636	2. 7	+4, 843	+26. 2	+8	+1. 3
\$8,000 and over.....	3, 783	44	1. 2	+784	+26. 1	+20	+83. 3
Total other pay plans.....	5, 116	853	16. 7	+2, 661	+108. 4	+800	+1509. 4
Up through \$4,499.....	529	22	4. 2	-139	-20. 8	-16	-42. 1
\$4,500 through \$7,999.....	4, 275	826	19. 3	+2, 732	+177. 1	+811	+5406. 7
\$4,500 through \$6,499.....	2, 982	658	22. 1	+1, 875	+169. 4	+643	+4286. 7
\$6,500 through \$7,999.....	1, 293	168	13. 0	+857	+196. 6	+168	-----
\$8,000 and over.....	312	5	1. 6	+68	+27. 9	+5	-----

TABLE 2-4.—Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Post Office Department

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	584, 140	9, 739	1. 7	+6, 501	+1. 1	+1, 121	+13. 0
Total Classification Act or similar.....	1, 619	2	. 1	+81	+5. 3	+2	-----
GS-1 through 4.....	262	2	. 8	-18	-6. 4	+2	-----
GS-5 through 11.....	774	-----	-----	+26	+3. 5	-----	-----
GS-5 through 8.....	535	-----	-----	+35	+7. 0	-----	-----
GS-9 through 11.....	239	-----	-----	-9	-3. 6	-----	-----
GS-12 through 18.....	583	-----	-----	+73	+14. 3	-----	-----
Total Wage Board.....	37	-----	-----	-2	-5. 1	-----	-----
Up through \$4,499.....	1	-----	-----	-1	-50. 0	-----	-----
\$4,500 through \$7,999.....	34	-----	-----	-1	-2. 9	-----	-----
\$4,500 through \$6,499.....	23	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999.....	11	-----	-----	-1	-8. 3	-----	-----
\$8,000 and over.....	2	-----	-----	-----	-----	-----	-----
Total postal field service.....	582, 475	9, 737	1. 7	+6, 428	+1. 1	+1, 119	+13. 0
PFS-1 through 4 ¹	499, 630	9, 194	1. 8	+2, 234	+ . 4	+1, 035	+12. 7
PFS-5 through 11.....	79, 216	534	. 7	+4, 200	+5. 6	+79	+17. 4
PFS-5 through 8.....	66, 205	472	. 7	+3, 630	+5. 8	+65	+16. 0
PFS-9 through 11.....	13, 011	62	. 5	+570	+4. 6	+14	+29. 2
PFS-12 through 20.....	3, 629	9	. 2	-6	-. 2	+5	+125. 0
Total other pay plans.....	9	-----	-----	-6	-40. 0	-----	-----
Up through \$4,499.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$4,500 through \$6,499.....	-----	-----	-----	-----	-----	-----	-----
\$6,500 through \$7,999.....	-----	-----	-----	-----	-----	-----	-----
\$8,000 and over.....	9	-----	-----	-6	-40. 0	-----	-----

¹ Includes 4th class postmasters and rural carriers.

TABLE 2-5.—*Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Department of the Interior*

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	65,076	1,106	1.7	+10,337	+18.9	+121	+12.3
Total Classification Act or similar.....	47,992	614	1.3	+6,454	+15.5	+54	+9.6
GS-1 through 4.....	13,927	310	2.2	+2,234	+19.1	+47	+17.9
GS-5 through 11.....	25,643	273	1.1	+2,565	+11.1	-3	-1.1
GS-5 through 8.....	13,975	195	1.4	+960	+7.4	-2	-1.0
GS-9 through 11.....	11,668	78	.7	+1,605	+15.9	-1	-1.3
GS-12 through 18.....	8,422	31	.4	+1,655	+24.5	+10	+47.6
Total Wage Board.....	16,245	471	2.9	+4,481	+38.1	+63	+15.4
Up through \$4,499.....	5,247	246	4.7	+1,629	+45.0	+2	+.8
\$4,500 through \$7,999.....	10,118	220	2.2	+2,444	+31.8	+58	+35.8
\$4,500 through \$6,499.....	7,640	183	2.4	+1,981	+35.0	+43	+30.7
\$6,500 through \$7,999.....	2,478	37	1.5	+463	+23.0	+15	+68.2
\$8,000 and over.....	880	5	.6	+408	+86.4	+3	+150.0
Total other pay plans.....	839	21	2.5	-598	-41.6	+4	+23.5
Up through \$4,499.....	300	18	6.0	-476	-61.3	+2	+12.5
\$4,500 through \$7,999.....	432	3	.7	-178	-29.2	+2	+200.0
\$4,500 through \$6,499.....	281	3	1.1	-225	-44.5	+2	+200.0
\$6,500 through \$7,999.....	151	-----	-----	+47	+45.2	-----	-----
\$8,000 and over.....	107	-----	-----	+56	+109.8	-----	-----

TABLE 2-6.—*Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Department of Agriculture*

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	95, 623	1, 410	1. 5	+3, 513	+3. 8	-81	-5. 4
Total Classification Act or similar.....	82, 072	743	. 9	+3, 409	+4. 3	-62	-7. 7
GS-1 through 4.....	24, 534	409	1. 7	-122	-. 5	-89	-17. 9
GS-5 through 11.....	46, 772	316	. 7	+2, 592	+5. 9	+20	+6. 8
GS-5 through 8.....	26, 737	245	. 9	+1, 290	+5. 1	+3	+1. 2
GS-9 through 11.....	20, 035	71	. 4	+1, 302	+7. 0	+17	+31. 5
GS-12 through 18.....	10, 766	18	. 2	+939	+9. 6	+7	+63. 6
Total Wage Board.....	11, 604	665	5. 7	+123	+1. 1	-20	-2. 9
Up through \$4,499.....	6, 966	565	8. 1	-494	-6. 6	-36	-6. 0
\$4,500 through \$7,999.....	4, 588	100	2. 2	+602	+15. 2	+16	+19. 0
\$4,500 through \$6,499.....	3, 937	97	2. 5	+399	+11. 3	+15	+18. 3
\$6,500 through \$7,999.....	621	3	. 5	+203	+48. 6	+1	+50. 0
\$8,000 and over.....	80	-----	-----	+15	+23. 1	-----	-----
Total other pay plans.....	1, 947	2	. 1	-19	-1. 0	+1	+100. 0
Up through \$4,499.....	484	1	. 2	-142	-22. 7	-----	-----
\$4,500 through \$7,999.....	1, 088	1	. 1	+17	+1. 6	+1	-----
\$4,500 through \$6,499.....	796	1	. 1	-3	-. 4	+1	-----
\$6,500 through \$7,999.....	292	-----	-----	+20	+7. 4	-----	-----
\$8,000 and over.....	375	-----	-----	+106	+39. 4	-----	-----

TABLE 2-7.—Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, Veterans Administration

Pay category	1963			Change from 1962			
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	150, 273	2, 621	1. 7	-447	-0. 3	+134	+5. 4
Total Classification Act or similar.....	112, 530	1, 559	1. 4	+1, 822	+1. 6	+189	+13. 8
GS-1 through 4.....	53, 924	986	1. 8	-1, 620	-2. 9	+55	+5. 9
GS-5 through 11.....	45, 979	391	. 9	+2, 009	+4. 6	+78	+24. 9
GS-5 through 8.....	30, 255	309	1. 0	+918	+3. 1	+66	+27. 2
GS-9 through 11.....	15, 724	82	. 5	+1, 091	+7. 5	+12	+17. 1
GS-12 through 18.....	12, 627	182	1. 4	+1, 433	+12. 8	+56	+44. 4
Total Wage Board.....	35, 094	1, 028	2. 9	-867	-2. 4	+19	+1. 9
Up through \$4,499.....	19, 766	648	3. 3	-2, 300	-10. 4	-92	-12. 4
\$4,500 through \$7,999.....	15, 026	380	2. 5	+1, 370	+10. 0	+111	+41. 3
\$4,500 through \$6,499.....	12, 214	340	2. 8	+454	+3. 9	+90	+36. 0
\$6,500 through \$7,999.....	2, 812	40	1. 4	+916	+48. 3	+21	+110. 5
\$8,000 and over.....	302	-----	-----	+63	+26. 4	-----	-----
Total other pay plans.....	2, 649	34	1. 3	-1, 402	-34. 6	-74	-68. 5
Up through \$4,499.....	2, 198	28	1. 3	+535	+32. 2	-30	-51. 7
\$4,500 through \$7,999.....	353	6	1. 7	-1, 285	-78. 4	-34	-85. 0
\$4,500 through \$6,499.....	268	6	2. 2	-846	-75. 9	-32	-84. 2
\$6,500 through \$7,999.....	85	-----	-----	-439	-83. 8	-2	-100. 0
\$8,000 and over.....	98	-----	-----	-652	-86. 9	-10	-100. 0

TABLE 2-8.—Spanish-speaking and total employment by grade and salary groups, June 1962 and June 1963, summary, all other agencies

Pay category	1963		Change from 1962				
	Total employees	Spanish-speaking		Total	Percent	Spanish-speaking	Percent
		Number	Percent				
Total all pay plans.....	486, 409	5, 267	1. 1	+38, 023	+8. 5	+820	+18. 4
Total Classification Act or similar.....	379, 549	3, 444	. 9	+29, 178	+8. 3	+425	+14. 1
GS-1 through 4.....	103, 037	1, 287	1. 2	+4, 916	+5. 0	+118	+10. 1
GS-5 through 11.....	193, 157	1, 907	1. 0	+13, 222	+7. 3	+252	+15. 2
GS-5 through 8.....	107, 065	1, 181	1. 1	+5, 544	+5. 5	+105	+9. 8
GS-9 through 11.....	86, 092	726	. 8	+7, 678	+9. 8	+147	+25. 4
GS-12 through 18.....	83, 355	250	. 3	+11, 040	+15. 3	+55	+28. 2
Total Wage Board.....	68, 160	1, 286	1. 9	+2, 564	+3. 9	+160	+14. 2
Up through \$4,499.....	14, 641	404	2. 8	-3, 387	-18. 8	-57	-12. 4
\$4,500 through \$7,999.....	45, 107	855	1. 9	+3, 499	+8. 3	+208	+32. 1
\$4,500 through \$6,499.....	31, 364	713	2. 3	+3, 878	+14. 1	+123	+20. 8
\$6,500 through \$7,999.....	13, 743	142	1. 0	-429	-3. 0	+85	+149. 1
\$8,000 and over.....	8, 412	27	. 3	+2, 502	+42. 3	+9	+50. 0
Total other pay plans.....	38, 700	537	1. 4	+6, 281	+19. 4	+235	+77. 8
Up through \$4,499.....	7, 492	252	3. 4	-334	-4. 3	+139	+123. 0
\$4,500 through \$7,999.....	13, 988	156	1. 1	+2, 336	+20. 0	+49	+45. 8
\$4,500 through \$6,499.....	9, 599	107	1. 1	+1, 675	+21. 1	+24	+28. 9
\$6,500 through \$7,999.....	4, 389	49	1. 1	+661	+17. 7	+25	+104. 2
\$8,000 and over.....	17, 220	129	. 7	+4, 279	+33. 1	+47	+57. 3

CHAPTER SEVEN

Government Complaint System

Prior to the issuance of Executive Order 10925, complaint processing was the primary method by which previous antidiscrimination Executive Orders carried out the Federal policy of nondiscrimination. Consequently, it has been the means by which administering agencies have both implemented a nondiscriminatory policy and have attempted to redress grievances stemming from race, religion, color, or national origin. In relying upon the complaint process, Government action rested heavily upon the willingness and, perhaps in some situations, the temerity of an individual to sign an allegation of discrimination against an employer who had economic power over his welfare and might conceivably retaliate against him for such action. Thus, it is unlikely that the number of cases filed reflected the magnitude of discrimination or even the number of grievances minorities harbored against their employers.

Fear of reprisal may still deter many from filing complaints. The Committee's correspondence tends to support such a view. Anonymous letters giving allegations and detailed supporting evidence; complaints filed directly with the Committee with insistence that the Committee staff investigate; and letters of withdrawal without reasons stated or evidence of corrective action received after the agency begins investigation show that some who feel discriminated against still are fearful of submitting a signed complaint. However, the quantitative significance of this would be hard to determine. Limited educational attainment, particularly illiteracy and low aspiration level, no doubt, also restrict the aggrieved in actually filing formal written complaints.

On the other hand, there is some evidence that the complaint load rises, at least temporarily, as discrimination declines. During the life of this Committee, significant growth in minority group employment has occurred (see Government Employment Census).

When the complaint load is related to number of employees, it is apparent that its numerical significance is small. But it should be noted that, prior to Executive Order 10925, case processing has been virtually the sole means by which discriminatory patterns involving whole business units (and Government agencies) have been changed by various President's Committees, and State and municipal Fair Employment Commissions.

Some Pattern Changes

Illustrative of employment pattern changes resulting from complaints are two cases recently closed by the Committee. One involved the U.S. Patent Office, Department of Commerce. The other involved the Bureau of Engraving and Printing, U.S. Treasury Department. These cases are especially significant in that actions taken to resolve them indicate a change in the utilization pattern of minorities and further show that new procedures have been instituted as an integral part of a system aimed at full compliance with the Executive Order. These procedures include a new promotion plan, the posting of all vacancies, employee review of supervisory ratings with right of appeal, selection for appointment from the first three names on the promotion selection lists, extension of area of consideration for promotions and monitoring of promotion practices by the Deputy Employment Policy Officer.

In both instances, the complaints filed by a few have brought about changes in policies and practices which affect all minority group employees.

The complaints received are understandably concentrated in a few larger agencies—as are the employees of the Federal Government. Four-fifths of the complaints received by the Committee, and about the same fraction of the total Government employees, are in seven departments and agencies—Post Office Department, Departments of the Army, Navy, and Air Force, Veterans Administration, Department of Agriculture, and Treasury

Department. On March 1, 1963, the Committee had received 1,631 complaints or 81.3 percent of the total received from these agencies. Their total employment was approximately 1,835,303 or 81.2 percent of total Government employment. However, the case load of each individual agency did not appear to be in proportion to the number of persons employed by it. Some had a complaint load which was more than, some less than proportionate to total employment.

Complaints received by the Committee in its first 2 full years vary widely geographically. About one-fourth of them have come from the two civil service regions comprising most of the South, i.e., the Atlanta and Dallas Regions, 23.2 percent. The New York, Philadelphia and Boston Regions, which include most of the populous Middle Atlantic and New England States, account for 24.3 percent of all complaints received. Metropolitan Washington, D.C. has accounted for 18.8 percent, the Far West, 13.6 percent (San Francisco and Seattle Regions); and the Midwest 13.5 percent (Chicago Region).

Case Load and Affirmative Action

If positive approaches are developed and change overall agency-wide or installation-wide patterns positively, the number of complaints should decline at some point because the basic causes for them will have been more effectively reduced. This, however, should not be expected to occur immediately. The rapid development of affirmative action programs which eliminate the basic causes of complaints provides the only permanently effective long-range answer to large complaint loads. Furthermore, this process serves as a check on the compliance approach—failures of particular units or agencies to expeditiously develop corrective procedures may in the long run cause the number of complaints filed against them to appear high as compared with the more aggressive agencies.

Complaint Processing as a Specialized Grievance Procedure

Without regard to the impact of complaint processing on the overall scope of discriminatory practices or agency- or Committee-initiated positive programs, complaint processing will be a very important cog in the machinery used to carry out Executive Order 10925 for some time to come.

The establishment of a process for handling complaints on behalf of individuals who feel aggrieved because of alleged discriminations based on race, creed, color, or national origin, is firmly set in the public mind—particularly that of the minority public. Any steps that appear to weaken or threaten the integrity of this assumed “right” would be detrimental to the overall program.

Virtually all of the laws and executive orders established by Government to eliminate discrimination against minorities have been legally based upon rights granted to an individual and, consequently the enforcement machinery of this order has been oriented primarily toward the protection of the individual against unequal treatment.

In some cases these rights are guaranteed under the Constitution. Others are established by legislation; still others result from a mutual agreement appearing as a clause in a contract, e.g., a labor-management contract or a contract between the Federal Government and a Government supplier. Each of these confers a right to protection upon the individual. Consequently, the initiating force which activates the policy is a complaint, generally from an aggrieved party. There is a tacit assumption that persons should have such protection if they want it and seek it. The complaint process provided by Executive Order 10925, is responsive to our ancient tradition of individual rights.

The procedures established by the Committee for handling complaints provide for:

- (1) **Filing of the complaint with the Committee or with the agency concerned.**
- (2) **Investigation of the complaint by designated agency representatives.**
- (3) **Hearing procedures.**
- (4) **Review by the Committee of agency actions with the right to concur, reject, alter or reverse.**
- (5) **Right of appeal to Executive Vice Chairman of Committee for final decision.**

Analysis of Complaints Over First Two Years

As of March 1, 1963, the Committee had received 2,005 complaints of discrimination because of race, creed, color, or national origin.

A total of 1,169 complaints had been closed. Corrective action had been taken in 423 cases (36.1 percent). No discrimination was found in one-half (50.5 percent) of them, while the remaining one-fifth (18.1 percent) were distributed al-

DISTRIBUTION OF TOTAL FEDERAL EMPLOYEES AND TOTAL COMPLAINTS RECEIVED BY THE COMMITTEE BY
CIVIL SERVICE REGIONS IN DESCENDING ORDER

CSC regions	Total employees ¹	Negro employment		Complaints received	
		Number	Percent of total	Number	Percent of total ²
Total.....	2, 231, 579	292, 703	13. 1	1, 995	³ 99. 5
Chicago.....	308, 506	59, 447	19. 3	271	13. 5
Philadelphia.....	279, 956	47, 976	17. 6	281	14. 1
Atlanta.....	272, 792	30, 935	11. 3	304	15. 2
San Francisco.....	252, 262	30, 993	12. 3	245	12. 2
Washington, D.C.....	242, 039	55, 356	22. 8	378	18. 9
New York.....	231, 201	32, 635	14. 1	175	8. 7
Dallas.....	198, 746	16, 105	8. 1	161	8. 1
St. Louis.....	136, 536	10, 432	7. 6	82	4. 1
Denver.....	113, 634	3, 317	3. 0	38	1. 8
Boston.....	109, 886	3, 534	3. 2	32	1. 5
Seattle.....	86, 021	1, 973	2. 3	28	1. 4

¹ *Chicago*—Illinois, Indiana, Kentucky, Michigan, Ohio, Wisconsin; *Philadelphia*—Delaware, Maryland, Pennsylvania, Virginia, West Virginia; *Atlanta*—Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee, Puerto Rico, and Virgin Islands; *San Francisco*—California, Hawaiian Islands, Nevada, Pacific overseas area; *New York*—New Jersey, New York; *Dallas*—Arkansas, Louisiana, Oklahoma, Texas; *St. Louis*—Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota; *Denver*—Arizona, Colorado, New Mexico, Utah; *Boston*—Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont; *Seattle*—Alaska, Idaho, Montana, Oregon, Washington.

² As of Mar. 1, 1963

³ Europe 0.5.

DISTRIBUTION OF EMPLOYEES BY MAJOR FEDERAL AGENCIES AND TOTAL COMPLAINTS RECEIVED BY
COMMITTEE IN DESCENDING ORDER

Agency	Total employees	Negro employment		Complaints received	
		Number	Percent of total	Number	Percent of total ¹
Total.....	2, 259, 993	293, 353	13. 0	2, 005	100. 0
Post Office Department.....	577, 639	86, 981	15. 1	369	18. 4
Department of Army.....	345, 851	42, 838	12. 4	317	15. 8
Department of Navy.....	312, 798	42, 880	13. 7	343	17. 1
Department of Air Force.....	276, 373	21, 316	7. 7	282	14. 1
Veterans Administration.....	150, 847	35, 281	23. 4	164	8. 2
Department of Agriculture.....	92, 104	2, 890	3. 1	29	1. 5
Department of Treasury.....	79, 691	9, 627	12. 1	127	6. 3
Department of Health, Education, and Welfare.....	70, 489	13, 882	19. 7	62	3. 1
Department of Interior.....	55, 093	1, 933	3. 5	14	. 7
Federal Aviation Agency.....	39, 795	1, 031	2. 6	13	. 7
Department of Commerce.....	29, 383	3, 440	11. 7	81	4. 0
Department of Defense.....	23, 712	4, 951	20. 9	15	. 7
All others.....	206, 218	26, 303	12. 8	189	9. 4

¹ As of Mar. 1, 1963.

most equally among cases withdrawn, dismissed, and those which complainants failed to prosecute (see Table No. 1).

A look at the distribution of the 2,005 complaints received, by kinds of discrimination, reveals that 1,840 (91.8 percent) alleged discrimination be-

cause of race; 83 (4.5 percent), discrimination because of creed; and 82 (4.1 percent) discrimination because of national origin.

The distribution of total complaints received, by basis of complaint, reveals that 378 (18.8 percent) were filed as the result of failure of appoint-

ment; 882 (44.0 percent) failure of promotion; 210 (10.5 percent) separation; and 535 (26.7 percent) for "other" reasons.

The distribution of cases closed by basis of complaint follows approximately the pattern of cases received. However, the distribution of cases closed with corrective action deviates significantly.

A more than proportionate share of the cases resulting in corrective action involved promotion (52.7 percent) and "other" bases of action (34.0 percent) while corrective action concerned with appointment (7.8 percent) and separation (5.4 percent) constituted a smaller proportion than that of all cases closed.

GEOGRAPHICAL DISTRIBUTION OF COMPLAINTS AS OF MARCH 6, 1961 THROUGH MARCH 1, 1963

[Figures following regional designation are total Federal employment in that region and that region's percentage of total Federal employment]

	No.	Percent		No.	Percent
Atlanta Region: 284,019—11.3 percent	304	(15.16)	St. Louis Region: 148,749—5.9 percent	82	(4.08)
Alabama	53		Iowa	3	
Florida	48		Kansas	14	
Georgia	71		Minnesota	9	
Mississippi	37		Missouri	51	
North Carolina	11		Nebraska	4	
South Carolina	43		North Dakota	1	
Tennessee	39		South Dakota		
Puerto Rico and Virgin Islands	2				
Boston Region: 117,856—4.7 percent	32	(1.59)	San Francisco Region: 281,224—11.2 percent	245	(12.21)
Connecticut	11		California	234	
Maine			Hawaii	2	
Massachusetts	15		Nevada		
New Hampshire	1		Pacific Overseas Area	9	
Rhode Island	5				
Vermont			Seattle Region: 99,479—4.0 percent	28	(1.39)
Chicago Region: 328,137—13.1 percent	271		Alaska	7	
Illinois	82		Idaho		
Indiana	23		Montana	1	
Kentucky	14		Oregon	9	
Michigan	60		Washington	11	
Ohio	85		District of Columbia Metropolitan Region		
Wisconsin	7		257,349—10.2 percent	378	(18.85)
Dallas Region: 204,877—8.1 percent	161	(802)	Europe: 1 30,761—1.2 percent	10	(0.49)
Arkansas	20		Total complaints	2,005	
Louisiana	21				
Oklahoma	25		STATUS OF COMPLAINTS AGAINST GOVERNMENT AGENCIES		
Texas	95		AS OF MARCH 1, 1963		
Denver Region: 116,603—4.6 percent	38	(1.89)	Total complaints	2,005	100.0
Arizona	8		Cases pending	570	28.4
Colorado	18		In agencies	442	
New Mexico	9		In committee (on appeal)	128	
Utah	3		Cases closed	1,435	71.6
New York Region: 243,586—9.7 percent	175	(8.72)	Subject to routine committee		
New Jersey	43		check	266	
New York	132		Review and formally closed by		
Philadelphia Region: 271,739—10.8 percent	281	(14.01)	committee	1,169	
Delaware	4		DISPOSITION OF FORMALLY CLOSED CASES AS OF MARCH		
Maryland	57		1, 1963		
Pennsylvania	131		Disposition	Number	Percent
Virginia	87		Corrective action taken	423	36.1
West Virginia	2		Finding of no discrimination	591	50.5
			Withdrawn	49	4.1
			Dismissed	60	5.1
			Failure to prosecute	46	3.9
			Total	1,169	

¹ Does not include foreign nationals.

CHAPTER EIGHT

Plans for Progress

In its Plans for Progress program, the President's Committee has formulated a plan that will contribute significantly to achieving equal employment opportunity in all of American industry. In the absence of a Federal Fair Employment Practices Act, this phase of the Committee's programs extends its policies to companies not falling under the Executive orders, and amplifies the activities of the Government contractors. A major effort is now being made to enlist more companies which do not fall under the Executive orders.

The program is essentially a cooperative venture between business and Government—the type of cooperation that has accomplished so much throughout American history. Participation in Plans for Progress is strictly voluntary. It in no way relieves a Government contractor of its contractual obligation to comply with the Executive orders and the Rules and Regulations of the Committee, but it does open up new avenues for the attainment of the goals of the Executive orders.

The Origins

Less than a month after the Committee started operations, then Vice President Johnson, as Committee chairman, called a meeting of the presidents of the 50 largest Government contractors. At the meeting on May 2, 1961, Mr. Johnson called for—and obtained—pledges of cooperation and assistance from these major industrial firms in providing equality of opportunity. Most of these firms later signed Plans for Progress. Robert B. Troutman, an attorney and businessman from Atlanta, Ga., who was an original Committee member, was instrumental in launching this cooperative effort between industry and Government to bring about equality of opportunity.

Even as the industrialists were meeting, negotiations were underway with one firm—the Lockheed Aircraft Corp.—for development of a specific pro-

gram to supplement the requirements of the Executive order and thus to provide greater equality of employment opportunity. Complaints of unequal opportunity at the company's plant at Marietta, Ga., had resulted in a series of conferences involving company management, Mr. Troutman, and Committee staff members.

Out of these negotiations came the first Plan for Progress. It covered not only the Lockheed facility at Marietta, but all corporate facilities. The Plan for Progress was signed in the White House on May 25, 1961, in the presence of the late President John F. Kennedy, by Mr. Johnson for the Committee and by Courtlandt Gross, president of Lockheed Aircraft. Shortly thereafter, eight other major industrial firms signed similar Plans for Progress with Mr. Johnson.

The then Vice President appointed a subcommittee of five members to expand and develop the Plans for Progress program. Members of the subcommittee were Mr. Troutman, chairman; Edgar Kaiser, Fred Lazarus, Jr., Walter Reuther and the then Secretary of Health, Education and Welfare, Abraham Ribicoff. Mr. Troutman devoted a major part of his time to the program and directed operations of the Plans for Progress staff until his resignation from the Committee in August 1962. Since that time the program has been united with the compliance program under the immediate supervision of the Executive Vice Chairman, currently Hobart Taylor, Jr.

First Anniversary

By the Committee's first anniversary, 52 companies had signed Plans for Progress. In January, 1963, the number reached 104 and it currently stands at 115 companies (including several national concerns which do not hold Government contracts) with more than 5½ million employees.

Participants in Plans for Progress now file a

report form (Plans for Progress Form EEO 10) that is statistically compatible with the regular compliance form (Form 40).

Information received from the companies is compiled for statistical studies of employment patterns and is made available to the contracting agencies and to the Government contractors. In the event of any complaint of unequal opportunity, the complaints are investigated and processed just as are those against other companies.

Under Plans for Progress, the Committee also has made certain pledges. It has assured the signing companies that it will press its efforts, through recruitment, training and labor liaison programs, to encourage the development of qualified applicants for referral to Plans for Progress employers and to work with the appropriate contracting agencies to assist employers to carry out their programs for equal opportunity.

Program Expansion

One of the significant features of the Plans for Progress is that the program is constantly expanding to include companies that do not have Government contracts. It seeks to reach beyond the Executive order and enlist the aid of industrial and mercantile leaders who agree—though they are not subject to the Executive order and therefore face no possibility whatsoever that punitive action or sanctions may be imposed upon their companies—to advance the cause of equal employment opportunity.

The procedure in developing a Plan for Progress calls for discussion, study and negotiation with the individual company management. Then follows the execution of a formal joint statement with the Committee, signed by the company president and the President. Each step taken in the execution of these agreements is designed to develop pragmatic and workable policies appropriate to the situation involved.

On January 17, 1962, a seminar of 300 officials from 150 of the nation's largest business firms was organized in Washington, D.C., to provide a means for a mutually helpful exchange of information, ideas and experiences. The seminar was organized by a representative group of companies who had signed Plans for Progress. The seminar was staffed by personnel from Plans for Progress companies and was attended solely by representatives of firms on the program or firms which had been invited to develop such plans.

The Plans for Progress staff has provided a medium for continuous interchange among participating companies of ideas which have been developed, problems which have arisen, and solutions which have been achieved. This information is available to companies for their own adoption and use.

Other companies are in varying stages of development of Plans for Progress and it is anticipated that the number of participating companies will increase substantially in the near future.

University Participation

Plans for Progress received another stimulant in July 1963, with its expansion to include universities. Members of minority groups frequently do not recognize the educational programs and career opportunities open to them, because of past discrimination and sometimes because of active community discouragement. This problem has been discussed in conferences with university representatives and recognition has been given to the need to develop guidance materials and programs for high school and community college teachers which will repair this breakdown in communications.

Already one major educational institution, Wayne State University, after meeting with representatives of The President's Committee on Equal Employment Opportunity, has signed a Plan for Progress. It recognizes that a university is first and foremost an educational institution and therefore has obligations in the areas of human dignity and civil rights in addition to those it has as an employer.

The university prohibits any form of discrimination in admission, advancement and all other activities affecting students; it also prohibits any affiliation of any of its divisions with other institutions which permit discrimination in providing educational services, in athletic competition, or in student accommodations. More importantly, Wayne State's Plan for Progress recognizes the university's responsibility to arouse the entire community, majority and minority, to the necessity for equality of opportunity.

Following several preliminary conferences on the Wayne State campus in Detroit, a conference was held at Ann Arbor, Mich., on October 21, 1963, with the Big 10 universities and the University of Chicago participating. This conference was the real beginning of the mobilization of the educa-

tional and intellectual forces of the Nation behind the Government's cooperative program for improving the opportunities of minority group citizens on a broad scale. These great universities, which have more than 350,000 students, decided to take a more vigorous part in assisting minority youth, in encouraging them through high school and on through higher education and advanced study. The universities also are seeking direct relationships with southern Negro colleges, through which they will provide faculty help and graduate facilities for students from these schools.

The Advisory Council

As a further extension of Plans for Progress, in August 1963, a special Advisory Council for Plans for Progress was formed by 19 leading industrial executives to administer the cooperative program of the Committee. The Council functions through six committees covering the full range of activities concerned with equal employment opportunity. This Council has a full-time staff of five experts in personnel techniques and recruitment, each loaned by a participating corporation for up to a year, who will work with the Plans for Progress companies, present and future, to develop programs for implementing their individual plans.

Council members are:

G. William Miller, president, Textron, Inc. (Chairman of the Council); R. H. Berquist, director, Compensation Administration and Employees Services, Colgate-Palmolive; W. D. Coursey, assistant vice president, Texas Instruments, Inc.; Robert F. Crowel, manager, employee relations dept., International Harvester Co.; P. B. Lewis, manager, employee relations dept., E. I. du Pont de Nemours and Co., Inc.; E. G. Mattison, director of industrial relations, Lockheed-Georgia Co.; Harold Mayfield, director of personnel, Owens-Illinois Glass Co.; Edward Cudahy, Jr., president,

The Cudahy Packing Co.; Arthur M. Doty, manager of personnel relations, Aluminum Co. of America; A. H. Evans, manager employment, Radio Corporation of America; Edward A. Franks, manager, corporate employment, Chrysler Corp.; Dr. Roy Fugal, consultant, personnel practices, General Electric Co.; Paul S. Kempf, director, Industrial Relations, Hughes Aircraft Co.; Dr. Frank Metzger, director, Manpower Administration, International Telephone & Telegraph Corp.; Dr. C. E. Scholl, director of labor relations, Defense and Space Groups, Burroughs Corp.; Harold H. Schroeder, Assistant Vice President, American Telephone & Telegraph Co.; R. A. Whitehorne, manager, personnel research and services, International Business Machines Corp., and H. W. Wittenborn, Vice President, personnel and industrial relations, Cook Electric Co.

The Council staff consists of:

G. A. McLellan, director of personnel services, Olin Mathieson Chemical Corp. (Administrative Director of the Council); James H. Burg, manager of professional recruitment, IBM Federal Systems Division in Bethesda (Administrative Coordinator for the Council); Howard C. Lockwood, manager of the management personnel department, Lockheed-California Co. of Burbank (Administrative Coordinator for the Council); Clarence E. Lynn, staff assistant to the president of Townsend Division of Textron Inc. of Providence (Administrative Coordinator for the Council), and Harold M. F. Rush, assistant to the corporate secretary, Thiokol Chemical Corp. (Administrative Coordinator for the Council).

Prior to August 1963, the Plans for Progress staff consisted of J. Joseph Kruse and E. William Bohn, who served devotedly and capably during the formative stages of the program. It was mainly through their personal efforts that enrollment in the program had reached the size it had when the Advisory Council was formed.

EMPLOYERS PARTICIPATING IN PLANS FOR PROGRESS

(November, 1963)

Aerojet-General Corp.
Aerospace Corp.
Affiliated Kaiser companies.
Allied Chemical Corp.
Allis-Chalmers Manufacturing Co.
Aluminum Co. of America
American Airlines, Inc.
American Bosch Arma Corp.

American Can Co.
American Cyanamid Co.
American Machine and Foundry Co.
American Motors Corp.
American Telephone and Telegraph Co.
Atchison, Topeka & Santa Fe Railway System
Avco Corp.
Babcock & Wilcox Co.

Bell Telephone of Nevada
Bell Telephone Co. of Pennsylvania
Bell Telephone Laboratories, Inc.
Bendix Corp.
Boeing Airplane Co.
Brown and Root, Inc.
Burrughs Corp.
Caterpillar Tractor Co.
Chesapeake & Potomac Telephone Co.
Chrysler Corp.
Cleveland Electric Illuminating Co.
Colgate-Palmolive Co.
Collins Radio Co.
Columbia Broadcasting System, Inc.
Continental Can Co., Inc.
Continental Motors Corp.
Cook Electric Co.
Cudahy Packing Co.
Curtiss-Wright Corp.
Douglas Aircraft Co., Inc.
Dow Chemical Co.
du Pont de Nemours, E. I., & Co., Inc.
Eastman Kodak Co.
Fairchild Stratros Corp.
Federated Department Stores, Inc.
Firestone Tire and Rubber Co.
Ford Motor Co.
Garrett Corp.
General Dynamics Corp.
General Electric Co.
General Motors Corp.
General Precision Equipment Corp.
General Telephone & Electronics Corp.
Goodrich, B. F., Co.
Goodyear Tire and Rubber Co.
Great Atlantic & Pacific Tea Co., Inc.
Grumman Aircraft Engineering Corp.
Hercules Powder Co.
Hughes Aircraft Co.
Illinois Bell Telephone Co.
International Business Machines Corp.
International Harvester Co.
International Telephone & Telegraph Corp.
Lever Brothers Co.
Ling-Temco-Vought, Inc.
Lockheed Aircraft Corp.
Marlin Rockwell Corp.
Martin Co.
Massey-Ferguson, Inc.
McDonnell Aircraft Corp.
Merritt-Chapman and Scott Corp.
Michigan Bell Telephone Co.
Minneapolis-Honeywell Regulator Co.
Monsanto Chemical Co.
Monsanto Research Corp.
National Biscuit Co.
National Cash Register Co., The
National Lead Co.
National Tea Co.
New England Telephone & Telegraph Co.
New Jersey Bell Telephone Co.
Newport News Shipbuilding & Dry Dock Co.
New York Telephone Co.

North American Aviation, Inc.
Northrop Corp.
Northwestern Bell Telephone Co.
Ohio Bell Telephone Co.
Olin Mathieson Chemical Corp.
Owens-Illinois Glass Co.
Pacific Northwest Bell Telephone Co.
Pacific Telephone and Telegraph Co.
Pan American World Airways, Inc.
Philco Corp.
Procter and Gamble Co., The
Radio Corp. of America
Raytheon Co.
Republic Aviation Corp.
Ryan Aeronautical Co.
St. Regis Paper Co.
Sanders Associates, Inc.
Singer Manufacturing Co.
Socony Mobil Oil Co., Inc.
Southern Pacific Co.
Sperry Rand Corp.
Standard Oil Co. (Ohio Corp.)
Stauffer Chemical Co.
Texas Instruments, Inc.
Textron, Inc.
Thiokol Chemical Corp.
Thompson Ramo Wooldridge, Inc.
U.S. Industries, Inc.
Union Carbide Corp.
United Aircraft Corp.
United States Rubber Co.
Walgreen Co.
Wayne State University
Western Electric Co.
Western Union Telegraph Co.
Westinghouse Electric Corp.

Model Plan for Progress

This company recognizes that the national policy enunciated by the President of the United States that all persons are entitled to equal employment opportunity regardless of their race, creed, color, or national origin, is in keeping with the best traditions and spirit of the American way of life. Adherence to such a policy, moreover, is essential if all of this Nation's human resources are to be effectively utilized.

This Company is therefore to enter into this Plan for Progress with the President's Committee on Equal Employment Opportunity, and to reaffirm and reemphasize its continued commitment to a program of providing equal employment opportunity solely on the basis of ability and accomplishment.

The company further recognizes that the effective practice of a policy of merit employment involves more than the nondiscriminatory hiring

and promotion of minority group persons. Full realization of the goal of equal employment opportunity requires, in addition, that various measures be taken to reassure minority group persons that equal employment opportunities do, in fact, exist, so that they will be motivated to seek such opportunities and the training and education necessary to prepare for them.

This company will, therefore, undertake a program of affirmative action to make known to members of minority groups that equal employment opportunities are available to them on the basis of individual merit, and to encourage such persons to seek employment with the Company and to strive for advancement within it.

UNDERTAKINGS BY THE COMPANY

I Dissemination of Policy

The company will take appropriate steps to insure that all employees are advised of the company's policy of nondiscrimination and of its interest in actively and affirmatively providing equal employment opportunity. To this end, the company will utilize, as appropriate, such media of communication as notices on bulletin boards, statements in employee handbooks, discussions or films in orientation programs for new employees, and articles in company publications.

The company will make certain that all members of management, supervisors, and others in a position to implement the equal employment opportunity policy (such as those engaged in recruiting, training, and other personnel activities) are fully advised of the policy and of their responsibilities with respect to its effectuation and will schedule appropriate discussions at regular meetings of these groups.

II Recruitment

The company will vigorously seek qualified minority group applicants for all job categories, and will make particular efforts to increase minority group representation in occupations at the higher levels of skill and responsibility. All schools, colleges, employment offices, and other recruiting sources utilized by the company will be advised in writing of the company's equal employment opportunity policy, and will be urged to refer qualified minority group applicants. Where appropriate as a means for encouraging members of minority groups to apply, employment advertisements will be placed in newspapers

which are widely read by, and specially devoted to the interests of, minority groups; and recruiting programs at schools and colleges will include schools and colleges which are attended by substantial numbers of minority group members. In addition, the company will request appropriate minority group agencies to assist in making known the company's policy and will advise such groups of available employment opportunities. It will also encourage similar employment referrals from present employees.

III Placement and Promotion

1. The company will review job categories where few minority group persons are presently employed, and seek to determine the cause for such situation. When the need for remedial effort is indicated, appropriate action will be taken. Remedial efforts may include such actions as the following:

a. More vigorous recruitment of qualified minority group candidates.

b. Special discussions with appropriate management, supervisory, or other personnel regarding the company's policy and its desire to insure the utilization of qualified minority group personnel at all job levels.

c. Review of the records of minority group employees to determine whether their skills and capabilities may be more fully utilized at higher job levels, or would warrant their transfer to other types of jobs more readily leading to advancement.

2. Placement, promotion, and transfer activities at all levels will be monitored to insure that full consideration, as required by the company policy, has been given to qualified minority group employees.

3. The company will undertake an active program for the appraisal and counselling of minority group employees who appear to have potential for advancement into supervisory and management positions.

IV Training

1. In-plant and on-the-job training programs, as well as all other training and educational programs to which the company gives support or sponsorship will be regularly reviewed to insure that minority group candidates are given equal opportunity to participate.

2. Appropriate steps will be taken to give active encouragement to minority group employ-

ees to increase their skills and job potential through participation in available training and education programs.

3. The company will take steps to insure that qualified minority group employees are included in supervisory training classes.

4. The company will seek the inclusion of qualified minority group members in any apprenticeship program in which the company participates, and will report to the Committee any failure to obtain inclusion of qualified minority group candidates in such programs.

V Layoffs, Terminations, and Downgrading

The company will take appropriate measures to insure that layoffs, terminations, downgrading, and recalls from layoffs are made without regard to race, creed, color, or national origin.

VI Other Matters Affecting Employee Benefits and Status

1. The company will insure that there is no disparity in the compensation received by minority group employees and other employees for performing equivalent duties, and that opportunities for performing overtime work or otherwise earning increased compensation are afforded without discrimination to all employees.

2. It is the company's policy that none of its facilities such as work areas, cafeterias, restrooms, recreation areas, and transportation will be segregated, and if any such segregated facilities exist the company will work toward their prompt elimination. The same policy will be observed with respect to any other employee activities which are sponsored or supported by the company.

VII Unions

In carrying out its affirmative policy of providing equal employment opportunity, the company will actively seek the support of all unions representing its employees, and will attempt to obtain the inclusion of a nondiscrimination provision in all collective bargaining agreements into which it enters.

The company will report to the President's Committee whenever the actions or policies of a union representing its employees are impeding the implementation of this program.

VIII Assignment of Responsibilities

The head of each division of the company will be assigned the responsibility for implementing the program within his division. The -----

will be responsible for coordinating the efforts of each division and for furnishing advice and assistance to division heads. He shall periodically report directly to the president of the company concerning the progress being made, and shall recommend to the president any needed improvements in the program.

IX Reporting to the President's Committee

The company will periodically furnish the President's Committee with statistical data and other information reflecting its progress under this Plan. Such reports shall be made at least semi-annually for the first year the Plan is in effect, and at least annually thereafter.

UNDERTAKINGS BY THE PRESIDENT'S COMMITTEE ON EQUAL EMPLOYMENT OPPORTUNITY

I Recruiting

The Committee will:

1. Continue to work with the United States Department of Labor's employment specialists to cooperate with the appropriate State Employment Services in reviewing and intensifying efforts to obtain qualified applicants for referral to the company without regard to race, creed, color or national origin.

2. Upon request, solicit the support of appropriate specialized community agencies to assist recruiting efforts under this Plan for Progress.

II Training

The Committee will work with the U.S. Department of Health, Education, and Welfare in reviewing, encouraging and strengthening counselling and guidance services in school systems where the company has major operations. That Department has assigned personnel to encourage participation of persons in minority groups in its vocational education programs. In addition, new programs are being developed aimed at the encouragement of cooperative efforts between educational facilities, community agencies and employers as to this program.

III Labor Liaison

The Committee will work cooperatively with appropriate unions, at both the local and national levels, in reviewing and supporting constructive action on problems connected with apprenticeship

training, transfer procedures and seniority rights where union action may be useful.

IV Contracting Agencies

The Committee will work with the appropriate contracting agencies to assist the company and the Committee in coordination and follow-through on their undertakings under this Plan for Progress.

V General

The company officials should feel free to report to the Committee any difficulties encountered in achieving this Plan for Progress in those instances where it is reasonably believed services of the Committee can be materially constructive in overcoming them.

CHAPTER NINE

Progress Report of Plans for Progress Companies

A company entering the Plans for Progress program submits to the President's Committee a report showing its employment breakdown at the time of entering the program—a self-analysis report. Six months later, and annually thereafter, it files progress reports.

Included herein is a summary of reports filed as of July 1963. It covers 91 companies. These firms joined the program at different times (see list of companies). Therefore, their self-analysis reports and their latest progress reports on which these statistics are based, fall at different times during the period. In the case of nine companies, the latest report is their third progress report; in the case of 32 companies, the report is their second, and in the case of 50, it is their first.

This summary is not intended to show progress made during any one reporting period; it is rather a composite showing the relative progress, by numbers and percentages, of these companies in the employment of nonwhites.

Total employment in the 91 companies increased by 452,543, or 12.4 percent. Employment of nonwhites increased by 27,180, or 14.7 percent.

Overall employment of all salaried employees (clerical to management) increased by only 13.8 percent. Nonwhite employment in these categories increased by 23.5 percent.

As of the initial reports of these companies, there were 65.1 white salaried employees for each nonwhite. As of the latest reports of these companies, there were 60 white salaried employees for each nonwhite.

The latest reports also show that the percentage of total nonwhite employment represented by white collar workers has increased since the original self-analysis reports were filed. These changes

indicate the efforts being made by management of Plans for Progress companies to hire and upgrade nonwhites to more significant positions in their work force.

Other interesting facts from the summary:

1—Increases were shown in every category—from laborers to officials and supervisors. A total of 3,266 nonwhites were placed in management, professional, sales and technical jobs during the various periods covered by the reports. It was in these areas the number of nonwhites showed the largest percentage increase: 46.5 percent in management categories; 37.4 percent in professional and administrative categories; 53.1 percent in sales categories, and 31.6 percent in technical categories.

2—A total of 2,884 nonwhite clerical and office employees were placed in positions during the periods covered by the reports—an increase over the initial report of 16.4 percent.

3—Overall employment of all salaried employees increased by 13.8 percent, but nonwhite employment in these categories increased by 23.5 percent.

4—The percentage increase of nonwhite employees in salaried jobs (23.5 percent) is greater than their percentage increase in hourly jobs (13.3 percent).

5—An analysis of hourly classifications indicates that the percentage of nonwhites in the lowest job levels (laborers, etc.) is decreasing, while the number of nonwhites assigned to the higher (operative and craftsmen) levels is increasing. These facts are taken as indications of the upward move of nonwhites in the reporting Plans for Progress companies.

Further breakdowns of Plans for Progress reports will be made as they are compiled.

PLANS FOR PROGRESS PROGRAM

SELF-ANALYSIS VS. LATEST PROGRESS REPORT OF 91 COMPANIES THAT JOINED DURING PERIOD MAY, 1961 TO JANUARY 17, 1963

	Self-analysis report ¹			Latest progress report			Change			
	Total employees	Total nonwhite employees	Percent	Total employees	Total nonwhite employees	Percent	All employees		Nonwhite employees	
							Actual total	Percent change	Actual total	Percent change
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	
<i>Salary e employees</i>										
Officials and supervisors -----	373, 328	1, 607	0. 4	418, 847	2, 355	0. 6	45, 519	12. 2	748	46. 5
Professional and administrators -----	390, 743	3, 894	1. 0	479, 658	5, 352	1. 1	88, 915	22. 8	1, 458	37. 4
Sales -----	66, 035	309	. 5	71, 906	473	. 7	5, 871	8. 9	164	53. 1
Technicians -----	201, 264	2, 836	1. 4	234, 469	3, 732	1. 6	33, 205	16. 5	896	31. 6
Office and clerical -----	701, 093	17, 548	2. 5	766, 741	20, 432	2. 7	65, 648	9. 4	2, 884	16. 4
Total -----	1, 732, 463	26, 194	1. 5	1, 971, 621	32, 344	1. 6	239, 158	13. 8	6, 150	23. 5
<i>Hourly employees</i>										
Craftsmen -----	668, 372	14, 787	2. 2	742, 612	16, 751	2. 3	74, 240	11. 1	1, 964	13. 3
Operatives -----	1, 101, 779	107, 866	9. 8	1, 231, 402	125, 423	10. 2	129, 623	11. 8	17, 557	16. 3
Service -----	89, 178	19, 799	22. 2	96, 529	20, 770	21. 5	7, 351	8. 2	971	4. 9
Laborers -----	65, 009	15, 746	24. 2	67, 180	16, 284	24. 2	2, 171	3. 3	538	3. 4
Total -----	1, 924, 338	158, 198	8. 2	2, 137, 723	179, 228	8. 4	213, 385	11. 1	21, 030	13. 3
Grand total -----	3, 656, 801	184, 392	5. 0	4, 109, 344	211, 572	5. 1	452, 543	12. 4	27, 180	14. 7

¹ Self-Analysis Reports are completed upon joining.

December 6, 1963

Plans for Progress Companies Included in 91 Company Reports

1. Aerojet-General Corp.
2. Aerospace Corp.
3. Affiliated Kaiser companies.
4. Allied Chemical Corp.
5. Aluminum Co. of America
6. American Airlines, Inc.
7. American Bosch Arma Corp.
8. American Can Co.
9. American Machine and Foundry Co.
10. American Telephone & Telegraph Co.
11. Avco Corp.
12. Bell Telephone Co. of Pennsylvania
13. Bell Telephone Laboratories, Inc.
14. Bendix Corp.
15. Boeing Airplane Co.
16. Brown and Root, Inc.
17. Burroughs Corp.
18. Caterpillar Tractor Co.
19. Chesapeake and Potomac Telephone Co.
20. Chrysler Corp.
21. Cleveland Electric Illuminating Co.
22. Colgate-Palmolive Co.
23. Collins Radio Co.
24. Continental Motors Corp.
25. Cook Electric Co.
26. Cudahy Packing Co.
27. Curtiss-Wright Corp.
28. Douglas Aircraft Co., Inc.
29. Dow Chemical Co.
30. du Pont de Nemours, E. I., & Co., Inc.
31. Eastman Kodak Co.
32. Fairchild Stratros Corp.
33. Firestone Tire and Rubber Co.
34. Ford Motor Co.
35. Garrett Corp.
36. General Dynamics Corp.
37. General Electric Co.
38. General Motors Corp.
39. General Precision Equipment Corp.
40. General Telephone & Electronics Corp.
41. Goodyear Tire and Rubber Co.
42. Grumman Aircraft Engineering Corp.
43. Hercules Powder Co.
44. Hughes Aircraft Co.
45. Illinois Bell Telephone Co.
46. International Business Machines Corp.
47. International Harvester Co.
48. International Telephone and Telegraph Corp.
49. Ling-Temco-Vought, Inc.
50. Lockheed Aircraft Corp.
51. Marlin Rockwell Corp.
52. Martin Co.
53. McDonnell Aircraft Corp.
54. Merritt-Chapman and Scott Corp.
55. Michigan Bell Telephone Co.
56. Minneapolis-Honeywell Regulator Co.
57. Monsanto Chemical Co.
58. New England Telephone & Telegraph Co.
59. New Jersey Bell Telephone Co.
60. Newport News Shipbuilding & Dry Dock Co.
61. New York Telephone Co.
62. North American Aviation, Inc.
63. Northrop Corp.
64. Northwestern Bell Telephone Co.
65. Ohio Bell Telephone Co.
66. Olin Mathieson Chemical Corp.
67. Owens-Illinois Glass Co.
68. Pacific Northwest Bell Telephone Co.
69. Pacific Telephone and Telegraph Co.
(Bell Telephone of Nevada)
70. Pan American World Airways, Inc.
71. Philco Corp.
72. Radio Corp. of America
73. Raytheon Co.
74. Republic Aviation Corp.
75. Ryan Aeronautical Co.
76. St. Regis Paper Co.
77. Sanders Associates, Inc.
78. Socony Mobile Oil Co., Inc.
79. Southern Pacific Co.
80. Sperry Rand Corp.
81. Standard Oil Co. (Ohio Corp.)
82. Texas Instruments, Inc.
83. Textron, Inc.
84. Thiokol Chemical Corp.
85. Thompson Ramo Woolridge, Inc.
86. Union Carbide Corp.
87. United Aircraft Corp.
88. United States Rubber Co.
89. Western Electric Co.
90. Western Union Telegraph Co.
91. Westinghouse Electric Corp.

CHAPTER TEN

Equal Opportunities in Organized Labor

The American trade union movement has a vital role in the effort to achieve equal employment opportunity because of the extent to which the collective bargaining agreements and employment practices unions participate in or control, determine the conditions of hiring, promotion and layoff.

The problem of securing equal employment opportunity is not confined to any single industry or union, to any type of industry or union, or to any part of the country. In all the many subdivisions of commerce and industry, employment patterns have generally tended to restrict various minority groups from time to time—and Negroes most of the time—to semiskilled, seasonal and laborer or service job classifications. Such designation of “Negro” and “white” jobs, has sometimes been made formal in collective bargaining agreements.

Racially identified job classifications also have affected the bargaining process itself. In some cases, where a single contract covers the entire plant, white representatives of the union bargain on matters affecting “their” workers and Negro representatives bargain on “Negro” job matters. In other cases there are segregated locals within the plant—each with jurisdiction over part of the jobs.

Wherever craft lines exist, whether in the construction field or as part of an industrial structure, the problem of attaining equal opportunity without regard to race or other ancestral considerations is more complex. Tradition restricts the jurisdiction of each craft to its specialty. This in turn limits the number of members of any craft who can be employed at a given time. Since there are a limited number of openings during any period, the successful applicants for admission are often confined to those persons who have direct knowledge of the craft or direct contact with those in the craft who know of vacancies and

of the time, place, and procedures for making application.

In dealing with the problems of racial discrimination concerning unions, it is important to realize the nature and structure of the trade union movement. Individual unions have historically sought to retain as much autonomy and individual authority as possible. Local unions of specific crafts or industries have combined into international unions for the purpose of obtaining more effective organization. In turn, these bodies have combined into national organizations, the largest of which is the AFL-CIO. It is not uncommon for local unions to take exception to the direction of the international, and for the international to take exception to the direction of the federation. In many cases, therefore, the correction of problems in dealing with local unions requires the concerted efforts of both the international and the federation.

Union Programs for Fair Practices

In recognition of this fact, on November 15, 1962, leaders of the AFL-CIO and 115 international unions affiliated with the AFL-CIO gathered in the White House to sign with the then Vice President Lyndon B. Johnson, as Chairman of the President's Committee, Union Programs for Fair Practices. In that ceremony a major portion of the organized labor movement in the United States—with a membership of around 11 million workers—pledged to accelerate its programs to insure equal opportunity in union membership, in union facilities, and in all aspects of employment in which the unions are involved.

These international unions have been asked as part of their voluntary efforts to distribute a detailed questionnaire to their local unions. The questionnaire seeks to determine the racial composition of local unions and apprenticeship programs. Answers have so far been received from

approximately one-third of these local unions.

In addition, AFL-CIO President George Meany has appointed and staffed a special committee to work with local councils throughout the country and with all departments of the AFL-CIO to mount a campaign to "wipe out discrimination wherever it exists—on the jobs, in the schools, in the voting booth, in the housing developments, stores, theaters or recreation areas." The reorganization of the AFL-CIO Civil Rights Committee with provision for complaint procedures also has tended to promote an awareness of the need for affirmative action at all levels of that organization.

AFL-CIO Civil Rights Department

On the national level, day-to-day operations have included the exchange of information on an informal as well as on a formal basis. Joint meetings with international union officials and representatives of the President's Committee and the AFL-CIO Civil Rights Department have helped spot areas where a union should take action to achieve necessary corrective action by its local unions.

The AFL-CIO Civil Rights Department also has kept the President's Committee informed of positive actions various unions have voluntarily undertaken and has investigated complaints which involved its constituent unions based on information furnished by the President's Committee.

During recent months, convention action to strengthen and emphasize civil rights programs and responsibilities has been reported by AFL-CIO State Councils in Texas, Virginia, and Utah.

Many locals and internationals have also established special civil rights committees.

Examples of Union Effort

Some specific examples of the efforts made to achieve equal employment opportunities in cooperation with the union movement include:

In the tobacco industry, the Tobacco Workers International Union, as well as the locals concerned, have worked out collective bargaining and jurisdictional problems to provide wider opportunities in the plants with which they bargain. All segregated locals within this International are being merged.

In the steel industry, the United Steel Workers of America has helped in eliminating discrimina-

tory lines of promotion and providing equal transfer opportunities in Birmingham, Ala. A clause of nondiscrimination, with access to grievance procedures in the event of violation, is now a part of the basic steel agreement. A broader exercise of plant-wide seniority has provided expanded opportunity for Negro workers of long service and limited training opportunity to avoid layoff and to move into positions for acquisition of wider experience. The union currently is working on the elimination of discriminatory practices in promotion and transfer—wherever they can be found—through a review of current seniority agreements.

The Oil, Chemical and Atomic Workers International Union has worked closely with Committee representatives in correcting situations in several major refinery and chemical plants along the gulf coast. Segregated locals within this International Union have been eliminated.

Metal Trades Councils, which bargain for as many as 20 affiliated unions, have cooperated in opening up job promotion, transfer and apprenticeship opportunities in the shipbuilding and petrochemical industries in Mississippi and Louisiana.

The Pulp and Sulphite Workers, in keeping with pledges under the Union Program for Fair Practices, has directed the elimination of all segregated locals within its jurisdiction.

The Industrial Union of Marine and Shipbuilding Workers worked with the President's Committee in a situation on the West Coast to eliminate segregated units in a department, a move opposed by the local union. Insistence by the international union that this was contrary to its policy resulted in the necessary changes and proper seniority adjustments for the individuals concerned.

In a southern plant, complaints were filed concurrently with the Committee and the United Automobile Workers. Action by union representatives resulted in correction of inequities in the plant even prior to investigation by the Committee. In another situation, when the UAW was unable to obtain corrective action, the UAW international helped its members file complaints.

The building trades and other unions interested in apprenticeship have cooperated and assisted in the establishment of an Apprenticeship Information Center in Washington, D.C. The center, which operates within the Youth Employment Section of the U.S. Employment Office, has al-

ready screened and referred applicants to apprenticeship programs in the printing and building trades.

The Construction Industry

Much attention has been focused on the construction industry this year in the area of equal employment opportunity. One situation which received national attention developed in Washington, D.C., where protests by students and officials at Howard University resulted in an investigation of the policies and practices of unions and contractors building a university gymnasium. Secretary of Labor W. Willard Wirtz, as Vice Chairman of the Committee, directed the taking of whatever action was necessary and appropriate—including referral for legal action by the Justice Department—to insure that the contractors on this project complied with the Executive order. During the course of this investigation, considerable effort was made to locate Negro craftsmen who would be available for the various crafts involved on this job. Some were employed, despite the fact that the relatively small job was more than 60 percent finished at the time of the complaints.

Since it became clear that equal opportunity on construction projects in the District of Columbia could not be provided effectively on the basis of individual complaints or on a project-by-project basis, Secretary Wirtz directed that attention be focused on the apprenticeship programs, the source of skilled craftsmen for most construction projects in Washington.

Following these directions, meetings were held with those Joint Apprenticeship Committees which indenture the most apprentices each year to consider ways of assuring equal opportunity for qualified Negro applicants in those programs during the current year. At the same time, the U.S. Employment Service made available testing and interviewing facilities for recruits sought through visits to all high schools in the District of Columbia. Additional meetings were also held with contractor associations and some of the international unions.

Partly as a result of these efforts the electricians, plumbers, steamfitters, carpenters and iron workers selected 32 Negroes for their apprenticeship programs. These five trades indentured a total of seven Negro apprentices in 1962. Additional results in these and other trades are anticipated.

In addition, significant action has been taken elsewhere in the construction industry. Of general interest, the Presidents of the International Unions affiliated with the AFL-CIO Building Trades Department have adopted a four-point program designed to insure the consideration of all applicants on the basis of qualifications without regard to race, creed, color, or national origin. The Carpenters' International Executive Board has ordered elimination of segregated locals wherever they are found to exist.

Also the Construction Industry Joint Conference, consisting of representatives of international building trades unions and national contractors associations, has recently recommended detailed procedures to assist local Joint Apprenticeship Committees in assuring equal opportunity in this essential phase of employment. The recommendations include the establishment of an appeals procedure so that any questions as to treatment of applicants may be adjudicated at the local level.

Local Activities

Action has also been taken at the local level.

In Cincinnati, the Building Trades Council adopted an agreement which embodies the four points of the Building Trades Presidents' statement and creates a committee for implementation.

In Newark, Trenton and Elizabeth, N.J., the Building Trades Councils have reached agreements with local government and civil rights groups providing for additional opportunities for Negroes as journeymen and in apprenticeship programs.

In Philadelphia, agreements have been worked out which provide for additional opportunities with the plumbers, steamfitters, electricians, sheet metal workers and composition roofers. The agreements include provision for an impartial review of qualification tests administered by the union. Apprenticeship opportunities also will be increased and in some cases nonwhites will be recruited for these programs.

In New York, the International Brotherhood of Electrical Workers has actively recruited Negroes for its apprenticeship program.

In Milwaukee, the Building Trades Council has adopted and published a program designed to encourage minority group individuals to make application for apprenticeship training and to

insure acceptance of all qualified applicants without regard to race, creed, color, or national origin.

In Detroit, the Building Trades Council and employer representatives unanimously adopted a program for elimination of discrimination in construction in the Detroit area. The basic points outlined in this agreement include:

(1) Seeking assistance from local, State and Federal Agencies and interested community groups in the recruiting and entry of qualified minority group applicants into apprenticeship programs.

(2) The adoption by all affiliated locals of the policy of accepting all qualified applicants for membership without regard to race, creed, color or national origin.

(3) The encouragement of nonunion craftsmen to establish qualifications and seek union membership.

(4) The publication for the benefit of all concerned of the qualifications and rules regarding application for, or employment of, apprentices. Such rules and qualifications are to be reviewed by a committee of the Joint Construction Activities Committee to determine if changes are necessary to insure non-discrimination.

The program has been quite successful. There has been an almost total absence of picketing of construction sites in the metropolitan area; almost every trade union has been integrated, both at the apprentice and at the journeyman level; Negro labor organizations fully support the program.

In Cleveland, complaints were filed alleging discrimination by the Plumbers and Sheet Metal Workers Unions. Negotiations, which included participation by Under Secretary of Labor John F. Henning, resulted in an agreement whereby nonwhite contractors in each of these trades who met current standards would become union contractors. Qualified journeymen and apprentices working for these contractors were to be accepted into membership without regard to race, creed, color or national origin. On one of the jobs then underway, a portion of the work was subcontracted to one of the nonwhite contractors.

In Pittsburgh, following complaints alleging discrimination by the painters, electricians, iron workers, elevator constructors, plumbers, pipefitters and asbestos workers, negotiations were un-

dertaken by the Pittsburgh Human Relations Commission. They resulted in an agreement—later issued as an order of the Pennsylvania Human Relations Commission—which included the following:

(1) Qualified nonwhite craftsmen who meet the present standards for skill and qualification for membership will be immediately accepted for membership by the union concerned.

(2) An impartial and neutral observer selected from names suggested by the union involved would be allowed to be present at written, oral and/or performance examinations given by any of the unions.

(3) Qualified applicants would be enrolled in an apprenticeship training program without regard to race, creed, color or national origin.

(4) The State commission would be notified when apprenticeship testing programs are to be conducted and an appropriate number of applicants qualified according to either Pennsylvania or Federal apprenticeship standards would be accepted.

(5) Upon request by the State commission, the appropriate unions would submit reports showing the number of applicants for membership and apprenticeship and the number accepted and rejected.

Sample Union Program for Fair Practices

Most of the unions signing Union Programs for Fair Practices on November 15 signed programs identical to the one below. In some instances, there were slight variations to conform to special situations, but in no instance were the changes of substantive nature.

Joint Statement on Union Program for Fair Practices

Name of Union

The President's Committee on Equal Employment Opportunity

The (name of union) welcomed President Kennedy's historic Executive Order 10925 establish-

ing a unified, revitalized and greatly strengthened President's Committee on Equal Employment Opportunity.

We propose to cooperate with the Committee in attaining its goals of equal opportunity in all aspects of employment, tenure, terms and conditions of employment, in work assignment, promotion and transfer, without regard to race, creed, color or national origin.

While the Committee's program is confined to employment under Federal Government contracts and to Federal employment, we shall continue to extend our union program for fair practices to all employment.

It is our purpose to give full effect within our ranks to the civil rights policy of the AFL-CIO to eliminate discrimination and unfair practices wherever they exist.

It is our policy to accept into our ranks as fellow unionists all eligible applicants for membership without regard to or indication of race, creed, color or national origin.

It is our purpose to further equal opportunity in all union services and benefits, in employment, tenure, terms and conditions of employment and in work assignment, promotion and transfer, and in all aspects of work training.

We reaffirm our policy of accepting all eligible applicants for membership without regard to race, creed, color or national origin and of insuring for all such workers the full benefits of union organization without discrimination, segregation, separation or exclusion of any kind.

We shall not charter any local unions in which membership would be separated on the basis of race, creed, color or national origin.

If we should find evidence in any of our locals of separation, segregation or exclusion on the basis of race, creed, color or national origin, we would make every possible effort to end such segregation, separation or exclusion with all possible speed.

Where local unions accept transfer applications from members of other locals, all such applications shall be accepted without discrimination because of race, creed, color or national origin.

We shall seek agreement from management to write into joint apprenticeship training programs in which we participate a nondiscrimination clause in regard to admissions and conditions of

employment of apprentices and shall see that this clause is administered in such a way as to give full and effective application of nondiscrimination throughout all such training.

We shall make a special effort within the framework of the International Union Constitution and policy to obtain agreement from employers to embody in all collective bargaining contracts with the union, nondiscrimination clauses covering hire, tenure, terms, conditions of employment, work assignment and advancement, and providing for effective administration and enforcement of such clauses.

We shall insist that each local union of this International Union, seek management agreement that any facilities provided by it for the employees will not exclude or segregate on the basis of race, creed, color or national origin.

It shall be our policy that our local unions, in their relationship with management, insist that all recalls, layoffs, overtime lists, work rosters and assignments and all training programs are maintained and operated without discrimination because of race, creed, color or national origin, and that all workers covered by collective bargaining agreements with them have equal opportunity for promotion and transfer.

We shall assign to an executive officer or a national staff officer the duties of administration, dissemination and implementation of this Program for Fair Practices.

We shall bring the Program for Fair Practices to the attention of all our affiliates and will encourage them to carry out this Program for Fair Practices.

We shall make new efforts to review the conditions in our organization and where we find evidence of violations of the spirit of this program, we will use our efforts to correct them.

The President's Committee will:

Cooperate with the International Union in effecting procedures for preventing and eliminating discrimination by employers and by union.

Work with the International Union and the various Government agencies in the development of programs and in the solution of problems of mutual concern, particularly in the fields of vocational education, apprenticeship and other training, and employment services.

Confer with the International Union and employers in seeking mutually agreeable solutions of problems which may arise in any phase of employment and/or labor-management relations with regard to equal employment opportunity.

Assist in formulation of information and/or community relations programs at the state and local levels and will assist in securing the support of state and local agencies in furtherance of equal employment opportunities.

(Name of Union)

By: -----
President

The President's Committee on Equal Employment Opportunity

By: -----
LYNDON B. JOHNSON,
President of the United States.

**UNIONS THAT HAVE SIGNED THE PROGRAM FOR FAIR PRACTICES
(NOVEMBER, 1963)**

Associated Actors & Artists of America,
Conrad Nagel, President,
226 West 47th Street,
New York 36, N.Y.

Air Line Dispatchers Association,
Robert E. Commerce, President,
4620 Lee Highway, Suite 1,
Arlington 7, Va.

Aluminum Workers International Union,
Eddie R. Stahl, President,
Suite 338, Paul Brown Building,
818 Olive Street,
St. Louis 1, Mo.

International Association of Heat and Frost Insulators
and Asbestos Workers,
C. W. Sickles, President,
505 Machinists Building,
1300 Connecticut Avenue NW.,
Washington 6, D.C.

International Union, United Automobile, Aerospace and
Agricultural Implement Workers of America,
Walter P. Reuther, President,
8000 East Jefferson Avenue,
Detroit 14, Mich.

American Bakery and Confectionery Workers International
Union,
Daniel E. Conway, President
1120 Connecticut Avenue NW.,
Washington 6, D.C.

The Journeymen Barbers, Hairdressers and Cosmetologists'
International Union of America,
W. C. Brithright, President,
Barbers Building,
1141 North Delaware Street,
Indianapolis 7, Ind.

International Alliance of Bill Posters, Billers and Distributors
of the U.S. and Canada,
John Gavin, President,
2458 Superior NW.,
Cleveland 13, Ohio.

International Brotherhood of Boiler Makers, Iron Ship-
builders, Blacksmiths, Forgers and Helpers,
Russell K. Berg, President,
New Brotherhood Building,
8th Street at State Avenue,
Kansas City, Kans.

International Brotherhood of Bookbinders,
Joseph Denny, President,
AFL-CIO Building, Room 506,
815 16th Street NW.,
Washington 6, D.C.

Boot and Shoe Workers' Union,
John E. Mara, President,
246 Summer Street,
Boston 10, Mass.

International Union of United Brewery, Flour, Cereal,
Soft Drink and Distillery Workers,
Karl F. Feller, President,
2347 Vine Street,
Cincinnati 19, Ohio.

Bricklayers, Masons and Plasterers International Union
of America,
John J. Murphy, President,
815 15th Street NW.,
Washington 5, D.C.

The United Brick and Clay Workers of America,
William Griffith, President,
9030 South Ashland Avenue,
Chicago, Ill.

National Association of Broadcast Employees and Technicians,
George W. Smith, President,
80 East Jackson Boulevard, Room 711,
Chicago, Ill.

Building Service Employees International Union,
David Sullivan, President,
One East 35th Street,
New York 16, N.Y.

United Brotherhood of Carpenters and Joiners of America,
M. A. Hutcheson, President,
Carpenter's Building,
101 Constitution Avenue NW.,
Washington, D.C.

United Cement, Lime and Gypsum Workers International Union,
Felix C. Jones, President,
7830 West Lawrence Avenue,
Chicago 31, Ill.

International Chemical Workers Union,
Walter L. Mitchell, President,
1659 West Market Street,
Akron 13, Ohio.

Cigar Makers' International Union of America,
Mario Azpetia, President,
604 Carpenter's Building,
1003 K Street NW.,
Washington 1, D.C.

Amalgamated Clothing Workers of America,
Jacob S. Potofsky, President,
15 Union Square,
New York 3, N.Y.

The Commercial Telegraphers' Union,
W. L. Allen, President,
418 Silver Spring Building,
8605 Cameron Street,
Silver Spring, Md.

Communications Workers of America,
Joseph A. Beirne, President,
1925 K Street NW.,
Washington 6, D.C.

Cooper International Union of North America,
James J. Doyle, President,
120 Boylston Street,
Room 527,
Boston 16, Mass.

Distillery, Rectifying and Wine Workers International Union of America,
Mort Brandenburg, President,
707 Summit Avenue,
Union City, N.J.

International Union of Doll and Toy Workers of the U.S. and Canada,
Harry O. Damino, President,
132 West 43d Street,
New York 36, N.Y.

International Union of Electrical, Radio and Machine Workers,
James B. Carey, President,
1126 16th Street NW.,
Washington 6, D.C.

International Union of Operating Engineers,
Hunter P. Wharton, President,
1125 17th Street NW.,
Washington 6, D.C.

International Association of Fire Fighters,
William D. Buck, President,
AFL-CIO Building, Room 404,
Washington 6, D.C.

International Brotherhood of Firemen and Oilers,
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Washington 1, D.C.

United Furniture Workers of America,
Morris Pizer, President,
700 Broadway, 4th Floor,
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United Garment Workers of America,
Joseph P. McCurdy, President,
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Room 1401-12,
New York 3, N.Y.

International Ladies Garment Workers Union,
David Dubinsky, President,
1710 Broadway,
New York 19, N.Y.

United Glass and Ceramic Workers of North America,
Ralph Reiser, President,
556 East Town Street,
Columbus 15, Ohio.

Glass Bottle Blowers' Association of the U.S. and Canada,
Lee W. Minton, President,
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American Flint Glass Workers Union,
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Toledo 4, Ohio.

American Federation of Government Employees,
John F. Griner, President,
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American Federation of Grain Millers,
Roy O. Wellborn, President,
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Granite Cutters International Association of America,
The,
Costanzo Pagnano, President,
18 Federal Avenue,
Quincy 69, Mass.

International Union United Hatters, Cap and Millinery Workers,
Alex Rose, President,
245 Fifth Avenue,
New York 16, N.Y.

International Hod Carriers, Building and Common Laborers Union of America,
Joseph V. Moreschi, President,
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International Union of Journeymen Horse Shoers of U.S. and Canada,
George C. Miller, President,
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American Federation of Hosiery Workers,
Andrew Janaskie, President,
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Hotel and Restaurant Employees' Bartenders' International Union,
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International Union, Allied (AFL-CIO) Industrial Workers of America,
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Insurance Workers International Union, AFL-CIO,
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International Association of Bridge and Structural Iron Workers,
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International Jewelry Workers Union,
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International Union of Wood, Wire, and Metal, Lathers,
Lloyd A. Mashburn, President,
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Takoma Park, Md.

Laundry and Dry Cleaning International Union, AFL-CIO,
Russell R. Crowell, President,
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Oakland 12, Calif.

International Leather Goods, Plastics and Novelty Workers Union,
Norman Zukowsky, President,
265 West 14th Street,
14th Floor,
New York 11, N.Y.

Leather Workers International Union of America,
Richard B. O'Keefe, President,
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National Association of Letter Carriers,
Jerome J. Keating, President,
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International Longshoremen's Association, AFL-CIO,
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Brotherhood of Maintenance of Way Employees,
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International Association of Marble, Slate Stone Polishers, Rubber and Sawyers, Tile and Marble Setters Helpers and Terrazzo Helpers,
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821 15th Street NW.,
Washington 5, D.C.

Industrial Union of Marine and Shipbuilding Workers of America,
John G. Grogan, President,
534 Cooper Street,
Camden 2, N.J.

National Marine Engineers' Beneficial Association,
Edward Altman, President,
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17 Battery Place,
New York 4, N.Y.

National Maritime Union of America,
Joseph Curran, President,
346 West 17th Street,
New York 11, N.Y.

National Association of Master Mechanics and Foremen of Navy Yards and Naval Stations
David Himmelfarb, President,
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Amalgamated Meat Cutters and Butcher Workmen of North America,
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Mechanics Educational Society of America,
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American Federation of Musicians,
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Office Employees International Union,
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265 West 14th Street,
New York 11, N.Y.

Oil, Chemical and Atomic Workers International Union,
O. A. Knight, President,
Post Office Box 2812,
Denver 1, Colo.

United Packinghouse, Food and Allied Workers,
Ralph Helstein, President,
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Suite 1800,
Chicago 5, Ill.

Brotherhood of Painters, Decorators and Paperhangers of
America,
L. M. Raftery, President,
Painters and Decorators' Building,
Lafayette, Ind.

United Papermakers and Paperworkers,
Paul L. Phillips, President,
Paper Makers Building,
North Pearl Street, at Wolfert Avenue,
Albany 1, N.Y.

International Photo Engravers Union of North America,
William H. Hall, President,
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20 North Wacker Drive,
Chicago, Ill.

Operative Plasterers' and Cement Masons' International
Association of the U.S. and Canada,
Edward J. Leonard, President,
1125 17th Street NW.,
Washington 6, D.C.

United Association of Journeymen and Apprentices of the
Plumbing and Pipe Fitting Industry of the U.S. and
Canada,
Peter T. Schoemann, President,
901 Massachusetts Avenue, NW.,
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Brotherhood of Sleeping Car Porters,
A. Philip Randolph, President,
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217 West 125th Street,
New York, N.Y.

National Federation of Post Office Motor Vehicle
Employees,
Lee B. Walker, President,
2815 Kingston Street,
Dallas 11, Tex.

National Association of Post Office and Postal Transpor-
tation Service Mail Handlers, Watchmen and Mes-
sengers,
Harold McAvoy, President,
Room 916,
900 F Street, NW.,
Washington, D.C.

United Federation of Postal Clerks,
E. C. Hallbeck, President,
817 14th Street, NW.,
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International Brotherhood of Operative Potters,
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International Printing Pressmen's and Assistants' Union
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International Brotherhood of Pulp, Sulphite and Paper
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American Radio Association,
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Brotherhood of Railway Carmen of America,
A. J. Bernhardt, President,
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Brotherhood of Railway Clerks,
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Railway Patrolmen's International Union,
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Retail Clerks International Association,
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DeSales Building,
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Retail Wholesale and Department Store Union,
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United Slate, Tile and Composition Roofers, Damp and
Waterproof Workers Association,
Charles D. Aquadro, President,
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Washington 6, D.C.

United Rubber, Cork, Linoleum and Plastic Workers of
America,
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Seafarers International Union of North America,
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United Shoe Workers of America,
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Brotherhood of Railroad Signalmen of America,
Jesse Clark, President,
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The National Association of Special Delivery Messengers,
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International Alliance of Theatrical Stage Employees and
Moving Picture Machine Operators of the United States
and Canada,
Richard F. Walsh, President,
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1270 Avenue of the Americas,
New York 20, N.Y.

American Federation of State, County, and Municipal
Employees,
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Washington 1, D.C.

United Steelworkers of America,
David J. McDonald, President,
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United Stone and Allied Products Workers of America,
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Winston-Salem, N.C.

Journeymen Stonecutters Association of North America,
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Amalgamated Association of Street and Electric
Railway Employees of America,
John M. Elliott, President,
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American Federation of Teachers,
Carl J. Megel, President,
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Chicago 11, Ill.

American Federation of Technical Engineers (AFL-CIO),
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Washington, D.C.

United Textile Workers of America,
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44 East 23d Street,
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New York 10, N.Y.

Textile Workers Union of America,
William Pollock, President,
99 University Place,
New York 3, N.Y.

Tobacco Workers International Union,
John O'Hare, President,
1003 K Street NW.,
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Washington 1, D.C.

American Train Dispatchers Association,
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10 East Huron Street,
Chicago, Ill.

United Transport Service Employees of America,
Eugene E. Frazier, President,
444 East 63d Street,
Chicago 37, Ill.

Transport Workers Union of America,
Michael J. Quill, President,
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New York 19, N.Y.

Upholsterers' International Union of North America,
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Philadelphia 21, Pa.

Utility Workers Union of America,
William J. Pachler, President,
1725 K Street NW.,
Suite 512,
Washington, D.C.

International Woodworkers of America,
A. F. Hartung, President,
1622 North Lombard Street,
Portland 17, Oreg.

Railroad Yardmasters of America,
M. G. Schoch, General President,
537 South Dearborn Street,
Chicago 5, Ill.

Switchmen's Union of North America,
Neil P. Speirs, President,
3 Linwood Avenue,
Buffalo 2, N.Y.

Brotherhood of Railroad Trainmen, AFL-CIO,
Charles Luna, President,
Standard Building,
1370 Ontario Street,
Cleveland, Ohio.

Masters, Mates and Pilots,
Charles M. Crooks, President,
Suite 2221,
17 Battery Place,
New York 4, N.Y.

International Union of Metal Polishers, Buffers, Platers
and Helpers,
Ray Muehlhoffer, President and Secretary-Treasurer,
5578 Montgomery Road,
Cincinnati, 12, Ohio.

300 locals directly affiliated with the AFL-CIO.

CHAPTER ELEVEN

In the Communities

The Committee recognized from its inception the importance of action at the local level to both the immediate and long-range goals of equal employment opportunity. Accordingly, the Committee has conducted vigorous educational, informational and community relations programs embodying many activities.

Some of the highlights of these programs include:

—A National Community Leaders' Conference on Equal Employment Opportunity in Washington, D.C., on May 19, 1962.

—Regional Conferences for Community Leaders throughout the United States on various aspects of equal employment opportunity.

—Development of a pilot project for training underskilled workers in the Los Angeles area.

—A conference with representatives of state and local agencies affiliated with the Conference of Commissions Against Discrimination.

—Coordination of plans and programs with other Federal agencies with community programs, such as the President's Committee on Juvenile Delinquency and Youth Crime, the Bureau of Apprenticeship Training, and the Office of Manpower, Automation and Training.

—Participation as speakers, consultants, panelists and conferees at meetings and conferences involving equal employment opportunity.

—National distribution to news media of information concerning the Committee, its programs and activities.

—The encouragement of local groups organized to promote equality of opportunity.

All of these activities serve to enlist local support for the program of the President's Committee and to develop local activities designed to improve opportunities for employment without regard to race, creed, color or national origin.

Four of these programs are discussed below in more detail.

Community Leaders' Conference

On May 19, 1962, more than 600 of the Nation's top community leaders met in Washington for a Conference which the then Vice President Johnson described as "a symbol of our desire to bring substance to the American dream of equal opportunity."

The occasion was the Community Leaders' Conference on Equal Employment Opportunity, called by Mr. Johnson on behalf of the President's Committee. The Conference had five primary objectives:

(1) To explain the work and accomplishments of the President's Committee.

(2) To obtain ideas and suggestions of community leaders concerning the Committee's program.

(3) To discuss with community leaders the nature of the problem of racial discrimination as manifested in such issues as apprenticeship, unemployment, vocational education, etc.

(4) To provide current factual information on manpower needs, trends, and methods of acquiring skills.

(5) To obtain practical suggestions for implementation of community level programs.

Throughout the conference, the participants studied and considered ways and means of achieving the goal of equal employment opportunity. Meeting in small workshop groups, they made recommendations for action and programs, both nationally and at the community level.

In speeches, in workshops, in general discussion, it was recognized that the Federal Government, while it must play a vital and important part in achieving equal opportunity, cannot do the job alone.

Among the recommendations of the conference were:

(1) that the President's Committee hold regional and, where appropriate, state meetings structured along the lines of the Community Leaders' Conference in order that local leaders unable to attend this conference should have a chance to benefit and to make their contribution. (Such regional conferences are being conducted.)

(2) that community leaders check on the quality of local training facilities and practical accessibility to such programs for minority group youth. This may mean review of curriculum content in schools and preparation of teachers.

(3) that community leaders push for tax-supported junior colleges in their communities to provide the level of training needed by otherwise qualified youth who have no funds for private or public 4-year colleges.

(4) since aptitude and other entrance tests are used increasingly in the recruitment and selection for employment and training, that local leaders see that they are properly utilized as to their predictive value. Studies have revealed that such tests are not necessarily good indicators of success on the job for minority group youth and similarly deprived students. Frequently, minority group students score low in aptitude tests due to cultural lag and other factors not related to aptitude.

(5) that the President's Committee assume a far more aggressive approach in stimulating the elimination of inequality in apprentice training programs.

(6) that the President's Committee promote the development of training in the skilled trades and in technology at the secondary school level.

(7) that the President's Committee promote a variety of in-service training programs in Government and in large corporations for staff persons dealing with equal opportunity in employment.

(8) that the President's Committee encourage the combined efforts of schools, industry and Government to improve and extend vocational training opportunities for minority groups.

(9) that the President's Committee stimulate appropriate Government agencies to assemble and disseminate material about future job opportunities and that greater effort be made to

forecast areas where job opportunities are likely to expand.

(10) that the President's Committee broaden its activities in cooperating with religious and educational groups to encourage and assist them in advancing the objectives of the equal job opportunity program.

(11) that there be more and better-trained counselors provided to assist minority group students and that such counselors encourage students in terms of their aptitudes and abilities rather than with a view to the availability of jobs based on racial or religious acceptance.

Many of these recommendations are being followed. The one overriding conclusion of the Community Leaders' Conference on Equal Employment Opportunity was the imperative necessity for stepped-up and expanded activities and programs at the community level. In speeches, in workshops, in general discussion, it was recognized that the Federal Government, while it must play a vital and important part in achieving equal opportunity, cannot do the job alone.

The Regional Conferences

During 1963, three Regional Conferences of Community Leaders on Equal Employment Opportunity were conducted by the President's Committee—in St. Louis, in Detroit, and in Los Angeles.

Each served its purposes—liaison was established with the community to promote equal employment opportunity; the programs of the President's Committee were explained and related to local activity; the Federal agencies were given ideas of what programs were necessary in specific areas to promote equality of opportunity.

In each instance, these regional conferences drew more than 1,500 participants. In each instance, Cabinet officers and top Federal officials participated in the conference activities, including acting as chairmen of workshop panels.

The workshop panels have been the most successful and talked about activity of the conferences. They have permitted not only Federal and local officials to discuss problems and methods of solving them, but questions from the audience have elicited ideas and opinions that have later been turned into solid programs. (A publication covering the regional conferences will soon be available from the Committee.)

The regional conferences will be continued during 1964.

The Vocational Education-Industry Pilot Project in the Los Angeles Area

The pilot project in Los Angeles of the President's Committee is designed to provide expanded opportunities for minority citizens through improved coordination of rapidly changing industry manpower needs and local vocational education facilities.

The project enables the President's Committee—and the Departments of Labor and Health, Education, and Welfare, the two executive agencies who have cooperated in the program—to fulfill one of the Government's commitments through the Plans for Progress Program, i.e., assisting industry in obtaining qualified persons to meet manpower needs.

Los Angeles was chosen for the project because of (a) the large number of expanding aerospace industries and others with Government contracts; (b) the stated interest in equal employment opportunity of these companies; (c) the good reputation of the schools in the area; (d) several community agencies, especially in the field of human relations, which were willing to cooperate; (e) the large population of the two major minority groups in the area (500,000 Negroes; 900,000 Mexican-Americans), as well as large numbers of oriental-Americans.

The program provides intensive training for persons who often have difficulty finding employment—those from culturally disadvantaged areas or members of various minority groups. None of the participants has pursued any type of post-high-school training.

The program is the first such ever conducted under a Manpower Development and Training Act grant administered by the Department of Labor with the assistance of the Department of Health, Education, and Welfare.

A series of meetings to outline the project were held with the following, all of whom pledged cooperation: Los Angeles City and County Vocational Education Administrators; representatives of community human relations agencies; 21 representatives of 12 Los Angeles area government contractors; the Los Angeles Regional Director of Vocational Education; and the director of the

Trades and Industry Division of the California State Vocational Education Board.

At first, a local committee of community relations and industry representatives worked on the program. Later, they were joined by representatives of the Schools of the City and County of Los Angeles; the State Vocational Education Department, and the California Department of Employment.

Over a period, job analysts from the State Department of Employment consulted with 11 companies in the area and developed job specifications for 65 job classifications.

Potential candidates were identified. Only those who had not intended to pursue any type of post-high school training were referred to the program after counselling with representatives of the city schools and the State Department of Employment.

The state employment service then administered tests to those individuals identified as potential trainees. Those who qualified were admitted to the pilot program.

While the screening process was being conducted, Los Angeles City school officials were busy obtaining facilities, instructors, equipment and supplies necessary for the program.

A special effort was made to identify a few occupations for which training can be specifically scheduled in communities with large minority group populations for the second semester of the 1962-63 school year. On February 4, 1963, 75 students started training.

Three classes now make up the program—machine shop, electronic assembling and clerical occupations (typing, etc.). They are conducted in Jefferson and Manual Arts High Schools and are a part of the adult education program. Classes meet immediately after the close of the high school class day, meeting 5 hours daily from 4:30 p.m. to 9 p.m.

Thus far, more than 60 students have been graduated and virtually all have been placed. Only a few in the last class have not yet been placed and the program administrator expects 100 percent placement for these and all future graduates.

The program has attracted a great deal of attention from other cities with large numbers of workers who are unqualified for jobs that are open in industry.

Meanwhile, the Los Angeles Youth Opportunities Board had applied to the Office of Manpower

and Apprenticeship Training in the Department of Labor for an MDTA grant to finance a long-term, broad-based project with special emphasis on minority youth.

To broaden the scope of the project, John W. Macy, Jr., Chairman of the U.S. Civil Service Commission, has instructed his agency's Los Angeles regional offices to assist in the project; the Los Angeles Federal Executive Board also is cooperating fully with the local committee.

The President's Committee, the Department of Labor and the Department of Health, Education and Welfare have discussed plans to initiate efforts similar to this pilot project in other communities in the near future.

The President's Committee on Juvenile Delinquency and Youth Crime has projects in the Los Angeles area and 14 other cities which it feels will lend themselves to assimilating vocational preparation and industrial needs with available minority manpower.

Local Organizations

The President's Committee has been instrumental in encouraging the formation of special local or area organizations to deal with equal employment opportunity problems.

One such organization is the Association of Huntsville Area Contractors in Alabama. This association is composed of all major contractors doing business with Huntsville operations of the Department of Defense and the National Aeronautics and Space Administration at the Redstone Arsenal and the George C. Marshall Space Flight Center.

NASA acted to help form this group after the President's Committee found that no satisfactory program had been developed in Huntsville and met with NASA, the Department of Defense and other agencies. The intent of the contractors: to secure the support of all Huntsville business, civic

and cultural leaders in a program of equal opportunity.

The Association not only has been actively promoting equality of employment opportunity and training, but also has been active in efforts to desegregate all community facilities and public accommodations.

When the Huntsville public schools were integrated this fall, there were no demonstrations such as there were in Birmingham and other cities in the State—and some of the credit for this peaceful integration goes to the Association of Huntsville Area Contractors.

Another organization the President's Committee encouraged the formation of is the Washington, D.C., Plans for Progress Employers. These employers have formed a special cooperative group enabling them to work very closely with one another. These companies, which generate several hundred job openings a month, are now coordinating these opening and are actively recruiting minority group workers for them.

In addition, representatives of the companies are participating in "Hiring Days" in the D.C. public schools—as well as "Career Days"—and are conducting on-site interviewing and testing of prospective employees. It is believed that contacts by nationally known firms will help motivate students to seek employment with business and will encourage them toward further self-development.

Similar small groupings of Plans for Progress companies are being promoted nationwide as a further means of achieving the goal of equal employment opportunity.

The President's Committee, through its Advisory Council on Plans for Progress, is also keeping in direct contact with local groups who wish to enlist companies in their area in programs similar to Plans for Progress—voluntary cooperative efforts in behalf of basic human rights.

CHAPTER TWELVE

Summary and Comment

By **Hobart Taylor, Jr.,**
Executive Vice Chairman

We consider the preceding pages to be a record of substantial achievement—not only for the President's Committee on Equal Employment Opportunity, but also for the Nation.

This report demonstrates that through the efforts of the Committee and community leaders, substantial changes have been made, and continue to be made, in historical employment patterns.

Employment of minority group Americans at responsible levels in private industry **has** increased, both through cooperative action and the Committee's compliance program.

Breakthroughs **have** been achieved in jobs traditionally hedged with color or religious barriers.

Responsible government positions **have** been filled by Americans who formerly could not aspire to anything beyond the service and maintenance level.

The statistical record presented in this report is bound to be encouraging. It shows that it is possible to break patterns which have denied productive lives to so many—and that there are qualified persons available to fill posts of responsibility with dignity and ability.

These are direct results of the programs of the Committee. There are others mentioned in this report:

—The cooperative effort being made at Huntsville, Ala., one of the South's leading industrial cities, to desegregate other aspects of the community life so all residents can lead more productive and useful lives.

—The progress being made in cities such as Birmingham, despite the tense racial climate.

—The rapid development of the Plans for Progress program and its expansion to include non-Government contractors.

—The establishment of the Plans for Prog-

ress Advisory Council and its development of committees to work on various aspects of employment of minorities, including work with foundations seeking to finance projects in this broad field.

—The establishment of local groups of Plans for Progress companies to take joint action on a community level to improve employment opportunities for minorities.

—The marshaling of the forces of the Nation's educational community behind efforts to improve educational opportunities and future employment possibilities of the nation's minorities. The Big 10 and Wayne State University have provided much of the impetus for this program.

—The high degree of success in processing complaints of employment discrimination and the consequent change effected in personnel policies by many companies.

—The development of agency capability to handle both complaints and compliance reviews as methods of bringing about change.

—The initiation of various projects on the community level, including the Regional Conferences, from which have come concrete results.

—The efforts being made by labor leaders to cooperate in furthering the principles of the Executive orders.

All these tangible things and more are included in this report. But the past 2½ years have produced yet another accomplishment, somewhat more intangible, but nevertheless worthy and one which in the long run perhaps may be more meaningful.

This is the fact that there has been a basic change in attitude on the part of most of the man-

agers of American industry and the heads of our responsible labor unions. For the first time, these leaders of the private sector of our economy have undertaken a rigorous self-scrutiny to determine their true attitudes. For the first time, these leaders are throwing off the binding and restricting residue of the past. For the first time, there is underway in our Nation today an intensive examination of new human resources. For the first time, these leaders are realizing the value of following this type of program, both from humanitarian and practical motives.

But despite this growing awareness of the moral, economic and social cost of discrimination, and despite our substantial record of progress, we cannot yet be satisfied. Despite the progress, the position of Negroes and other minorities in the American economy and social system remains far too low. Their share of employment at decent levels can be measured in fractions.

For example, in establishments filing compliance reports:

—About 95 percent of the Negro men and 81 percent of the Negro women employees of the companies were still in blue collar occupations.

—Of the Negro blue collar workers, more than 90 percent were in jobs below the skilled level. About one in every three men in blue collar occupations was a skilled worker; among Negro men, the ratio was less than one in 10.

—There were about 10 male Negro white collar employees for every 1,000 male white collar workers.

—Negro women employees represented 5.3 percent of all female officials, professional employees and technicians; the corresponding rate for Negro men was one percent.

—Only 330 Negroes were employed in sales occupations out of a total of 124,000 such jobs.

—Negroes held only 6.3 percent of reported jobs, and only 1.3 percent of the reported white collar jobs.

—Despite the fact that Negro white collar employment increased 17.4 percent while total white collar employment increased by only 1.9 percent, the net gain increased the Negro share of total white collar employment in the reporting establishments only from 12 Negroes per 1,000 white collar workers in 1962 to 13 per 1,000 in 1963.

—Approximately 1 out of every 12 Negroes

(8 percent) were white collar workers in 1963 as compared to one out of 15 (7 percent) in 1962.

Viewing these statistics in this way, we can see that despite the substantial accomplishments of the President's Committee, much must be done if we are to realize the goal of utilizing the full capabilities and talents of every man and woman in the development of our free democratic society.

If this objective could be achieved merely through hard work, dedication and constant policing, the task of achieving equal employment opportunity—though difficult—would be manageable.

But the President's Committee on Equal Employment Opportunity must necessarily operate within the social and economic framework of our nation. Within that framework, considerable progress can be made—in fact has been made—simply by opening up jobs to members of minority groups who are qualified to fill them, but who have been barred from them because of prejudice. Their example spurs others to try. Unfortunately, however, prejudice erects its barriers not only at the employment office or the hiring hall, but at various and less obvious spots on the approaches to these entrances into the economic world. These secondary barriers are no less insidious and are fully as effective in maintaining job discrimination as the most blatant bias on the part of a personnel manager or a hiring foreman. Furthermore, these hard-to-discern barriers are not subject to the "direct attack" compliance procedures of the President's Committee—or even to the moral persuasion that has proven so effective with many employers.

So it has become increasingly apparent in the past two years that the goal of equal opportunity cannot be achieved by ending job discrimination alone. The problem of job discrimination cannot be separated from the problem of economic, social and political discrimination. For ultimately there can be no true equality of opportunity in an unequal society.

Under any realistic view of the circumstances, the most that can be achieved by an equal employment opportunity compliance program is to open up jobs to "qualified" workers, regardless of race, creed, color or national origin. There is a regrettable tendency to overlook the word "qualified"—or at least to underestimate its significance. Yet, the con-

cept of equal job opportunity can become a reality only when it is accompanied by equal opportunity to qualify.

It is idle to contend that there is full equality of qualification opportunity in our society today. Minority group citizens *do* have some opportunities to receive the necessary training to engage in a wide variety of skills and professions—and these opportunities are increasing, otherwise the President's Committee would be unable to report any progress whatsoever. But in comparison to the majority of our people the hurdles between the minority group citizen and qualification opportunity are such that only the exceptionally alert and able—or lucky—can overcome them. The fact remains that in a long list of occupations, a minority American must have much greater capacity and ambition than his counterpart to obtain and hold a job.

Inadequate training in a specific skill or profession is not, however, the main point. As a matter of fact, a minority group citizen who is qualified for, and who fervently seeks, such training can usually—through extraordinary effort—obtain it somewhere. The fact that so few do so involves the problems of general American education at the secondary level and, necessarily, at the primary level. The minority group American starts life with handicaps; as he grows, so do they. Unequal education at the primary level leads to inability to qualify for education at the secondary level, which, in turn, leads to inability to qualify at the college or job-training level. These facts, in turn, lead to the inability to qualify for job opportunity.

Decades of discrimination establish psychological patterns for both employers and employees. Paradoxically, the pattern is often easier to break among employers than among workers. The employer, under compulsion of government sanction or public morality, need only make the decision to hire minority workers and—if he can find qualified applicants or can train them—it is done.

The minority group American, on the other hand, must first make a binding decision to prepare himself for a lifetime career in a specific field. If he makes a mistake in his choice of a field, he likely will discover it is too late to go back, too late to retrace his steps, too late to start over again. For this reason, he generally demonstrates great reluctance to invade fields traditionally barred to

him because of conditions of his ancestry even when he is told that such fields are now open.

The results are readily apparent in any survey of Negro colleges. The majority of students—at least until very recently—fell into three classifications; teachers, preachers and doctors. They know that in these professions they could be assured of a good living serving the citizens who shared their physical or ancestral characteristics, without regard to the prejudices of the remainder of their fellow Americans. From the standpoint of the minority students, this is understandable. But from the standpoint of our Nation, it is unfortunate. It means that many of the best and most alert minds of a large segment of our community—those who have proven their initiative and who have persevered against invisible but formidable odds—are restricting the paths which they intend to follow in life and are ignoring the opportunities which have opened up in the physical and other sciences as a result of the Space Age.

The patterns of an unequal society have resulted in a heavy cost—both to the victims of discrimination and to the society itself. But denying training, restricting education and killing initiative are not the only ways in which our currently unequal society erects barriers to equal employment opportunity. It is apparent that full equality of employment opportunity requires that we face up to the whole problem of equality itself.

There is another point—too often considered as remote from employment opportunity—at which an unequal society places effective bars while still offering jobs in good faith. This is the matter of housing. A plant located in an area which denies housing facilities to minority citizens, for all practical purposes, denies those citizens jobs. No man is going to work in a plant where he must travel long distances every morning and evening merely because he cannot live near his job. Our country must realize that the right of a man to choose the neighborhood in which he will live is much more than a question of social prestige or “keeping up with the Joneses.” This right is inextricably tied into his ability to make a living and to provide his family with the decencies of life. To bar a man from living in a specific neighborhood does far more than cast a social stigma upon him; it also limits his capacity to do some-

thing that all men cherish—to provide their wives and their children with the maximum security and comfort and hope available to them.

The impact of an unequal society upon equal job opportunity does not end, however, with education, with training, or with housing. At stake basically is the right of mobility in a free country that not only permits a worker to seek out the best job he can find, but also permits an employer to seek out the best workers he can find. Both these rights are still severely restricted in our country today, despite our advances.

We should not expect a man to move to a community to take a job—no matter how attractive—if the community refuses to accept him and his family as human beings. We should not expect a man to subject his children to an inferior education; his wife to social humiliation; his family to second class citizenship—if he has an alternative. He may prefer to take an inferior job in which he has a feeling of dignity and decency and at a location where his children have a chance.

This problem of an unequal society has been confused on many occasions with the concept of free choice of associates; this viewpoint is not a useful one. Every man has the unchallenged right to select his own associates and his own intimate friends. This privilege—whether exercised foolishly or wisely, meanly or nobly—is not in question. But, it should also be recognized that no man has the right to deny any other man equal access to the public institutions and facilities of our society because of race, creed, color or national origin. People must be judged on their merits and not on irrelevancies of their ancestry.

The President's Committee does not operate under any illusion that its efforts—or the efforts of its society as a whole—can grant to all men equal opportunity on every level of human endeavor. Even those who are normally acceptable members of our predominant social structure feel the pressure of inequality. The son of a successful and wealthy man obviously holds a head start over his poorer contemporaries, regardless of comparative capacity; his parents can offer him more materially and culturally. A child from a happy home should normally be better adjusted to life than most of his fellows. An individual of superior intelligence should obviously go further than the less gifted.

But inequality brought about by circumstances such as these is not the issue. The real issue is whether men will be judged unequally and treated unequally because they—through their ancestors are part of a “group”—a label that has become as distinctive as a trade mark. The real issue is whether we will ask members of these “groups” to fulfill the obligations of citizenship without being accorded the rights—the working tools—needed to carry out these obligations.

It is the function of the President's Committee to strive—within the limits of governmental power—to abolish job discrimination against anyone because he is part of a group through circumstances over which he has had no control. We believe we have made considerable headway. We know we can make considerably more headway. We are determined to do so. We are convinced that an equal employment opportunity program is an effective device to assist in the creation of a society in which men are judged solely on the basis of merit and not on the irrelevancies of their birth.

Equal Employment Opportunity in Federal Government and on Federal Contracts

EXECUTIVE ORDERS 10925 AND 11114

The President's Committee on Equal Employment Opportunity

The President's Committee on Equal Employment Opportunity

LYNDON B. JOHNSON

President of the United States

VICE CHAIRMAN

W. WILLARD WIRTZ

Secretary of Labor

EXECUTIVE VICE CHAIRMAN

HOBART TAYLOR, JR.

SPECIAL COUNSEL

N. THOMPSON POWERS

Deputy Solicitor of Labor

PRESIDENTIAL DOCUMENTS

Title 3—THE PRESIDENT

Executive Order 10925

Establishing the President's Committee on Equal Employment Opportunity

Whereas discrimination because of race, creed, color, or national origin is contrary to the Constitutional principles and policies of the United States; and

Whereas it is the plain and positive obligation of the United States Government to promote and ensure equal opportunity for all qualified persons, without regard to race, creed, color, or national origin, employed or seeking employment with the Federal Government and on government contracts; and

Whereas it is the policy of the executive branch of the Government to encourage by positive measures equal opportunity for all qualified persons within the Government; and

Whereas it is in the general interest and welfare of the United States to promote its economy, security, and national defense through the most efficient and effective utilization of all available manpower; and

Whereas a review and analysis of existing Executive orders, practices, and government agency procedures relating to government employment and compliance with existing non-discrimination contract provisions reveal an urgent need for expansion and strengthening of efforts to promote full equality of employment opportunity; and

Whereas a single governmental committee should be charged with responsibility for accomplishing these objectives:

Now, therefore, by virtue of the authority vested in me as President of the United States by the Constitution and statutes of the United States, it is ordered as follows:

PART I—ESTABLISHMENT OF THE PRESIDENT'S COMMITTEE ON EQUAL EMPLOYMENT OPPORTUNITY

SECTION 101. There is hereby established the President's Committee on Equal Employment Opportunity.

SEC. 102. The Committee shall be composed as follows:

(a) The Vice President of the United States, who is hereby designated Chairman of the Committee and who shall preside at meetings of the Committee.

(b) The Secretary of Labor, who is hereby designated Vice Chairman of the Committee and who shall act as Chairman in the absence of the Chairman. The Vice Chairman shall have general supervision and direction of the work of the Committee and of the execution and implementation of the policies and purposes of this order.

(c) The Chairman of the Atomic Energy Commission, the Secretary of Commerce, the Attorney General, the Secretary of Defense, the Secretaries of the Army, Navy and Air Force, the Administrator of General Services, the Chairman of the Civil Service Commission, and the Administrator of the National Aeronautics and Space Administration. Each such member may designate an alternate to represent him in his absence.

(d) Such other members as the President may from time to time appoint.

(e) An Executive Vice Chairman, designated by the President, who shall be *ex officio* a member of the Committee. The Executive Vice Chairman shall assist the Chairman, the Vice Chairman and the Committee. Between meetings of the Committee he shall be primarily responsible for carrying out the functions of the Committee and may act for the Committee pursuant to its rules, delegations, and other directives. Final action in individual cases or classes of cases may be taken and final orders may be entered on behalf of the Committee by the Executive Vice Chairman when the Committee so authorizes.

SEC. 103. The Committee shall meet upon the call of the Chairman and at such other times as may be provided by its rules and regulations. It shall (a) consider and adopt rules and regulations to govern its proceedings; (b) provide generally for the procedures and policies to implement this order; (c) consider reports as to progress under this order; (d) consider and act, where necessary or appropriate, upon matters which may be presented to it by any of its members; and (e) make such reports to the President as he may require or the Committee shall deem appropriate. Such reports shall be made at least once annually and shall include specific references to the actions taken and results achieved by each department and agency. The Chairman may appoint sub-committees to make special studies on a continuing basis.

PART II—NONDISCRIMINATION IN GOVERNMENT EMPLOYMENT

SECTION 201. The President's Committee on Equal Employment Opportunity established by this order is directed immediately to scrutinize and study employment practices of the Government of the United States, and to consider and recommend additional affirmative steps which should be taken by executive departments and agencies to realize more fully the national policy of nondiscrimination within the executive branch of the Government.

SEC. 202. All executive departments and agencies are directed to initiate forthwith studies of current government employment practices within their responsibility. The studies shall be in such form as the Committee may prescribe and shall include statistics on current employment patterns, a review of current procedures, and the recommendation of positive measures for the elimination of any discrimination, direct or indirect, which now exists. Reports and recommendations shall be submitted to the Executive Vice Chairman of the Committee no later than sixty days from the effective date of this order, and the Committee, after considering such reports and recommendations, shall report to the President on the current situation and recommend positive measures to accomplish the objectives of this order.

SEC. 203. The policy expressed in Executive Order No. 10590 of January 18, 1955 (20 F.R. 409), with respect to the exclusion and prohibition of discrimination against any employee or applicant for employment in the Federal Government because of race, color, religion, or national origin is hereby reaffirmed.

SEC. 204. The President's Committee on Government

Employment Policy, established by Executive Order No. 10590 of January 18, 1955 (20 F.R. 409), as amended by Executive Order No. 10722 of August 5, 1957 (22 F.R. 6287), is hereby abolished, and the powers, functions, and duties of that Committee are hereby transferred to, and henceforth shall be vested in, and exercised by, the President's Committee on Equal Employment Opportunity in addition to the powers conferred by this order.

PART III—OBLIGATIONS OF GOVERNMENT CONTRACTORS AND SUBCONTRACTORS

SUBPART A—CONTRACTORS' AGREEMENTS

SECTION 301. Except in contracts exempted in accordance with section 303 of this order, all government contracting agencies shall include in every government contract hereafter entered into the following provisions:

"In connection with the performance of work under this contract, the contractor agrees as follows:

"(1) The contractor will not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

"(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

"(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the said labor union or workers' representative of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

"(4) The contractor will comply with all provisions of Executive Order No. 10925 of March 6, 1961, and of the rules, regulations, and relevant orders of the President's Committee on Equal Employment Opportunity created thereby.

"(5) The contractor will furnish all information and reports required by Executive Order No. 10925 of March 6, 1961, and by the rules, regulations, and orders of the said Committee or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Committee for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

"(6) In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled in whole or in part and the contractor

may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order No. 10925 of March 6, 1961, and such other sanctions may be imposed and remedies invoked as provided in the said executive order or by rule, regulation, or order of the President's Committee on Equal Employment Opportunity, or as otherwise provided by law.

"(7) The contractor will include the provisions of the foregoing paragraphs (1) through (6) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the President's Committee on Equal Employment Opportunity issued pursuant to section 303 of Executive Order No. 10925 of March 6, 1961, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for non-compliance: *Provided, however,* That in the event the contractor becomes involved in or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States."

Sec. 302. (a) Each contractor having a contract containing the provisions prescribed in section 301 shall file, and shall cause each of its subcontractors to file, Compliance Reports with the contracting agency, which will be subject to review by the Committee upon its request. Compliance Reports shall be filed within such times and shall contain such information as to the practices, policies, programs, and employment statistics of the contractor and each subcontractor, and shall be in such form, as the Committee may prescribe.

(b) Bidders or prospective contractors or subcontractors may be required to state whether they have participated in any previous contract subject to the provisions of this order, and in that event to submit, on behalf of themselves and their proposed subcontractors, Compliance Reports prior to or as an initial part of their bid or negotiation of a contract.

(c) Whenever the contractor or subcontractor has a collective bargaining agreement or other contract or understanding with a labor union or other representative of workers, the Compliance Report shall include such information as to the labor union's or other representative's practices and policies affecting compliance as the Committee may prescribe: *Provided,* That to the extent such information is within the exclusive possession of a labor union or other workers' representative and the labor union or representative shall refuse to furnish such information to the contractor, the contractor shall so certify to the contracting agency as part of its Compliance Report and shall set forth what efforts he has made to obtain such information.

(d) The Committee may direct that any bidder or prospective contractor or subcontractor shall submit, as part of his Compliance Report, a statement in writing, signed by an authorized officer or agent of any labor union or other workers' representative with which the bidder or prospective contractor deals, together with supporting information, to the effect that the said labor union's or

representative's practices and policies do not discriminate on the grounds of race, color, creed, or national origin, and that the labor union or representative either will affirmatively cooperate, within the limits of his legal and contractual authority, in the implementation of the policy and provisions of this order or that it consents and agrees that recruitment, employment, and the terms and conditions of employment under the proposed contract shall be in accordance with the purposes and provisions of the order. In the event that the union or representative shall refuse to execute such a statement, the Compliance Report shall so certify and set forth what efforts have been made to secure such a statement.

SEC. 303. The Committee may, when it deems that special circumstances in the national interest so require, exempt a contracting agency from the requirement of including the provisions of section 301 of this order in any specific contract, subcontract, or purchase order. The Committee may, by rule or regulation, also exempt certain classes of contracts, subcontracts, or purchase orders (a) where work is to be or has been performed outside the United States and no recruitment of workers within the limits of the United States is involved; (b) for standard commercial supplies or raw materials; or (c) involving less than specified amounts of money or specified numbers of workers.

SUBPART B—LABOR UNIONS AND REPRESENTATIVES OF WORKERS

SEC. 304. The Committee shall use its best efforts, directly and through contracting agencies, contractors, state and local officials and public and private agencies, and all other available instrumentalities, to cause any labor union, recruiting agency or other representative of workers who is or may be engaged in work under government contracts to cooperate with, and to comply in the implementation of, the purposes of this order.

SEC. 305. The Committee may, to effectuate the purposes of section 304 of this order, hold hearings, public or private, with respect to the practices and policies of any such labor organization. It shall from time to time submit special reports to the President concerning discriminatory practices and policies of any such labor organization, and may recommend remedial action if, in its judgment, such action is necessary or appropriate. It may also notify any Federal, state, or local agency of its conclusions and recommendations with respect to any such labor organization which in its judgment has failed to cooperate with the Committee, contracting agencies, contractors, or subcontractors in carrying out the purposes of this order.

SUBPART C—POWERS AND DUTIES OF THE PRESIDENT'S COMMITTEE ON EQUAL EMPLOYMENT OPPORTUNITY AND OF CONTRACTING AGENCIES

SEC. 306. The Committee shall adopt such rules and regulations and issue such orders as it deems necessary and appropriate to achieve the purposes of this order, including the purposes of Part II hereof relating to discrimination in government employment.

SEC. 307. Each contracting agency shall be primarily responsible for obtaining compliance with the rules, regulations, and orders of the Committee with respect to con-

tracts entered into by such agency or its contractors, or affecting its own employment practices. All contracting agencies shall comply with the Committee's rules in discharging their primary responsibility for securing compliance with the provisions of contracts and otherwise with the terms of this Executive order and of the rules, regulations, and orders of the Committee pursuant hereto. They are directed to cooperate with the Committee, and to furnish the Committee such information and assistance as it may require in the performance of its functions under this order. They are further directed to appoint or designate, from among the agency's personnel, compliance officers. It shall be the duty of such officers to seek compliance with the objectives of this order by conference, conciliation, mediation, or persuasion.

SEC. 308. The Committee is authorized to delegate to any officer, agency, or employee in the executive branch of the Government any function of the Committee under this order, except the authority to promulgate rules and regulations of a general nature.

SEC. 309. (a) The Committee may itself investigate the employment practices of any government contractor or subcontractor, or initiate such investigation by the appropriate contracting agency or through the Secretary of Labor, to determine whether or not the contractual provisions specified in section 301 of this order have been violated. Such investigation shall be conducted in accordance with the procedures established by the Committee, and the investigating agency shall report to the Committee any action taken or recommended.

(b) The Committee may receive and cause to be investigated complaints by employees or prospective employees of a government contractor or subcontractor which allege discrimination contrary to the contractual provisions specified in section 301 of this Order. The appropriate contracting agency or the Secretary of Labor, as the case may be, shall report to the Committee what action has been taken or is recommended with regard to such complaints.

SEC. 310. (a) The Committee, or any agency or officer of the United States designated by rule, regulation, or order of the Committee, may hold such hearings, public or private, as the Committee may deem advisable for compliance, enforcement, or educational purposes.

(b) The Committee may hold, or cause to be held, hearings in accordance with subsection (a) of this section prior to imposing, ordering, or recommending the imposition of penalties and sanctions under this order, except that no order for debarment of any contractor from further government contracts shall be made without a hearing.

SEC. 311. The Committee shall encourage the furtherance of an educational program by employer, labor, civic, educational, religious, and other nongovernmental groups in order to eliminate or reduce the basic causes of discrimination in employment on the ground of race, creed, color, or national origin.

SUBPART D—SANCTIONS AND PENALTIES

SEC. 312. In accordance with such rules, regulations or orders as the Committee may issue or adopt, the Committee or the appropriate contracting agency may:

(a) Publish, or cause to be published, the names of contractors or unions which it has concluded have complied or have failed to comply with the provisions of this order or of the rules, regulations, and orders of the Committee.

(b) Recommend to the Department of Justice that, in cases where there is substantial or material violation or the threat of substantial or material violation of the contractual provisions set forth in section 301 of this order, appropriate proceedings be brought to enforce those provisions, including the enjoining, within the limitations of applicable law, of organizations, individuals or groups who prevent directly or indirectly, or seek to prevent directly or indirectly, compliance with the aforesaid provisions.

(c) Recommend to the Department of Justice that criminal proceedings be brought for the furnishing of false information to any contracting agency or to the Committee as the case may be.

(d) Terminate, or cause to be terminated, any contract, or any portion or portions thereof, for failure of the contractor or subcontractor to comply with the nondiscrimination provisions of the contract. Contracts may be terminated absolutely or continuance of contracts may be conditioned upon a program for future compliance approved by the contracting agency.

(e) Provide that any contracting agency shall refrain from entering into further contracts, or extensions or other modifications of existing contracts, with any non-complying contractor, until such contractor has satisfied the Committee that he has established and will carry out personnel and employment policies in compliance with the provisions of this order.

(f) Under rules and regulations prescribed by the committee, each contracting agency shall make reasonable efforts within a reasonable time limitation to secure compliance with the contract provisions of this order by methods of conference, conciliation, mediation, and persuasion before proceedings shall be instituted under paragraph (b) of this section, or before a contract shall be terminated in whole or in part under paragraph (d) of this section for failure of a contractor or subcontractor to comply with the contract provisions of this order.

SEC. 313. Any contracting agency taking any action authorized by this section, whether on its own motion, or as directed by the Committee, or under the Committee's rules and regulations, shall promptly notify the Committee of such action by reasons for not acting. Where the Committee itself makes a determination under this section, it shall promptly notify the appropriate contracting agency of the action recommended. The agency shall take such action and shall report the results thereof to the Committee within such time as the Committee shall provide.

SEC. 314. If the Committee shall so direct, contracting agencies shall not enter into contracts with any bidder or prospective contractor unless the bidder or prospective contractor has satisfactorily complied with the provisions of this order or submits a program for compliance acceptable to the Committee or, if the Committee so authorizes, to the contracting agency.

SEC. 315. Whenever a contracting agency terminates a contract, or whenever a contractor has been debarred from further government contracts, because of noncompliance with the contractor provisions with regard to nondiscrimination, the Committee, or the contracting agency involved, shall promptly notify the Comptroller General of the United States.

SUBPART E—CERTIFICATES OF MERIT

SEC. 316. The Committee may provide for issuance of a United States Government Certificate of Merit to employers or employee organizations which are or may hereafter be engaged in work under government contracts, if the Committee is satisfied that the personnel and employment practices of the employer, or that the personnel, training, apprenticeship, membership, grievance and representation, upgrading and other practices and policies of the employee organization, conform to the purposes and provisions of this order.

SEC. 317. Any Certificate of Merit may at any time be suspended or revoked by the Committee if the holder thereof, in the judgment of the Committee, has failed to comply with the provisions of this order.

SEC. 318. The Committee may provide for the exemption of any employer or employee organization from any requirement for furnishing information as to compliance if such employer or employee organization has been awarded a Certificate of Merit which has not been suspended or revoked.

PART IV—MISCELLANEOUS

SECTION 401. Each contracting agency (except the Department of Justice) shall defray such necessary expenses of the Committee as may be authorized by law, including section 214 of the Act of May 3, 1945, 59 Stat. 134 (31 U.S.C. 691) : *Provided*, that no agency shall supply more than fifty per cent of the funds necessary to carry out the purposes of this order. The Department of Labor shall provide necessary space and facilities for the Committee. In the case of the Department of Justice, the contribution shall be limited to furnishing legal services.

SEC. 402. This order shall become effective thirty days after its execution. The General Services Administration shall take appropriate action to revise the standard Government contract forms to accord with the provisions of this order and of the rules and regulations of the Committee.

SEC. 403. Executive Order No. 10479 of August 13, 1953 (18 F.R. 4899), together with Executive Orders Nos. 10482 of August 15, 1953 (18 F.R. 4944), and 10733 of October 10, 1957 (22 F.R. 8135), amending that order, and Executive Order No. 10557 of September 3, 1954 (19 F.R. 5655), are hereby revoked, and the Government Contract Committee established by Executive Order No. 10479 is abolished. All records and property of or in the custody of the said Committee are hereby transferred to the President's Committee on Equal Employment Opportunity, which shall wind up the outstanding affairs of the Government Contract Committee.

JOHN F. KENNEDY

THE WHITE HOUSE, March 6, 1961.

[F.R. Doc. 61-2093; Filed, Mar. 7, 1961; 10:06 a.m.]

Executive Order 11114

Extending the Authority of the President's Committee on Equal Employment Opportunity

Whereas it is the policy of the United States Government to encourage by affirmative action the elimination of discrimination because of race, creed, color, or national origin in employment on work involving Federal financial assistance, to the end that employment opportunities created by Federal funds shall be equally available to all qualified persons; and

Whereas Executive Order No. 10925 of March 6, 1961, 26 F.R. 1977, reaffirmed the policy of requiring the inclusion of non-discrimination provisions in Government contracts and established the President's Committee on Equal Employment Opportunity to administer the program for obtaining adherence to and compliance with such provisions; and

Whereas construction under programs of Federal grants, loans, and other forms of financial assistance to State and local governments and to private organizations creates substantial employment opportunities; and

Whereas it is deemed desirable and appropriate to extend the existing program for nondiscrimination in employment in Government contracts established by Executive Order No. 10925 to include certain contracts for construction financed with assistance from the Federal Government; and

Whereas it is also desirable to amend Executive Order No. 10925 in certain respects in order to clarify the authority of the President's Committee on Equal Employment Opportunity:

Now, therefore, by virtue of the authority vested in me as President of the United States by the Constitution and statutes of the United States, it is ordered as follows:

PART I—NON-DISCRIMINATION PROVISIONS IN FEDERALLY ASSISTED CONSTRUCTION CONTRACTS

SECTION 101. Each executive department and agency which administers a program involving Federal financial assistance shall, insofar as it may be consistent with law, require as a condition for the approval of any grant, contract, loan, insurance or guarantee thereunder which may involve a construction contract that the applicant for Federal assistance undertake and agree to incorporate, or cause to be incorporated, into all construction contracts paid for in whole or in part with funds obtained from the Federal Government or borrowed on the Credit of the Federal Government pursuant to such grant, contract, loan, insurance or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance or guarantee, the provisions prescribed for Government contracts by section 301 of Executive Order No. 10925 or such modification thereof, preserving in substance the contractor's obligations thereunder, as may be approved by the President's Committee on Equal Employment Opportunity (the "Committee"), together with such additional provisions as the Committee deems appropriate to establish and protect the interest of the United States in the enforcement of these obligations. Each such applicant shall also undertake and agree (i)

to assist and cooperate actively with the administering department or agency and the Committee in obtaining the compliance of contractors and subcontractors with said contract provisions and with the rules, regulations, and relevant orders of the Committee, (ii) to obtain and to furnish to the administering department or agency and to the Committee such information as they may require for the supervision of such compliance, (iii) to enforce the obligations of contractors and subcontractors under such provisions, rules, regulations, and orders, (iv) to carry out sanctions and penalties for violation of such obligations imposed upon contractors and subcontractors by the Committee or the administering department or agency pursuant to Part III, Subpart D, of Executive Order No. 10925, and (v) to refrain from entering into any contract subject to this order, or extension or other modification of such a contract with a contractor debarred from Government contracts under Part III, Subpart D, of Executive Order No. 10925.

SEC. 102. (a) "Construction contract" as used herein means any contract for the construction, rehabilitation, alteration, conversion, extension, or repair of buildings, highways, or other improvements to real property.

(b) The provisions of Part III of Executive Order No. 10925 shall apply to such construction contracts, and for purposes of such application the administering department or agency shall be considered the contracting agency referred to therein.

(c) The term "applicant" as used herein means an applicant for Federal assistance or, as determined by agency regulation, other program participant, with respect to whom an application for any grant, contract, loan, insurance or guarantee is not finally acted upon prior to the effective date of this part, and it includes such an applicant after he becomes a recipient of such Federal assistance.

SEC. 103. (a) Each administering department and agency shall be primarily responsible for obtaining the compliance of such applicants with their undertakings hereunder and shall comply with the rules of the Committee in the discharge of this responsibility. Each administering department and agency is directed to cooperate with the Committee, and to furnish the Committee such information and assistance as it may require in the performance of its functions under this order.

(b) In the event an applicant fails and refuses to comply with his undertakings, the administering department or agency may, and upon the recommendation of the Committee, shall take any or all of the following actions:

(1) cancel, terminate, or suspend in whole or in part the agreement or contract with such applicant with respect to which the failure and refusal occurred;

(2) refrain from extending any further assistance under any of its programs subject to this order until satisfactory assurance of future compliance has been received from such applicant;

(3) refer the case to the Department of Justice for appropriate legal proceedings.

(c) No action shall be taken with respect to an applicant pursuant to paragraph (1) or (2) of subsection (b) without notice and hearing before the administering

department or agency or the Committee, in accordance with the rules and regulations of the Committee.

SEC. 104. The Committee may, by rule, regulation, or order, exempt all or part of any program of an administering agency from the requirements of this order when it deems that special circumstances in the national interest so require.

SEC. 105. The Committee shall adopt such rules and regulations and issue such orders as it deems necessary and appropriate to achieve the purposes of this order.

PART II—AMENDMENTS TO EXECUTIVE ORDER No. 10925

SECTION 201. Section 301 of Executive Order No. 10925 of March 6, 1961, is amended to read:

"SECTION 301. Except in contracts exempted in accordance with section 303 of this order, all Government contracting agencies shall include in every Government contract hereafter entered into the following provisions:

'During the performance of this contract, the contractor agrees as follows:

'(1) The contractor will not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this non-discrimination clause.

'(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

'(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the said labor union or workers' representative of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

'(4) The contractor will comply with all provisions of Executive Order No. 10925 of March 6, 1961, as amended, and of the rules, regulations, and relevant orders of the President's Committee on Equal Employment Opportunity created thereby.

'(5) The contractor will furnish all information and reports required by Executive Order No. 10925 of March 6, 1961, as amended, and by the rules, regulations, and orders of the said Committee, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Committee for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

'(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 10925 of March 6, 1961, as amended, and such other sanctions may be imposed and remedies invoked as provided in the said Executive Order or by rule, regulation, or order of the President's Committee on Equal Employment Opportunity, or as otherwise provided by law.

'(7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the President's Committee on Equal Employment Opportunity issued pursuant to section 303 of Executive Order No. 10925 of March 6, 1961, as amended, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however*, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.'"

SEC. 202. Section 303 of Executive Order No. 10925 is amended to read:

"The Committee may, when it deems that special circumstances in the national interest so require, exempt a contracting agency from the requirement of including any or all of the provisions of section 301 of this order in any specific contract, subcontract or purchase order. The Committee may, by rule or regulation, also exempt certain classes of contracts, subcontracts or purchase orders (a) where work is to be or has been performed outside the United States and no recruitment of workers within the limits of the United States is involved; (b) for standard commercial supplies or raw materials; (c) involving less than specified amounts of money or specified numbers of workers; or (d) to the extent that they involve subcontracts below a specified tier. The Committee may also provide, by rule, regulation, or order, for the exemption of facilities of a contractor which are in all respects separate and distinct from activities of the contractor related to the performance of the contract, provided that such an exemption will not interfere with or impede the effectuation of the purposes of this order and provided that in the absence of such an exemption all such facilities shall be covered by the provisions of this order."

PART III—MISCELLANEOUS

SECTION 301. The Secretary of Health, Education, and Welfare and the Administrator of the Housing and Home Finance Agency are designated members of the Committee. Each such member may designate an alternate to represent him in his absence.

SEC. 302. Section 401 of Executive Order No. 10925 shall

apply to the administering departments and agencies subject to this order.

SEC. 303. Part I of this order shall become effective thirty days after the execution of this order. Parts II and III shall be effective immediately.

JOHN F. KENNEDY

THE WHITE HOUSE, June 22, 1963.

[F.R. Doc. 63-6779; Filed, June 24, 1963; 10:50 a.m.]

RULES AND REGULATIONS ON THE PRESIDENT'S COMMITTEE ON EQUAL EMPLOYMENT OPPORTUNITY

Title 41—PUBLIC CONTRACTS

Chapter 60—The President's Committee on Equal Employment Opportunity

PART 60-1—OBLIGATIONS OF CONTRACTORS AND SUBCONTRACTORS

Part 60-1 was originally issued by the President's Committee on Equal Employment Opportunity for the purpose of implementing Executive Order 10925 (26 F.R. 1977) which provides for the promotion and insurance of equal employment opportunity on Government contracts for all qualified persons without regard to race, creed, color, or national origin. The Committee now hereby revises this part in order to implement, in addition, Executive Order 11114 (28 F.R. 6485) which provides certain amendments to Executive Order 10925 and extends its requirements to certain contracts for construction financed with assistance from the Federal Government. This revision also incorporates amendments previously made to this part, and effects other miscellaneous changes. As revised, Part 60-1 reads as follows:

SUBPART A—PRELIMINARY MATTERS; EQUAL OPPORTUNITY CLAUSE; EXEMPTIONS; COMPLIANCE REPORTS

Sec.

- 60-1.1 Purpose and application
- 60-1.2 Definitions
- 60-1.3 Equal opportunity clause
- 60-1.4 Exemptions
- 60-1.5 Duties of agencies
- 60-1.6 Compliance reports
- 60-1.7 Compliance by labor unions
- 60-1.8 Use of compliance reports

SUBPART B—GENERAL ENFORCEMENT; COMPLAINT PROCEDURE

- 60-1.20 Compliance review by the agency
- 60-1.21 Who may file complaints
- 60-1.22 Where to file
- 60-1.23 Contents of complaint
- 60-1.24 Processing of matters by agencies
- 60-1.25 Assumption of jurisdiction by the Executive Vice Chairman over matters before an agency
- 60-1.26 Processing of matters by the Executive Vice Chairman
- 60-1.27 Hearings

Sec.

- 60-1.28 Opportunity to achieve compliance before referrals to the Department of Justice or contract termination
- 60-1.29 Contract ineligibility list
- 60-1.30 Notification of Comptroller General in cases of contract ineligibility or contract termination
- 60-1.31 Reinstatement of ineligible contractors or subcontractors

SUBPART C—CERTIFICATES OF MERIT

- 60-1.40 By the Committee on its own initiative
- 60-1.41 By the Executive Vice Chairman upon agency recommendation
- 60-1.42 [Deleted]
- 60-1.43 Suspension or revocation

SUBPART D—ANCILLARY MATTERS

- 60-1.60 Solicitations or advertisements for employees
- 60-1.61 Access to records of employment
- 60-1.62 Rulings and interpretations
- 60-1.63 Reports to the Committee
- 60-1.64 Existing contracts and subcontracts

AUTHORITY: Sections 60-1.1 through 60-1.64 issued pursuant to section 306, E.O. 10925 (26 F.R. 1977), and section 105, E.O. 11114 (28 F.R. 6485)

SUBPART A—PRELIMINARY MATTERS: EQUAL OPPORTUNITY CLAUSE; EXEMPTIONS; COMPLIANCE REPORTS

60-1.1 Purpose and application.

The purpose of the regulations in this part is to achieve the aims of Part III of Executive Order 10925 and Executive Order 11114 for the promotion and insuring of equal opportunity for all qualified persons, without regard to race, color, creed, or national origin, employed or seeking employment with Government contractors or with contractors performing under federally assisted construction contracts. These regulations apply to all contracting agencies of the Federal Government and to contractors and subcontractors who perform under Government contracts, to the extent set forth in this part. These regulations also apply to all agencies of the Federal Government administering programs involving Federal financial assistance which may involve a construction contract, and, to the extent set forth in this part, to all contractors and subcontractors performing under construction contracts which are related to any such programs. The rights and remedies of the Government hereunder are not exclusive and do not affect rights and remedies provided elsewhere by law, regulation, or contract; neither do the regulations limit the exercise by the Committee or by any other Government agencies of powers not herein specifically set forth, but granted to them by Executive Orders 10925 and 11114.

60-1.2 Definitions.

(a) "Committee" means the President's Committee on Equal Employment Opportunity.

(b) "Chairman" means the Chairman of the Committee.

(c) "Vice Chairman" means the Vice Chairman of the Committee.

(d) "Executive Vice Chairman" means the Executive Vice Chairman of the Committee.

(e) "Order" means Executive Order 10925 of March 6, 1961 (26 F.R. 1977), as amended by Parts II and III of Executive Order 11114 of June 22, 1963 (28 F.R. 6485).

(f) "Orders" means those parts of Executive Order 10925 of March 6, 1961, relating to Government contracts and Executive Order 11114 of June 22, 1963.

(g) "Contract" means any Government contract or any federally assisted construction contract.

(h) "Government contract" means any binding legal agreement or modification thereof between the Government and a contractor for supplies or services, including construction, or for the use of Government property, in which the parties, respectively, do not stand in the relationship of employer and employee.

(i) "Federally assisted construction contract" means any binding legal agreement or modification thereof between an applicant and a contractor for construction work which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to any Federal program involving a grant, contract, loan, insurance or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance or guarantee; or any approved application or modification thereof for a grant, contract, loan, insurance or guarantee under which the applicant itself performs construction work other than through the permanent work force directly employed by an agency of government.

(j) "Modification" means any written alteration in the terms and conditions of a contract accomplished by bilateral action of the parties to the contract, including supplemental agreements and amendments.

(k) "Subcontract" means any agreement made or purchase order executed by a prime contractor where a material part of the supplies or services covered by such agreement or purchase order is being obtained for use in the performance of a contract.

(l) "Prime contractor" means any person holding a contract.

(m) "Subcontractor" means any person holding a subcontract. "First-tier subcontractor" refers to a subcontractor holding a subcontract with a prime contractor. "Second-tier subcontractor" refers to a subcontractor holding a subcontract with a first-tier subcontractor.

(n) "Agency" means any contracting or any administering agency.

(o) "Contracting agency" means any department (including the Departments of the Army, Navy, and Air Force), agency and establishment in the Executive Branch of the Government, including any wholly owned Government corporation, which enters into contracts.

(p) "Administering agency" means any department (including the Departments of the Army, Navy, and Air Force), agency and establishment in the Executive Branch of the Government, including any wholly owned Government corporation, which administers a program involving Federally assisted construction contracts.

(q) "Applicant" means an applicant for Federal assistance or, as determined by regulation of an administering agency, other program participant, with respect to whom an application for any grant, contract, loan, insurance or guarantee, or change therein, is not finally acted

upon prior to July 22, 1963, and it includes such an applicant after becoming a recipient of such Federal assistance.

(r) "Equal opportunity clause" means the contract provisions of section 301 of the order.

(s) "Rules, regulations and relevant orders" of the Committee as used in paragraph 4 of the equal opportunity clause mean rules, regulations, and relevant orders issued pursuant to the orders and in effect at the time the particular contract subject to the orders was entered into.

(t) "United States" as used herein shall include the Commonwealth of Puerto Rico, the Panama Canal Zone, and the possessions of the United States.

(u) "Standard commercial supplies" means an article:

(1) which in the normal course of business is customarily maintained in stock by the manufacturer or any dealer, distributor, or other commercial dealer for the marketing of such article; or

(2) which is manufactured and sold by two or more persons for general commercial or industrial use or which is identical in every material respect with an article so manufactured and sold.

(v) "Construction work" means the construction, rehabilitation, alteration, conversion, extension, demolition or repair of buildings, highways, or other changes or improvements to real property, including facilities providing utility services.

(w) "Site of construction" means the physical location of any building, highway or other change or improvement to real property which is undergoing construction, rehabilitation, alteration, conversion, extension, demolition, or repair and any temporary location or facility established by a contractor or subcontractor specifically to meet the demands of his contract or subcontract.

60-1.3 Equal Opportunity Clause

(a) *Government contracts.* Each contracting agency shall include the equal opportunity clause in each of its Government contracts (including modifications thereof) which is not exempt from the requirements of the clause. Government bills of lading may incorporate by reference the equal opportunity clause.

(b) *Federally assisted construction contracts.* (1) Each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance or guarantee involving a Federally assisted construction contract which is not exempt from the requirements of the equal opportunity clause:

"The applicant hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the Rules and Regulations of the President's Committee on Equal Employment Opportunity, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance or guarantee, the following equal opportunity clause:

"During the performance of this contract, the contractor agrees as follows:

"(1) The contractor will not discriminate against any

employee or applicant for employment because of race, creed, color or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.

"(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin.

"(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representative of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

"(4) The contractor will comply with all provisions of Executive Order No. 10925 of March 6, 1961, as amended by Executive Order 11114 of June 22, 1963, and of the rules, regulations and relevant orders of the President's Committee on Equal Employment Opportunity created thereby.

"(5) The contractor will furnish all information and reports required by Executive Order 10925 of March 6, 1961, as amended by Executive Order 11114 of June 22, 1963, and by the rules, regulations and orders of the said Committee, or pursuant thereto, and will permit access to his books, records and accounts by the administering agency and the Committee for purposes of investigation to ascertain compliance with such rules, regulations and orders.

"(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations or orders, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or Federally-assisted construction contracts in accordance with procedures authorized in Executive Order No. 10925 of March 6, 1961, as amended by Executive Order 11114 of June 22, 1963, and such other sanctions may be imposed and remedies invoked as provided in the said Executive Order or by rule, regulation or order of the President's Committee on Equal Employment Opportunity, or as otherwise provided by law.

"(7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the President's Committee on Equal Employment Opportunity issued pursuant to Section 303 of Executive Order 10925 of March 6, 1961, as amended by Executive

Order 11114 of June 22, 1963, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however,* That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

"The applicant further agrees that it will be bound by the above equal opportunity clause in any federally assisted construction work which it performs itself other than through the permanent work force directly employed by an agency of government.

"The applicant agrees that it will cooperate actively with the administering agency and the President's Committee on Equal Employment Opportunity in obtaining the compliance of contractors and subcontractors with equal opportunity clause and the rules, regulations and relevant orders of the Committee, that it will furnish the administering agency and the Committee such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance. The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11114 with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally-assisted construction contracts pursuant to Part III, Subpart D of Executive Order 10925 and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Committee pursuant to Part III, Subpart D of Executive Order 10925. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may cancel, terminate or suspend in whole or in part this grant [contract, loan, insurance, guarantee], may refrain from extending any further assistance under any of its programs subject to Executive Order 11114 until satisfactory assurance of future compliance has been received from such applicant, or may refer the case to the Department of Justice for appropriate legal proceedings."

(2) In any case in which the administering agency makes a determination that inclusion of the language prescribed in section 1.3(b) (1) for applicants would be inconsistent with law, the agency shall notify the Executive Vice Chairman of the determination and the reasons therefor. The Executive Vice Chairman shall request a ruling from the Attorney General regarding such determination and shall report thereon to the Committee.

(c) *Prime contractors and subcontractors.* Each non-exempt prime contractor and subcontractor shall include the equal opportunity clause in each of their nonexempt subcontracts, provided that except upon special order of the contracting agency or the Executive Vice Chairman, and except in the case of subcontracts for the per-

formance of construction work at the site of construction, the clause shall not be required to be inserted in subcontracts below the second tier. Subcontracts may incorporate by reference the equal opportunity clause.

(d) *Adaptation of language.* Such necessary changes in language may be made in the equal opportunity clause, and in the clause prescribed by paragraph (b) (1) of this section, as shall be appropriate to identify properly the parties and their undertakings.

60-1.4 Exemptions

(a) *General*—(1) *Transactions of \$10,000 or under.* Contracts and subcontracts not exceeding \$10,000, other than Government bills of lading, are exempt from the requirements of the equal opportunity clause. In determining the applicability of this exemption to any federally assisted construction contract, or subcontract thereunder, the amount of such contract or subcontract rather than the amount of the Federal financial assistance shall govern.

(2) *Standard commercial supplies and raw materials.* Contracts and subcontracts not exceeding \$100,000 for standard commercial supplies or raw materials are exempt from the requirements of the equal opportunity clause, except that the Executive Vice Chairman may, whenever he finds it necessary or appropriate to achieve the purposes of the Orders, withdraw such exemption in whole or in part with regard to any specified articles or raw materials. No agency, contractor or subcontractor shall procure supplies or materials in less than usual quantities to avoid applicability of the equal opportunity clause.

(3) *Contracts outside the United States.* Contracts and subcontracts under which work is to be or has been performed outside the United States and where no recruitment of workers within the United States is involved are exempt from the requirements of the equal opportunity clause. To the extent that work pursuant to such contracts is done within the United States the equal opportunity clause shall be applicable.

(4) *Sales contracts.* Contracts providing for the sale of Government real and personal property where no appreciable amount of work is involved are exempt from the requirements of the equal opportunity clause.

(5) *Contracts and subcontracts for an indefinite quantity.* Contracts and subcontracts for an indefinite quantity (including, without limitation, open-end contracts, requirement-type contracts, Federal Supply Schedule contracts, "call-type" contracts, and purchase notice agreements) which are not to extend for more than one year are exempt from the requirements of the equal opportunity clause if the purchaser determines that the amounts to be ordered under any such contract or subcontract are not reasonably expected to exceed \$100,000 in the case of contracts or subcontracts for standard commercial supplies and raw materials, or \$10,000 in the case of all other contracts and subcontracts. When not so determined to be exempt from the requirements of the equal opportunity clause, such contracts or subcontracts shall be subject to those requirements even though the amounts actually ordered do not exceed the appropriate dollar limitation. With respect to contracts or subcontracts for an indefinite quantity which are to extend for

more than one year or continue indefinitely, the equal opportunity clause shall be included unless the purchaser knows in advance that the amounts to be ordered in any year under such contract or subcontract will not exceed the appropriate dollar limitation. When so included in any contract the applicability of the equal opportunity clause shall be determined by the purchaser at the time of award for the first year, and at the end of each year for the succeeding year, based upon the amounts that are reasonably expected to be ordered during such year, and the purchaser shall notify the contractor or subcontractor in writing when the equal opportunity clause is so determined to be applicable. Once the equal opportunity clause is determined to be applicable, the contract or subcontract shall continue for its duration to be subject to such clause, regardless of the amounts ordered, or reasonably expected to be ordered, in any succeeding year. Whenever it has been determined in accordance with the provisions of this subparagraph (5) that a contract or subcontract for an indefinite quantity is exempt from the requirements of the clause, or that such requirements are not to be applicable in any one year, such determination shall be controlling even though the amounts actually ordered exceed the appropriate dollar limitation.

(b) *Specific contracts and facilities*—(1) *Specific contracts.* The Executive Vice Chairman may, with the approval of the Vice Chairman, exempt an agency from requiring the inclusion of any or all of the equal opportunity clause in any specific contract, or subcontract, when he deems that special circumstances in the national interest so require. The Executive Vice Chairman may also, with the approval of the Vice Chairman, exempt groups or categories of contracts of the same type where he finds it impracticable to act upon each request individually or where group exemptions will contribute to convenience in the administration of the Orders.

(2) *Facilities not connected with contracts.* The Executive Vice Chairman may, with the approval of the Vice Chairman, exempt from the requirements of the equal opportunity clause any of a contractor's or subcontractor's facilities which he finds to be in all respects separate and distinct from activities of the contractor or subcontractor related to the performance of the contract or subcontract, provided that he also finds that such an exemption will not interfere with or impede the effectuation of the Orders.

(3) *Review of exemptions.* The Executive Vice Chairman shall report periodically to the Committee for its review any exemptions granted under subparagraphs (1) and (2) above.

(c) *Effect of exemption.* Notwithstanding the inclusion in any contract or subcontract of the equal opportunity clause, the contractor or subcontractor shall be exempt from compliance therewith if the contract or subcontract containing such clause is exempt.

(d) *Withdrawal of exemption.* When any contract or subcontract is of a class exempted under this section, the Executive Vice Chairman may withdraw the exemption for a specific contract or subcontract or group of contracts or subcontracts when in his judgment such action is necessary or appropriate to achieve the purposes of the Orders. Such withdrawal shall not apply to any con-

tracts or subcontracts entered into prior to the effective date of the withdrawal.

60-1.5 Duties of agencies.

(a) *General responsibility.* The head of each agency shall be primarily responsible for obtaining compliance with the equal opportunity clause, the Orders, the regulations in this part, and any relevant orders of the Committee. Each agency shall furnish the Committee such information and assistance as it may require in the performance of its functions under the Orders.

(b) *Contracts Compliance Officers and Deputy Contracts Compliance Officers; designations; duties.* The head of each agency shall appoint from among its personnel a Contracts Compliance Officer, who shall be subject to the immediate supervision of the head of the agency for carrying out the responsibilities of the agency under this part. The head of the agency or the Contracts Compliance Officer may also designate, when appropriate, Deputy Contracts Compliance Officers to assist the Contracts Compliance Officer in the performance of his duties. The name of each Contracts Compliance Officer and any Deputy Contracts Compliance Officers, their addresses, telephone numbers, and any changes made in their designation shall be furnished to the Executive Vice Chairman.

(c) *Regulations.* (1) The head of each agency may prescribe, subject to the prior approval of the Executive Vice Chairman, regulations not inconsistent with those in this part for the administration of the provisions of the Orders.

(2) Each administering agency shall prescribe, subject to the prior approval of the Executive Vice Chairman, regulations or other appropriate instructions requiring that applicants for Federal assistance shall undertake and agree to the clause set forth in section 60-1.3(b) (1), and indicating that the agency shall be primarily responsible for compliance.

(3) Prior to the receipt of the approval of the Executive Vice Chairman, current agency regulations, and proposed regulations or instructions relating to applicants, may be enforced to the extent that they are not inconsistent with the regulations in this Part and with the Orders.

60-1.6 Compliance reports.

(a) *Requirements for contractors and subcontractors.*

(1) Each agency shall require each nonexempt contractor to file, and each nonexempt contractor and subcontractor shall cause their nonexempt subcontractors to file timely, complete and accurate compliance reports in accordance with, and to the extent required by, the instructions attached to the official compliance report forms, as well as to furnish such other pertinent information as may be requested by the agency, the applicant, or the Executive Vice Chairman.

(2) Compliance reports shall be filed at the times specified by the instructions attached to such forms or at such other times as may be required by the agency or the Executive Vice Chairman. The agency, with the approval of the Executive Vice Chairman, may, in appropriate cases, extend the time for the filing of compliance reports.

(3) Compliance report forms may be obtained from the

agency, the applicant or from the prime contractor. Among other things, the forms shall provide that whenever the contractor or subcontractor has a collective bargaining agreement or other contract or understanding with a labor union or other representative of employees, information shall be furnished as to the labor union or other workers' representative's practices and policies affecting compliance and in connection therewith, the contractor or subcontractor shall request the union or workers' representative for any necessary data within its possession. Where such information is within the exclusive possession of a labor union or other workers' representative and the labor union or other workers' representative shall fail or refuse to furnish such information, the contractor or subcontractor shall so certify in his report and shall set forth what efforts he has made to obtain such information. When such failure or refusal is certified to an agency, it shall immediately advise the Executive Vice Chairman.

(4) Failure to file timely, complete and accurate compliance reports as required constitutes noncompliance with the contractor's obligations under the equal opportunity clause and is ground for the imposition by the agency or the Committee of any of the sanctions available under the Orders.

(b) *Requirements of bidders or prospective contractors—(1) Compliance reports.* Each agency shall require any bidder or prospective contractor, or any of their proposed subcontractors, to state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed with the Committee or agency all compliance reports due under applicable instructions. In any case in which a bidder or prospective contractor or proposed subcontractor which has participated in a previous contract or subcontract subject to the equal opportunity clause has not filed a compliance report due under applicable instruction, such bidder, prospective contractor or proposed subcontractor shall be required by the agency to submit a compliance report prior to the award of the proposed contract or subcontract. In all other cases, the agency may, or upon the direction of the Executive Vice Chairman, shall, require the submission of a compliance report by a bidder or prospective contractor, or proposed subcontractor, prior to the award of the contract or subcontract. When a determination has been made to award a contract to a specific contractor, such contractor may be required, prior to award, to furnish such other pertinent information regarding its own employment policies and practices as well as of its proposed subcontractors as the agency, the applicant, or the Executive Vice Chairman may require.

(2) *Union statement.* Each agency may as a part of the bid or negotiation of the contract, or upon the direction of the Executive Vice Chairman, shall, direct any bidder or prospective contractor, or any of their proposed subcontractors, to file a statement in writing (signed by an authorized officer or agent of any labor union or other workers' representative with which the bidder or prospective contractor or subcontractor, deals or has reason to believe he will deal in connection with performance of the proposed contract), together with supporting information, to the effect that the said labor union's or other workers'

representative's practices and policies do not discriminate on the grounds of race, color, creed, or national origin, and that the labor union or other workers' representative either will affirmatively cooperate, within the limits of its legal and contractual authority, in the implementation of the policy and provisions of the Orders or that it consents and agrees that recruitment, employment and the terms and conditions of employment under the proposed contract shall be in accordance with the purposes and provisions of the Orders. In the event the union or other workers' representatives fails or refuses to execute such a statement, the bidder or prospective contractor shall so certify, and state what efforts have been made to secure such a statement. When such failure or refusal has been certified, the agency shall immediately advise the Executive Vice Chairman.

60-1.7 Compliance by labor unions.

(a) The Executive Vice Chairman shall use his best efforts, directly and through agencies, contractors, subcontractors, applicants, state and local officials, public and private agencies, and all other available instrumentalities, to cause any labor union, recruiting agency or other representative of workers who are or may be engaged in work under contracts to cooperate with, and to comply in the implementation of, the purposes of the Orders.

(b) In order to effectuate the purposes of paragraph (a) of this section, the Executive Vice Chairman may hold hearings, public or private, with respect to the practices and policies of any such labor organization.

(c) The Executive Vice Chairman may also notify any Federal, state, or local agency of his conclusions and recommendations with respect to any such labor organization which in his judgment has failed to cooperate with the Committee, agencies, contractors, subcontractors, or applicants in carrying out the purposes of the Orders.

60-1.8 Use of compliance reports

The agency and the Committee shall use compliance reports only in connection with the administration of the Orders or the furtherance of their purposes.

SUBPART B—GENERAL ENFORCEMENT; COMPLAINT PROCEDURE

60-1.20 Compliance review by the agency.

(a) *General.* The purpose of compliance reviews shall be to ascertain the extent to which the Orders are being implemented by the creation of equal employment opportunity for all qualified persons in accordance with the national policy. They are not intended to interfere with the responsibilities of employers to determine the competence and qualifications of employees and applicants for employment. Both routine and special reviews shall be conducted by agencies to ascertain the extent to which contractors and subcontractors are complying with the Orders, and to furnish information that may be useful to agencies and the Committee in carrying out their functions under the Orders. If a contractor or subcontractor has contracts or subcontracts involving more than one agency, the agency having the predominant interest shall normally conduct compliance reviews. The agency under which the contractor or subcontractor holds the largest aggregate dollar value of contracts or subcontracts at the

time of filing of the most recent compliance report shall be deemed to have the predominant interest in any proceeding under this part, unless otherwise provided by the Executive Vice Chairman.

(b) *Routine compliance review.* A routine compliance review consists of a general review of the practices of the contractor or subcontractor to ascertain compliance with the requirements of the Order. A routine compliance review shall be considered a normal part of contract administration.

(c) *Special compliance review.* A special compliance review consists of a comprehensive review of the employment practices of the contractor or subcontractor with respect to the requirements of the Order. Special compliance reviews shall be conducted by the Executive Vice Chairman; or the agency (1) from time to time, (2) when special circumstances, including complaints which are processed under § 60-1.24, warrant, or (3) when requested by the Executive Vice Chairman. The agency shall report the results of any special compliance review conducted by it to the Executive Vice Chairman.

60-1.21 Who may file complaints.

Any employee of any contractor or subcontractor or applicant for employment with such contractor or subcontractor who believes himself to be aggrieved under the equal opportunity clause may, by himself or by an authorized representative, file in writing a complaint of alleged discrimination. Such complaint must be filed not later than 90 days from the date of the alleged discrimination, unless the time for filing is extended by the agency or the Executive Vice Chairman upon good cause shown.

60-1.22 Where to file.

Complaints may be filed with the agency or with the Committee. Those filed with the Committee may be referred to the agency for processing, or they may be processed in accordance with Section 60-1.26. Where complaints are filed with the agency, the Contracts Compliance Officer shall transmit a copy of the complaint to the Executive Vice Chairman within ten days after the receipt thereof and shall proceed with a prompt investigation of the complaint. When a complaint is filed against a contractor or subcontractor who has contracts involving more than one agency, the agency having the predominant interest in such contracts shall normally conduct the investigation and make such findings and determinations as shall be appropriate for the administration of the Orders.

60-1.23 Contents of complaint.

(a) The complaint should include the following information: The name and address (including telephone number) of the complainant; the name and address of the contractor or subcontractor committing the alleged discrimination; a description of the acts considered to be discriminatory; and any other pertinent information which will assist in the investigation and resolution of the complaint. The complaint shall be signed by the complainant or his authorized representative.

(b) Where a complaint contains incomplete information, the agency or the Executive Vice Chairman (when acting pursuant to § 60-1.26), shall seek promptly the

needed information from the complainant. In the event such information is not furnished to the agency or the Executive Vice Chairman within 60 days of the date of such request, the case may be closed.

60-1.24 Processing of matters by agencies.

(a) *Investigations.* (1) The agency shall institute a prompt investigation if each complaint filed with it or referred to it, and shall be responsible for developing a complete case record. The investigation should include, where appropriate, a review of the pertinent personnel practices and policies of the contractor or subcontractor, the circumstances under which the alleged discrimination occurred, and other factors relevant to a determination as to whether the contractor or subcontractor has complied with the equal opportunity clause.

(2) Whenever a compliance review, report or other procedure indicates the possible violation of the equal opportunity clause, the agency shall institute such investigation as shall be necessary and shall be responsible for developing a complete case record.

(b) *Resolution of matters.* (1) If the investigation by the agency pursuant to paragraph (a) of this section shows no violation of the equal opportunity clause, the agency shall so inform the Committee. The Executive Vice Chairman shall review the findings and upon concurrence therewith he shall so advise the agency, which shall in turn notify the applicant, if any, the appropriate contractors and subcontractors, and the complainant, if any, and the case shall be closed. If upon review, the Executive Vice Chairman does not concur with the findings of the agency, he may request further investigation by the agency or may undertake such investigation by the Committee as he may deem appropriate.

(2) If any investigation under paragraph (a) of this section indicates the existence of an apparent violation of the equal opportunity clause, the matter should be resolved by informal means whenever possible.

(3) If a matter in which the investigation has shown apparent discrimination is not resolved by informal means, the agency may afford the contractor or subcontractor an opportunity for a hearing before reporting its findings and recommendations to the Executive Vice Chairman, as provided in paragraph (c) of this section. If the agency's decision is that a violation of the equal opportunity clause has taken place, the agency may make recommendations to the Executive Vice Chairman, may cause the cancellation, termination, or suspension of the contract or subcontract pursuant to section 312 of the Order, or may with the approval of the Executive Vice Chairman impose such other sanctions as seem necessary and appropriate to carry out the purposes of the Orders. No case shall be referred to the Department of Justice under section 312(b) of the Order and no contract or subcontract shall be cancelled or terminated in whole or in part under section 312(d) of the Order without compliance with section 60-1.28. Whenever debarment from contracts under section 312(e) of the Order may be proposed by the agency, it shall afford the contractor or subcontractor an opportunity for a hearing before the head of the agency or his authorized representative in accordance with section 60-1.27. When a contractor or subcontractor, without a hearing, shall have complied with the recom-

mendations or orders of an agency or the Executive Vice Chairman and believes such recommendations or orders to be erroneous, he shall upon filing a request therefor within 10 days of such compliance be afforded an opportunity for a hearing and review of the alleged erroneous action by the agency or the Executive Vice Chairman as the case may be.

(c) *Report to the Executive Vice Chairman.* (1) Within 60 days from receipt of a complaint by the agency, or within such additional time as may be allowed by the Executive Vice Chairman for good cause shown, the agency shall process the complaint and submit to the Executive Vice Chairman the case record and a summary report containing the following information:

(a) Name and address of the complainant;

(b) Brief summary of findings, including a statement as to the agency's conclusions regarding the contractor's compliance or noncompliance with the requirements of the Order;

(c) A statement of the disposition of the case, including any corrective action taken and any sanctions or penalties imposed or, whenever appropriate, the recommended corrective action and sanctions or penalties.

(2) As to any other matter processed by the agency involving an apparent violation of the Orders, the agency shall submit to the Executive Vice Chairman a report containing a brief summary of the findings, including a statement as to the agency's conclusions regarding the contractor's compliance or noncompliance with the requirements of the Order, and a statement of the disposition of the case, including any corrective action taken and any sanctions or penalties imposed or, whenever appropriate, the recommended corrective action and sanctions or penalties.

60-1.25 Assumption of jurisdiction by the Executive Vice Chairman over matters before an agency.

The Executive Vice Chairman may inquire into the status of any matter pending before an agency, including complaints and matters arising out of reports, reviews, and other investigations, and where he considers it necessary or appropriate to the achievement of the purposes of the Orders he may assume jurisdiction over the matter and proceed as provided in 60-1.26.

60-1.26 Processing of matters by the Executive Vice Chairman.

(a) The Executive Vice Chairman may process matters over which he assumes jurisdiction under 60-1.25 or other matters, including complaints and matters arising out of special compliance reviews conducted or ordered by the Executive Vice Chairman. Whenever the Executive Vice Chairman processes any matter he may conduct, or have conducted, such investigations, hold such hearings, make such findings, issue such recommendations and directives and order such sanctions and penalties as may be necessary or appropriate to achieve the purposes of the Orders.

(b) No case shall be referred to the Department of Justice under Section 312 of the Order and no contract shall be cancelled or terminated in whole or in part under Section 312(d) of the Order without compliance with Section 60-1.28. Whenever debarment from contracts under Section 312(e) of the Order may be proposed, the Executive Vice Chairman shall afford the contractor an

opportunity for a hearing in accordance with Section 60-1.27.

(c) The Executive Vice Chairman shall promptly notify the agency of any corrective action to be taken or any sanctions to be imposed by the agency. The agency shall take such action, and report the results thereof to the Executive Vice Chairman within the time specified in individual cases.

60-1.27 Hearings.

(a) *General hearing procedure*—(1) *Notice*. Whenever a hearing is to be held pursuant to Subpart B of this Part reasonable notice of such hearing shall be given by registered mail, return receipt requested, to the contractor or subcontractor complained against. Such notice shall include (1) a convenient time and place of hearing, (2) a statement of the provisions of the Order and regulations pursuant to which the hearing is to be held, and (3) a concise statement of the matters pursuant to which the action forming the basis of the hearing has been taken or is proposed to be taken.

(2) *Hearings*. The Executive Vice Chairman, the head of the agency, or such other official or officials designated as hearing officers shall regulate the course of the hearing. Hearings shall be informally conducted. Every party shall have the right to counsel, and a fair opportunity to present his case or defense including such cross-examination as may be appropriate in the circumstances. Hearing officers shall make their proposed findings and recommended conclusions upon the basis of the record before them.

(b) *Contract ineligibility cases*. When hearings are held pursuant to section 310(b) of the Order to declare a contractor or subcontractor ineligible for further contracts, the procedure provided in subparagraph (a) of this paragraph shall be followed except as hereinafter set forth.

(1) *Notice of proposed ineligibility*. Before any determination is made to declare any contractor or subcontractor ineligible for further contracts or subcontracts under Sections 301 and 312 of the Order, a notice of proposed determination in writing and signed by the Executive Vice Chairman or head of the agency, or his authorized representative, as the case may be, shall be sent to the last known address of the contractor or subcontractor, return receipt requested.

(2) *Hearing request*. Whenever a contractor or subcontractor has been notified by an agency of a proposed determination of contract ineligibility under the Orders, such contractor or subcontractor shall be entitled to request an opportunity to be heard by the agency. When such notice is received from the Executive Vice Chairman, a request for an opportunity to be heard may be made to the Committee. The letter to the Executive Vice Chairman or the head of the agency, or his authorized representative, as the case may be, may include a request for a written statement specifying charges in reasonable detail. The request for an opportunity to be heard shall be made within ten days from the date of receipt of notice of the proposed determination. If at the end of such ten day period, no request has been received, the Executive Vice Chairman or the head of the agency, or his authorized representative, may assume that an opportunity to be

heard is not desired, and the Executive Vice Chairman may enter an order declaring such contractor or subcontractor ineligible for further contracts, or extensions or other modifications of existing contracts, until such contractor or subcontractor shall have satisfied the Committee that he has established and will carry out personnel and employment policies in compliance with the provisions of the Orders.

(3) *Hearing, time, and place*. Upon receipt of a request for an opportunity to be heard, the Executive Vice Chairman or the head of the agency, or his authorized representative, shall arrange a timely hearing. The hearing shall be conducted by the head of the agency or his authorized representative or by a panel of the Committee consisting of not less than three members thereof appointed by the Chairman or Vice Chairman of the Committee. When the hearing is conducted by an agency, no decision by the head of the agency, or his authorized representative, shall be final without the prior approval of a panel of the Committee.

60-1.28 Opportunity to achieve compliance before referrals to the Department of Justice or contract termination.

No case shall be referred to the Department of Justice under Section 312(b) of the Order and no contract shall be terminated in whole or in part under Section 312(d) of the Order until the expiration of at least ten days from the mailing of notice of such proposed referral or contract termination to the contractor or subcontractor involved, affording him an opportunity to comply with the provisions of the Orders. Reasonable efforts to persuade the contractor or subcontractor to comply with the provisions of the Orders and to take such corrective action as may be appropriate shall be made during this period.

60-1.29 Contract ineligibility list.

The Executive Vice Chairman shall distribute periodically a list to all executive departments and agencies giving the names of contractors and subcontractors who have been declared ineligible under these regulations and the Orders. The Executive Vice Chairman may also publish such a list together with a list of those contractors or subcontractors who may have re-established their eligibility in such form and in such places as he may deem appropriate.

60-1.30 Notification of Comptroller General in cases of contract ineligibility or contract termination.

Whenever a contract or subcontract is terminated or whenever a contractor or subcontractor is declared ineligible from receiving further contracts or subcontracts because of noncompliance with the equal opportunity clause, the Executive Vice Chairman shall notify the Comptroller General of the United States.

60-1.31 Reinstatement of ineligible contractors and subcontractors.

Any contractor or subcontractor declared ineligible for further contracts or subcontracts under the Orders may request reinstatement in a letter directed to the Executive Vice Chairman. In connection with the reinstatement proceeding, the contractor or subcontractor shall be required to show that it has now complied with

the Orders or that it has a program of compliance acceptable to the Executive Vice Chairman.

SUBPART C—CERTIFICATES OF MERIT

60-1.40 By the Committee on its own initiative.

The Committee acting through the Chairman or Vice Chairman may award United States Government Certificates of Merit to employers or employee organizations which are or may hereafter be engaged in work under contracts, if the Committee is satisfied that the personnel and employment practices of the employer, or that the personnel, training, apprenticeship, membership, grievance and representation, upgrading, and other practices and policies of the employee organization conform to the purposes and provisions of the Order.

60-1.41 By the Executive Vice Chairman upon agency recommendation.

The Committee, acting through the Executive Vice Chairman, may award a United States Government Certificate of Merit upon the recommendation of an agency. The recommendation should include a statement in sufficient detail to inform the Executive Vice Chairman of the basis for the proposed award.

60-1.42 [Deleted]

60-1.43 Suspension or revocation.

The Committee acting through the Chairman or Vice Chairman may at any time review the continued entitlement of any employer or employee organization to a United States Government Certificate of Merit, and may suspend or revoke in the public interest the Certificate if the holder thereof, in the judgment of the Executive Vice Chairman, is no longer in compliance with the provisions of the regulations and those of the Order. The Executive Vice Chairman shall notify all agencies of such suspension or revocation of the Certificate of Merit.

SUBPART D—ANCILLARY MATTERS

60-1.60 Solicitations or advertisements for employees.

In solicitations or advertisements for employees placed by or on behalf of a contractor or subcontractor, the requirements of paragraph (2) of the equal opportunity clause shall be satisfied whenever the contractor or subcontractor complies with any of the following:

(a) States expressly in the solicitations or advertising that all qualified applicants will receive consideration for employment without regard to race, creed, color, or national origin;

(b) Uses display or other advertising, and the advertising includes an appropriate insignia prescribed by the Committee. The use of the insignia is considered subject to the provisions of 18 U.S.C. 701;

(c) Uses a single advertisement, and the advertisement is grouped with other advertisements under a caption which clearly states that all employers in the group assure all qualified applicants equal consideration for employment without regard to race, creed, color, or national origin;

(d) Uses single advertisement in which appears in clearly distinguishable type the phrase "an equal opportunity employer."

60-1.61 Access to records of employment.

Each contractor and subcontractor shall permit access during normal business hours to his books, records, and accounts pertinent to compliance with the Orders, and all rules and regulations promulgated pursuant thereto, by the agency, the Committee, the Executive Vice Chairman, and the Secretary of Labor for purposes of investigation to ascertain compliance with the Orders and the rules, regulations, and relevant orders of the Committee. Information obtained in this manner shall be used only in connection with the administration of the Orders.

60-1.62 Rulings and interpretations.

The Executive Vice Chairman shall have authority to issue rulings and interpretations regarding the contracts portion of the Orders and the regulations contained in this Part. The rulings and interpretations of the Executive Vice Chairman, unless and until modified or revoked, shall be authoritative.

60-1.63 Reports to the Committee.

The Executive Vice Chairman shall make periodic reports to the Committee and such other reports as may be requested by the Chairman or Vice Chairman of the Committee.

60-1.64 Existing contracts and subcontracts.

All government contracts and subcontracts in effect prior to April 5, 1961, which are not subsequently modified shall be administered in accordance with the nondiscrimination provisions of any prior applicable Executive Orders. Any government contract or subcontract modified on or after April 5, 1961, but before June 22, 1963, shall be subject to Executive Order 10925. Any government contract or subcontract modified on or after June 22, 1963, shall be subject to the Order, and shall include as part of such modification the equal opportunity clause contained in Part II of Executive Order 11114. All federally assisted construction contracts in effect prior to July 22, 1963, which are not subsequently modified shall be administered in accordance with the provisions of any prior applicable agency regulations or instructions. Any federally assisted construction contract or subcontract modified on or after July 22, 1963, shall be subject to Executive Order 11114. Complaints received by, and violations coming to the attention of agencies regarding contracts and subcontracts not subject to either Executive Order 10925 or 11114 shall be reported to the Executive Vice Chairman. The agency shall, upon its own initiative or upon the request of the Executive Vice Chairman, investigate such complaints or alleged violations and take such other action as may be appropriate.

Effective date. Because the requirements of this chapter concern matters excepted from the provisions of section 4 of the Administrative Procedure Act and because of the desirability of prompt implementation of the provisions of Executive Orders 10925 and 11114, this revision of Part 60-1 shall become effective upon publication in the Federal Register.

Signed at Washington, D.C., this 30th day of August 1963.

HOBART TAYLOR, Jr.,
Executive Vice Chairman.

[F.R. Doc. 63-9598; Filed Sept. 6, 1963; 8:47 a.m.]

