

Management's Discussion and Analysis

Mission and Organizational Structure

The Bureau of Alcohol, Tobacco and Firearms (ATF) is a Federal law enforcement organization that serves as the nation's expert on four highly regulated consumer products: alcohol, tobacco, firearms, and explosives. These products require special attention due to the important social consequences resulting from their misuse or abuse. ATF represents a uniquely concentrated resource for providing investigative; regulatory; tax collection; and technical, scientific, and legal expertise relating to these products. This unique combination of tools and skills allows ATF to provide a focused, flexible, and balanced approach to protecting the public's legitimate access to these commodities while fighting unlawful use and trafficking.

ATF's National Headquarters, located in Washington, DC, comprises offices that develop major policies and programs in accordance with the applicable laws and regulations that ATF enforces. ATF executive structure consists of the Director, Deputy Director, Chief Counsel, and the Assistant Directors for Field Operations; Firearms, Explosives and Arson; Alcohol and Tobacco; Inspection; Liaison and Public Information; Management/Chief Financial Officer; Science and Technology/Chief Information Officer; and Training and Professional Development. These executives form the core of the Bureau's Strategic Leadership Team and Investment Review Board. The Office of the Director includes the Deputy Director, Ombudsman, and Executive Assistants for Legislative Affairs, Equal Opportunity, and the Strategic Planning Office.

Geographically, ATF has offices in major U.S. cities and in Guam, Virgin Islands and Puerto Rico; with personnel assigned in Mexico, Canada, Colombia and France. The field structure comprises 23 Field Divisions strategically located throughout the United States, with a single executive heading each office and having responsibility for all law enforcement, industry regulation, and revenue

activities assigned within the Office of Field Operations. Plans are underway for field divisions to have on-site legal and forensic audit support and equal opportunity policy advisors. At this time, ATF has Counsel offices in 19 field divisions (Atlanta, Baltimore, Boston, Charlotte, Chicago, Columbus, Dallas, Detroit, Houston, Miami, Nashville, New Orleans, New York, Philadelphia, Phoenix, San Francisco, Seattle, Tampa, and Washington) and a Counsel office at the National Revenue Center. The Chief Counsel has also selected the Division Counsel, Los Angeles, whose office will open in FY 2002.

The Office of Equal Opportunity has five Equal Employment Opportunity (EEO) Managers, one each in San Francisco, Chicago, New York, Dallas and Atlanta. Each field division has been assigned to one of these EEO Managers.

In addition, ATF operates the following service centers and training facilities throughout the United States:

- National Tracing Center in Falling Waters, West Virginia
- National Licensing Center in Atlanta, Georgia
- National Revenue Center in Cincinnati, Ohio
- Laboratories in Maryland, Georgia, and California
- Canine Training Center in Front Royal, Virginia
- ATF Academy, located at the Federal Law Enforcement Training Center in Glynco, Georgia

As of September 30, 2001, ATF had 5,086 employees on board, 4,709 of which were full-time permanent employees. Additional information on ATF's programs is provided in the Management's Discussion and Analysis section of this report. ATF's Internet site also contains other supporting documentation and reference materials. It can be accessed at <http://www.atf.treas.gov>.