



State of Connecticut COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES

Central Office ~ 25 Sigourney Street, 7th Floor, Hartford, CT 06106

Promoting Equality and Justice for all People

AFFIRMATIVE ACTION POLICY STATEMENT

SECTION 46a-68-33

The CHRO reaffirms the principles of affirmative action and equal employment opportunity in all of its employment activities. They are consistent, immediate and necessary objectives of this agency. All managers, supervisors and staff need to be dedicated to the agency's mission, its Affirmative Action Plan and to the eradication and/or accountability of inequitable, unfair and inconsistent treatment of all persons, especially protected groups.

The basis for affirmative action is found in governmental Executive Orders and State and Federal anti-discrimination laws including but not limited to *CGS 46a-60* thru *46a-68* and *Title VII of the US Civil Rights Act of 1964* as amended. Such orders and legislation were enacted to ensure that all persons have the right and benefit of equal employment opportunity in a society that not only legally mandates equality but practices it as well. As the civil rights enforcement arm of the State of Connecticut, the CHRO is responsible for enforcing affirmative action and equal employment opportunity laws. It is therefore essential that the philosophy and purpose of this Agency reflect not only the spirit and intent of the law, but demonstrate through its actions, the Commission's commitment to these laws and all they represent.

The historical discrimination that permeated the very fabric of our society created a *de facto* system of exclusion and discrimination toward protected classes and groups of people. Affirmative action serves as a mechanism to help eliminate institutionalized racism and sexism, by employing proactive measures that go beyond taking a neutral stance in employment situations. Such positive action, undertaken with effort and conviction, can begin the process of overcoming present effects of past practices, policies and barriers to equal employment opportunity, resulting in the full and fair participation of those protected class members found to be underutilized in the workforce or adversely impacted by policies or practices.

It is the policy of the CHRO to implement the principles of equal employment opportunity and affirmative action by providing employment and promotional opportunities solely on the basis of job-related skills, ability, merit, and potential. An individual's race, color, sex, religious creed, marital status, national origin, ancestry, mental retardation, past or present history of mental disability, learning disability, physical disability (including blindness), age or sexual orientation, will not be used as factors in employment decisions. The Commission will not request or require genetic information from job applicants or employees, or otherwise discriminate against any person in employment conditions on the basis of genetic information. In hiring situations, the CHRO will not unlawfully discriminate against persons with a prior criminal conviction, and only request personal information in compliance with EEOC reporting standards. The EEOC form is voluntary, not a part of the hiring process or recruitment documents, and is maintained separately in the Agency's EEO Office. This form is used exclusively for EEOC reporting purposes.

Affirmative action will apply to all aspects of employment, including but not limited to, recruitment, hiring, training, promotion and retention. Irena Baj-Wright, Human Resources Associate in the Department of Administrative Services SmART Unit, advises persons who inquire about job openings or submits unsolicited resumes, of the availability of job opportunities within the agency.

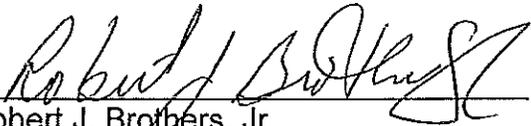
The CHRO recognizes the employment difficulties experienced by persons with disabilities and persons who are older. If necessary, program goals will be established within this Affirmative Action Plan to overcome any present effects of past discrimination, so as to achieve full and fair utilization of such persons in the workforce.

As the Executive Director of the CHRO, I pledge my personal support and commitment, along with all management personnel, in achieving the goals in this plan for the full utilization of all protected groups within our workforce, in accordance with the stated timetables or earlier, and to actively provide our services and programs in a fair and impartial manner. As the oldest civil rights agency in the nation and the State's civil rights enforcement agency, our efforts in this regard should set the standard and serve as an example to other agencies.

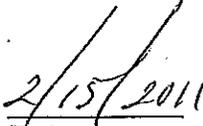
Furthermore, I expect each contractor, supplier, union, agency or other pertinent entity with which the CHRO does business, to support this policy by complying with all applicable State and Federal equal employment opportunity laws and regulations. A listing of applicable state and federal constitutional provisions, laws, regulations, guidelines and executive orders prohibiting discrimination, is included in this Plan.

Ngina Gibson of the Department of Administrative Services, Small Agency Resource Team (SmART) has been assigned affirmative action duties. She can be reached at 165 Capitol Avenue, Hartford, CT 06106 or by telephone, at (860) 713-5258.

All CHRO employees have the right to review and comment on the Affirmative Action Plan. A copy will be kept at the central administrative office and in each regional office.



Robert J. Brothers, Jr.
Executive Director
Commission on Human Rights and Opportunities



Date