



**Scott Semple
Commissioner**

STATE OF CONNECTICUT~ DEPARTMENT OF CORRECTION
46a-68-78

AFFIRMATIVE ACTION POLICY STATEMENT

The Department of Correction is committed to a consistent and comprehensive equal opportunity and affirmative action program to assure equal opportunity to all, and to ensure we provide all of our services and programs in a fair and culturally competent manner. Affirmative action is an immediate and necessary agency objective.

Purpose

Discrimination is embedded in our nation's history and unless consciously addressed, the present effects of past discriminatory practices will continue to exist. We recognize that to overcome past discrimination and achieve equal employment opportunity for everyone, there must be a specific program and action plan that addresses and measures our efforts and success. Federal and State equal employment opportunity and affirmative action laws have been enacted in response to this history of discrimination. In accordance with these applicable laws and regulations and as an essential part of our fundamental operating policy we have developed an affirmative action plan.

Definitions

Equal employment opportunity is the employment of individuals without any consideration of race, color, religious creed, age, sex (including pregnancy and sexual harassment), sexual orientation, marital status, national origin, ancestry, mental disability, or history thereof, intellectual disability, learning disability, physical disability, (including but not limited to blindness), transgender status, civil union status, veteran status, gender identity or expression, previous opposition, and genetic information, unless the provisions of Sections 46a-60(b), 46a-80(b), or 46a-81c of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups, such as the exemption granted by the Commission on Human Rights and Opportunities to this agency as a law enforcement entity. Equal Opportunity is the purpose and goal of Affirmative Action.

Affirmative action is a policy or a program that seeks to redress past discrimination while taking positive steps designed to eliminate existing and continuing discrimination, and to create systems and procedures to prevent future discrimination. It identifies and eliminates policies or barriers to equal employment opportunity and the achievement of full and fair utilization of all protected class persons we find to be underutilized in the workforce or to be adversely affected by any department policy or practice. The plan identifies imbalances and establishes programs, hiring and promotion goals and good faith actions to eliminate discrimination and attain full and non-discriminatory participation in all our programs and hiring and promotional activity.

Internal Complaint Process

The Department of Correction's has established internal complaint procedures to be utilized in the investigation of internal complaints of alleged discrimination. These procedures are set forth in

Administrative Directive 2.1 and Administrative Directive 2.2 which are available on the Department's website.

Employment Process

Affirmative Action plays an important and necessary role in all stages of the employment process, including but not limited to, the areas of recruitment and selection, training, promotion and upgrading benefits, compensation, counseling, personnel policies, grievance investigation, evaluation, layoff, termination and all other vital areas to assure, promote and protect equal opportunity. The role of affirmative action is to provide an environment for the application of equal opportunity principles and to monitor the employment process to prevent illegal discrimination from arising or existing.

The Department also identifies sexual harassment as a form of sex discrimination and reiterates to all employees that unwelcome sexual advances, requests for sexual favors, or other verbal and/or physical conduct used either as a condition of employment or which has the effect of creating an intimidating, hostile or offensive work environment will not be tolerated.

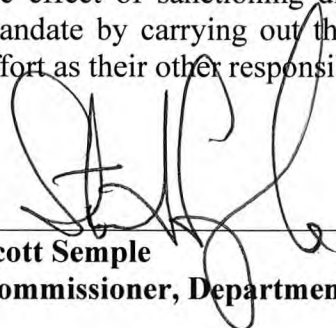
We also recognize the hiring difficulties experienced by the physically disabled and by many older persons. In order to ensure the full and fair utilization of these persons in our workforce, we will set program goals for action as necessary.

The Department of Correction Affirmative Action Office will use viable affirmative action measures in all stages of the employment process. A list of federal and state constitutional provisions, laws, regulations, guidelines and executive orders that prohibit or outlaw discrimination are posted on the Department's intranet <http://docweb/> under the Affirmative Action link.

Our policy is posted and distributed annually to all employees of the Department. Each employee has the right to review and comment upon the Affirmative Action Plan. Holly Quackenbush Darin, Equal Employment Opportunity Director has been assigned Affirmative Action duties. She may be reached at the Department's Central Office, 24 Wolcott Hill Road, Wethersfield, Connecticut. The telephone number is (860) 692-7633.

Commitment

As Commissioner of the Department of Correction, I pledge that services and programs of this agency will be provided in a fair and impartial manner consistent with Affirmative Action. All education and training programs conducted by this agency will be open to qualified persons. Each contractor, supplier, union, or other cooperative agency with which we do business shall support this policy by complying with applicable State and Federal Equal Opportunity laws, regulations, guidelines and executive orders prohibiting discrimination. The Department of Correction shall not be a party to any agreement or contract which has the effect of sanctioning discriminatory practices. I expect all supervisory personnel to adhere to this mandate by carrying out their affirmative action responsibilities, as set forth in this plan, with the same effort as their other responsibilities.



Scott Semple
Commissioner, Department of Correction

11/21/17

Date