



**STATE OF CONNECTICUT**  
**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION**  
**EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION OFFICE**

**EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION**

**POLICY STATEMENT**

It is the policy and practice of the Department of Emergency Services and Public Protection (“DESPP”) to ensure that no person is discriminated against or denied the benefits of any activity, program or employment process receiving public funds, in whole or in part.

“Equal Employment Opportunity” (“EEO”) means employment of individuals without consideration of age, ancestry/alienage, color, civil union status, criminal record (in state employment and/or licensing), disability (includes physical, learning, emotional, developmental and/or intellectual disability including but not limited to blindness), gender/sex, genetic information, gender identity or expression, harassment (including pregnancy and sexual harassment), marital status, familial status, national origin, previously opposed discrimination (retaliation), past or present history of mental disability, race, religious creed, sexual orientation, transgender status and workplace hazards to reproductive systems unless the provisions of Sections 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or if there is a bona fide occupational qualification excluding persons in one of the above protected groups.

Connecticut law prohibits discrimination which affects employment terms and conditions including, but not limited to, recruitment, hiring, testing, promotion, assignments, transfer, salary, referrals, classifications, benefits, leave/layoffs, training opportunities, performance evaluations, demotion, discharge, terms and working conditions, and advertising and compensation.

Equal Employment Opportunity is the purpose and goal of Affirmative Action (“AA”) under the provisions of Section 46a-68 *et seq.* of the Connecticut General Statutes and the corresponding Regulations of Connecticut State Agencies 46a-68-1 *et seq.* The basis of this policy statement for equal employment opportunity is not only to affirm the law, but also to highlight Affirmative Action as an essential part of the philosophy of DESPP.

Additionally, DESPP has a separate Sexual Harassment Policy Statement. DESPP recognizes that sexual harassment is a form of discrimination. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct used as a condition of employment and/or creating an intimidating, hostile or offensive working environment is a violation of both state and federal equal employment opportunity laws.

It is DESPP’s policy that all employees, volunteers, contractors, subcontractors, vendors, visitors, parties, and others have a right to work and exist in an environment free of

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discrimination, which encompasses freedom from sexual harassment. Sexual harassment undermines the integrity of the workplace and the personal dignity of the individual.

It is the policy of DESPP to implement the principles of Equal Employment Opportunity and Affirmative Action by providing employment and advancement opportunities solely on the basis of job-related skills, ability and potential.

**What is Affirmative Action?**

“Affirmative Action” means positive action, undertaken with conviction and effort, to overcome the present effects of past practices, policies or barriers to equal employment opportunity and to achieve the full and fair participation of women, people of color, the LGBT community, and any other protected group found to be underutilized in the work force or affected by policies or practices having an adverse impact. The *purpose* of AA is to secure the full and fair utilization of protected groups in the work force. The need for such action is measured by any lack of such utilization. DESPP recognizes the need to remedy the hiring difficulties, to the extent possible, experienced by the physically disabled and also by many older persons. To this end, program goals for past discrimination, if any, have been established and are described in the Program Goals Section 46a-68-88 of the Affirmative Action Plan.

The current list of all federal and state constitutional provisions, laws, regulations, guidelines and executive orders that prohibit or outlaw discrimination as provided by the Connecticut Commission on Human Rights and Opportunities (“CHRO”) is included in the plan. Those documents identify women, minorities, disabled persons, older persons and all other protected groups.

**Electronic Harassment**

Electronic harassment is defined as repeated, unsolicited, threatening behavior by a person or group using mobile and/or Internet technology including audio/video or other recording devices with the intent to bother, terrify, intimidate, humiliate, threaten, harass or stalk someone else because of their protected class basis. The harassment can take place in any electronic environment where communication with others is possible, such as on social media, on message boards, in chat rooms or through email. DESPP is committed to preventing electronic harassment and responding to any instances by investigating and providing appropriate disciplinary action.

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**Steps of the Employment Process with Affirmative Action:**

The role of affirmative action in the advertising/recruiting step is to create the largest pool of qualified applicants by expending sufficient resources and exercising creativity to reach likely sources of applicants from protected groups. The role of affirmative action in the testing step is to work with state personnel to ensure that all testing procedures are free of adverse impact.

Affirmative action and equal employment opportunity *are at all times immediate and necessary agency objectives*. DESPP pledges to affirmatively provide services and programs in a fair and impartial manner. It is the goal of DESPP to ultimately achieve full utilization of minorities, women, older persons, and the physically disabled and other protected classes, to the extent possible, within DESPP's work force.

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I, Dora B. Schriro, Commissioner of DESPP, direct all personnel to adhere to this policy statement and to familiarize themselves with DESPP's Affirmative Action Plan. In order to satisfy these lawful obligations, DESPP maintains an Equal Employment Opportunity/Affirmative Action Office.

Our policy statement is posted and distributed annually to all DESPP employees. All DESPP employees have the right to review and comment on the DESPP's Affirmative Action Plan. Copies of the Affirmative Action Plan are kept on file in the EEO/AA Office, the Office of the Commissioner, Human Resources, Western District Headquarters, Eastern District Headquarters, Central District Headquarters, the Commission on Fire Prevention and Control, the Connecticut State Police Training Academy, the Police Officer Standards and Training Council (POST), the Division of Scientific Services, the Division of Statewide Emergency Telecommunications, Emergency Management and Homeland Security, and the Bureau of Criminal Investigations.

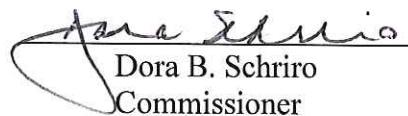
If you have any questions regarding the DESPP Equal Employment Opportunity/Affirmative Action Policy Statement, please contact:

DESPP Equal Employment Opportunity Specialist 1, Daphne L. Lewis  
1111 Country Club Road, Middletown, Connecticut 06457-2389  
Telephone: (860) 685-8657, E-Fax: (860) 706-1325  
Email: [Daphne.Lewis@ct.gov](mailto:Daphne.Lewis@ct.gov).

As the Commissioner and Appointing Authority of the Department of Emergency Services and Public Protection, I am committed to achieving the goals within the timetables set forth in the Affirmative Action Plan.

02-28-2018

Date

  
Dora B. Schriro  
Commissioner

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