



Jeanne Milstein
Child Advocate

STATE OF CONNECTICUT

OFFICE OF THE CHILD ADVOCATE
18-20 TRINITY STREET, HARTFORD, CONNECTICUT 06106

AFFIRMATIVE ACTION POLICY STATEMENT

As Child Advocate of the Office of the Child Advocate (OCA), I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all the protected groups found to be underutilized in the Department's workforce or affected by policies having an adverse impact. I further state that this Department will comply with the anti-discrimination provisions of the State and Federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set program goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the workforce. I further pledge that the agency will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the agency will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner, and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

The Affirmative Action Plan will not only be a way by which the Office of the Child Advocate (OCA) can achieve equal employment opportunity objectives, but will also serve as a mechanism to prevent and eliminate discrimination. The Department will take additional efforts to recruit, employ, and promote members of groups, which we find should be included.

“Affirmative Action” is 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, Blacks and Hispanics and other protected groups found to be underutilized in the work force or affected by policies or practices having an adverse impact.

“Equal Employment Opportunity” is the employment of individuals without consideration of race, color, religious creed, age, sex, marital status, national origin, ancestry, mental retardation, physical disability, learning disability, sexual orientation, past or present history of mental disability, genetic information, or criminal record, unless the provisions of Sections 46a-60(b), 46a-80(b), or 46a-81(b), of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above groups. Equal Employment Opportunity is the purpose and goal of Affirmative Action under Sections 46a-68-31 through 46a-68-74 of the Regulations of Connecticut State Agencies.

In order to implement affirmative action policies and to achieve equal employment opportunities for legally protected classes, staff has prepared an *Affirmative Action Plan*, which identifies where underutilization of legally protected classes exist. This plan includes programs, which will eliminate overutilization and underutilization and it incorporates specific actions, goals, objectives, timetables, and a complaint procedure. Additionally, it will provide positive benefits to the Office of the Child Advocate (OCA) by utilizing and developing the potential of all current employees. This Plan is an action-oriented document requiring aggressive action to eradicate any identified discriminatory employment practice or pattern.

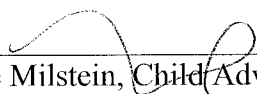
As Child Advocate of the Office of the Child Advocate (OCA), I will make each person involved in the implementation of this Plan, aware of his/her responsibilities to integrate this program into the Department’s daily activities. I will hold staff accountable for their affirmative action performance.

This policy statement will be given annually to all Department employees and will also be posted throughout the agency. I also expect each supplier, union, consultant and other State agencies with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The agency will not knowingly do business

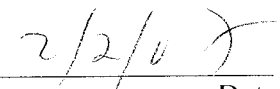
with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal antidiscrimination law.

I also promise to make every good-faith effort to achieve the goals within the timetables set forth in this Plan.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Olga A. Gerber, Principal Human Resources Specialist, Department of Administrative Services, 165 Capitol Avenue, State Office Building 5th Floor East, Hartford, CT 06106, telephone at (860) 713-5312, e-mail at olga.gerber@ct.gov and Alicia Nuñez, Affirmative Action Officer, Department of Administrative Services, 165 Capitol Avenue, State Office Building 5th Floor East, Hartford, CT 06106, telephone at (860) 713-5317, e-mail at alicia.nunez@ct.gov



Jeanne Milstein, Child Advocate
The Office of the Child Advocate (OCA)



Date