



## TOWN OF LISBON



### AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectman of the Town of Lisbon 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 other protected groups found to be underutilized in the Town's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso on November 21, 1975, and Executive Order 9 signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town 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 work force. 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, and 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 Town of Lisbon can achieve equal employment opportunity objectives, but also will serve as a mechanism to prevent and eliminate discrimination, if any, and take additional efforts to recruit, employ, and promote members of groups which we find should be included.

It is the policy of the Town of Lisbon to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, ancestry, mental retardation, mental disorder, learning or physical disabilities including but not limited to blindness, sexual orientation, political belief or prior conviction of a crime, unless the provisions of Sections 46a-60(2), 46a-80 and 46a-81(c-4) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

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 over utilization and underutilization of legally protected classes exist. This plan includes programs which will eliminate over utilization and underutilization and it incorporates specific actions, goals, objectives, timetables, and a complaint procedure. Additionally, it will provide positive benefits to the Town of Lisbon 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 First Selectmen of the Town of Lisbon, I will make each person involved in the implementation of this Plan, aware of his/her responsibilities to integrate this program into the Town'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 Town facilities. I also expect each supplier, union, consultant and other agencies with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations.

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 Marlene LePine, Affirmative Action Administrator, Town of Lisbon, Town Hall 1 Newent Road, Lisbon, Connecticut 06351-2926.

Date: January 1, 2001

Thomas W.

Sparkman, First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIOTAPE FROM THE  
ADA-504 COORDINATOR BY CALLING 860-376-3400