



EQUAL EMPLOYMENT OPPORTUNITY PLAN

FY 2006

STEP 1

Introductory Information

Texas Department of Public Safety

Equal Employment Opportunity Plan

Step 1

Grantee Name: Texas Department of Public Safety

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Austin, TX 78773-050

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Date and effective duration of the EEOP: January 1, 2006 - December 31, 2006

POLICY STATEMENT:

It is the policy of the Texas Department of Public Safety (“the Department”) to hire qualified people to perform the many tasks necessary to provide high quality service in the field of law enforcement administration and other areas of public safety. An integral part of this policy is to provide equal employment opportunity for all persons. The Department will recruit and administer hiring, working conditions, benefits and privileges of employment, compensation, training, advancement opportunities, transfers and terminations of employment within the framework provided by statutes of the state of Texas and the United States without regard to race, color, religion, national origin, sex, age or disability.

STEP 2

Department of Public Safety Workforce Breakdown

STEP 2
DPS EEO ANALYSIS AS OF 8/31/05

	TOTAL/%	MALE					FEMALE				
		WHITE	HISP	BLACK	ASIAN	AI/AN	WHITE	HISP	BLACK	ASIAN	AI/AN
Officials/ Administrators	49	25	2	1	0	0	18	1	2	0	0
	100.0%	51.0%	4.1%	2.0%	0.0%	0.0%	36.7%	2.0%	4.1%	0.0%	0.0%
Professional	801	325	52	29	3	6	289	49	36	10	2
	100.0%	40.6%	6.5%	3.6%	0.4%	0.7%	36.1%	6.1%	4.5%	1.2%	0.2%
Technicians	2146	297	225	37	1	6	876	443	224	26	11
	100.0%	13.8%	10.5%	1.7%	0.0%	0.3%	40.8%	20.6%	10.4%	1.2%	0.5%
Protective Service (Commissioned)	3507	2101	803	336	31	24	98	73	38	0	3
	100.0%	59.9%	22.9%	9.6%	0.9%	0.7%	2.8%	2.1%	1.1%	0.0%	0.1%
Protective Service (non-commissioned)	111	46	16	9	1	1	19	3	15	1	0
	100.0%	41.4%	14.4%	8.1%	0.9%	0.9%	17.1%	2.7%	13.5%	0.9%	0.0%
Administrative Support	1018	76	51	20	2	0	505	203	145	9	7
	100.0%	7.5%	5.0%	2.0%	0.2%	0.0%	49.6%	19.9%	14.2%	0.9%	0.7%
Skilled Craft	77	38	19	14	1	2	2	1	0	0	0
	100.0%	49.4%	24.7%	18.2%	1.3%	2.6%	2.6%	1.3%	0.0%	0.0%	0.0%
Service Maintenance	154	45	36	28	0	0	12	17	13	1	2
	100.0%	29.2%	23.4%	18.2%	0.0%	0.0%	7.8%	11.0%	8.4%	0.6%	1.3%

STEP 2A

Department of Public Safety Commissioned Workforce Breakdown

STEP 2A
EEO Breakdown of Commissioned Staff

	Total	MALE					FEMALE				
		White	Black	Hispanic	Asian	Native Am.	White	Black	Hispanic	Asian	Native Am.
Sergeant/ Pilot Investigator I	822 23%	516 63%	61 7%	185 23%	3 0%	9 1%	25 3%	13 2%	9 1%	0 0%	1 0%
Lieutenant/ Pilot Investigator 11	192 5%	114 59%	20 10%	36 19%	2 1%	5 3%	7 4%	2 1%	6 3%	0 0%	0 0%
Captain/ Pilot Investigator III / Inspector II	88 3%	61 69%	4 5%	19 22%	0 0%	1 1%	1 1%	0 0%	2 2%	0 0%	0 0%
Major/Commander/ Asst. Commander/ Pilot Investigator IV	28 1%	18 64%	3 11%	6 21%	0 0%	0 0%	0 0%	0 0%	1 4%	0 0%	0 0%
Colonel/ Lt Colonel/ Chief/ Asst. Chief	13 0%	8 62%	2 15%	3 23%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Corporals/Troopers/Prob. Troopers	2359 67%	1381 66%	246 73%	554 69%	19 79%	16 52%	64 66%	23 61%	54 75%	0 0%	2 67%
Total	3502 100%	2098 60%	336 10%	803 23%	24 1%	31 1%	97 3%	38 1%	72 2%	0 0%	3 0%

STEP 3

**Community Labor Statistics
(taken from U.S. Census Bureau)**

STEP 3

Community Labor Statistics (from 2000 Census Data for Texas)

Number of People

Geography	Occupational Category	Sex	Total	White non-Hispanic	Hispanic	Black non-Hispanic	AIAN non-Hispanic	Asian non-Hispanic	NHOPI non-Hispanic	Black & White non-Hispanic	AIAN & White non-Hispanic	AIAN & Black non-Hispanic	Asian & White non-Hispanic	Balance 2+ Races, non-Hispanic
Texas FIPS=48	Total Civilian Labor Force	Total	9,830,560	5,662,550	2,700,075	1,031,430	37,179	277,834	4,840	6,249	36,678	4,185	15,459	54,050
		Male	5,376,140	3,096,295	1,565,580	475,675	19,844	152,704	2,725	2,754	19,244	1,760	8,674	30,885
		Female	4,454,389	2,566,255	1,134,495	555,755	17,335	125,130	2,115	3,495	17,434	2,425	6,785	23,165
	Officials and Managers	Total	1,379,245	1,015,070	213,375	91,000	5,225	37,890	510	465	4,880	480	2,585	7,760
		Male	862,935	655,045	126,165	42,910	2,990	25,210	330	220	2,875	200	1,735	5,255
		Female	516,305	360,025	87,210	48,090	2,235	12,680	180	245	2,005	280	850	2,505
	Professional	Total	1,756,605	1,252,090	234,935	145,655	6,220	94,375	740	930	6,885	630	3,625	10,505
		Male	822,770	601,115	100,105	51,735	2,730	54,995	385	390	3,205	205	2,085	5,820
		Female	933,820	650,975	134,830	93,920	3,490	39,380	355	540	3,680	425	1,540	4,685
	Technicians	Total	231,720	143,100	46,855	28,745	1,070	8,580	85	240	990	225	400	1,425
		Male	106,980	69,305	22,465	8,865	540	4,240	50	80	445	90	215	685
		Female	124,735	73,795	24,390	19,880	530	4,340	35	160	545	135	185	740
	Protective Service: Sworn	Total	187,915	111,295	41,210	30,940	805	1,200	95	180	895	110	255	930
		Male	149,550	92,440	34,035	19,520	625	965	95	155	685	70	190	770
		Female	38,365	18,855	7,175	11,420	180	235	0	25	210	40	65	160

STEP 3

Community Labor Statistics (from 2000 Census Data for Texas)

Number of People

Geography	Occupational Category	Sex	Total	White non-Hispanic	Hispanic	Black non-Hispanic	AIAN non-Hispanic	Asian non-Hispanic	NHOPI non-Hispanic	Black & White non-Hispanic	AIAN & White non-Hispanic	AIAN & Black non-Hispanic	Asian & White non-Hispanic	Balance 2+ Races, non-Hispanic
	Protective Service:non-Sworn	Total	9,335	5,280	2,450	1,445	19	49	0	4	8	0	14	60
		Male	4,030	2,285	1,000	690	4	4	0	4	4	0	4	35
		Female	5,299	2,995	1,450	755	15	45	0	0	4	0	10	25
	Administrative Support	Total	2,487,165	1,488,395	640,930	291,865	9,050	54,080	1,495	2,115	9,585	1,275	4,140	14,225
		Male	819,770	494,520	200,735	87,480	2,820	22,670	605	590	2,920	345	1,540	5,545
		Female	1,667,385	993,875	410,195	204,385	6,230	31,410	890	1,525	6,665	930	2,600	8,680
	Skilled Craft	Total	1,070,265	569,435	398,130	68,100	4,845	17,855	400	385	4,440	275	1,245	5,165
		Male	1,005,915	537,465	379,335	60,715	4,445	13,170	365	355	4,045	265	1,080	4,675
		Female	64,360	31,970	18,795	7,385	400	4,685	35	30	395	10	165	490
	Service Maintenance	Total	2,623,830	1,054,025	1,110,605	358,160	9,630	61,700	1,470	1,850	8,715	1,130	3,100	13,435
		Male	1,565,675	633,420	683,595	195,640	5,520	30,535	880	925	4,925	560	1,795	7,880
		Female	1,058,145	420,605	427,010	162,520	4,110	31,165	590	925	3,790	570	1,305	5,555

Source: US Census Bureau, Census 2000 special tabulation

NOTE: Estimates may not add to the total due to rounding. For information on confidentiality protection, sampling error, nonsampling error, and accuracy of the data, see <http://www.census.gov/prod/cen2000/doc/sf3chap8.pdf>.

STEP 3

Community Labor Statistics (from 2000 Census Data for Texas)

Percentages

Geography	Occupational Category	Sex	Total	White non Hispanic	Hispanic	Black non Hispanic	AIAN non Hispanic	Asian non-Hispanic	NHOPI non-Hispanic	Black & White non-Hispanic	AIAN & White non-Hispanic	AIAN & Black non-Hispanic	Asian & White non-Hispanic	Balance 2+ Races, non-Hispanic
Texas FIPS=48	Total Civilian Labor Force	Total	100.0%	57.6%	27.5%	10.5%	0.4%	2.8%	0.0%	0.1%	0.4%	0.0%	0.2%	0.5%
		Male	54.7%	31.5%	15.9%	4.8%	0.2%	1.6%	0.0%	0.0%	0.2%	0.0%	0.1%	0.3%
		Female	45.3%	26.1%	11.5%	5.7%	0.2%	1.3%	0.0%	0.0%	0.2%	0.0%	0.1%	0.2%
	Officials and Managers	Total	100.0%	73.6%	15.5%	6.6%	4.0%	2.7%	0.0%	0.0%	0.4%	0.0%	0.2%	0.6%
		Male	62.6%	47.5%	9.1%	3.1%	0.2%	1.8%	0.0%	0.0%	0.2%	0.0%	0.1%	0.4%
		Female	37.4%	26.1%	6.3%	3.5%	0.2%	0.9%	0.0%	0.0%	0.1%	0.0%	0.1%	0.2%
	Professional	Total	100.0%	71.3%	13.4%	8.3%	0.4%	5.4%	0.0%	0.1%	0.4%	0.0%	0.2%	0.6%
		Male	46.8%	34.2%	5.7%	2.9%	0.2%	3.1%	0.0%	0.0%	0.2%	0.0%	0.1%	0.3%
		Female	53.2%	37.1%	7.7%	5.3%	0.2%	2.2%	0.0%	0.0%	0.2%	0.0%	0.1%	0.3%
	Technicians	Total	100.0%	61.8%	20.2%	12.4%	0.5%	3.7%	0.0%	0.1%	0.4%	0.1%	0.2%	0.6%
		Male	46.2%	29.9%	9.7%	3.8%	0.2%	1.8%	0.0%	0.0%	0.2%	0.0%	0.1%	0.3%
		Female	53.8%	31.8%	10.5%	8.6%	0.2%	1.9%	0.0%	0.1%	0.2%	0.1%	0.1%	0.3%
	Protective Service: Sworn	Total	100.0%	59.2%	21.9%	16.5%	0.4%	0.6%	0.1%	0.1%	0.5%	0.1%	0.1%	0.5%
		Male	79.6%	49.2%	18.1%	10.4%	0.3%	0.5%	0.1%	0.1%	0.4%	0.0%	0.1%	0.4%
		Female	20.4%	10.0%	3.8%	6.1%	0.1%	0.1%	0.0%	0.0%	0.1%	0.0%	0.0%	0.1%

STEP 3

Community Labor Statistics (from 2000 Census Data for Texas)

Percentages

Geography	Occupational Category	Sex	Total	White non Hispanic	Hispanic	Black non Hispanic	AIAN non Hispanic	Asian non-Hispanic	NHOPI non-Hispanic	Black & White non-Hispanic	AIAN & White non-Hispanic	AIAN & Black non-Hispanic	Asian & White non-Hispanic	Balance 2+ Races, non-Hispanic
	Protective Service:non-Sworn	Total	100.0%	56.6%	26.2%	15.5%	0.2%	0.5%	0.0%	0.0%	0.1%	0.0%	0.1%	0.6%
		Male	43.2%	24.5%	10.7%	7.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.4%
		Female	56.8%	32.1%	15.5%	8.1%	0.2%	0.5%	0.0%	0.0%	0.0%	0.0%	0.1%	0.3%
	Administrative Support	Total	100.0%	59.8%	24.6%	11.7%	0.4%	2.2%	10.0%	0.1%	0.4%	0.1%	0.2%	0.6%
		Male	33.0%	19.9%	8.1%	3.5%	0.1%	0.9%	0.0%	0.0%	0.1%	0.0%	0.1%	0.2%
		Female	67.0%	40.0%	16.5%	8.2%	0.3%	1.3%	0.0%	0.1%	0.3%	0.0%	0.1%	0.3%
	Skilled Craft	Total	100.0%	53.2%	37.2%	6.4%	0.5%	1.7%	0.0%	0.0%	0.4%	0.0%	0.1%	0.5%
		Male	94.0%	50.2%	35.4%	5.7%	0.4%	1.2%	0.0%	0.0%	0.4%	0.0%	0.1%	0.4%
		Female	6.0%	3.0%	1.8%	0.7%	0.0%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Service Maintenance	Total	100.0%	40.2%	42.3%	13.7%	0.4%	2.4%	0.1%	0.1%	0.3%	0.0%	0.1%	0.5%
		Male	59.7%	24.1%	26.1%	7.5%	0.2%	1.2%	0.0%	0.0%	0.2%	0.0%	0.1%	0.3%
		Female	40.3%	16.0%	16.3%	6.2%	0.2%	1.2%	0.0%	0.0%	0.1%	0.0%	0.0%	0.2%

Source: US Census Bureau, Census 2000 special tabulation

NOTE: Percentages may not add to the total due to rounding. For information on confidentiality protection, sampling error, nonsampling error, and accuracy of the data, see <http://www.census.gov/prod/cen2000/doc/sf3chap8.pdf>.

STEP 4A

**Texas Department of Public Safety
Utilization Analysis
(Subtraction of percentages obtained in Step 3 from those
obtained in Step 2)**

STEP 4A

		Total	MALE					FEMALE				
			WHITE	HISP	BLACK	ASIAN	AI/AN	WHITE	HISP	BLACK	ASIAN	AI/AN
Officials/ Administrators	Workforce	1404154	655045	126165	43130	27275	6065	360025	87210	48335	13710	37194
		100.0%	46.7%	9.0%	3.1%	1.9%	0.4%	25.6%	6.2%	3.4%	1.0%	2.6%
	DPS	49	25	2	1	0	0	18	1	2	0	0
		100.0%	51.0%	4.1%	2.0%	0.0%	0.0%	36.7%	2.0%	4.1%	0.0%	0.0%
	Utilization		-4.4%	4.9%	1.0%	1.9%	0.4%	-11.1%	4.2%	-0.6%	1.0%	2.6%
Professional	Workforce	1746185	601115	100105	52125	57465	6140	650975	134930	94460	41275	7595
		100.0%	34.4%	5.7%	3.0%	3.3%	0.4%	37.3%	7.7%	5.4%	2.4%	0.4%
	DPS	801	325	52	29	3	6	289	49	36	10	2
		100.0%	40.6%	6.5%	3.6%	0.4%	0.7%	36.1%	6.1%	4.5%	1.2%	0.2%
	Utilization		-6.1%	-0.8%	-0.6%	2.9%	-0.4%	1.2%	1.6%	0.9%	1.1%	0.2%
Technicians	Workforce	229750	69305	22465	8945	4505	535	73795	24390	20040	4560	1210
		100.0%	30.2%	9.8%	3.9%	2.0%	0.2%	32.1%	10.6%	8.7%	2.0%	0.5%
	DPS	2146	297	225	37	1	6	876	443	224	26	11
		100.0%	13.8%	10.5%	1.7%	0.0%	0.3%	40.8%	20.6%	10.4%	1.2%	0.5%
	Utilization		16.3%	-0.7%	2.2%	1.9%	0.0%	-8.7%	-10.0%	-1.7%	0.8%	0.0%
Protective Service (Commissioned)	Workforce	186985	92440	34035	19675	1250	1380	18855	7175	11445	300	430
		100.0%	49.4%	18.2%	10.5%	0.7%	0.7%	10.1%	3.8%	6.1%	0.2%	0.2%
	DPS	3507	2101	803	336	31	24	98	73	38	0	3
		100.0%	59.9%	22.9%	9.6%	0.9%	0.7%	2.8%	2.1%	1.1%	0.0%	0.1%
	Utilization		-10.5%	-4.7%	0.9%	-0.2%	0.1%	7.3%	1.8%	5.0%	0.2%	0.1%
Protective Service (non-commissioned)	Workforce	9269	2285	1000	694	8	8	2995	1450	755	55	19
		100.0%	24.7%	10.8%	7.5%	0.1%	0.1%	32.3%	15.6%	8.1%	0.6%	0.2%
	DPS	111	46	16	9	1	1	19	3	15	1	0
		100.0%	41.4%	14.4%	8.1%	0.9%	0.9%	17.1%	2.7%	13.5%	0.9%	0.0%
	Utilization		-16.8%	-3.6%	-0.6%	-0.8%	-0.8%	15.2%	12.9%	-5.4%	-0.3%	0.2%
Administrative Support	Workforce	2472930	494520	200735	88070	24815	6085	993875	410195	205910	34900	13825
		100.0%	20.0%	8.1%	3.6%	1.0%	0.2%	40.2%	16.6%	8.3%	1.4%	0.6%
	DPS	1018	76	51	20	2	0	505	203	145	9	7
		100.0%	7.5%	5.0%	2.0%	0.2%	0.0%	49.6%	19.9%	14.2%	0.9%	0.7%
	Utilization		12.5%	3.1%	1.6%	0.8%	0.2%	-9.4%	-3.4%	-5.9%	0.5%	-0.1%
Skilled Craft	Workforce	1065110	537465	379335	61070	14615	8755	31970	18795	7415	4885	805
		100.0%	50.5%	35.6%	5.7%	1.4%	0.8%	3.0%	1.8%	0.7%	0.5%	0.1%
	DPS	77	38	19	14	1	2	2	1	0	0	0
		100.0%	49.4%	24.7%	18.2%	1.3%	2.6%	2.6%	1.3%	0.0%	0.0%	0.0%
	Utilization		1.1%	10.9%	-12.4%	0.1%	-1.8%	0.4%	0.5%	0.7%	0.5%	0.1%
Service Maintenance	Workforce	2823200	633420	683595	196565	33210	11005	633420	427010	163445	33060	8470
		100.0%	22.4%	24.2%	7.0%	1.2%	0.4%	22.4%	15.1%	5.8%	1.2%	0.3%
	DPS	154	45	36	28	0	0	12	17	13	1	2
		100.0%	29.2%	23.4%	18.2%	0.0%	0.0%	7.8%	11.0%	8.4%	0.6%	1.3%
	Utilization		-6.8%	0.8%	-11.2%	1.2%	0.4%	14.6%	4.1%	-2.7%	0.5%	-1.0%

Blue = not statistically underutilized

Yellow = Underutilized categories

White = at or above labor market

STEP 4B

Narrative of Utilization Analysis (under-utilization review)

Step 4B

UTILIZATION NARRATIVE

The comparison of the Texas Department of Public Safety's workforce to the community labor statistics indicates an underutilization of women and minorities in several areas. The Department uses the Equal Employment Opportunity Commission (EEOC) "Rule of 80"¹ in determining statistically significant underutilization rates. Areas of underutilization in racial/ethnicity categories that fall below the "Rule of 80" or within 3 percentage points of meeting the "Rule of 80" will be handled through normal recruiting efforts.

The state of Texas EEO-4 report does not capture the Native Hawaiian/Pacific Islander EEO category and the Census data shows that this category represents less than three percent of the population of the state of Texas. Therefore, this category is not tracked by the Department. The Census data also shows that Asians represent less than three percent of the population of the state of Texas, but because this category is captured for the EEO-4 report, the Department captures data pertaining to the Asian race category.

The Department does not capture race in categories showing two or more races at this time because it is not required for the state's EEO-4 report. However, the Census data is captured in this manner. For the purpose of this report, the Census data's EEO categories will be combined with the Department's reporting categories in the following manner:²

- White/Asian – combined with Asian
- NHOPI – combined with Asian
- Black/White – combined with Black
- AIAN/Black – combined with AIAN
- AIAN/White – combined with AIAN

A focused effort will be made to recruit qualified applicants in all the significantly underutilized areas identified in the following list.

¹ Underutilization is considered statistically significant if the percent utilization in the Department's workforce is 80% or less than that of the civilian workforce, the total race category is 3% or more of the total population, and Department must employ an additional 3% or more in the targeted categories to reach the "Rule of 80."

² The EEO-4 requires reporting only 5 race categories. The Community Labor Statistics (Census Data for Texas) were merged to these 5 categories in a manner consistent with comparisons done by sister agencies in the state of Texas.

Officials/Administrators -	Hispanic Male Hispanic Female
Technicians -	White Male
Protective Services (Commissioned) -	White Female Black Female
Protective Services (Non-commissioned) -	White Female Hispanic Female
Administrative Support -	White Male
Skilled Craft -	Hispanic Male
Service/Maintenance -	White Female

While a major emphasis will be placed on the categories that show to have statistically significant underutilization rates, the Department will continue to communicate our job opportunities to all minority and female groups in an effort to have our workforce mirror the diverse population of the state of Texas.

STEP 5

Objectives

STEP 5

OBJECTIVES

The Texas Department of Public Safety exists to provide the state with law enforcement officers to uphold Texas laws. Even though less than half of the Department's total workforce are commissioned officers, the commissioned officers and the duties they perform provide the impetus for all other duties and activities performed by Department staff. For this reason, the Department devotes a lot of time and energy in recruiting and training law enforcement officers.

Our recruitment efforts for commissioned positions are extensive and field recruiters are selected to team with the full-time recruiting staff in the goal of hiring the best candidates available in the field of law enforcement. The full-time recruiting staff also works diligently to hire a high-quality, diverse workforce to perform the various duties and responsibilities of the non-commissioned positions available within the Department. All the recruiters place great emphasis on hiring a diverse workforce that mirrors the state of Texas community labor force.

Working toward these goals, the Department will execute a focused community outreach program to include the utilization of non-traditional recruiting sources. The Recruiting Coordinator and other Human Resources bureau staff charged with recruiting or related duties will work with the EEO Officer to ensure that a review of all job requirements and hiring procedures have been accomplished. This measure will be taken to ensure that no unnecessary obstacles exist that could deny the identified underutilized groups an equal opportunity to the Department's vacancies. The staff charged with recruiting will ensure that job announcements are made available to a wide range of recruiting sources.

STEP 6

Steps to Achieve Objectives

STEP 6

STEPS TO ACHIEVE OBJECTIVES

- Continue recruiting activities throughout the state, targeting the underutilized populations.
- Continue to provide managers and supervisors with training regarding EEO laws, policies and procedures.
- Consistently track, review and evaluate all recruiting processes. Revise processes, as needed.
- Participate in career days and job fairs. Specifically, attend the fairs in areas that have a large percentage of the underutilized target groups.
- Use employees from the underutilized groups as team members to assist with recruiting efforts.
- Notify community organizations and education/training facilities when employment opportunities are available.
- Continually expand and update recruiting sources, including the points of contact. Emphasis will be placed on sources providing referral services to the underutilized target groups.
- Place advertisements in publications whose readership includes high percentages of the underutilized target groups.
- The EEO Officer and the Recruiting Coordinator, along with other personnel responsible for recruiting, shall regularly review the workforce utilization analysis to determine which groups are underutilized in the various categories. The plan of action will be revised to target the underutilized groups when the need exists.
- Recruiting efforts for Trooper positions will include placing public service announcements with television and radio stations across the state, as budget allows.
- In addition to normal recruiting activities, additional recruiting efforts for Troopers will be made. Recruiters and other designated personnel will speak to community groups, contact schools and colleges with high minority and/or female enrollment, and other face-to-face recruiting efforts as they are made available.
- The Department will participate in the State Police/Highway Patrol Hiring and Promotion Summit on an annual basis to brainstorm with other states on ways to improve the hiring of the underutilized target populations in the sworn positions.
- All recruitment advertisements shall contain the phrase: “Equal Opportunity Employer.”

STEP 7

Dissemination

STEP 7

DISSEMINATION

External

- The Equal Employment Opportunity Plan (EEOP) will be placed on the Department's Internet site.
- All recruiting sources will be notified about the Department's EEOP and its commitment to recruit minorities, females and persons with disabilities.
- The "Equal Opportunity Employer" statement will continue to be placed on all job postings.

Internal

- New employees will be trained in EEO law and the Department's EEO policies and procedures, including the Department's EEOP.
- The Department's EEOP will be reviewed and updated annually.
- Efforts will be made to ensure that all Department employees are familiar with the Department's EEOP.