

ARTICLE I - EQUAL OPPORTUNITY PROGRAM IN STATE EMPLOYMENT

(C) The head of each agency within the Executive Branch of State government shall comply with the rules, regulations, and guidelines issued by the Secretary of Personnel, and shall prepare and submit to the Equal Employment Opportunity Coordinator an annual affirmative action plan based on each fiscal year period. The affirmative action plan shall include:

- (1) A policy statement signed by the head of the agency reaffirming the commitment to non-discrimination, equal employment opportunity, and affirmative action;
 - (2) The assignment of appropriate affirmative action responsibilities to agency heads, supervisors, managers, directors, personnel officers, and other personnel as deemed necessary;
 - (3) An analysis [by race and sex] of the relevant workforce[,] and applicants available for selection to fill vacant positions, to provide the basis for developing affirmative action goals;
 - (4) Specific and reasonable quantitative goals and timetables which shall be set as a means of corrective action for the identified problem areas; and
 - (5) Provisions for monitoring, evaluating, and revising the plan to ensure implementation.
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