

Town of South Windsor

AFFIRMATIVE ACTION PLAN

2019

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INTRODUCTION

This document is the 2019 Affirmative Action Plan for the Town of South Windsor, Connecticut.

The Town of South Windsor is located on the east side of the Connecticut River and is bordered by Vernon, Ellington, Manchester, Hartford, East Windsor, Windsor, and East Hartford. It is approximately eight miles from the capital city of Hartford.

The Town of South Windsor is a local government with a Council-Manager form of government. The Town Council is the policy-forming and budgetary authority. The Town Manager is the Chief Executive Officer who is concerned with administrative and personnel functions.

CONFIDENTIALITY

The material set forth in this program is deemed to be confidential commercial and financial data, the public disclosure of which could cause substantial competitive harm to Town of South Windsor (hereinafter "Town"). In addition, all statistical components of this program, including any and all data pertaining to employee compensation, workforce structure (including the ratios between and among job groups and EEO-1 categories), the organizational profile (*i.e.*, organizational display and/or workforce analysis), final availability and placement rate goals, job group analysis report, identification of problem areas and supporting information pertaining to employment activity, determinations of adverse impact and determinations of problems in workforce distribution and employment policies and practices, or the analyses of any of the foregoing, are deemed to constitute trade secrets, operations information, confidential statistical data and other confidential commercial and financial data within the meaning of the Freedom of Information Act (FOIA), 5 U.S.C. § 552 *et. Seq.*, Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et. seq.*, the trade Secrets Act, 18 U.S.C. § 1905, and 44 U.S.C. § 3508, the disclosure of which is prohibited by law and would subject the individual making the disclosure to criminal and/or civil sanctions. This material has not been disclosed to the public, and should not be, since the disclosure could cause substantial competitive harm to the Town. Therefore, in accordance with 29 C.R.F. § 70.26(c) – (e), we expect that the Town will be notified in writing by the agency prior to disclosure of any request for information pertaining to all or any part of this program, and that the Town shall be given opportunity to present its objections to disclosure.