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16 April 1976

MEMORANDUM FOR: ADMAG

Subject : CIA/EEO Affirmative Action Plan Fiscal Year 1977

1. The Office of EEO is implementing plans for the accomplishment of the CIA Affirmative Action Plan for Fiscal Year 1977. In keeping with general concept of affirmative action, i.e. total involvement by the various interest groups of the Agency as well as management, you are being asked to participate.

2. Affirmative Action - equality of opportunity - is accomplished when interest groups as well as interested employees make their assessments of personnel practices and policies known to management. And affirmative action is also accomplished when management - in conjunction with interest groups and individuals - develop specific actions aimed at resolving disparate treatment.

3. Attached is our guidelines for the production of the EEO Affirmative Action Plan for FY 1977. This year the plan will be formatted as a total agency package and not broken out by Directorates as was done with the Calendar Year 1976 plan.

4. Within the plan there is increased attention to the assessment of our current EEO status. We are especially interested in your contributions to this section since it is from the assessments that problem areas are identified.

5. You are hereby invited to participate in the Affirmative Action Plan. Your contributions to the plan are to be sent to the Directorate Equal Opportunity Officers by 17 May 1976. A composite assessment section is also to be sent to the Office of EEO at the same time. Your assessment is essential to the Directorate Equal Opportunity Officers so that they can formulate specific Directorate objectives and action items. The staff of the EEO Office will be available to provide whatever advice and assistance you may require. [redacted] and [redacted] (ext. 6167, 7429) will be the action officers for this effort. Please contact them with any questions or comments.

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Omego J.C. Ware, Jr.
Director
Equal Employment Opportunity

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