

CHAPTER 1. FWP GOALS AND OBJECTIVES

1-1. Goal.

The overall goal of the FWP is to ensure that women are employed at all levels, in all occupations, and are considered for all assignments that afford career development and advancement opportunities. This Handbook presents the activities and procedures by which the program will achieve this goal through the following objectives:

- A. Providing management with information and strategies for enhancing the advancement of women in order to bring about a more effective work force and to accomplish the mission of the Department.
- B. Assisting the Department, through objective analysis of the existing employment situation, to achieve equal opportunity for women in every personnel management policy and practice, including recruitment programs, training, selection, placement, counseling, career development and promotion.
- C. Assuring that managers and supervisors evaluate all employees by fair and equitable standards; eliminating barriers; providing career opportunities commensurate with ability, potential, and self-commitment; assisting women in establishing career goals; and informing supervisors of their responsibility for the career development of all employees.
- D. Promoting the equitable distribution of women throughout professional, administrative, technical, clerical and other occupations as well as advancement into managerial and supervisory positions, including encouraging the participation of women in training programs which lead to career advancement.

- E. Assuring employment practices are in accordance with merit principles through the elimination of any attitudes, customs, and habits which may deny women entry into certain occupations, and participation in decision-making positions affecting Departmental policy.
- F. Assisting management in the development and implementation of affirmative employment program plans.

1-2. Legal Authority.

This Handbook is issued under Executive Order 11478, "Equal Employment Opportunity in the Federal Government," and in accordance with the revised regulations of the Office of Personnel Management (5 CFR 713) implementing Title VII of the Civil Rights Act of 1964, as amended by P.L. 92-261, HUD regulations (24 CFR 7), and EEOC regulations 29 CFR 1614.

The Equal Employment Opportunity Commission (EEOC) regulations (29 CFR 1614) provides, in part, that each agency head shall "Designate a Director of Equal Employment Opportunity and as many Equal Employment Officers (EEO), Equal Employment Opportunity Counselors, Federal Women's Program Coordinators, and other persons as may be necessary to assist the head of the agency to carry out the functions described..." and "ensure that equal opportunity for women is an integral part of the agency's overall program by assigning to the Federal Women's Program Coordinator the function of advising the Director of Equal Employment Opportunity on matters affecting the employment and advancement of women; ... "

These policies are based on the following regulations:

- A. Executive Order 11375, October 13, 1967 - amended Executive Order 11246 to add "sex" as a forbidden discrimination factor. (Superseded by Executive Order 11478). As a result, the Federal Women's Program was established.

- B. Executive Order 11478, August 8, 1969
- incorporated the Federal Women's Program into the overall Equal Employment Opportunity Program.

(Amended by Executive Order 11590, which made this order applicable to the United States Postal Service and to the Postal Rate Commission.)

- C. The Equal Employment Opportunity Act, Public Law 92-261, March 24, 1972 - amended the Civil Rights Act of 1964, which banned discrimination in the private sector, to extend this protection to Federal employees. It provides civil service employees with a course of action in cases of discrimination and states formally the responsibility of the Federal government with respect to equal employment opportunity.