

POLICY STATE OF DELAWARE DEPARTMENT OF CORRECTION	POLICY NUMBER 9.1	PAGE NUMBER 1 of 1
	RELATED ACA STANDARDS: 2-CO-1C-09; 4-4053; 4-ACRS-7E-05; 4-APPFS-3E-04	
CHAPTER: 9 HUMAN RESOURCES AND EMPLOYEE MANAGEMENT RELATIONS	SUBJECT: EQUAL EMPLOYMENT OPPORTUNITIES	
APPROVED BY THE COMMISSIONER AND EFFECTIVE THIS DATE:  4/2/15		
APPROVED FOR PUBLIC RELEASE		

- I. **AUTHORITY:** 11 *Del. C.* §6506, §6517, 29 *Del. C.* §5933, §8903, §8914, Merit Rule 2.0, Executive Order #8 and applicable federal statutes.
- II. **PURPOSE:** To provide equal opportunity for applicants and staff.
- III. **APPLICABILITY:** All Department employees, volunteers, persons or organizations conducting business with the Department.
- IV. **DEFINITIONS:** None
- V. **POLICY:** It is the policy of the Department of Correction to recruit, select, retain and promote personnel in a manner that assures equal employment opportunity for all qualified applicants and staff.

The Department's Director of Human Resources shall be responsible for developing procedures to ensure equal employment opportunities. These procedures must include but not be limited to:

- A. Compliance with federal and state statutes.
- B. Development of a professional career ladder.
- C. Emphasis on professional merit and technical competence.
- D. Related experience and education to meet position qualifications.
- E. Internal promotion with a provision for lateral entry.