**Section 750.130 Affirmative Action Plans**

a) When required pursuant to this Part, public contractors and subcontractors shall develop and implement written affirmative action plans, acceptable to the Department, to overcome underutilization of minority persons and/or women. An acceptable affirmative action plan shall include:

1) A description of the contractor's or subcontractor's workforce analysis made in accordance with Section 750.120 hereof; and

2) Goals and timetables to which the contractor's or subcontractor's recruitment, hiring or promotion efforts shall be directed to correct any identified underutilization.

b) In addition, an affirmative action plan may include a detailed description of positive steps taken or to be taken to overcome underutilization and to attain the established goals, such as for example:

1) The manner in which the contractor or subcontractor has disseminated its equal employment policy among employees and potential sources of minority and/or female applicants;

2) A thorough re-evaluation of current hiring and promotion criteria, techniques and procedures for relevant job classifications;

3) The contractor's or subcontractor's establishment of and involvement in training and/or apprenticeship programs to instruct minorities and/or women in skills necessary for employment and advancement; and/or

4) Utilization of minority and/or female subcontractors and commercial institutions.

c) Affirmative action plans developed pursuant to another governmental program may be accepted by the Department. Contractors or subcontractors found by the Department not to be underutilizing minorities or women according to Section 750.120 hereof shall not be required to develop an affirmative action plan.

(Source: Amended at 5 Ill. Reg. 1627, effective February 9, 1981)