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#### FOREWORD

The Department of Housing and Urban Development is committed to eliminating discrimination because of race, color, religion, sex or national origin in all aspects of its personnel policies, practices and working conditions. This Handbook outlines the requirements for In-House Equal Employment Plans to achieve equality of employment opportunity throughout the Department. It establishes specific criteria for the setting of goals and measuring of progress toward the total elimination of discrimination. Commitment and achievement will be reviewed and evaluated annually. The policy established by this Handbook is issued in accordance with Executive Order 11478, Chapter 713 of the Federal Personnel Manual, and the Civil Service Commission's memorandum to all Federal agencies on May 11, 1971.

This Plan is not to be confused with Affirmative Action Plans filed annually with the Civil Service Commission in accordance with Civil Service Commission Bulletin 713.25. Although the planned actions and justifications by which an office intends to meet its annual goals necessitate that affirmative steps be taken to correct current imbalances and discriminatory practices, the policies and procedures herein described relate to a plan whose formulation and filing is done separately from the annual submission of national and regional affirmative action plans to the Civil Service Commission.

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