

WYOMING DEPARTMENT OF TRANSPORTATION
Form E-112
EEO Officer Affidavit Instructions

A. Originated by:

Contractor and each subcontractor

B. Guidelines:

This form is to be completed by the prime contractor and each subcontractor on a project.

C. Distribution:

Ensure the form(s) is posted on the EEO bulletin board.

D. Form:

Form E-112 will be computer generated. Format will be as shown.

**WYOMING DEPARTMENT OF TRANSPORTATION
Form E-112
EEO OFFICER AFFIDAVIT**

TO: Employees, Applicants for Employment and Potential Employees

FROM: _____

SUBJECT: Equal Opportunity Policy of this Company

It is the operating policy of this company to afford all persons equal employment opportunity without regard to their race, color, religion, sex, or national origin. The following is our company policy:

It is the policy of this company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, or national origin. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training.

We also encourage the use of available training programs and will be happy to advise upon what programs are available, the entrance requirements for each, as well as assisting in applying for or entering such programs. Any supervisor will be happy to have you contact him.

All present employees are requested also to encourage persons of minority races to make application for employment with this company or to apply for training under available programs.

Any complaint of alleged discrimination by this company, its supervisors or employees, or any person or organization acting on behalf of the company shall immediately be called to the attention of:

(Name) (Title)

(Address) (City) (State) (Zip)

(Phone Number)