

November 7, 2003

ALL UNIVERSITY EMPLOYEES

Antonio García Padilla

**DECLARATION OF POLICY CONCERNING AFFIRMATIVE ACTION
FOR NONDISCRIMINATION AGAINST YOUTH**



The University of Puerto Rico is fully committed with the Policy of the Commonwealth of Puerto Rico against youth discrimination in all matters related to employment in our Institution.

This Policy has the objective of preventing discrimination based on youth in accordance with local and federal laws and regulations. The University will not allow any conduct from employees or officials which can result in discrimination.

In order to comply with this Policy and with the Executive Order Number 4385, the University of Puerto Rico will adopt an Affirmative Action Plan to guarantee equal employment opportunity for youths between the ages of 16 and 29, as defined by the executive order itself. Our Institution will not discriminate on the basis of youth in any procedure or personnel decision that might affect the terms and conditions of employment such as recruitment, selection, compensation and fringe benefits, evaluation and employment opportunities for young persons.

We encourage all our employees and job applicants to support our Affirmative Action Plan with the purpose of achieving Equal Employment Opportunities. All questions, suggestions, or complaints related to this Policy should be directed verbally or in writing to the Equal Employment/Affirmative Action Coordinator, Central Human Resources Office, Central Administration, South Botanical Garden, 1187 Flamboyán Street, San Juan, Puerto Rico 00926-1117, or to the Chancellor's Office or the Affirmative Action Coordinator at each campus.

Concerns of complaints related with sexual harassment will be processed according to Circular Letter No. 95-06.

This letter will be posted on the bulletin boards or visible places in all administrative offices of our Institution.

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