



EASC Workshop Registration Form

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AFFIRMATIVE ACTION PLAN PREPARATION

Dates: February 14-15, 2017 and November 2-3, 2017

Fee: EASC members - \$390.00 per person • Non-members - \$470.00 per person

Target Audience: *HR professionals and other managers with responsibility for developing and applying company policies and practices.*

CLASS OVERVIEW: This comprehensive workshop is a practical how-to for the entire AAP process. The two-day workshop includes: AAP requirements and governing authority; data gathering and analysis; AAP narrative development; AAP for females and minorities; AAP for Vietnam era veterans; AAP for the handicapped; under-utilization review and goal setting; AAP updates; audits; and annual maintenance; and applicant flow documentation and maintenance. Attendees will go away with a template to prepare their own AAP.

After completing, fax to: 803.783.3216

COMPANY: _____

MAILING ADDRESS: _____ CITY, STATE, ZIP: _____

PHONE: _____ E-mail: _____

NAME _____ NAME _____

PAYMENT INFORMATION OUR FEDERAL ID: 57-0845061

CK. ENCLOSED: \$ _____ BILL COMPANY: _____ PO # _____ CHARGE: VISA _____ MC _____

CARD# _____ - _____ - _____ - _____ Ex.Date: ____ / ____

V CODE _____ Print Name: _____

This course is available as an in-house program conducted on your site. An in-house program gives you the ability to customize and combine any of our courses to fit your needs. The end result is training that is strictly tailored to meet your requirements.