



AAP Boot Camp

For beginning and intermediate AA practitioners

Date: January 24, 2012
Time: 8:30 am -11:30 pm
Location: Blood Systems, 6210 E Oak St.
Scottsdale, AZ
Cost: **Members:** Free
Nonmembers: \$75
(Includes 2012 membership)

Register Online
www.azquada.org

Participants will learn how to write a compliant Affirmative Action Plan including:

- Workforce Analysis
- Job Group Analysis
- Placement of Incumbents
- Determining Availability
- Comparison of Incumbents
- Placement Goals
- Designation of Responsibility
- Identification of Problem Areas
- Action Oriented Programs
- Internal Audit & Reporting
- Summary of Personnel Transactions
- Section 503 & VEVRAA

Presenters:



Bruce Kuehnl
President, EEO Logic



Theresa Lujan
Area Office Director
OFCCP Phoenix Area Office