1.0 PURPOSE:

To state the City's policy in regard to equal employment opportunity.

2.0 POLICY:

The City of Shelton is an equal opportunity employer. The City maintains a policy of non-discrimination with employees and applicants for employment. The City will not unlawfully discriminate in any aspect of employment or applicants for employment based on race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, pregnancy, disability or status as a disabled veteran or Vietnam era veteran, or any other basis prohibited by law. The City will accommodate applicants and employees with disabilities as required by law.

3.0 REFERENCES:

Federal Laws:

Civil Rights Act of 1991
Title VII of the Civil Rights Act of 1964 - As Amended
Equal Pay Act
Age Discrimination in Employment Act (ADEA) - Amended by Older Workers' Benefit Protection Act, 10/16/90
Americans with Disabilities Act of 1990 (ADA)
EEOC Sexual Harassment Guidelines

Washington State Laws:

Washington State Law Against Discrimination (RCW 49.60)
4.0 APPLICATION:

This policy applies to all individuals employed by and volunteering for the City of Shelton.

5.0 PROCEDURES:

The City of Shelton will foster and maintain a harmonious and non-discriminatory environment for employees, officials and members of the public who do business with the City.

The City will ensure equal employment opportunity in all of its employment procedures including recruitment, selection, placement, promotion, job assignment, compensation, disciplinary measures, demotions, layoffs, job terminations, testing, training awards, benefits, daily working conditions, and all other terms and conditions of employment.

The City encourages workforce diversity.

Employees with life threatening illnesses, such as cancer, heart disease, AIDS/HIV conditions, or communicable diseases such as tuberculosis or influenza, are treated the same as all other employees. These employees may remain in the workplace with reasonable accommodation and able to perform the essential functions of their job, as determined by the City, and where the employee who indicates they are not a threat to themselves or their co-workers presents sufficient medical evidence. The City shall work to preserve the safety of all of its employees and reserves the right to reassign employees or take other job actions when a substantial and unusual safety risk to fellow City employees or the public exists.

Any person who believes they have been or are subject to discrimination by an employee of the City of Shelton will immediately bring the matter to the attention of the Department Director and Human Resources for investigation and appropriate action. Violations of this policy will be subject to discipline; up to and including termination.