



CITY OF TALLAHASSEE

EQUAL OPPORTUNITY POLICY STATEMENT

The City of Tallahassee is firmly committed to equal employment opportunity (EEO), equal access, and compliance with all federal, state, and local laws that prohibit employment discrimination, harassment, or retaliation on the basis of protected classifications, including an individual's race, color, sex, religion, national origin, age, disability, marital status, pregnancy, sexual orientation, gender identity or expression, genetic information or family medical history, veteran status, and any other characteristic protected by law. This policy applies to all employment decisions including, but not limited to, recruiting (including recruitment advertising), hiring, training, transfers, promotions, pay practices, benefits, disciplinary actions, demotions, and terminations.

Moreover, employees of and applicants for employment with the City of Tallahassee shall not be subject to harassment, intimidation, threats, coercion, or retaliation because they have engaged or may engage in filing a complaint; assisted in a review, investigation, or hearing; or otherwise sought to pursue their legal rights related to any federal, state, or local law regarding equal opportunity or anti-discrimination. City employees are encouraged to report to the Office of Diversity & Inclusion, a department director, or a manager or supervisor, any conduct that appears to be contrary to this Policy Statement. The City takes an affirmative responsibility to prevent and address any misconduct, and all directors, managers, and supervisors share in this responsibility as outlined in the supervisory performance management document. The City is committed to providing reasonable accommodations when requested for future applicants or current employees with regard to religion or disability. This commitment includes facilitating the successful job performance of employees with disabilities and their inclusion in hiring, promotional and organizational development opportunities, and other benefits of employment.

As City Manager, I am committed to the principles of equal employment opportunity. In order to safeguard dissemination and implementation of equal employment opportunities and ensure that discrimination is properly addressed throughout all levels of the organization, the Office of Diversity & Inclusion, which reports directly to me, will coordinate the City's equal opportunity policies, track EEO-related data, and maintain a complaint reporting system to allow for effective measurement of compliance and diversity in the organization's programs.

In furtherance of the City of Tallahassee's policy regarding equal employment opportunity and anti-discrimination, the City of Tallahassee has developed a Policy on Harassment and Discrimination (Administrative Policy 1201) that sets forth the goals, practices, and procedures the City is committed to applying in order to ensure that its policy of non-discrimination for qualified individuals in protected classes is accomplished. This policy is available for inspection by any employee or applicant for employment upon request Monday through Friday from 8:00 a.m. to 5:00 p.m. at the Office of Diversity & Inclusion. The policy is also available online on the City of Tallahassee's internal and external websites. Any questions should be directed to me, your supervisor, department director, or Angela Hendrieth, Director, Office of Diversity & Inclusion, at Angela.Hendrieth@talgov.com.

Reese Goad
City Manager

3/11/2022

Date