

MACOMB COUNTY HUMAN RESOURCES POLICY

EQUAL EMPLOYMENT OPPORTUNITY

This Policy affirms Macomb County's commitment to provide Equal Employment Opportunity to all individuals, regardless of race, color, gender, religion, national origin, age, disability, height or weight, or sexual orientation in accordance with applicable State and/or Federal law. This Policy applies to recruitment, hiring, training, promotion, salary decisions, work environment, as well as other terms and conditions of employment.

As such, all employees, applicants and contractors are protected from coercion, intimidation, harassment, retaliation or discrimination based on membership in a classification identified above in performing their duties or providing services under State and/or Federal law.

All employees and contractors are expected to conduct themselves in a manner that will promote a work environment free from illegal discrimination or harassment.

Questions or concerns regarding treatment under this Policy may be directed to a supervisor, Elected Official/Department Head or Human Resources and Labor Relations.

It is the Policy of the County to treat all such complaints seriously. Retaliation against an employee bringing a complaint to the attention of management of the County is strictly prohibited. All employees are expected to comply with this Policy and must cooperate fully with Human Resources and Labor Relations and any investigation of a reported violation.

COMPLAINT PROCEDURE


Employees, applicants or contractors who feel they have been discriminated against because of their race, color, gender, religion, national origin, age, disability, height or weight, or sexual orientation, in accordance with applicable State and/or Federal law, may submit a complaint according to this procedure. Complaints will be investigated and resolved to the extent information is provided.

Employees, applicants or contractors who feel they have been a victim of discrimination may bring such matters to the attention of a supervisor, Elected Official/Department Head or Human Resources and Labor Relations. If the matter is brought to a supervisor or Elected Official/Department Head, he/she shall notify Human Resources and Labor Relations as soon as possible. Human Resources and Labor Relations shall conduct an investigation regarding such complaints.


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False allegations can have a serious effect on innocent individuals. The County expects that all employees will act responsibly to establish an appropriate work environment.

Approved:



Office of County Executive



Date