

# **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 and applicants 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.

Any individual doing business with or on Macomb County property is expected to conduct themselves in a manner that will promote a work environment free from illegal discrimination or harassment.

#### **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 must 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, they shall notify Human Resources and Labor Relations as soon as possible. Human Resources and Labor Relations shall conduct an investigation regarding such complaints.

POLICY: EQUAL EMPLOYMENT OPPORTUNITY

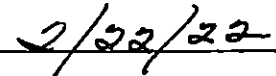
Page 2

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.

False allegations can also have a serious effect on innocent individuals. The County expects that all employees will act responsibly to establish an appropriate work environment. Employees determined to file a false allegation may be subject to disciplinary action.

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

  
Office of County Executive

  
Date

Approved: July 8, 2014  
Revised: February 1, 2022