


Grant County Personnel Policy

DATE ISSUED: 03/30/2017	EFFECTIVE DATE: 03/30/2017
APPROVED:  Cindy Carter, Chair, Board of County Commissioners	03-27-17 Date Signed
LAST REVISED: 03/15/2017	CONTACT: Human Resources

203 – Equal Opportunity

203.1 Specifics: Grant County is an equal opportunity employer and acts on its policy that every employee has the right to work in surroundings which are free from unlawful discrimination. The current Equal Employment Opportunity Plan is available on the County's intranet.

203.1.1 It is Grant County's policy to provide equal employment opportunity to qualified persons and that employees be treated fairly, without regard to race, color, gender, creed, religion, age, marital status, sexual orientation, national origin, political ideology, union activity, industrial injury, whistleblower activities, the presence of any sensory, mental or physical disability, except as otherwise provided by law, veteran status, and other basis that is prohibited by local, state, or federal laws.

203.1.2 This policy relates to recruitment, placement, promotion, training, demotion, transfer, layoff, recall, termination, rates of pay, employee benefits, and participation in County sponsored activities.

203.2 Reporting Procedure

203.2.1 If employees believe they have not received equal opportunity as set forth in the preceding paragraph, they should report it to the Human Resources Director. He/she will take the necessary steps to initiate an investigation of discrimination. If the alleged action involves the Human Resources Director, the report should be made to the Chair of the Board of County Commissioners.

203.2.2 The County will conduct its investigation in as confidential a manner as possible. The County's goal is to reach a timely resolution of each complaint and communicate to the employee and the other parties involved on a "need to know" basis. Appropriate corrective action will be administered against any employee engaging in discrimination. Retaliation against any employee for filing a valid complaint or participating in an investigation is strictly prohibited.