

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

205 – Non-Discrimination

- 205.1 Specifics: It is Grant County's policy to maintain a workplace that fosters mutual employee respect and promotes harmonious, productive working relationships. Discrimination in any form constitutes misconduct. Therefore, the County prohibits discrimination based on 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. This policy applies to employees throughout the organization and non-employees including, but not limited to, contractors, volunteers, and board members who may have contact with employees as a result of their employment.
- 205.2 GINA (Genetic Information Non-Discrimination Act): Within the Non-Discrimination policy of Grant County is the prohibition of discrimination against any individual on the basis of genetic information with respect to health insurance and employment.
- 205.3 Reporting Procedure
- 205.3.1 Grant County's policy is that all employees act responsibly to establish a pleasant and friendly work environment. However, if employees believe they have been the subject of discrimination, employees should report it to their immediate supervisor, department head, or the Human Resources department. That person 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.
- 205.3.2 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.