

Equal Employment Opportunity Plan
Director, Division of Administrative Services, Department of Public Safety

Policy Statement:

As Director of the Administrative Services Division, I, Danial Spencer, am committed to promoting diversity in our workplace free from discrimination and harassment.

Further employees in the Department of Public Safety will adhere to established statewide policies. Specifically:

- All employees and applicants for employment shall be afforded equal opportunity in all aspects of personnel management including, but not limited to, recruitment, selection, training, compensation, benefits, promotion, transfer, layoff, recall from layoff and discipline.
- The department will not tolerate, condone or permit and kind of unlawful discrimination or discriminatory harassment of employees or applicants for employment on the basis of their sex, color, race, religion, national origin, age, physical or mental disability, marital status or change in marital status, pregnancy or parenthood. Retaliation in any form for filing a complaint or assisting in the investigation of a complaint is prohibited.

We, charge each supervisor and manager in the department with the responsibility for understanding, communicating and assisting in the implementation of the department's Equal Employment Opportunity Program. All employees of the department are responsible for taking immediate and appropriate corrective action, after consultation with their Management Services consultant or the State's Equal Employment Opportunity Program Manager, where they have any knowledge of prohibited practices. Further, department managers shall active support recruitment and career development programs to ensure equitable representation of minorities and females. All department supervisors shall review all position descriptions annually to ensure that the job duties accurately reflect the job performed. Working together, we can realize the objectives of the department equal employment opportunity plan, thereby supporting a work climate that values racial and cultural diversity and is conducive to a diverse workplace free from discrimination or harassment. Commitment to support this policy shall be condition of employment or continued employment.