

## **North Carolina Department of Public Safety Equal Employment Opportunity Policy**

The Department of Public Safety is an Equal Employment Opportunity Employer; therefore, we are committed to provide all current employees and applicants with equal employment opportunities without discrimination on the basis of race, color, sex, religion, creed, national origin, age, political affiliation, sexual orientation, genetic information, or disability status, except where age, sex or physical requirements constitute bona fide occupational qualifications.

In doing so, the Department of Public Safety is in compliance with the following, as amended:

- Title VII of Civil Rights Act of 1964;
- Federal Executive Order 11246;
- The Equal Pay Act of 1963;
- The Age Discrimination in Employment Act of 1967 (ADEA);
- Title V of the Rehabilitation Act of 1973;
- The Veterans Preference Act;
- Governor's Executive Order #14;
- The Family and Medical Leave Act of 1993 (FMLA);
- The Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADAA);
- Senate Bill 886: Merit Based Hiring;
- Senate Bill 78: Unlawful Workplace Harassment;
- The Lilly Ledbetter Fair Pay Act of 2009; and
- Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA).

The Department of Public Safety's Equal Employment Opportunity program is intended to create a diverse workforce climate that is responsive and respectful of fairness and equity for applicants and employees which ensures compliance with State and Federal guidelines. Equal Employment Opportunity guidelines also prohibit retaliatory actions against employees or applicants because they filed a charge, testified, assisted or participated, in any manner, in a hearing, proceeding, investigation, or employment discrimination complaint.

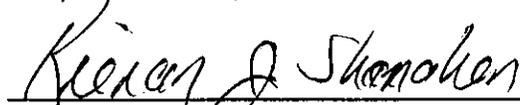
In the furtherance of this policy, the Department of Public Safety will:

- Prohibit retaliatory action of any kind taken by any employee of the Department of Public Safety against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.
- Assure that all the employment practices of the agency will be administered without regard to race, color, national origin, religion, creed, age, sex, political affiliation<sup>1</sup>, genetic information<sup>2</sup>, and disability. These practices shall include, but are not limited to:
  - recruitment, including advertising, or soliciting for employment;
  - selection, hiring and placement;
  - treatment during employment including compensation, promotion and reallocation;
  - evaluation of work performance;
  - administration of all forms of pay and other compensation;

- selection for training, including trainee, interim and apprenticeship opportunities;
  - other career development opportunities, and
  - transfer, separation, demotion, termination and/or reduction-in-force
1. Direct appeal to the Office of Administrative Hearings on the basis of political affiliation is provided only to employees who have achieved career status pursuant to G.S. 126-1A.
  2. Complaints relating to Genetic Information are limited to the agency's internal grievance process and may be simultaneously filed with the Equal Employment Opportunity Commission (EEOC).
- Assure the Department of Public Safety provides reasonable accommodations for applicants and/or employees with disabilities when doing so will enable them to successfully perform the essential job functions or benefit from training
  - Discourage and prevent harassment (based on race, color, national origin, religion, creed, sex, age, genetic information or disability) and prohibit through well-defined policy and laws.
  - Ensure greater utilization of all persons by identifying the underutilized groups in the workforce and making special efforts to increase their participation in recruitment, selection, training and development, upward mobility programs and any other term, condition, or privilege of employment.
  - Delegate the responsibility of the actual development of the Equal Employment Opportunity plan and program to the EEO Director. However, responsibility for the implementation of and compliance with this plan and program shall be shared by the Secretary, Commissioners, Deputy Commissioners, Division Directors, and all managers and supervisors.
  - Assure that the EEO plan and program effectiveness will be monitored and evaluated continuously for program effectiveness.
  - Understand and value diversity within the Department of Public Safety.

The Secretary, Commissioners, Deputy Commissioners, Division Directors, managers and supervisors and all employees of the Department of Public Safety concur on the need for this policy, are accountable for its implementation, and are committed to a diverse workforce.

Adopted March 1, 2013




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Kieran J. Shanahan, Secretary  
North Carolina Department of Public Safety