



COUNTY OF SAN BERNARDINO POLICY MANUAL

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By

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SUBJECT

EQUAL EMPLOYMENT OPPORTUNITY POLICY

APPROVED

JON D. MIKELS

CHAIRMAN, BOARD OF SUPERVISORS

POLICY STATEMENT

The County of San Bernardino Board of Supervisors is committed to equal employment opportunity (hereinafter referred to as EEO) as a necessary element in basic merit system principles. Equal opportunity can only be effected through definitive programmed affirmative and voluntary efforts. If progress toward achieving EEO is to be made, every County citizen and employee must realize that policies to ensure equality of opportunity cannot be merely passive; there must be positive action steps taken to provide accessibility to County services and equal opportunity to all individuals. It is the policy of the Board of Supervisors that the County of San Bernardino shall:

- Provide EEO to all its employees and applicants for employment regardless of age, ancestry, color, marital status, medical condition, national origin, physical or mental disability, race, religion, sex or sexual orientation.
- Not discriminate against or tolerate the harassment of its employees or applicants for employment on the basis of age, ancestry, color, marital status, medical condition, national origin, physical or mental disability, race, religion, sex or sexual orientation.
- Not discriminate in admission or access to, or operation of, its programs, services or activities.

The EEO Plan commits all employees of the County of San Bernardino to support, in an affirmative manner, the Board of Supervisors' policy regarding EEO. The County Administrative Officer is charged with the responsibility for implementing the provisions of the Plan. The County EEO Officer shall provide for effective communication of and conformance with the requirements of the Plan and see that each Group or Department Head takes such affirmative action as is necessary to achieve its objectives.

POLICY AMPLIFICATION

The County of San Bernardino Board of Supervisors fully commits to and supports the Countywide EEO Plan. The key elements of the active in-house monitoring system are the County's EEO Office, the Equal Opportunity Commission, and various departmental EEO representatives.

I. EEO Objectives

- To make a good faith effort to achieve diverse employment representation throughout job classes and salary grades in County service, as allowed by law.
- To make a continuous effort to eliminate and prevent occurrence of arbitrary discriminatory practices relating to employment or access to promotional opportunities.
- To ensure the workplace, programs and services are free of discrimination or harassment.

- To ensure there is no discrimination on the basis of disability in admission or access to, or in operations of, its programs, services or activities.
- To communicate the County's EEO Plan to County employees and the community.

II. EEO Compliance with Laws and Regulations

- Federal Civil Rights Act of 1964, Title VI and VII as amended, and Executive Order Nos. 11141 and 11246, as amended.
- California Fair Employment and Housing Act (FEHA) prohibits discrimination because of age, ancestry, color, disability, gender, marital status, national origin, race or religion.
- Vietnam Veterans Readjustment Act of 1974, as amended.
- Americans with Disabilities Act of 1990.
- California Civil Rights Initiative – Proposition 209, enacted in 1996, prohibits discrimination and preferential treatment to any individual or group on the basis of color, ethnicity, national origin, race or sex in the operation of public employment, public education or public contraction.