

**District 2 Public Health  
Policy # 229  
Equal Opportunity and Unlawful Discrimination Policy  
Effective March 1, 2016**

**1.0 PURPOSE**

District 2 Public Health is an equal opportunity employer, and does not discriminate on the basis of age, genetics, pregnancy, gender, gender identity or expression, color, disability, national origin, sexual orientation or political affiliation, race or religion.

**1.1 AUTHORITY** – The District 2 Public Health Equal Opportunity and Unlawful Discrimination Policy is published under the authority of the District for each County Board of Health (CBOH) and in compliance with the following:

1.1.1 Title VII of the Civil Rights Act of 1964, 42 USC 2000e, as amended by the Civil Rights Act of 1991

1.1.2 Section 504 of the Vocational Rehabilitation Act of 1973: 29 USC 206(D)

1.1.3 The Americans with Disabilities Act of 1990

1.1.4 O.C.G.A – 45-20-1

1.1.5 Age Discrimination in Employment Act of 1967: 29 USC 621

1.1.6 Fair Employment Practices Act, Chapter 45-19, as amended

1.1.7 District 2 Unlawful Discrimination Complaint Procedures, Policy #226

**2.0 SCOPE**

This policy applies to all employees within District 2 Public Health.

**3.0 POLICY**

**3.1 ACCOUNTABILITY**

3.1.1 The Human Resources/District Personnel Department (HR/DPD) will manage all official charges of unlawful discrimination filed with enforcement agencies.

**4.0 RESPONSIBILITIES**

4.1 HR/DPD is responsible for issuing and updating procedures to implement this policy.

**5.0 PROCEDURES**

5.1 HR/DPD manages all employment-related unlawful discrimination issues involving applicants and CBOH employees. HR/DPD will provide direction and coordination, and technical assistance to District 2 managers.

**5.2 EXTERNAL COMPLAINTS**

The HR/DPD will be responsible for the following:

5.2.1 Implementing Equal Employment Opportunity including training, monitoring, corrective action and EEO complaint management activities.

5.2.2 Managing all official charges of unlawful employment discrimination, attend fact finding conferences and officially communicate with the various compliance/enforcement agencies and the District Health Director/Appointing Authority (DHD/AA).

5.2.3 In consultation with the DHD/AA and Legal Counsel, make all unlawful employment discrimination settlement determinations and monitor the implementation of settlements terms.

**5.3 INTERNAL COMPLAINTS**

5.3.1 Employees may file internal complaints alleging unlawful discrimination through the District 2 Unlawful Discrimination Complaint Procedures (Policy #226). Complaints through this internal procedure will be managed by HR/DPD.

Approval:		
	District Health Director/Appointing Authority	Date