

## City of Irving Policies and Procedures

### **Equal Employment Opportunity**

#### **POLICY**

The purpose of the City of Irving's Equal Employment Opportunity (EEO) policy is to ensure that all employment decisions are made on a nondiscriminatory basis without regard to race, color, religion, sex, national origin, age, genetics, disability, marital status, sexual orientation, gender identity or expression/reassignment, pregnancy or maternity, or veteran status in accordance with applicable federal, state and local laws.

This policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation and training. In respecting and valuing the diversity among our current and potential employees, the City of Irving is committed to ensuring a working environment that is free of all forms of discrimination.

#### **PROCEDURE**

**Employee Questions or Concerns:** An employee with questions or concerns regarding any type of discrimination in the workplace is encouraged to bring these issues to the attention of his or her immediate supervisor or Human Resources. An employee may raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination (see the Discrimination Complaints and Sexual and Other Prohibited Harassment policies).