



LIVINGSTON COUNTY EQUAL EMPLOYMENT OPPORTUNITY POLICY

Livingston County is an equal opportunity employer. Discrimination on the basis of race, creed, color, sex, sexual orientation, religion, age, national origin, familial status, marital status, disability, military status, predisposing genetic characteristics, domestic violence victim status, gender identity, gender expression, pregnancy and/or pregnancy-related conditions, or for any other reason prohibited by law will not be tolerated.

Scope. This policy applies to all terms and conditions of employment including, but not limited to: employment advertising, hiring, placement, compensation, training, promotion, demotion, termination, layoff, transfer, disciplinary actions, leaves of absence or any other benefits. Discrimination based upon any of the above is strictly prohibited and any supervisor, administrator or employee who engages in or tolerates such behavior is subject to disciplinary action in accordance with the Civil Service Law, collective bargaining agreements or any other applicable state or federal Laws.

Complaints of Discrimination. If an employee believes he/she has encountered violations of this policy, the employee may advise his/her Department Head. In addition, an employee may file a written complaint with Tish Lynn, Personnel Officer, Livingston County Government Center, 6 Court Street, Room 206, Geneseo, New York 14454, 585-243-7570 within 30 calendar days of the incident. In the event that a complaint cannot be made to the Department Head or the Personnel Officer, the complaint may be made to Ian Coyle, County Administrator, Livingston County Government Center, 6 Court Street, Room 302, Geneseo, New York 585-243-7040. Retaliation against the complainant will not be tolerated. False accusations will be treated as a disciplinary offense and will result in the same level of punishment as that applied to one who engages in such behavior.

Investigation. Livingston County's policy is to investigate all such complaints. If an investigation confirms that a violation has occurred, the County will take corrective action, including any discipline that is appropriate up to and including immediate termination of employment.

THIS DIRECTIVE IS FOR COUNTY USE ONLY AND DOES NOT APPLY IN ANY CRIMINAL OR CIVIL PROCEEDING. THE COUNTY POLICY SHALL NOT BE CONSTRUED AS A CREATION OF HIGHER LEGAL STANDARD OF SAFETY OR CARE IN AN EVIDENTIAL SENSE WITH RESPECT TO THIRD PARTY CLAIMS. VIOLATIONS OF THIS DIRECTIVE WILL ONLY FORM THE BASIS FOR MUNICIPAL ADMINISTRATIVE SANCTIONS. VIOLATIONS OF LAW WILL FORM THE BASIS FOR CIVIL AND CRIMINAL SANCTIONS IN A RECOGNIZED JUDICIAL SETTING.

6/24/97

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