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<u>HUMAN RESOURCES POLICY:</u> EQUAL EMPLOYMENT OPPORTUNITY	Created: 12/13/94 Reviewed: 9/8/05, 9/14/06, 12/4/07, 6/22/10, 10/12/2011, 6/15/12, 9/12/13, 10/2/14, 10/2/15 Last Revision: 9/8/05, 9/14/06, 6/22/10, 10/12/2011, 6/15/12, 10/2/15
	Number: 2-01

PURPOSE

To ensure equal opportunity for applicants and employees.

POLICY

Care Dimensions supports the principle and spirit of equal employment opportunity for persons based solely on each individual's occupational qualifications and ability to perform the job. Our policy of equal employment opportunity is administered without regard to race, color, religion, sex, marital status, age, national origin, sexual orientation, gender identity and expression, disability or veteran status. The organization's support of equal opportunity includes the recognition that sexual harassment of employees will not be tolerated. The organization has practiced principles of equal employment opportunity since its inception and this policy is an integral part of every aspect of its human resources practices.

The organization endeavors to achieve utilization of minorities in all job classifications. The organization also endeavors to make reasonable accommodation to known physical and mental limitations of otherwise qualified applicants and employees unless it creates undue hardship for the organization.

The organization's policies regarding equal employment opportunity apply to all aspects of hiring and employment, including recruitment, hiring, training, transfers, promotions, layoffs, benefits, wage and salary administration, scheduling, disciplinary action, termination, and social, educational and recreational programs.

The Vice President of Human Resources and Community Programs serves as the organization's Equal Employment Opportunity Officer, and as such has ultimate responsibility for assuring equal employment opportunity. All managers and employees are expected to work with the Vice President of Human Resources and Community Programs in understanding and solving the problems related to equal employment opportunity.

CARE DIMENSIONS RESERVES THE RIGHT TO SUBSTITUTE OR CHANGE THIS POLICY AT ANY TIME WITH OR WITHOUT NOTICE.
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