



BROOME COUNTY EEO/AFFIRMATIVE ACTION POLICY STATEMENT

EMPLOYMENT

Broome County's policy is to ensure equal employment opportunity for all without regard to race, color, religion, sex, sexual preference, national origin, age, disability, veteran status, or any non-job related characteristic. This policy extends to all aspects of employment including recruiting, hiring, training, and promoting persons in all job classifications by imposing only valid, job related requirements.

Broome County is committed to ensuring that all personnel actions relating to compensation, benefits, transfers, terminations, training, and education are administered in a non-discriminatory manner.

SEXUAL HARASSMENT

The County recognizes its obligation to provide a work atmosphere free of harassment and intimidation. Any forms of sexual harassment, such as unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of sexual nature, will not be tolerated. Violations of this policy will be handled appropriately as part of the County's disciplinary procedures and its posted policy letter in support of the Federal Guidelines on Sexual Harassment.

The Equal Employment Opportunity Commission's approved guidelines, designed to eliminate instances of sexual harassment in the workplace, indicate that unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature constitute sexual harassment when:

Submission to the conduct is either an explicit or implicit term or condition of employment;

Submission to or rejection of the conduct is used as a basis for an employment decision affecting the person rejecting or submitting to the conduct; or

The conduct has the purpose or effect of unreasonably interfering with an affected person's work performance, or creating and intimidating, hostile, or offensive work environment.

In order to preserve personal dignity and ability to perform your job effectively, DO NOT IGNORE any instances of sexual harassment involving yourself or co-workers. CONTACT IMMEDIATELY:

Elsie Logan, Affirmative Action Officer

778-2272

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