

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYMENT & PROMOTION POLICY

(Affirmative Action Policy)

The Grand Forks/East Grand Forks Metropolitan Planning Organization (GF/EGF MPO) provides equal opportunities to all employees and applicants for employment. 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.

To further the principle of equal employment opportunity for all, the GF/EGF MPO has established an affirmative action policy for minorities, women, individuals with disabilities, North Dakota veterans, and disabled North Dakota veterans as outlined in the Grand Forks City Code.

Decisions regarding employment and personnel administration in the GF/EGF MPO shall be free of political considerations and based on merit. Just and equitable incentives and conditions of employment shall be established and maintained to promote efficiency and economy in the operation of city government. Appointments, promotions, and other actions requiring the application of the merit principle shall be based on test, examinations, and/or evaluations. High morale should be maintained by fair and consistent administration. Tenure of employees shall be subject to good behavior, the physical and mental ability to do the work, the satisfactory performance of work, the necessity for the performance of work, legal authorization and availability of funds.

6-0102

The GF/EGF MPO is an equal employment opportunity employer. An employee or applicant for employment may not be appointed, promoted, demoted, dismissed, or in any way favored or discriminated against on the basis of race, color, religion, sex, national origin, age, physical or mental disability, or status regarding marriage or public assistance, except in limited instances where such selection criteria exists as a bona fide occupation qualification or essential element and function of the position.

6-0104

It is the policy of the GF/EGF MPO to:

- ❖ Recruit, hire, train, and promote persons in all job classifications, without regard to race, color, religion, national origin, political affiliation, age, handicap or disability, or other non-merit factors, except where there is a bona fide occupational qualification.
- ❖ Base decisions on employment so as to further the principle of equal employment opportunities.
- ❖ Insure that promotional decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for employment and promotional opportunities.
- ❖ Insure that personnel actions such as compensation, benefits, transfers, layoffs, re-employment, training and education, employee benefits programs, and any other personnel action will be administered without regard to race, color, religion, sex, national origin, age, handicap or disability, political affiliation, or other non-merit factors.