

**Ohio EPA**  
**NONDISCRIMINATION POLICY**

**I. Purpose**

To establish a policy for the Ohio Environmental Protection Agency (Ohio EPA) prohibiting discrimination on the basis of race, color, religion, sex (including sexual harassment), sexual orientation, gender identity, national origin, age (40 years or more), disability, military status, military status, or veteran status (Disabled, Desert Storm/Shield, Vietnam).

**II. Applicability**

This policy applies to all persons employed by or under contract employment, applicants for employment, and individuals conducting business with the Ohio EPA.

**III. Policy**

It is the policy of the Ohio EPA to take affirmative action in accordance with all applicable federal, state and local laws, regulations, and guidelines governing nondiscrimination in employment. Discrimination against individuals due to race, color, religion, sex (including sexual harassment), sexual orientation, gender identity, national origin, age (40 years or more), disability, military, or veteran status is not permitted.

**IV. Procedure**

Equal Employment Opportunity Program

In June of each fiscal year the EEO Chief or a designee shall develop an EEO Strategic Plan for the Ohio EPA in order to correct any existing problem areas and to improve the Equal Employment Opportunity Program.

### Dissemination of EEO Material

Ohio EPA's Nondiscrimination Policy and other EEO related materials will be provided to all employees and individuals at their request. Dissemination of material will occur via new employee orientation, interoffice memos, staff training, and informational documentation such as newsletters, paycheck inserts, or the agency's website. The displaying of posters from the Ohio Civil Rights Commission and the Equal Employment Opportunity Commission is a method of publicizing our commitment to equal employment opportunity.

### **V. Adherence**

All personnel of this agency will be expected to adhere to all policies and procedures pertaining to equal employment opportunity. All personnel of this agency are asked to assist in our efforts to achieve equal employment opportunity. Ohio EPA's policies and objectives regarding equal employment opportunity programs will be regularly reviewed to determine the progress toward our stated goals.

### **VI. Discrimination Complaint Procedure**

Employees or applicants who believe they may have been discriminated against (in employment) may:

Contact the Office of Equal Employment Opportunity to discuss the matter, attempt to resolve the problem informally, and/or file a complaint (within 30 days of the alleged incident). The Ohio EPA/Office of EEO can be reached at (614) 644-3553.

You also have the right to file a charge with the Ohio Civil Rights Commission within six (6) months of the alleged discrimination, and with the Federal Equal Employment Opportunity Commission, within 300 days of the alleged discrimination.

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