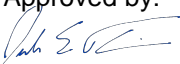



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|---|--|-----------|
| Approved by:<br>                                   | <b>Agency Policy 603</b>                     | Executive |
| Chief Executive Officer   | Equal Employment Opportunity                 |           |
| <br>Chief Diversity, Equity & Inclusion<br>Officer | Effective Date: 03/01/2003<br>Revision Date: |           |

## Equal Employment Opportunity

### 1.0 Scope

- 1.1 This policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation and the fair treatment of employees.

### 2.0 Policy

- 2.1 Sound Transit has a strong commitment to the community it serves and employees. As an equal opportunity employer, the agency strives to have a workforce that reflects the community it serves. No person is unlawfully excluded from employment action based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status or other protected class.
- 2.2 All applicants and employees have the right to file complaints alleging discrimination. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding (such as an investigation or lawsuit) or otherwise engages in protected activity is strictly prohibited and will not be tolerated.
- 2.3 Sound Transit is committed to providing reasonable accommodations to applicants and employees who need them because of a disability or to practice or observe their religion, absent undue hardship.
- 2.4 The chief executive officer (CEO) maintains overall responsibility and accountability for the agency's compliance with this policy and the equal employment opportunity (EEO) program. The CEO is committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, as well as equitably under the guidelines of this policy and the EEO program.
- 2.4.1 To ensure day-to-day management, including program preparation, monitoring and complaint investigation, Maria Doucettperry is Sound Transit's EEO Officer. Maria reports directly to the CEO and acts with the CEO's authority with all levels of management, labor unions and employees.
- 2.5 Sound Transit executives, management and supervisory personnel share in the responsibility for implementing and monitoring this policy and the EEO program within their respective areas and are assigned specific tasks to ensure compliance is achieved. The agency evaluates manager and supervisor performance on successful implementation of policies and procedures in the same way the agency assesses their performance regarding other agency goals.
- 2.6 Sound Transit is committed to undertaking and developing a written nondiscrimination program that sets forth policies, practices and procedures, with goals and timetables, to which the agency is committed. The EEO program is available for inspection by any employee or applicant for employment.
- 2.7 Sound Transit has zero tolerance for any form of discrimination and/or harassment.
- 2.8 Failure to comply with this policy will result in corrective action up to and including termination.

### 3.0 References

- 3.1 Agency Policy 605 Harassment Free Workplace
- 3.2 Agency Policy 606 Equity and Inclusion











# Agency Policy 603 - Equal Employment Opportunity\_ADOPTED April 2023

Final Audit Report

2023-04-12

|                 |  |
|-----------------|--|
| Created:        | 2023-04-11                                   |
| By:             | Hira Waleed (hira.waleed@soundtransit.org)   |
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