## **Equal Employment Opportunity and Non-Discrimination Statement of Policy**

## 41 C.F.R. 60-300.44(a) and 41 C.F.R. 60-741.44(a)

It is the policy of California State Polytechnic University, Pomona not to discriminate or allow the harassment of employees or applicants on the basis of protected veteran status or any other characteristic protected by law with regard to any employment practices, including but not limited to, recruitment, hiring, promotion, transfer, demotion, layoff or recall from layoff, termination, wage and benefit administration, and selection for training or other employment opportunities, provided the individual is qualified, with or without reasonable accommodation, to perform the essential functions of the job. This policy applies to all jobs at the University. The University will continue to ensure individuals are employed, and employees are treated during employment, without regard to their protected veteran status or any other characteristic protected by law in all employment practices as follows.

Employment decisions at the University are based on legitimate job-related criteria. All personnel actions or programs that affect qualified individuals, such as employment, promotion, demotion, transfer, recruitment, advertising, termination, rate of pay or other forms of compensation, and selection for training, are made without discrimination because of any basis protected by law. Employees may choose to voluntarily disclose their protected veteran status and disability at any time by contacting Human Resources. Such information will be maintained in a confidential manner and will not be used against an individual when making any employment decisions. Disabled veterans and other employees and applicants with disabilities are encouraged to inform Human Resources if they need a reasonable accommodation to perform a job for which they are otherwise qualified. The University makes, and will continue to make, reasonable accommodation to the known physical or mental limitations of an otherwise qualified applicant or employee to promote the employment of qualified disabled veterans and other qualified individuals with disabilities, unless such accommodation would impose an undue hardship on the operations of the University.

California State Polytechnic University, Pomona and its President, Cal Poly Pomona are fully committed to the principles of equal employment opportunity and non-discrimination and support the successful implementation of the University's Non-Discrimination Programs.

Yasmin Iltchi, Assistant Vice President of Employee/Labor Relations & Compliance, and Ellen Bui, Director of HR Policy & Compliance, Non-Discrimination Officers for the University, have been appointed with responsibility for implementation of the University's non-discrimination activities. The Non-Discrimination Officers have the full support of top management to fully implement this Program. All managers and supervisors will take an active part in the University's Non-Discrimination Program to ensure all qualified employees and prospective employees are treated in a non-discriminatory manner with respect to all

employment decisions. Furthermore, California State Polytechnic University, Pomona will solicit the cooperation and support of all employees for the University's Equal Employment Opportunity and Non-Discrimination Statement of Policy.

The University's Non-Discrimination Program includes an audit and reporting system, to measure the effectiveness of the Program. The Non-Discrimination Officers have been assigned responsibility for periodically reviewing progress with compliance and implementation of the University's Non-Discrimination Policy. In accordance with public law, the University's Non-Discrimination Programs for protected veterans and other qualified individuals with disabilities are available for inspection in the Human Resources Department, Monday through Friday from 8:30 a.m. to 5:00 p.m. upon request to Ellen Bui, Director of HR Policy & Compliance, at hrpolicy@cpp.edu..

In addition, employees and applicants will not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in, or may have engaged in, filing a complaint, assisting or participating in an investigation, compliance review hearing, or other activity related to the administration of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, or any other federal, state or local law or regulation regarding equal employment opportunity, opposing any act or practice made unlawful, or exercising any other right protected by such laws or regulations.

Iris S. Levine

Dr. Iris S. Levine Interim President California State Polytechnic University, Pomona

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