



EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY
Adopted: July 1, 2014

Saguaro Foundation Community Living Programs (SF) policy prohibits unlawful discrimination based on race, color, creed, gender, religion, marital status, registered domestic partner status, age, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. All such discrimination is unlawful.

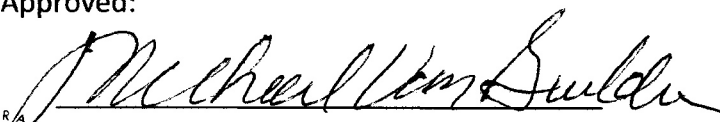
SF is committed to compliance with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in SF operations and prohibits unlawful discrimination by any employee of SF, including supervisors and coworkers. SF considers the attainment of equal employment a major objective and is committed to providing equal employment opportunities to all qualified persons.

SF will not discriminate with respect to recruitment, hiring, training, promotion, and other terms and conditions of employment. SF is an EEO employer and makes employment decisions on the basis of merit. All other personnel actions or programs such as compensation, benefits, transfers, layoffs, recalls, SF sponsored training, education, tuition assistance, social and recreational programs will be administered in a nondiscriminatory manner. All employment decisions shall be consistent with the principle of EEO policy.

An employee who believes that they have been subject to any form of unlawful discrimination shall provide a verbal or written complaint to the Executive Director. The complaint must be specific and must include the names of the individuals involved and the names of any witnesses. SF will immediately undertake an effective, thorough, and objective investigation and attempt to resolve the situation. If the complaint is against the Executive Director, the employee shall make the complaint to the Chair of the SF Board of Directors.

If SF determines that unlawful discrimination has occurred, effective remedial action will be taken commensurate with the severity of the offense. Appropriate action also will be taken to deter any future discrimination. SF will not retaliate against the employee for filing a complaint and will not knowingly permit retaliation by management employees or coworkers.

Approved:


Michael Van Guilder, Executive Director

6-30-14
Date

