## Pliocene Ridge Community Services District Policies & Procedures: OPERATIONS

Policy 3015

## NON-DISCRIMINATION/AFFIRMATIVE ACTION

The Pliocene Ridge Community Services District is an equal opportunity employer and is committed to an active nondiscrimination program. It is the stated policy of the District that all employees and applicants shall receive equal consideration and treatment.

As a primarily volunteer based organization the District encourages participation by all community members at ALL times. Exceptions do apply when certain physical requirements are necessary for the safety of all involved.

Recruitment, hiring, placement, transfers and promotions shall be based on the qualifications of the individual for the position being filled regardless of race, color, religion, ancestry, national origin, age (over 40 years), sex, sexual-orientation, marital status, medical condition or physical handicap. (First Responders must meet certain physical requirements due to the nature of the job). All other personnel actions such as compensation, training, and social events are provided regardless of race, color, religion, ancestry, national origin, age (over 40 years), sex, sexual-orientation marital status, medical condition or physical handicap.

The objective of the District's nondiscrimination program is to ensure that all participants are treated equally and fairly and to encourage volunteerism from all segments of the community.

## **AFFIRMATIVE ACTION**

All decisions on employment and promotion must be made solely on the individual's qualifications (merit) and bona fide occupational qualifications for the job in question and the feasibility of any necessary job accommodations.

To achieve the goals of the District's nondiscrimination program, it is necessary that each employee (volunteer) understand the importance of the program and his/her individual responsibility to contribute to its maximum fulfillment.

This policy is an integral part of the District's Personnel Policy Manual given to all volunteers and reviewed periodically by the crews of both the Alleghany and Pike Volunteer Fire Departments.

The District Board shall review and reaffirm this policy statement annually.

Version 2 Adopted April 17, 2019