

**I. EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT FOR HENNEPIN COUNTY  
CONSTRUCTION CONTRACT**

THIS STATEMENT REAFFIRMS POLICY ON PROVIDING EQUAL OPPORTUNITY TO ALL EMPLOYEES AND APPLICANTS FOR EMPLOYMENT IN ACCORDANCE WITH ALL APPLICABLE EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION (EEO/AA) LAWS, DIRECTIVES AND REGULATIONS, SPECIFICALLY HENNEPIN COUNTY'S EEO/AA POLICIES

1. WILL NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, DISABILITY, AGE, MARITAL STATUS OR PUBLIC ASSISTANCE STATUS,
2. WILL TAKE AFFIRMATIVE ACTION TO ENSURE THAT EMPLOYMENT PRACTICES ARE FREE FROM DISCRIMINATION INCLUDING, BUT NOT LIMITED TO, HIRING, UPGRADING, DEMOTION, TRANSFER, RECRUITMENT, OR RECRUITMENT ADVERTISING, SELECTION, LAYOFF, DISCIPLINARY ACTION, TERMINATION, RATES OF PAY, OR OTHER FORMS OF COMPENSATION AND SELECTION FOR TRAINING, INCLUDING APPRENTICESHIP,
3. PROHIBITS THE HARASSMENT OF ANY EMPLOYEES OR JOB APPLICANT BECAUSE OF SEX, NATIONAL ORIGIN, OR RACE (SEE SECTION II, TITLED SEXUAL AND RACIAL HARASSMENT POLICY STATEMENT).
4. WILL COMMIT THE NECESSARY TIME AND RESOURCES, BOTH FINANCIAL AND HUMAN TO ACHIEVE THE GOALS OF EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION,
5. WILL EVALUATE THE PERFORMANCE OF ITS MANAGEMENT AND SUPERVISORY PERSONNEL ON THE BASIS OF THEIR INVOLVEMENT IN ACHIEVING THESE AA OBJECTIVES AS WELL AS OTHER ESTABLISHED CRITERIA,
6. HAS APPOINTED AN EEO COORDINATOR TO MANAGE THE EEO PROGRAM. THE RESPONSIBILITIES WILL INCLUDE MONITORING ALL EEO ACTIVITIES AND REPORTING THE EFFECTIVENESS OF THE AA PROGRAM, AS REQUIRED BY STATE, FEDERAL AND LOCAL AGENCIES THEREOF, SPECIFICALLY HENNEPIN COUNTY. **IF ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BELIEVES HE OR SHE HAS BEEN DISCRIMINATED AGAINST, PLEASE CONTACT THE EEO COORDINATOR.**

**SEXUAL AND RACIAL HARASSMENT POLICY STATEMENT**

THE POLICY OF \_\_\_\_\_ IS TO ENSURE AND MAINTAIN A WORKING ENVIRONMENT FREE OF HARASSMENT, INCLUDING SEXUAL AND RACIAL HARRASSMENT, ON COUNTY CONSTRUCTION SITES AND FACILITY(IES). UNWELCOME VERBAL OR PHYSICAL CONDUCT, INCLUDING WRITTEN AND ELECTRONIC COMMUNICATION, DIRECTED TOWARD AN INDIVIDUAL(S) BECAUSE OF RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, MARITAL STATUS, SEXUAL ORIENTATION, OR PUBLIC ASSISTANCE STATUS, WILL NOT BE TOLERATED. MANAGEMENT WILL ENSURE THAT ALL MANAGERS, SUPERVISORS AND OTHER PERSONNEL CARRY OUT THIS POLICY. SEXUAL HARASSMENT IS DEFINED AS UNWELCOME SEXUAL ADVANCES, REQUESTS FOR SEXUAL FAVORS, AND OTHER UNWELCOME BEHAVIOR OF A SEXUAL NATURE. HARASSMENT, INCLUDING SEXUAL HARASSMENT, IS UNLAWFUL WHEN:

- SUCH CONDUCT HAS THE PURPOSE OR EFFECT OF SUBSTANTIALLY INTERFERING WITH AN INDIVIDUAL'S WORK PERFORMANCE OR CREATING AN INTIMIDATING, HOSTILE OR OFFENSIVE WORKING ENVIRONMENT; OR,
- SUBMISSION TO SUCH CONDUCT IS MADE EITHER EXPLICITLY OR IMPLICITLY A TERM OR CONDITION OF AN INDIVIDUAL'S EMPLOYMENT OR RECEIPT OF SERVICES; OR,
- SUBMISSION TO OR REJECTION OF SUCH CONDUCT BY AN INDIVIDUAL IS USED AS THE BASIS FOR EMPLOYMENT DECISION AFFECTING SUCH INDIVIDUAL.

ANY EMPLOYEE FOUND TO BE IN VIOLATION OF THIS POLICY WILL BE TREATED IN THE SAME MANNER AS BREACHING ANY OTHER COMPANY POLICY, AND THAT EMPLOYEE MAY BE SUBJECT TO DISCIPLINARY ACTION WHICH MAY LEAD TO TERMINATION OF DUTIES WITH THIS COMPANY.

NOTE: AS A CONDITION OF ITS CONTRACT WITH HENNEPIN COUNTY, \_\_\_\_\_ HAS ADOPTED AN AFFIRMATIVE ACTION PLAN, SPECIFICALLY WRITTEN FOR THIS CONSTRUCTION PROJECT. THE ABOVE POLICY STATEMENT IS CONTAINED IN THE PLAN.

SIGNED: \_\_\_\_\_  
PRESIDENT

DATE: \_\_\_\_\_

\_\_\_\_\_  
EEO/AA COORDINATOR

PHONE: \_\_\_\_\_