

**EQUAL EMPLOYMENT OPPORTUNITY  
STATEMENT OF POLICY**

Dear Employees,

OMNITRANS reaffirms its policy that it is and shall be an equal opportunity employer (EOE) and will do its utmost to further these principles. It is our goal to increase the diversity in our workplace and to provide the best work environment possible. Our senior management team regularly receives and reviews EEO reports and has the responsibility to monitor progress, reinforce policies and hold the organization accountable to meet objectives.

To ensure the implementation of this policy, the Agency is committed to recruit, hire, and promote for all job classifications without regard to protected classes\*. Affirmative action will be taken, including goals and timetables, in order to address underutilization of any affected class.

Employment and promotional decisions are based on valid job requirements developed before applicants are interviewed. Such decisions are based solely on an individual's job-related qualifications. The Agency is committed to provide reasonable accommodations to applicants and employees who need them because of a disability or to practice or observe their religion, absent undue hardship.

OMNITRANS will ensure that all other employment practices, such as transfers, compensation, benefits, layoffs, terminations, demotions, agency-sponsored training, treatment of employees, and other terms and conditions of employment will also be administered without regard to protected classes\*. We will initiate and promulgate these policies to all department heads to assure that they are adopted and followed accordingly. Managerial and supervisory performance will be evaluated on the success of the Equal Employment Opportunity (EEO) Program in the same way as their performance on other Agency goals and objectives.

The Director of Human Resources, Suzanne Pfeiffer, has been designated as the Equal Employment Opportunity (EEO) Officer and can be reached at (909) 379-7261. However, all management personnel share in this responsibility and will be assigned specific tasks to assure compliance is achieved.

Applicants and employees have the right to file complaints alleging discrimination with the CEO/General Manager or to the Director of Human Resources. Investigations may be assigned to persons outside of the Agency if deemed appropriate. The Agency strongly prohibits and will not tolerate retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation or any complaint, or otherwise oppose discrimination.

Omnitrans' Equal Employment Opportunity Program is available for inspection by any applicant or employee upon request from the Human Resources Department from 8:00 a.m. – 5:00 p.m. Monday through Friday excluding holidays.

\* Protected classes in California include: race; color; national origin; religion; sex; pregnancy; sexual orientation; gender identity, gender expression; marital status; medical condition; military or veteran status; national origin; ancestry; disability (mental and physical); genetic information; age (over 40).

Respectfully,



Erin Rogers  
CEO/General Manager