

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

LAMONT O. REPOLLET, ED.D. Commissioner

## Equal Employment Opportunity/Affirmative Action Policy Statement

The State of New Jersey is committed to providing every State employee and prospective State employee with a work environment free from prohibited discrimination or harassment. Under this policy, forms of employment discrimination or harassment based upon the following protected categories are prohibited and will not be tolerated: race, creed, color, national origin, nationality, ancestry, age, sex/gender, pregnancy, marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, or disability.

As embodied in Title VII of the Civil Rights Act of 1964 as amended in 1972, the Civil Rights Act of 1991, Executive Order No. 61, N.J.S.A 11A:7-1 et seq., the Americans with Disabilities Act of 1990, and the New Jersey State Policy Prohibiting Discrimination in the Workplace, N.J.A.C. 4A:7-3.1, I, Lamont O. Repollet, Ed. D., New Jersey State Commissioner of Education, declare that the policy and mandate of the Department of Education is to ensure equal employment opportunity for all employees and applicants for employment. Equal opportunity includes, but is not limited to, the following areas: recruitment, selection, hiring, training, promotion, transfer, layoff, return from layoff, compensation, and fringe benefits. Equal opportunity further includes policies, procedures, and programs for recruitment, employment, training, promotion, and retention of minorities, women, and persons with disabilities.

Employment practices will be reviewed routinely to ensure that the protected classes are receiving fair and equal consideration for job opportunities, especially in the Officials/Administrators and Professionals categories. Actions shall be taken to encourage minorities, women, and persons with disabilities to apply for positions within the Department of Education.

All personnel matters such as compensation, benefits, transfers, layoffs, training, education, facility accessibility, reasonable accommodation, and social and recreational programs, will be administered without regard to race, national origin or ancestry, color, sex, marital status, religion, age, disability, political affiliations or other non-job-related criteria.

All state employees have a responsibility to maintain high standards of honesty, integrity, and impartiality in the performance of the State's official business. Employee conduct which violates these standards will not be tolerated.

Sexual harassment is a form of employee misconduct and is strictly prohibited. Sexual harassment is defined, pursuant to the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

This Equal Employment Opportunity/Affirmative Action (EEO/AA) Statement will be available to all employees. All Department employees must comply with this policy and those of the State. All managers, supervisors, the Human Resources Officer, and the EEO/AA Officer will be held responsible for the implementation and management of the EEO/AA program. This will be accomplished by



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incorporating equal employment opportunity efforts and results into the annual objectives and education of every supervisor and manager. Good faith efforts will be made to meet employment and policy goals as adopted.

This policy statement, along with general EEO/AA information, will be made available to all employees on bulletin boards in conspicuous locations throughout the Department.

Any employee who would like additional information or believes they have been exposed to prohibited conduct detailed in the New Jersey State Policy Prohibiting Discrimination in the Workplace may contact Bulisa K. Sanders, EEO Officer, at (609) 376-9102, 100 Riverview Plaza, 4<sup>th</sup> floor, P.O. Box 500, Trenton, NJ 08625.

Lamont O. Repollet, Ed.D. Commissioner

Jackie Backlund

Director, Human Capital Resources

Bulisa K. Sanders, CAAP

EEO/AA Officer