

EQUAL EMPLOYMENT OPPORTUNITY 103*Effective Date: 02/01/2016*

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Cass County will be based on merit, qualifications, and abilities. Cass County does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, pregnancy, sexual orientation, gender identity, citizenship, national origin, age, disability, military service, veteran status, genetic information, union membership, marital status, status with regards to public assistance, participation in lawful activity off the employer's premises during non-working hours (which is not in direct conflict with the essential business-related interest of the County) or any other characteristic protected by law. The County may provide hiring preference to veterans and disabled veterans, pursuant to N.D.C.C. §37-19.1.

Cass County will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. Cass County will not request or require a genetic test of any employee or applicant, nor will it collect or use any protected genetic information in connection with any employment-related decisions.

This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Any employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisors or the Human Resources Department. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.