

Affirmative Action

Objective:

Policy/Procedure Number: 11-36

Reference:
(All applicable federal, state, and local laws)

Thirteenth, Fourteenth, Fifteenth and Nineteenth Amendments of the U.S. Constitution; The New York State Human Rights Law; The Equal Pay Act of 1963 The Civil Rights Act of 1964, as amended; Presidential Executive Orders 11246 and 11375 Revised Order No. 4; The Rehabilitation Act of 1973, as amended; The Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended; Americans with Disabilities Act of 1990

Effective Date: June 17, 1997

Responsible Department: County Administration

Modified Date (s): April 6, 2021

Resolution No.: 265; 11; 2021-78

Legislative Policy Statement:

Next Scheduled Review: April 2026

General Information:

I. Definitions:

II. Policy:

- A.** It is the policy of Tompkins County to foster and promote equal opportunity to all persons without regard to race, color, ethnicity, national origin, sex, religion, creed, age, disability, ex-offender status, Vietnam Era Veteran status, marital status, sexual orientation or gender identity or expression. Tompkins County will create access to employment and career opportunities for minorities, women, individuals with disabilities and Vietnam Era Veterans by developing and maintaining:
1. Policies that eliminate unfair employment practices and outcomes.
 2. Policies to reduce or eliminate barriers to employment and advancement.
 3. Personnel practices, policies and career ladders that offer upward mobility for employees in the lower grade levels.
 4. A complaint process to address and correct human rights discrimination that violates this policy and other non-discrimination laws.
- B.** The policies directly addressing components of Affirmative Action include:
1. Policy 01-43 Diversity and Inclusion
 2. Policy 02-02 Recruiting Employees
 3. Policy 02-42 Sexual Harassment Prevention
 4. Policy 02-43 Discrimination and Harassment Prevention
 5. Policy 02-44 Reasonable Accommodations
 6. Policy 02-46 Equal Employment Opportunity

III. Procedure:

The Commissioner of Human Resources is the Affirmative Action Officer for Tompkins County and is charged with insuring that all managers, supervisors and employees comply with this policy.