



FLORIDA DEPARTMENT OF TRANSPORTATION

Effective: August 26, 2011
Office: Equal Opportunity
Topic No: 001-275-001-r

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY

The Florida Department of Transportation (Department) will provide to each employee and applicant for employment equal opportunity in all employment practices, including recruitment, examination, appointment, training, promotion, demotion, merit, retention, discipline, and termination without regard to the individual's race, color, sex, religion, national origin, age, disability or marital status, except as provided by law.

The Department will provide equal employment opportunity to disabled applicants and employees who, with a reasonable accommodation, can satisfactorily perform essential job functions.

The Department will implement the Affirmative Action Program/Plan and will by good faith efforts achieve the goal of equal employment opportunity.

Discrimination and harassment based on a person's race, color, sex, national origin, age, disability or marital status is prohibited. The Department expects each manager and supervisor to take preventative steps to ensure that the workplace is free of threatening, discriminatory, inappropriate, hostile, inhibiting, or unwelcome conduct.

Any employee who files a discrimination complaint, participates in a discrimination proceeding or otherwise opposes discrimination or harassment is protected by law from retaliation. Any employee who discriminates, harasses or otherwise takes an unlawful employment action toward another such protected employee (one who participates in a discrimination proceeding or opposes discrimination) is subject to disciplinary action up to and including dismissal.

Any employee or applicant for employment who believes that he or she has been harassed, discriminated or retaliated against in any manner as described above may file a complaint with the Central Office Equal Opportunity Office or with any District Intake Officer within 90 days of the alleged adverse employment action. Internally filed complaints will be handled in accordance with the ***Employment Discrimination Complaints, Procedure No. 275-010-001 and any other applicable rules or laws.***

Florida Department of Transportation
District Intake Officers
-- or --
FDOT Equal Opportunity Office
605 Suwannee Street, MS 65
Tallahassee, Florida 32399-0450
(850) 414-4747

Applicants and employees may also file complaints within the time frames provided by law with any one of the following:

<u>Florida Commission on Human Relations</u> 2009 Apalachee Parkway, Suite 100 Tallahassee, Florida 32301 (850) 488-7082 1-800-342-8170	<u>Equal Employment Opportunity Commission, Miami Office</u> One Biscayne Tower, Suite 2700 2 South Biscayne Blvd. Miami, Florida 33131 (305) 808-1740 1-800-669-4000
---	---

Ananth K. Prasad, P.E.
Secretary of Transportation