



FLORIDA DEPARTMENT OF TRANSPORTATION

Effective: July 19, 2007
Office: Equal Opportunity
Topic No: 001-275-001-p

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY

The Florida Department of Transportation shall assure to each applicant or employee 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 Florida Department of Transportation shall assure equal employment opportunity to disabled applicants or employees who, with reasonable accommodation, can perform satisfactorily the essential functions of the job in question.

The Florida Department of Transportation shall implement and strive to achieve the goals established by the Affirmative Action Program/Plan by good faith efforts to reach its objective of equal employment opportunity.

Sexual harassment is a prohibited practice that violates the sex discrimination provisions of *Title VII of the Civil Rights Acts of 1964*. The Department charges each and every manager and supervisor with the responsibility of taking preventative steps to ensure that the workplace is free of sexually threatening, inappropriate or inhibiting conduct, that would infringe upon an employee's individual rights.

Any employee who files a complaint, participates in a discrimination proceeding or otherwise opposes discrimination is protected by this policy from retaliation. Any person who opposes, harasses or otherwise takes an unlawful action toward an employee or someone who participates in a discrimination proceeding involving the Department is subject to disciplinary action up to and including dismissal.

Any applicant or employee who believes that he or she has been harassed or discriminated against in any manner as described above may file a complaint within the following number of days of the alleged action with any one of the following:

(180 days) **Department of Transportation**
Equal Opportunity Office
605 Suwannee Street, MS 65
Tallahassee, Florida 32399-0450
(850) 414-4747, Suncom 994-4747

(365 days) **The Florida Commission on Human Relations**
2009 Apalachee Parkway,
Suite 100
Tallahassee, Florida 32301
(850) 488-7082

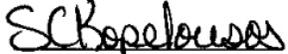
Equal Employment Opportunity Commission
(180 days; 300 days if another human relations agency contacted first)

Tampa Area Office
Timberlake Federal Building Annex
501 East Polk Street, Suite 1000
Tampa, Florida 33602
(813) 228-2310

Miami District Office
One Biscayne Tower, Suite 2700
2 South Biscayne Blvd.
Miami, Florida 33131
(305) 808-1740

(180 days) **District Intake Officers**

All complaints shall be treated in accordance with the procedures set by law and in compliance with *Chapter 60L-36.004, Department of Management Services Rules*.


Stephanie C. Kopelousos
Secretary