

	<p style="text-align: center;">EQUAL EMPLOYMENT OPPORTUNITY POLICY DEI-100</p> <p style="text-align: center;">Director, Diversity, Equity, and Inclusion</p>	<p style="text-align: center;">Issued: August 2022</p> <p style="text-align: center;">Approved by: Greg Canally, Interim Executive Director</p>
<p>PURPOSE</p>		
<p>Austin Transit Partnership (ATP) is committed to creating and maintaining a culture of diversity, equity, and inclusion throughout our workspaces. ATP recognizes that to reach true inclusion, we must build a culture that is psychologically safe. We must embrace, value, respect, and champion our individual differences, which may include differences in age, race, ethnicity, color, gender, disability, sexual orientation, gender identity or expression, family, neurodiversity, and other characteristics that may not be visible or discernable.</p>		
<p>POLICY</p>		
<p>As an equal opportunity employer, ATP strives to have a workforce that reflects the community we serve. No person is unlawfully excluded from employment opportunities at ATP based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other protected class.</p> <p>This policy applies to all employment actions, including but not limited to, recruiting, hiring, professional development, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.</p>		
<p>DEFINITIONS</p>		
<p style="text-align: center;">Equal Employment Opportunity</p>	<p>Federal, state, and local laws that protect job applicants and employees against employment decisions based on protected class status.</p>	
<p style="text-align: center;">Protected Class</p>	<p>Group of people with common characteristics who are legally protected from harassment and discrimination on the basis for those characteristics.</p>	
<p style="text-align: center;">Discrimination</p>	<p>Different or less favorable treatment of a person because of their race, ethnicity, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, disability, age (age 40 or older), or genetic information.</p>	
<p style="text-align: center;">Harassment</p>	<p>Unwelcome conduct that is based on race, color, religion, sex (including sexual orientation, gender identity, or pregnancy),</p>	

	national origin, older age (beginning at age 40), disability, or genetic information (including family medical history).
DESIGNATION OF EEO OFFICER	
<p>Ultimate responsibility for implementation of ATP's EEO Policy rests with its Executive Director. The Executive Director has designated the following individual as ATP's EEO Officer to ensure day-to-day management, including monitoring and complaint investigation:</p> <p style="padding-left: 40px;">Courtney Chavez Director Equity and Inclusion</p> <p>The EEO Officer will have direct, unfettered access to ATP's Executive Director, and will act with the authority of the Executive Director with all levels of management, labor unions, and employees in enforcing and administering this Policy.</p>	
REPORTING AND INVESTIGATION	
<p>All applicants for employment and employees of ATP have the right to file complaints alleging discrimination and/or harassment. Complaints may be submitted to ATP_EEO@atptx.org.</p> <p>Every complaint is reviewed by the EEO Officer to determine jurisdiction. Once jurisdiction is determined, all EEO investigations will be conducted by a third-party contractor for independence and integrity of the process. Any complaint that is determined not to be EEO discrimination and/or harassment will be submitted to the Director of Human Resources.</p>	
ANONYMOUS ALLEGATIONS AND CONFIDENTIALITY	
<p>Complainants may report misconduct or suspected misconduct anonymously. However, individuals are encouraged to provide their names so that appropriate follow-up questions and investigation can be fully maximized. Complainants' names will be kept confidential to the extent possible and to the extent permitted by law. Reports of misconduct or suspected misconduct will be shared with other individuals, including individuals external to ATP, only as necessary to conduct an adequate investigation.</p>	
NO RETALIATION	
<p>No person who acting in good faith reports suspected misconduct in accordance with this Policy or who cooperates with the investigation of misconduct at ATP shall suffer harassment, retaliation, or any adverse employment consequence because of their</p>	

making a discrimination and/or harassment report or their cooperation with a discrimination or harassment investigation. An employee who retaliates against someone who has reported misconduct in good faith or who has cooperated with the investigation of misconduct is subject to discipline. Retaliation complaints should be reported to the EEO Officer.

Anyone who reports misconduct must be acting in good faith and have reasonable grounds for alleging the misconduct. Any allegations that were known to be false when made or were made with willful disregard for the truth will be viewed as a serious disciplinary offense.

RESPONSIBILITY

All ATP personnel, and in particular ATP’s executives, management, and supervisors, share in the responsibility for the implementation and accountability of ATP’s EEO Policy within their respective areas and will be assigned specific tasks to ensure compliance is achieved. ATP will evaluate the performance of its managers and supervisors on their successful implementation of ATP’s EEO Policy in the same way ATP assesses their performance regarding other agency goals.

It is the responsibility of all employees to act in accordance with ATP’s EEO Policy.

The undersigned have read and approved the policy stated above:

DocuSigned by:
Courtney Chavez
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Name: _____ Date: 8/8/2022
Courtney Chavez
Director, Diversity, Equity, and Inclusion

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Casey Burack
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Name: _____ Date: 8/8/2022
Casey Burack
General Counsel and Chief Administrative Officer

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Greg Canally
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Name: _____ Date: 8/8/2022
Greg Canally
Interim Executive Director