



MACOMB TOWNSHIP

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Date: February 16, 2010
To: Macomb Township Employees
Subject: Equal Employment Opportunity and Anti-Discrimination

Macomb Township is an equal opportunity employer. It is our policy to recruit, hire, train and promote the most qualified individuals in all job classifications without regard to race, color, religion, sex, national origin, age, disability, marital status, citizenship, veteran status, or any other characteristic protected by federal, state or local laws. Similarly, all other personnel matters such as compensation, benefits, transfers, layoff, separations, training, educational reimbursement, etc., are to be administered in accordance with the Township's policy of non-discrimination and the provisions found in our collective bargaining agreements.

All employees have the right to work in an environment which is non-discriminatory and free of any harassment that interferes with an individual's work performance or that creates an intimidating, hostile or offensive work atmosphere. We expect our employees to treat each other with respect and courtesy. Harassment of any kind, including ethnic, religion and sexual or racial slurs and jokes or other derogatory or objectionable conduct, such as offensive pictures or objects, suggestive remarks, physical advances and intimidation, sexual or otherwise, is absolutely prohibited. Additionally, false and malicious accusations of discrimination, harassment or retaliation are equally prohibited.

Macomb Township will not tolerate discrimination or harassment at any of its locations or during Township sponsored social events or business travel. Macomb Township expects its elected officials and employees to be proactive in the maintenance of a positive, non-discriminatory work environment. To assist the Township in this endeavor, we need the support of all officials and employees. It is difficult to address situations of which the Township is not aware. Incidents involving unfair or harassing treatment by an elected official, appointee, a manager or supervisor, co-worker, or non-employee must be promptly reported to the appropriate department head and the Director of Human Resources. For further information regarding this topic, please refer to the Township's policy on Equal Employment Opportunity and Anti-Discrimination.

It is our desire to foster and maintain a positive work environment for all employees.



Mark H. Grabow
Macomb Township Supervisor



John F. Brogowicz
Director of Human Resources