



NORTH PROVIDENCE POLICE DEPARTMENT

EQUAL EMPLOYMENT OPPORTUNITY PLAN



The North Providence Police Department is an Equal Employment Opportunity Employer. It is the policy of the North Providence Police Department to identify and employ the best qualified individuals to perform the tasks and functions of the Department without regard to race, color, religion, sex, age, national origin or physical disability.

The Department prohibits discrimination against any person in recruitment, appointment, hiring, training, transfer, promotion, retention, discipline or any aspect of personnel administration, provision of compensation or employment benefits for reasons of political or religious opinions, affiliations or because of race, color, national origin, religion, age, gender, gender identity, veteran status, marital status, sexual orientation or genetic information and acknowledges these should also not serve as a barrier to his or her equal opportunity for employment.

- a) The Town will not ask a job applicant about the existence, nature or severity of a disability, except where specific physical requirements constitute a bona-fide occupational qualification necessary to properly and efficiently perform the functions of the job. In certain preapproved circumstances, medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the particular position.
- b) The North Providence Police Department recognizes that the mere elimination of discriminatory barriers to employment is often not in itself sufficient to provide equal opportunities. Consciously or unconsciously, practices or conditions may exist which adversely affect the employment opportunities of entire groups of people, most notably women, members of minority groups and handicapped persons.
- c) Upon request, the Town will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability, unless the accommodations would cause an undue hardship on the operation of the Town's business. If an applicant or employee requests a reasonable accommodation, and the individuals' disability and need for the accommodation are not readily apparent or otherwise known, the Town may ask the individual for information necessary to determine if the individual has a disability related need for the accommodation.
- d) The Town will make an individualized assessment of whether a qualified individual with a disability meets selection criteria for employment. To the extent the Town's selection criteria have the effect of disqualifying an individual because of a disability, the criteria will be job related and consistent with business necessity.

Employee medical records and personnel files are confidential.

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It is the policy of the North Providence Police Department to actively encourage women and minorities to apply for employment in all positions within the Department. By actively recruiting in areas outside the jurisdictional boundaries of the Town of North Providence, which includes but is not limited to colleges and universities, minority newspapers, State of Rhode Island websites, internet, social media, etc., aids in the Department's endeavor to ensure that all people have equal opportunities in recruitment, selection, appointment, promotion, training, discipline and related areas.

It is the responsibility of each member of the Department to ensure equal opportunity and to maintain a non-discriminatory work environment. The Chief of Police or his/her designee is responsible for administering the Department's equal employment opportunity program and reviewing the Department's employment policies, practices and procedures relevant to their impact on the employment and utilization of minorities and women.

Members of the Department and job applicants are encouraged to report alleged acts of employment discrimination to their superiors in the chain of command or directly to the Chief of Police. No person will be subject to retaliation of any kind for having made a complaint or for having assisted in any manner with the pursuit or investigation of a complaint.

State and Federal laws and regulations bar discrimination in employment. Notably, the Equal Pay Act of 1963, the Civil Rights Act of 1964, Presidential Executive Order 11246, the Age Discrimination Act of 1969, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973 prohibit employment discrimination based on race, color, religion, sex, national origin, age or handicap. Under the 1972 amendments to Title VII of the Civil Rights Act of 1964, coverage was extended to all state and local governments, governmental agencies and political subdivisions. The Americans with Disabilities Act of 1990 prohibits employment discrimination against qualified individuals with disabilities.

The Equal Employment Opportunity Plan of the North Providence Police Department helps to support and fulfill the Town of North Providence's commitment to equal employment opportunity through positive and aggressive measures.

As part of its Equal Employment Opportunity Plan, the North Providence Police Department will develop, implement and maintain specific, comprehensive plans relating to the recruitment, selection, promotion, training and retraining of personnel. This plan shall ensure greater utilization of all persons by identifying the underutilized groups in the workforce and making special efforts to increase their participation.