POLICY

It is the policy of the District to be committed to the principles of equal opportunity employment and have equal access to services and/or assistance.

Accordingly, the District shall ensure that all current and potential employees, candidates, officials, volunteers, patrons, residents, visitors, patients, clients, and contractors are treated equally regardless of genetic information, race, color, national origin, age, disability, gender, religion, creed, sexual orientation, political affiliation, belief, or veteran status.

SCOPE

This Policy is not intended to replace, but rather supplement existing District policies, responsibilities, practices, and procedures regarding employment and volunteer opportunities.

RESPONSIBILITIES

It is the responsibility of all District officials, employees, volunteers, and visitors to follow this Policy.

It is the responsibility of the Chief to ensure the District follows this Policy regarding their response to incidents and other requests for assistance, including translation or interpretation assistance and compliance data.

It is the responsibility of the District Manager to ensure the District follows this policy in regard to District facilities and grounds and District contracts and vendor agreements; communications and notices; programs, events, and activities; translation or interpretation assistance; and compliance data.

It is the responsibility of the Personnel Officer to be the District’s Title IX coordinator as defined by Title IX of the Education Amendments Act of 1972.

It is the responsibility of the Personnel Officer to accept complaints regarding violations of this Policy and communicating those complaints to the District’s Board.

It is the responsibility of the Board to receive, investigate, and appropriately act upon complaints regarding violations of this Policy.
PRACTICES

Contracts and Vendor Agreements
All District contracts and vendor agreements shall contain non-discrimination clauses to assure compliance with Title IX of the Education Amendments Act of 1972, Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act of 1990 (ADA), as amended; the Age Discrimination Act of 1975, as amended; the Genetic Information Nondiscrimination Act; and other pertinent civil rights laws, and regulations.

Notices
Sufficient notices of this Policy shall be publicly posted and communicated, including the District’s website, so that eligible individuals are notified, aware of, and have a full and fair opportunity and access to receive District services and participate in District programs, events, and activities.

The District shall provide translation or interpretation assistance when encountering limited English proficient (LEP) individuals.

Compliance Data
Sufficient attempts are made to collect and maintain compliance data and, upon request, provide such data for the purpose of determining compliance with applicable laws and regulations.

Complaints
Anyone who believes that they have been denied District employment, the opportunity to volunteer with the District, a District service or benefit, or participation in a District program, event, or activity because of genetic information, race, color, national origin, age, disability, gender, religion, creed, sexual orientation, political affiliation, belief, or veteran status may file a complaint by contacting the Personnel Officer at 660-477-3456.

Complaints must be filed within 180 days of the alleged event giving rise to the complaint.

Complaints may also be filed in writing to:

Personnel Officer
Western Cass Fire Protection District
Post Office Box 8
Cleveland, Missouri 64734

General Services Administration
Office of Civil Rights
1800 F Street Northwest, Suite 5123
Washington, DC 20405
POLICY: **Nondiscrimination**

**EFFECTIVE DATE:** 03/23/22

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**RELATED POLICIES**

Equal Employment Opportunity 212
Prohibited Employment Practices 266

**RELATED STATUTES**

RSMo §§213.10-213.137
RSMo §191.656
RSMo §375.1309
Title IX of the Education Amendments Act of 1972
Title VI of the Civil Rights Act of 1964, as amended
Section 504 of the Rehabilitation Act of 1973, as amended
The Americans with Disabilities Act of 1990 (ADA), as amended
The Age Discrimination Act of 1975
The Genetic Information Nondisclosure Act (GINA)

**REVISION HISTORY**

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<th>Revision Date</th>
<th>Author</th>
<th>Revision Details</th>
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<tr>
<td>March 23, 2022</td>
<td>Monte Olsen</td>
<td>Initial version</td>
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