

EQUAL OPPORTUNITY EMPLOYMENT

Adopted: 09/18/2019

SADO is committed to equal employment opportunity and makes its employment decisions without regard to religion, race, color, national origin, age, sex, height, weight, familial status, marital status, disability, or any other protected characteristic [Elliot-Larsen Civil Rights Act, MCL 37.2102(1); Title VII of the Civil Rights Act; and Persons with Disabilities Civil Rights Act, MCL 37,1202]. This commitment is supported by positive, practical efforts to work continually toward improving recruitment, employment, development, and promotional opportunities for all employees.

Employees who believe this policy has been violated should discuss their concerns with their supervisor when feasible. Employees who believe their supervisor has not adequately addressed their concerns are encouraged to report their concerns to the Human Resources Manager.

Employees with a disability who need a reasonable accommodation to perform their job must notify the Human Resources Manager verbally, followed by written notification by completing the Work Restriction Form provided by Human Resources, within 182 days after the date the employee knew or reasonably should have known that an accommodation is needed. SADO will make accommodations that do not pose an undue hardship.