

## Arizona State Board of Massage Therapy "Protecting the Public's Health"

Douglas A. Ducey, Governor

## NON-DISCRIMINATION POLICY

In recognition of its legal and moral obligations, the Arizona State Board of Massage Therapy hereby commits itself to a policy of non-discrimination as follows:

- 1. The Arizona State Board of Massage Therapy shall not discriminate on the basis of race, color, religion, sex, age, disability, national origin, or any other characteristic protected by law. Equal Opportunity applies to such employment practices as hiring, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay or other forms of compensation, selection for training, job assignments, accessibility, working conditions and special duty details.
- 2. All Arizona State Board of Massage Therapy's management personnel shall actively support recruitment and career development programs to ensure equitable representation of minorities, females, seniors, LGBT and individuals with disabilities, special disabled veterans and Vietnam Era veterans in all job categories and pay grades.
- 3. The Arizona State Board of Massage Therapy shall not tolerate discrimination in the agency as it creates an intimidating, degenerating, hostile and offensive working environment. Each employee has an affirmative duty to maintain a workplace free of harassment, intimidation, discrimination. Arizona State Board of Massage Therapy prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.
- 4. The Department will post the Non-Discrimination Policy throughout departmental facilities.
- 5. All written bid announcements, request for proposals, employment announcements, requests for applications, program brochures, literature and general solicitations shall include the phrase:

## "AN EQUAL EMPLOYMENT OPPORTUNITY AGENCY"

The Arizona State Board of Massage Therapy is committed to ensuring that all its employees can work in an environment free from harassment, discrimination and retaliation.

As Director of the Arizona State Board of Massage Therapy, I am committed to the principles of Equal Employment Opportunity. To ensure the dissemination and implementation of the 2018 Equal Opportunity Plan throughout all levels of the Agency, Ryan P. Edmonson shall serve as the Equal Opportunity Administrator for the Arizona State Board of Massage Therapy, 602.542.8217; ryan.edmonson@massageboard.az.gov.

This policy is accessible to employees at <u>https://massagetherapy.az.gov/</u> and 1740 West Adams Street, Suite 3401, Phoenix, Arizona 85007.

Ryan Psedmonson, Executive Director

<u>May 25, 2018</u> Date

Any employee who has any questions or concerns about this policy should talk with Ryan P. Edmonson, Executive Director at 602.542.8217, <u>ryan.edmonson@massageboard.az.gov</u> or the Governor's Office of Equal Opportunity, <u>http://eo.azgovernor.gov</u>, 602.542.3711.

<u>The Americans with Disabilities Act:</u> Persons with disabilities may request reasonable accommodations, such as sign language interpreters. Requests should be made as early as possible to allow time to arrange the accommodation. This document is available in alternative format upon request.