



## *Statement of Policy*

### **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

As an equal opportunity employer, Long Beach Transit (LBT) strives to have a workforce that reflects the communities it serves. No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status or other protected class. Long Beach Transit (LBT) works to be an employer of choice in Southern California and is committed to its employees and the community.

LBT's Equal Employment Opportunity (EEO) policy applies to all employment actions, including but not limited to, recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay, or other forms of compensation.

All applicants and employees have the right to file complaints alleging discrimination. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding (such as an investigation or lawsuit), or otherwise engages in protected activity is strictly prohibited and will not be tolerated. LBT is steadfast, absent undue hardship, to providing reasonable accommodations to applicants and employees who need them because of a disability or to practice or observe their religion.

As LBT's President and CEO, I maintain overall responsibility and accountability for LBT's compliance with its EEO Policy and Program. LBT has established a department called, "Regulatory Compliance and Civil Rights" (RCCR). LBT is currently recruiting a Manager of RCCR. To ensure day-to-day management, including program preparation, monitoring, and complaint investigation, I have appointed Karen Kimber, as LBT's Manager of Regulatory Compliance and Civil Rights and EEO Officer. She can be reached at 562-599-8564 or via email at [KKimber@LBTransit.com](mailto:KKimber@LBTransit.com). Ms. Kimber reports directly to the CEO regarding EEO issues, and as such may act with the authority of the CEO, in EEO related matters with all levels of management, labor unions, and employees.

All LBT executives, management, and supervisory personnel share in the responsibility for implementing and monitoring LBT's EEO Policy and Program within their respective areas and will be provided training and specific tasks to ensure compliance is achieved. LBT will evaluate its managers' and supervisors' performance on their successful implementation of LBT's policies and procedure, in the same way LBT assesses performance regarding other agency's goals. LBT is committed to adhering to this written nondiscrimination program that sets forth the policies, practices and procedures, with goals and timetables, to which the agency is committed, and make the EEO Program available for inspection upon request by emailing [eeo@lbtransit.com](mailto:eeo@lbtransit.com).

As CEO, I am committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, and ensure all are dealt with equitably under the guidelines of LBT's EEO Policy and Program.

A handwritten signature in blue ink, appearing to read 'K. McDonald', written over a horizontal line.

Kenneth A. McDonald

April 28, 2023