



CapMetro is committed to promoting and maintaining a diverse and inclusive workforce that represents the communities and customers we serve. We recognize that an inclusive and diverse work environment respects the unique characteristics, skills, and experiences of all staff.

CapMetro sub-recipients, and contractors will select staff according to the requirements of the job and are committed to hiring, promoting, and retaining the best qualified persons for all positions regardless of race, color, religion, national origin, sex, age, disability, genetic information, pregnancy, sexual orientation, gender identity, veteran status, military service, marital status, or other protected class. CapMetro will not discriminate based on any of these protected characteristics. This Policy Statement 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. CapMetro resolves to fully comply with all applicable laws for establishing and implementing anti-discrimination policies.

All applicants and team members 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.

CapMetro is committed to providing reasonable accommodations to applicants and staff who need them because of a disability or to practice or observe their religion, absent undue hardship.

As CapMetro's President and CEO, I maintain overall responsibility and accountability for CapMetro's compliance with its EEO Policy and Program. To ensure day-to-day management, including program preparation, monitoring, and compliant investigation, I have appointed Donna Simmons, Executive Vice President of Administration/ Diversity, Equity, and Inclusion Officer, as CapMetro's EEO Officer. Ms. Simmons will report directly to me on EEO related matters and acts with my authority with all levels of management, labor unions, and employees. For independence and integrity of the EEO process all investigations will be conducted by a third-party contractor. Individuals can contact Ms. Simmons at eeo.officer@capmetro.org.

All CapMetro executives, management, and supervisory personnel share in the responsibility for implementing and monitoring CapMetro's EEO Policy and Program and the Diversity, Equity, and Inclusion Program within their respective areas and will be assigned specific tasks to ensure compliance is achieved. CapMetro will evaluate its managers' and supervisors' performance on their successful implementation of CapMetro's policies and procedures in the same way CapMetro assesses their performance regarding other CapMetro goals.

CapMetro is committed to undertaking and developing a written nondiscrimination program that sets forth the policies, practices, and procedures, with goals and timetables, to which CapMetro is committed and make the EEO Program available for inspection by any staff member or applicant for employment upon request.

I am personally committed to cultivating an inclusive work environment that embraces and fosters innovation, acknowledges all unique human characteristics, and provides tool for empowerment, increased opportunity, and unity among team members and the customers we serve. CapMetro is also committed to taking steps to fight racism and ensuring that CapMetro is a place where everyone can succeed both personally, and professionally, has equal opportunity, and feels they truly belong.

This Policy Statement will be posted on CapMetro's Intranet and Internet site. Request can also be made to receive CapMetro's EEO program by e-mail to: eeo.officer@capmetro.org.

While this document does not constitute an employment contract between CapMetro and its team members, it embodies our endorsement of the principles of diversity, equity, and inclusion as vital elements in CapMetro's continued success. In this regard, it is the intent and resolve of CapMetro to fully comply with all applicable laws for establishing and implementing anti-discrimination policies.

It is the responsibility of all employees to act in accordance with our Equal Employment Opportunity policy.

Dottie Watkins, President & CEO

Date

**EEO and Diversity,
Equity, and Inclusion
Policy Statement
December 2023
Approved by: Dottie Watkins
President & CEO**