

In accordance with Section 19 of the UMT Act of 1964 and Subpart C of 23 CFR 230, the following document is MDT's policy statement for Equal Employment Opportunity:

Montana Department of Transportation ("MDT") is committed to conducting all of its business in an environment free of discrimination, harassment, and retaliation. In accordance with State and Federal law MDT prohibits any and all discrimination on the grounds of race, color, national origin, sex, age, physical or mental disability, parental/marital status, pregnancy, religion/creed/culture, political belief, genetic material, veteran status, or social origin/ancestry (hereafter "protected classes") by its employees or anyone with whom MDT chooses to do business.

Equal employment opportunity will be provided to all employees and applicants without regard to the protected classes. Every effort will be made to ensure that reasonable accommodations are provided to persons with disabilities. The MDT affirms its commitment to treat all applicants for employment and employees equally without regard to protected classes or any other basis prohibited by local, state or federal law.

The MDT is an Equal Employment Opportunity employer. It is prohibited for MDT or any of its employees to discriminate against an applicant for employment or another employee on the basis of protected classes or any other basis prohibited by local, state or federal law or to be excluded from participation in, or denied the benefits of, or be subject to discrimination under any project, program, or activity funded in whole or in part through federal financial assistance.

The MDT supports the concept of an active affirmative action (AA) program consistent with Federal laws, court decisions, Executive Orders, and regulations, including goals and timetables, in order to overcome the effects of past discrimination on minorities and women.

The MDT is committed to building and maintaining a diverse workforce where everyone, regardless of protected classes, can:

- feel valued as individuals.
- work together in an environment where they are treated with dignity and respect.
- have the opportunity to contribute and exchange ideas.
- be a part of building a cohesive, enjoyable and successful transportation agency.

The responsibility for the direction and implementation of the MDT's AA/EEO Program is assigned to Mike Tooley, Director of the MDT. The MDT has assigned Jeff Edmunds, MDT Affirmative Action Officer, the primary duty of administering the State's Equal Employment Opportunity Program as established pursuant to these assurances.

All MDT managers and supervisors share in the responsibility of ensuring compliance is achieved through understanding, communicating, and active involvement in the support of this policy. Managers and supervisors will assume responsibility for reviewing, revising, and recommending changes in the employment qualifications, standards, policies and procedures to ensure compliance with the laws.

Performance evaluations of managers and supervisors shall include evaluating the success of the AA/EEO program in the same manner as performance on other goals. Successful achievement of EEO goals will provide benefits to the MDT through fuller utilization and development of previously underutilized human resources.

Violations of the employment policies and procedures of the MDT will be investigated in accordance with the MDT EEO, Nondiscrimination, and Harassment Prevention Policy. Employees who cannot resolve problems with their supervisors and managers are urged to contact the MDT Civil Rights Bureau.

Applicants and employees have the right to file complaints alleging discrimination internally with the Affirmative Action Officer in the Civil Rights Bureau as well as externally with the Montana Human Rights Bureau, and/or the U.S. Equal Employment Opportunity Commission (EEOC) and the U.S. Department of Transportation, and other federal or state compliance agencies.

This policy extends to all areas of employment including recruitment, selection and placement, compensation, promotion, transfer, discipline, demotion, lay-off, termination, training, daily working conditions, benefits and all other terms and conditions of employment.

Signed by Mike Tooley on 12/1/2014

Mike Tooley, MDT Director

Date