

## **CITY OF RIPLEY POLICY STATEMENTS**

### **Equal Opportunity Employer**

The City of Ripley is an equal opportunity employer and will not discriminate against you in recruitment, examination, appointment, training, promotion, retention, discipline or any other aspect of employment. Additionally, we are firmly committed to prohibiting discrimination on the basis of race, color, gender, national origin, age, creed, religion, disability or any other non-merit factor throughout the employment process, from selection through termination.

### **Affirmative Action Policy Statement**

The City of Ripley is committed to an Affirmative Action Program which will insure fair employment practices in all City units, divisions, and departments. Your Supervisor, Manager, or Department Head is responsible for understanding, communicating and strictly enforcing this policy.

The City will strive, through its Affirmative Action Program, to improve employment opportunities for women and minorities (as defined by law) in those areas where such opportunities may exist. Special emphasis will be placed on areas from which these groups have traditionally been excluded or underutilized.

### **Americans with Disabilities Act Policy Statement**

This City does not discriminate on the basis of disability in the programs and activities which are operated pursuant to the requirements of the Americans with Disabilities Act of 1990, Public Law 101-336. This policy extends to both employment by the City of Ripley; and admission/participation in the programs, services, and activities of this municipality.

### **TITLE VI Policy Statement**

The City of Ripley is an equal opportunity employer and provider of services. The City of Ripley is firmly committed to ensure compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, Part 21; related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity on the basis of race, color, gender, age, disability or national origin.

It is the policy of the City of Ripley to be an equal opportunity employer, and to hire individuals on the basis of their qualifications for the position for which they have applied. Every effort is made to hire new employees for positions which make the best use of their abilities and in which they will be able to achieve personal satisfaction.

In no event shall the hiring of an employee be considered as creating a contractual agreement between the employee and the City of Ripley. Employment shall be at the will of the City, and either party may terminate the relationship at any time and for any reason, not otherwise prohibited.

### **LEP (Limited English Proficiency) Procedures**

It is the policy of the City of Ripley to provide services and/or to encourage participation in all programs or services offered for the benefit and welfare of the citizens of Ripley. It is the goal of the City of Ripley to reduce any language barriers, to the extent possible, and to provide equal access for LEP individuals to city services, activities and programs.

To this end, the City of Ripley has taken steps for inclusion in all areas of city government, including but not limited to employment, programs and services, for all individuals where the primary language is not English, and who have a limited ability to understand, speak, read and write English. To ensure equal access, the City of Ripley has established procedures for Limited English Proficient individuals.

Any person who feels that there has been discrimination against him/her should contact:

Donna Buckner  
City of Ripley  
Title VI Coordinator  
110 S. Washington Street  
Ripley, Tennessee 38063  
Telephone 731-635-4000