



## NON-DISCRIMINATION POLICY

The Arizona Office of Tourism is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that promotes equal employment opportunity and prohibits discriminatory practices, including harassment. Therefore, the Arizona Office of Tourism commits itself to this Non-Discrimination policy.

- The Arizona Office of Tourism has developed this policy to ensure that all its employees can work in an environment free from harassment, discrimination and retaliation.
- The Arizona Office of Tourism will make every reasonable effort to ensure that all concerned are familiar with this policy and aware that any complaint of violation of such policies will be investigated and resolved appropriately.
- The Arizona Office of Tourism will post our Equal Opportunity Policy Statement. This policy is available on the Arizona Office of Tourism: <https://www.tourism.az.gov> and on the announcement/notice bulletin board of the sole agency facility located at 100 N 7<sup>th</sup> Avenue, Suite 400, Phoenix, AZ 85007.
- All employment announcements shall include the phrase:

**"Arizona State Government Is an EOE/ADA Reasonable Accommodation Employer"**

As Director of the Arizona Office of Tourism, I am committed to the principles of Equal Employment Opportunity. To ensure the dissemination and implementation of the Equal Opportunity Policy throughout all levels of the Agency, Mary-Ellen Kane shall serve as the Equal Opportunity Administrator for the Arizona Office of Tourism. Ms. Kane may be contacted at 602-364-3709 or [mkane@tourism.az.gov](mailto:mkane@tourism.az.gov).

A handwritten signature in black ink, appearing to read "ME Kane", written over a horizontal line.

Director

A handwritten date "2/20/19" in black ink, written over a horizontal line.

Date

Any employee who has any questions or concerns about this policy should talk with the Equal Opportunity Administrator for the Office of Tourism at (602) 364-3709 or the Governor's Office of Equal Opportunity, <http://azgovernor.gov/eop/index.asp>, 602-542-3711.