



Duluth Transit Authority **Equal Employment Opportunity Policy Statement**

The Duluth Transit Authority (“DTA”) is committed to the communities we serve, and as an equal opportunity employer, strives to have a workforce that reflects and represents those communities. This Equal Employment Opportunity Policy affirms that ATE Management of Duluth, managers of the Duluth Transit Authority, follows a policy that no person is unlawfully harassed or excluded from employment opportunities based on race, color, creed, religion, national origin, sex (including gender identity and sexual orientation and pregnancy), age, genetic information, disability, veteran status, marital status, status with regard to public assistance, familial status, membership or activity in a local commission, or other protected class in accordance with all applicable Equal Employment Opportunity laws, directives, and regulations of Federal, State, and Local governing bodies or agencies thereof, as may be amended from time to time.

The DTA will take affirmative action to ensure that all employment practices are free of such discrimination. Such employment practices include, but are not limited to, hiring, upgrading, promotion, demotion, transfer, recruitment or recruitment advertising, selection, layoff, disciplinary action, termination, rates of pay or other forms of compensation, selection for training, including apprenticeship, use of facilities and treatment of employees.

The DTA will make reasonable accommodation in accordance with Federal, State and local requirements, including Minnesota Statutes 363 and 363A, as may be amended from time to time, to accommodate the physical or mental limitation of a qualified disabled person, or for employees to observe their religion, absent undue hardship.

The DTA will not tolerate harassment based on race, color, gender, national origin, religion, physical or mental disability, or veteran’s status, and shall take affirmative action to ensure that during employment, all employees are treated fairly and equitably, with dignity and respect.

DTA fully supports incorporation of the non-discrimination and affirmative action rules and regulations into its third-party contracts. DTA will use its best efforts to afford minority and female business enterprises with the maximum practical opportunity to participate in the performance of subcontracts for construction projects the Agency engages in.

DTA will commit the necessary time and resources, both financial and human, to achieve the goals of this Equal Employment Opportunity Program. This nondiscrimination program includes practices and procedures along with goals and timetables, and is available for inspection by any employee, applicant, individual or member of the public upon request.

The DTA General Manager maintains overall responsibility and accountability for the DTA's compliance with the DTA's EEO Policy and Program. To ensure day to day management, Mr. Jason Arnold has been appointed as the DTA's Equal Employment Opportunity Officer. The EEO Officer reports directly to the General Manager of the DTA, and is supported by management and staff of the DTA. Responsibilities of the EEO Officer include developing, implementing and communicating the EEO Policy internally and externally, and acting with the General Manager's authority with all levels of management, labor unions and employees. The General Manager of the DTA will regularly receive and review reports on the progress of the program from the EEO Officer.

DTA management and supervisory personnel share in the responsibility for implementing and monitoring this EEO Policy within their respective areas and are assigned specific tasks to ensure compliance is achieved. The DTA will evaluate its manager's and supervisor's performance on the successful implementation of the DTA's EEO policy in the same way the DTA assess their performance regarding other agency goals.

All applicants and employees have the right to file complaints alleging discrimination or harassment without fear of retaliation. If any employee or applicant for employment should believe that he or she has been discriminated against or subjected to harassment or retaliation, they should contact the EEO Officer:

Jason Arnold
EEO Officer
Duluth Transit Authority
2402 West Michigan Street
Duluth, MN 55806-1988
eeoofficer@duluthtransit.com
Phone: 218-623-4369

The DTA promotes the successful achievement of its Equal Opportunity/Affirmative Action goals, which will provide benefits to the DTA, and its contractors and subcontractors, through fuller utilization and development of previously underutilized human resources. As General Manager, I am personally committed to a workplace that acts upon its daily responsibility to treat all applicants and employees with dignity and respect, as well as equitably under the guidelines of the DTA EEO Policy and Program.

This document is available in accessible format upon request. To obtain paper copies of this policy or for information regarding accessible formats, please contact the DTA EEO Officer at 218-623-4369.


Philip O. Pumphrey, General Manager

January 07, 2021