

EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION PROGRAM GUIDELINES

EQUAL EMPLOYMENT OPPORTUNITY POLICY

It is the policy of Bowling Green Municipal Utilities (BGMU) to afford equal opportunity for employment to all individuals regardless of race, color, religion, disability, age, sex, pregnancy, childbirth, pregnancy/child birth related medical conditions, genetic information, national origin, protected veteran status, or tobacco-smoking status. BGMU is committed to this policy. We are bound to the policy by the fact that adherence to the principles involved is the only acceptable American way of life. Therefore, BGMU will take affirmative action to continue to:

- recruit, hire, train and promote persons in all job classifications, without regard to race, color, religion, disability, age, sex, pregnancy, childbirth, pregnancy/child birth related medical conditions genetic information, national origin, protected veteran status, or tobacco-smoking status, and
- base decisions on employment so as to further the principle of equal employment opportunity, and
- administer all personnel actions such as compensation, benefits, transfers, layoffs, return from layoff, company-sponsored training, education, social and recreational programs without regard to race, color, religion, disability, age, sex, pregnancy, childbirth, pregnancy/child birth related medical conditions, genetic information, national origin, protected veteran status, or tobacco-smoking status.

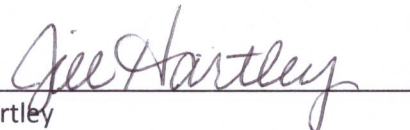
The successful achievement of a nondiscriminatory employment program requires a maximum of cooperation between management and employees. In fulfilling its part in this cooperative effort, management has established and implemented affirmative action procedures and practices, which will further our objective, which is equitable employment opportunity for all.

Overall guidance and development of BGMU's equal employment/affirmative action policies and programs is assigned to Jill Hartley, Human Resources Manager, who is responsible for designing, implementing, auditing and reporting, in order that management is informed of the progress of the Affirmative Action Programs.

All management and supervisory personnel must understand that their work performance is being evaluated on the basis of Equal Employment Opportunity efforts and results, as well as other criteria. We are counting on all employees, individually and collectively, to give this program their full support.



Mark Iverson
General Manager
Bowling Green Municipal Utilities



Jill Hartley
Human Resources Manager / AA Officer
Bowling Green Municipal Utilities