



State of New Jersey

DEPARTMENT OF THE TREASURY

PO Box 002

TRENTON, NEW JERSEY 08625

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

ELIZABETH MAHER MUOIO
State Treasurer

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT

Equal Employment Opportunity regardless of race, creed, color, national origin, age, sex, affectional or sexual orientation, marital status, religion or disability, is the law of New Jersey. As embodied in Title VII of the Civil Rights Act of 1964 as amended in 1972, the Civil Rights Act of 1991, Executive Order No. 61, N.J.S.A 1 IA:7-1 et seq., the Americans with Disabilities Act of 1990, and the New Jersey State *Policy Prohibiting Discrimination in the Workplace*, N.J.A.C. 4A:7-3.1, I, Elizabeth Maher Muoio, New Jersey State Treasurer, declare that the policy and mandate of the Department of the Treasury is to ensure equal employment opportunity for all employees and applicants for employment. This policy and mandate includes, but is not limited to: recruitment, selection, hiring, training, promotion, transfer, facility accessibility, reasonable accommodation, layoff and return from layoff, compensation, and fringe benefits. Equal Employment Opportunity also includes policies, procedures, and programs for recruitment, employment, training, promotion, and retention of minorities, persons with disabilities, and women.

Employment practices will be reviewed routinely to ensure that the protected classes are receiving fair and equal consideration for job opportunities, especially in the Officials / Administrators and Professionals categories. Actions shall be taken to encourage minorities, women, and persons with disabilities to apply for positions within the Department of the Treasury.

All personnel matters such as compensation, benefits, transfers, layoffs, training, education, facility accessibility, reasonable accommodation, and social and recreational programs, will be administered without regard to race, national origin or ancestry, color, sex, marital status, religion, age, disability, political affiliations, or other non-job related criteria.

All State employees have a responsibility to maintain high standards of honesty, integrity, and impartiality in the performance of the State's official business. Employee conduct which violates these standards will not be tolerated.

Sexual harassment is a form of employee misconduct and is strictly prohibited. Sexual harassment is defined, pursuant to the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

This Equal Employment Opportunity/Affirmative Action (EEO/AA) Statement will be available to all employees. All Department employees must comply with this policy and those of the State. All managers, supervisors, the Human Resources Officer, and the EEO/ AA Officer will be held responsible for the implementation and management of the EEO/ AA program. This will be accomplished by incorporating equal employment opportunity efforts and results into the annual objectives and education of every supervisor and manager. Good faith efforts will be made to meet employment and policy goals as adopted.

This policy statement, along with general EEO/ AA information, will be made available to all employees on bulletin boards in conspicuous locations throughout the Department.

Employees who feel that provisions of this Policy have been violated can contact Darlene Hicks, Esq., EEO/AA Officer, at (609) 984-3587, P.O. Box 210, 50 West State Street, 2nd Floor, Trenton, NJ 08625.

DocuSigned by:
Darlene Hicks
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Darlene Hicks, Esq.
EEO/AA Officer

DocuSigned by:
Antoinette Sargent
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Antoinette Sargent
Human Resource Officer

Elizabeth Maher Muoio

Elizabeth Maher Muoio
State Treasurer