

# Rolling Meadows Library Employee Handbook

## 103 Equal Employment Opportunity

RML will provide equal opportunity to all employees and applicants for employment regardless of actual or perceived race (and traits associated with race, including, but not limited to, hair texture and protected hairstyles), color, national origin, ancestry, citizenship status, work authorization status, age, religion, marital status, disability, gender, pregnancy, sexual orientation, gender identity, military or veteran status, order of protection status, genetic information, **reproductive health decisions, family responsibilities**, or any other category protected by applicable law.

Any employee who wants to report an incident of discrimination in the workplace should promptly report the matter to his or her Department Director. If the Department Director is unavailable or the employee believes it would be inappropriate to contact that person, the employee should immediately contact the Executive Director, the Administrative Services Coordinator, or any other member of Library Management. All such matters will be held in confidence. Employees can raise concerns and make reports without fear of reprisal.

Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.