

MARTHA'S VINEYARD TRANSIT AUTHORITY

Equal Employment Opportunity Program

POLICY STATEMENT

The Martha's Vineyard Transit Authority (VTA) and its current operating company Transit Connection, Inc. (TCI) are committed to Equal Employment Opportunity. It is therefore, the policy of VTA and TCI that:

1. No practice, activity, policy, or decision which discriminates against an individual or group on the basis of race, color, sex, age, religion, ancestry, national origin, status as a veteran, marital status, individuals with disabilities, also including any other class prohibited by local, State or Federal law shall be allowed to exist.
2. VTA will continue to follow the non-discriminatory practices it has adhered to since its inception. Furthermore, this newly adopted formal Program will establish specific goals and timetables wherever necessary.
3. All VTA and TCI management personnel share in the responsibility to enforce and abide by all policies and practices, as set forth in this plan.
4. All necessary steps, as prescribed by Federal and State regulations applicable to public transportation, shall be taken to ensure that applicants and employees are treated equally during recruitment, hiring and employment.
5. All applicants and employees have the right to file complaints alleging discrimination with the appropriate Equal Employment Officer.
6. VTA and TCI are and will continue to be Equal Employment Opportunity Employers.
7. All VTA and TCI managers/supervisors will be evaluated annually in regards to their performance and understanding of EEO requirements.

RECRUITMENT

1. VTA and TCI consider qualified applicants for employment on an equal basis without regard to race, color, sex, age, religion, ancestry, national origin, status as a veteran, marital status, individuals with disabilities, also including any other class prohibited by local, State or Federal law.
2. VTA and TCI will recruit qualified applicants from all necessary and available sources, including employment agencies, newspaper advertisements or any other standard recruiting procedures that may exist and will continue to refrain from the use of recruitment practices and sources where it appears that direct or indirect discriminatory practices exist.
3. VTA and TCI will use their best efforts to ensure that minorities and females are adequately informed of current and future employment activity through regular

local minority publications and involvement with local minority / female organizations and community action groups.

4. VTA and TCI will assure that all employment application forms are properly worded to conform to all Federal and State laws and periodic audits will be conducted to ensure continuous compliance.
5. All employees, without regard to race, color, sex, age, religion, ancestry, national origin, status as a veteran, marital status, individuals with disabilities, also including any other class prohibited by local, State or Federal law will have equal opportunity for advancement and promotion.

HIRING PRACTICES

VTA and TCI will continue hiring practices designed to achieve a representation of minority employees at every job level.

This policy will be reviewed by the VTA on an as needed basis and adjusted to reflect Equal Opportunity Employment Federal or State regulations.

The successful achievement of EEO Goals will be beneficial to the VTA and its Contract Operator through fuller utilization of underutilized human resources.

EQUAL EMPLOYMENT OFFICERS

Martha's Vineyard Transit Authority – the Assistant Administrator shall serve as the EE Officer.

Operating Company – the General Manager shall serve as the EE Officer.

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Dated: February 18, 2014