



ORANGE COUNTY
OC Public Works
 MEMORANDUM

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OCPublicWorks.com



Administrative
 Services



OC Development
 Services



OC Facilities Design
 & Construction
 Management



OC Facilities
 Maintenance
 & CUF



OC Fleet Services



OC Construction



OC Environmental
 Resources



OC Operations &
 Maintenance



OC Infrastructure
 Programs



OC Survey

Date: January 28, 2025

To: All OC Public Works Employees

From: Kevin Onuma, Director, OC Public Works (OCPW) *K. Onuma*

Subject: 2025 Commitment to Equal Employment Opportunity

In compliance with the County of Orange (County) Equal Employment & Anti-Harassment Policy and Procedures (EEO Policy), which commits the County to Equal Employment Opportunity (EEO) in accordance with state and federal legal requirements, I hereby accept the responsibility to uphold and fully support the County's EEO Policy within this organization.

The County's EEO Policy insures full realization of non-discrimination and equal employment opportunity by selecting, training, and promoting employees based on their ability and job performance, and provides for equal opportunities in all aspects of employment without regard to an employee's legally protected status, whether actual or perceived, including race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression or sexual orientation, age, veteran status, citizenship status, use of family medical leave, military leave, or any other legally protected classification under state or federal law. Unlawful discrimination, harassment, and retaliation in any form will not be tolerated.

Further, sexual harassment in any form will not be tolerated. All executives, managers, supervisors, and employees are responsible for maintaining a work environment free of sexual harassment.

Any employee, volunteer, or intern who believes they have been the victim of discrimination and/or harassment including, sexual harassment, in violation of the County's EEO Policy should report the incident immediately to their supervisor, the OC Public Works' Human Resource Services team, or to the EEO Access Office. When OC Public Works receives a complaint of discrimination, harassment, or retaliation or otherwise has reason to believe that discrimination, harassment, or retaliation is occurring, it will take all necessary steps to ensure that the matter is promptly investigated and that swift, appropriate remedial action is taken. OC Public Works is committed to act if it learns of discrimination, harassment, or retaliation in violation of the EEO Policy whether the aggrieved employee files a complaint. If the allegation is sustained, appropriate remedial action shall be taken. To ensure Countywide consistency and for the sake of record keeping, information regarding investigations, including the proposed disposition, must be reported to the EEO Access Office before final action is taken.

All OC Public Works supervisory and management employees are responsible for promptly responding to, and/or reporting any suspected acts of discrimination, harassment (hostile work environment and/or quid pro quo), or retaliation. Failure by an OC Public Works supervisor or manager to appropriately report and address known, or suspected incidents of


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discrimination, harassment, or retaliation shall be considered to be a violation of the EEO Policy, and appropriate disciplinary action may be taken.

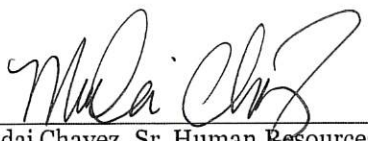
It is expected that all managers and supervisors at OC Public Works demonstrate leadership by supporting and implementing the EEO Policy as well as all EEO Programs administered by the County of Orange. Madai Chavez, Sr. Human Resources Manager for OC Public Works, has the delegated responsibility for ensuring compliance with the EEO Policy and applicable programs.



Kevin Onuma, Director, OC Public Works
County of Orange

1/28/25

Date



Madai Chavez, Sr. Human Resources Manager, OC Public Works
County of Orange

1/28/25

Date