



**EQUAL EMPLOYMENT OPPORTUNITY
STATEMENT OF POLICY**

It is the policy and practice of **Shreveport Transit Management, Inc. dba SPORTRAN** to recruit and hire employees without regard to race, sex, age, color, disability, national origin, religion, marital status, sexual preference, ethnicity, veteran status, family status, economic status, union, non-union membership or any other characteristic protected by law.

We further pledge to treat to all employees equally with respect to compensation, training, benefits, promotions, demotions, transfers, layoff, recalls, suspensions, and terminations, as well as other disciplinary action, opportunities for advancement and prohibits retaliation or adverse employment action against any employee who exercises his or her rights under this policy under the law. In accordance with the provision with FTA Circular 4704.1A, EEO Program Guidelines for Grant Recipients, dated April 20, 2017, we have developed an Affirmative Action Plan to outline specific responsibilities of staff, and procedures for implementation to assure attainment of the plan.

While the management company has always worked to insure equal employment opportunity, this plan contains goals for attainment of equal employment and means for evaluating progress towards these goals, as well as assuring continuation of practices where goals have been met.

A periodic review of management and staff practices will be incorporated in the plan to insure that a continuous effort is being made to maintain equal employment opportunities. The EEO/HR Officer along with management will annually assess its workforce to determine any under utilization of affected groups and will establish goals and time tables to remedy any deficiencies. All management personnel share in this responsibility and will be assigned specific task to assure compliance is achieved.

This plan requires a conscious and deliberate commitment by the company, its administrative staff, and its entire workforce. The performance of directors, managers, supervisors etc., will be evaluated on the success of the EEO program the same way as their performance on other company goals. The successful achievement of EEO goals will provide benefits to the recipient/subrecipient/contractor through previously under utilized human resources.

Any employee, applicant, bus rider or person doing business with SporTran who believes he/she have been subjected to discrimination has the right to file a complaint alleging such discrimination without the fear of reprisal directly to Shalanda Duncan, EEO- Officer. All EEO/HR related complaints (complaints filed against the EEO-HR Officer) should be file directly with the General Manager, Dinero' Washington.

Anyone who disagrees with the decision made on their complaint by the EEO-Officer has the right to appeal directly to the General Manager Dinero' Washington.

CONTACT INFORMATION:

Shalanda Duncan EEO-OFFICER

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Dinero Washington General Manager

Office: (318) 673-7400

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Detailed steps for filing a complaint are outlined in the "Discrimination Complaint Procedures" posted on all employee bulletin boards and training manuals.

As the management team, we are personally committed to continuing equal employment opportunities and zero tolerance for discrimination. We urge all interested person to inquire about job and/or business opportunities with SporTran.

Further, we encourage and expect the participation and commitment from all managers, supervisors, administrative staff and our entire workforce to make this program successful.

Signed this 4th of May 2018

Dinero Washington
General Manager