

# COROEBUS FOUNDATION

**COROEBUS FOUNDATION INC.**  
A New York State Not-For-Profit Corporation

## **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

### PURPOSE

To state the commitment of the system to Equal Employment Opportunity.

### POLICY

1. The Coroebus Foundation Inc. is an equal opportunity employer. No person is unlawfully excluded from consideration for employment because of race, color, religious creed, national origin, ancestry, sex, gender, age, veteran status, martial status or physical challenges.
2. The policy applies not only to recruitment and hiring practices, but also applies in the area of placement, promotion, transfer, rate of pay where applicable and termination.
3. Executive, management and supervisory levels have the responsibility to further the implementation of this policy and ensure conformance.
4. Any Coroebus Foundation Inc. employee who engages in discrimination will be subject to suspension or termination.
5. Any supervisory or managerial employee who knows of such behavior and fails to take immediate and appropriate corrective action will also be subject to disciplinary action.
6. Any individual who is the target of discrimination is encouraged to discuss the matter with a Program Director and/or make a complaint in writing.
7. Any individual who feels such a discussion would be or has been futile, unsatisfactory or counterproductive should contact a member of the Board of Directors.
8. A member of the Board of Directors, affiliate or staff will be designated to investigate the claim.

9. The accused individual may be suspended pending the outcome of the investigation.
10. Retaliation against claimants will not be tolerated.
11. Complaint records shall be retained for seven (7) years after the resolution of the issue.

Coroebus Foundation Inc. is proud to be an equal opportunity employer. We are committed to providing equal employment opportunities to you and all other persons without regard to race, creed, color, religion, national origin, sex, marital status, citizenship status, age, veteran status or disability.

Furthermore, we will not tolerate any form of discrimination or harassment of our board, affiliates or staff by co-workers, supervisors, customers, or vendors. This commitment extends to our policies on recruiting, advertising, hiring, placement, promotion, training, transfer, wages, benefits, termination and all other privileges, terms and conditions of employment.

#### CERTIFICATE OF ADOPTION OF EQUAL EMPLOYMENT OPPORTUNITY POLICY

I do hereby certify that the above stated Equal Employment Opportunity Policy for the Coroebus Foundation Inc. were approved and adopted by the board of directors on May 14, 2020 and constitute a complete copy of the Equal Employment Opportunity Policy of the corporation.



[Taraje Williams-Murray \(Apr 16, 2021 11:13 EDT\)](#)

Taraje Williams-Murray, President



[Andre Meadows \(Apr 15, 2021 17:25 PDT\)](#)

Andre Meadows, Secretary