

As a recipient of federal grant funds, the United States Department of Justice (DOJ) requires the City of Tampa to submit an Equal Employment Opportunity Plan (EEOP).

The attached EEOP was prepared pursuant to DOJ guidelines, using data and methodologies required by the DOJ. It is not to be considered or used for any purpose other than that for which it was intended.

The City of Tampa is an equal opportunity employer that has not and will not discriminate against any one because of a protected status. Copies of the City's policies prohibiting discrimination are contained in the EEOP.

EEOP SHORT FORM



City of Tampa, Florida

Tampa Police Department

August 2022

Step 1: Introductory Information

Grant Title: FY 2021 Community Policing Development Program COPS Hiring Program

Grant Number: 15JCOPS-21-GG-02501-UHPX

Grantee Name: Community Oriented Policing Services, U.S. Department of Justice

Award Amount: \$1,250,000

Grantee Type: Local Government Agency

Contact Person: Tammy Shaw

Telephone #: 813-274-5640

Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602

DOJ Grant Manager: Verlana Braxton

DOJ Telephone #: 1-800-421-6770

Grant Title: FY 2019 Body-Worn Camera Program

Grant Number: 2019-BC-BX-0060

Grantee Name: Office of Justice Programs

Award Amount: \$585,156

Grantee Type: Local Government Agency

Contact Person: Tammy Shaw

Telephone #: 813-275-5640

Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602

DOJ Grant Manager: Gerardo Velazquez

DOJ Telephone #: 202-598-7412

Grant Title: FY 2019 Comprehensive Opioid Abuse Site-Based Program (COAP)

Grant Number: 2019-AR-BX-K012

Grantee Name: Office of Justice Programs

Award Amount: \$900,000

Grantee Type: Local Government Agency

Contact Person: Tammy Shaw

Telephone #: 813-274-5640

Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602

DOJ Grant Manager: Kimberly White

DOJ Telephone #: 202-598-7402

Grant Title: FY 2019 Local Law Enforcement Crime Gun Intelligence Center (CGIC)

Grant Number: 2019-DG-BX-0013

Grantee Name: Office of Justice Programs

Award Amount: \$750,000

Grantee Type: Local Government Agency

Contact Person: Tammy Shaw

Telephone #: 813-274-5640

Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602

DOJ Grant Manager: Joseph Husted

DOJ Telephone #: 202-353-4411

Grant Title: FY 2020 Urban Area Security Initiative (UASI)

Grant Number: EMW-2020-SS000035-S01

Grantee Name: Department of Homeland Security

Award Amount: \$3,325,000

Grantee Type: Local Government Agency

Contact Person: Deirdre Joseph

Telephone #: 813-276-3388

Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602

DOJ Grant Manager: Justin Williams

DOJ Telephone #: 850-815-4341

Grant Title: FY 2019 Urban Area Security Initiative (UASI)

Grant Number: EMW-2019-SS-00049

Grantee Name: Department of Homeland Security

Award Amount: \$3,087,500

Grantee Type: Local Government Agency

Contact Person: Deirdre Joseph

Telephone #: 813-276-3388
Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602
DOJ Grant Manager: Justin Williams
DOJ Telephone #: 850-815-4341

Grant Title: FY 2018 Urban Area Security Initiative (UASI)
Grant Number: EMW-2018-SS-00064
Grantee Name: Department of Homeland Security
Award Amount: \$2,850,000
Grantee Type: Local Government Agency
Contact Person: Deirdre Joseph
Telephone #: 813-276-3388
Contact Address: 411 N Franklin Street, 10th Floor, Tampa, Florida 33602
DOJ Grant Manager: Justin Williams
DOJ Telephone #: 850-815-4341

EEO Utilization Report

Organization Information

Name: Tampa Police Department

City: Tampa

State: FL

Zip: 33602

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

The City of Tampa is committed to the policy of equal employment opportunity and to programs which fulfill that purpose. The City has adopted multiple policies, requirements, and union contract language that address equal opportunity and non-discrimination. Our personnel manual contains policies B1.1 and B1.2 (attached) which prohibit discrimination. Additionally, the City's four union contracts contain specific statements and requirements for non-discrimination (also attached).

As stated in policy B1.1 which is a mayoral executive order, "It is the policy of the City of Tampa to provide equal treatment of all persons without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, or expression, age, disability, familial status, or marital status. The City endorses and requires compliance with applicable state and federal laws, including but not limited to the Civil Rights Act of 1991 and the American's with Disability Act (ADA), to ensure equal employment opportunity and equal access to public services." Following File has been uploaded: City of Tampa Personnel Manual B1.1 and B1.2 2022.docx

Step 4b: Narrative of Interpretation

The Analysis Chart specifies which job categories show underutilization of two or more standard deviations. Our categories and % are:

Officials/Admin: Male:White -45%, Hispanic\Latino -8%, Black or African American -3%, Asian -2%; Female:White -31%, Hispanic\Latino -5%, Black or African American -4%. The Two or more Standard Deviations Chart does not indicate underutilization.

Professionals: Male:White -10%, Asian -2%; Female:Asian -2%. The Two or more Standard Deviations Chart only indicated Male/White as underutilized.

Technicians: Male:White -15%, Hispanic\Latino -4%, Black\African American -2%, Asians -4%; Female:Asians -2%. The Two or more Standard Deviations Chart does not indicate underutilization of any category.

Protective Serv Sworn Officials: Male:Hispanic\Latino -3%. The Two or more Standard Deviations Chart does not indicate underutilization of any category.

Protective Serv Sworn Patrol Officers: Male:Hispanic\Latino -5%; Female:White -11%, Hispanic\Latino and Black or African American -8%. These reflect as underutilized in both charts.

Protective Serv Non-Sworn: Male:Hispanic\Latino -9%, Black\African American -3%; Female:White -39%, Hispanic\Latino -5%, Black\African American -11%. The Two or more Standard Deviations Chart does not indicate underutilization of any category.

Admin Support: Male:White -15%, Hispanic\Latino -2%; Females Hispanic\Latino -6%. The only category on the Two or more Standard Deviations Chart is Male:White.

Skilled Craft: Male:Hispanic\Latino -3%, Black\African American -8%; Female:White -3%, Hispanic\Latino -2%. The Two or more Standard Deviations Chart does not indicate underutilization of any category.

Step 5: Objectives and Steps

1. To reduce the under-utilization of White Males in the Professionals and Administrative Support job categories.

- a. Meet with Executive Staff members to review under-utilization in their respective departments.
- b. Identify and eliminate potential barriers and improve opportunities to attract, retain and promote more white males.
- c. Use social media to increase recruiting efforts.
- d. Maintain relationships with educational institutions and community programs to encourage White Males to apply for vacancies in these job categories.

2. To reduce the under-utilization of Hispanic or Latino Males in the Protective Services: Sworn-Officials and Sworn-Patrol Officer job categories.

- a. We increased our recruiting budget by over \$10,000 to recruit outside of our surrounding counties to attract a more diverse group of applicants.
- b. Work with Hispanic community partners to continue outreach and recruiting efforts at various events.
- c. Continue advertising in Salados, an on- line magazine which appeals to Hispanic communities.
- d. Utilize our Hispanic Liaison to engage the Hispanic community and dispel any negative outlooks on a career in law enforcement.
- e. Our Hispanic Liaison recently initiated Spanish social media accounts that increase awareness of City jobs and encourage Hispanic or Latino Males to apply for vacancies.

3. To reduce the under-utilization of Hispanic or Latina Females, Black or African American and White females in the Protective Services: Sworn-Patrol Officers.

- a. Utilize current female employees as recruiting tools to attract more female applicants.
- b. We increased our recruiting budget by over \$10,000 to recruit outside of our surrounding counties to attract a more diverse group of applicants.

- c. Utilize our Hispanic Liaison to engage the Hispanic community and dispel any negative outlooks on a career in law enforcement.
- d. Our Hispanic Liaison recently initiated Spanish social media accounts that increase awareness of City jobs and encourage Hispanic or Latino Males to apply for vacancies.

Step 6: Internal Dissemination

The Tampa Police Department will continue to post a copy of the current EEOP on its internal (iNet) web site for employee awareness and access.

Step 7: External Dissemination

A current copy of the EEOP will continue to be posted on the City of Tampa's website, with various locations including the Employee's Guide section for employment applicants and citizen information.

Utilization Analysis Chart
Relevant Labor Market: Hillsborough County, Florida

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Officials/Administrators | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 39,170/45% | 6,610/8% | 2,935/3% | 105/0% | 1,530/2% | 25/0% | 260/0% | 275/0% | 26,675/31% | 4,705/5% | 3,675/4% | 165/0% | 925/1% | 15/0% | 250/0% | 120/0% |
| Utilization #/% | 55% | -8% | -3% | -0% | -2% | -0% | -0% | -0% | -31% | -5% | -4% | -0% | -1% | -0% | -0% | -0% |
| Professionals | | | | | | | | | | | | | | | | |
| Workforce #/% | 28/22% | 5/4% | 7/6% | 0/0% | 1/1% | 0/0% | 0/0% | 0/0% | 54/43% | 11/9% | 17/14% | 0/0% | 1/1% | 0/0% | 1/1% | 0/0% |
| CLS #/% | 36,600/32% | 5,500/5% | 4,205/4% | 30/0% | 3,255/3% | 0/0% | 235/0% | 275/0% | 41,940/37% | 8,525/8% | 8,280/7% | 85/0% | 3,055/3% | 0/0% | 615/1% | 345/0% |
| Utilization #/% | -10% | -1% | 2% | -0% | -2% | 0% | -0% | -0% | 6% | 1% | 6% | -0% | -2% | 0% | 0% | -0% |
| Technicians | | | | | | | | | | | | | | | | |
| Workforce #/% | 4/13% | 1/3% | 1/3% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 16/52% | 4/13% | 5/16% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 5,075/28% | 1,325/7% | 860/5% | 15/0% | 735/4% | 0/0% | 23/0% | 40/0% | 5,920/33% | 1,710/9% | 1,645/9% | 20/0% | 450/2% | 0/0% | 80/0% | 110/1% |
| Utilization #/% | -15% | -4% | -2% | -0% | -4% | 0% | -0% | -0% | 19% | 3% | 7% | -0% | -2% | 0% | -0% | -1% |
| Protective Services: Sworn-Officials | | | | | | | | | | | | | | | | |
| Workforce #/% | 181/60% | 32/11% | 30/10% | 1/0% | 0/0% | 0/0% | 0/0% | 0/0% | 34/11% | 10/3% | 14/5% | 1/0% | 1/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 6,210/53% | 1,605/14% | 1,295/11% | 70/1% | 85/1% | 0/0% | 85/1% | 85/1% | 1,305/11% | 225/2% | 665/6% | 25/0% | 40/0% | 0/0% | 30/0% | 15/0% |
| Utilization #/% | 7% | -3% | -1% | -0% | -1% | 0% | -1% | -1% | 0% | 1% | -1% | 0% | -0% | 0% | -0% | -0% |
| Protective Services: Sworn-Patrol Officers | | | | | | | | | | | | | | | | |
| Workforce #/% | 355/55% | 88/14% | 74/12% | 2/0% | 15/2% | 1/0% | 3/0% | 0/0% | 62/10% | 32/5% | 9/1% | 0/0% | 1/0% | 0/0% | 0/0% | 0/0% |
| Civilian Labor Force #/% | 13,850/25% | 10,355/18% | 6,055/11% | 40/0% | 575/1% | 4/0% | 349/1% | 175/0% | 11,405/20% | 7,055/13% | 5,470/10% | 23/0% | 450/1% | 15/0% | 290/1% | 295/1% |
| Utilization #/% | 31% | -5% | 1% | 0% | 1% | 0% | -0% | -0% | -11% | -8% | -8% | -0% | -1% | -0% | -1% | -1% |
| Protective Services: Non-sworn | | | | | | | | | | | | | | | | |

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|-------------------------------|------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|------------|--------------------|---------------------------|----------------------------------|----------|---|-------------------|--------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Workforce #/% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 295/34% | 75/9% | 25/3% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 345/39% | 45/5% | 95/11% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Utilization #/% | 66% | -9% | -3% | 0% | 0% | 0% | 0% | 0% | -39% | -5% | -11% | 0% | 0% | 0% | 0% | 0% |
| Administrative Support | | | | | | | | | | | | | | | | |
| Workforce #/% | 8/11% | 4/5% | 4/5% | 0/0% | 0/0% | 0/0% | 1/1% | 0/0% | 24/32% | 11/15% | 19/26% | 1/1% | 2/3% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 49,625/25% | 13,730/7% | 9,155/5% | 45/0% | 1,890/1% | 80/0% | 560/0% | 555/0% | 75,170/38% | 23,000/12% | 16,685/9% | 190/0% | 2,715/1% | 105/0% | 1,360/1% | 495/0% |
| Utilization #/% | -15% | -2% | 1% | -0% | -1% | -0% | 1% | -0% | -6% | 3% | 17% | 1% | 1% | -0% | -1% | -0% |
| Skilled Craft | | | | | | | | | | | | | | | | |
| Workforce #/% | 3/75% | 1/25% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 29,690/56% | 14,745/28% | 4,400/8% | 85/0% | 715/1% | 20/0% | 470/1% | 220/0% | 1,640/3% | 865/2% | 220/0% | 0/0% | 140/0% | 0/0% | 10/0% | 25/0% |
| Utilization #/% | 19% | -3% | -8% | -0% | -1% | -0% | -1% | -0% | -3% | -2% | -0% | 0% | -0% | 0% | -0% | -0% |
| Service/Maintenance | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ |
| CLS #/% | 39,360/27% | 28,675/20% | 13,540/9% | 140/0% | 2,580/2% | 80/0% | 655/0% | 250/0% | 28,610/19% | 18,660/13% | 10,990/7% | 60/0% | 2,135/1% | 65/0% | 575/0% | 385/0% |
| Utilization #/% | | | | | | | | | | | | | | | | |

Significant Underutilization Chart

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|-------|-----------------------|---------------------------------|---|-------|---|-------------------------|-------|--------|-----------------------|---------------------------------|---|-------|---|-------------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Professionals | ✓ | | | | | | | | | | | | | | | |
| Protective Services: Sworn-Patrol Officers | | ✓ | | | | | | | ✓ | ✓ | ✓ | | | | | |
| Administrative Support | ✓ | | | | | | | | | | | | | | | |

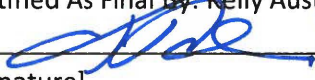
Law Enforcement Category Rank Chart

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|---------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Police Corporal | | | | | | | | | | | | | | | | |
| Workforce #/% | 49/61% | 10/12% | 11/14% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 4/5% | 1/1% | 5/6% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Detective | | | | | | | | | | | | | | | | |
| Workforce #/% | 58/54% | 13/12% | 7/7% | 1/0% | 0/0% | 0/0% | 0/0% | 0/0% | 19/18% | 5/5% | 3/3% | 1/1% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Sergeant | | | | | | | | | | | | | | | | |
| Workforce #/% | 45/65% | 6/9% | 7/10% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 6/9% | 1/1% | 4/6% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Flight Officer | | | | | | | | | | | | | | | | |
| Workforce #/% | 3/60% | 2/40% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Chief Pilot | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Lieutenant | | | | | | | | | | | | | | | | |
| Workforce #/% | 12/57% | 0/0% | 1/5% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 5/24% | 2/10% | 1/5% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Captain | | | | | | | | | | | | | | | | |
| Workforce #/% | 8/67% | 1/8% | 2/17% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/8% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Police Major | | | | | | | | | | | | | | | | |
| Workforce #/% | 3/60% | 0/0% | 1/20% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/20% | 0/0% | 0/0% | 0/0% |
| Deputy Chief of Police | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/50% | 0/0% | 1/50% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Assistant Chief of Police | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Chief of Police | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Protective Services: Sworn-Patrol Officers | | | | | | | | | | | | | | | | |
| Workforce #/% | 355/55% | 88/14% | 74/12% | 2/2% | 15/2% | 1/0% | 3/0% | 0/0% | 62/10% | 32/5% | 9/1% | 0/0% | 1/0% | 0/0% | 0/0% | 0/0% |

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Kelly Austin Human Resources and Talent Development Director 08-15-2022

 [signature] Director Human Resources + Talent Development 8/15/22 [title] [date]

Collective Bargaining Agreement – City of Tampa and Tampa Police Benevolent Association (Officers through Sergeant unit):

ARTICLE 7

NO DISCRIMINATION

7.1. The City and the PBA specifically agree that the provisions of this Agreement shall be equally applicable to all employees covered herein without regard to race, color, creed/religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status, marital status, military status, or any other protected class as defined by federal law. The provisions in this agreement shall be equally applicable to all employees covered herein without regard to membership or nonmembership in a labor organization as provided by law; except that PBA shall not be required to process grievances for employees who are not members of the organization.

Collective Bargaining Agreement – City of Tampa and Tampa Police Benevolent Association (Lieutenants unit):

ARTICLE 7

NO DISCRIMINATION

7.1. The City and the PBA specifically agree that the provisions of this Agreement shall be equally applicable to all employees covered herein without regard to race, color, creed/religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status, marital status, military status, or any other protected class as defined by federal law. The provisions in this agreement shall be equally applicable to all employees covered herein without regard to membership or nonmembership in a labor organization as provided by law; except that PBA shall not be required to process grievances for employees who are not members of the organization.

City of Tampa Personnel Manual
B. Directives and Benefits
B1.1 Equal Opportunity

Issue Date: 08/18/14

B1.1A Policy

1. It is the policy of the City of Tampa government to provide equal treatment of all persons without regard to race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status. The City endorses and requires compliance with applicable state and federal laws, including but not limited to the Civil Rights Act of 1991 and the Americans with Disabilities Act (ADA), to ensure equal employment opportunity and equal access to public services.
2. All managers and supervisors are expected and required to insure that this policy is fully implemented and vigorously enforced.
3. All department directors are responsible for verification that managers, supervisors, and employees attend mandatory training regarding discriminatory conduct including specific cultural diversity training and Americans With Disabilities Act training. As is always the case when failure to meet directives occurs, disciplinary action shall be considered when supervisors fail to attend scheduled training or fail to ensure that subordinate employees attend scheduled training.

4. **Employment**

- a. It is the policy of the City of Tampa government to provide equal opportunity in employment for all qualified persons; to prohibit discrimination in employment because of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status, marital status, or membership/non- membership in any labor organization; and to promote the full realization of equal employment opportunity through positive and continuing programs.

b. This policy of equal employment opportunity applies to every aspect of the City of Tampa employment policies and practices. It includes providing reasonable accommodations to the known physical and mental limitations of qualified disabled applicants and employees in order for them to perform the essential functions of the job in question. Any and all such reasonable accommodations will be provided on an individual basis in the most cost effective manner available unless the provision of such accommodations would create an undue hardship.

c. It is also the intent of the City of Tampa to comply in all respects with equal opportunity laws and provisions and to establish affirmative action plans to accomplish the City's goals of hiring and promoting when there is minority or female underutilization.

d. Inappropriate behavior or harassment on the job because of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status, is prohibited by state and federal laws and/or by this directive of the City of Tampa. This includes actions ranging from blatant physical or verbal aggression to subtle coercion through touching or in any manner seeking sexual favors. Sexual advances and other offensive verbal or physical conduct which is discriminatory will not be condoned when such interferes with the individual's work performance, is either explicitly or inexplicitly made a term or condition of employment or other job related decisions.

e. The City of Tampa ADA Grievance Procedure is available to employees with discrimination complaints. The City of Tampa's Office of Human Rights investigates employee complaints regarding race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status, or marital status. The Human Resources Department conducts management investigations regarding allegations of violations (see B1.1, B1.2, B23.1, B23.2) and is responsible for the City's response to complaints filed with local, state or federal agencies.

5. Services

a. Employees have the responsibility to provide services to the public without regard to the person's race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status.

b. Assistance for providing reasonable accommodations for the delivery of services in accordance with the Americans With Disabilities Act is provided by the Human Resources Department. Complaints regarding violations of the Americans With Disabilities Act are processed through the City of Tampa ADA Grievance procedure. All complaints will be thoroughly investigated by the Human Resources Department.

Issue Date: 08/18/14

City of Tampa Personnel Manual

B. Directives and Benefits

B1.2 Discriminatory Conduct

Issue Date: 08/18/14

B1.2 Policy

1. The City of Tampa is committed to the equal treatment of all persons, without regard to race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status. As part of that commitment, the City has forbidden its employees the use of slurs, derogatory comments, or any other physical or verbal conduct directed at or based upon another person's race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status.
2. Such incidents threaten the safety, security and well being of not only those against whom they are directed, but all who live and work here as well. They give the erroneous impression that the City of Tampa and its officials and employees do not accept the concepts of equal opportunity and treatment under the law. For these reasons, the City considers these incidents to be among the most serious violations of City policy which an employee can commit and deserving of serious disciplinary action up to and including dismissal.
3. This policy will be stringently and uniformly applied. The words and conduct treated in this policy have no place in the City of Tampa and will not be tolerated.
4. Employees shall not engage in offensive verbal or physical conduct directed against an employee, a citizen, or any other person or member of the public based upon race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, disability, familial status or marital status. Employees shall not engage in such conduct at any time during working hours or on any City premises. Employees are also forbidden from such conduct while off duty, if such conduct adversely affects the employee's ability to perform his or her City duties.
5. All managers and supervisors are expected and required to insure that this policy is fully implemented and vigorously enforced.
6. Any complaints concerning employee violations will be thoroughly investigated by the Human Resources Department for immediate and corrective action as warranted.

7. Violation of this policy shall be grounds for immediate dismissal in the absence of extenuating circumstances, but in no case shall the disciplinary action for a violation be less than a suspension without pay for fifteen working days.
8. Investigations and disciplinary action administered shall continue to be conducted in accordance with any applicable federal, state, or local laws regarding the methods of investigations, complaint reviews, and employee rights of appeal.

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