

Equal Employment Opportunity and Anti-Discrimination Policy

Rolling Start NC Inc

I. OVERVIEW & SCOPE

Rolling Start NC, Inc. of 83 Meadow View Dr Sylva, Sylva, North Carolina 28779, has established an Anti-Discrimination and Equal Employment Opportunity Policy ("EEO"). This EEO policy applies to all aspects of the relationship between Rolling Start NC, Inc., and its employees, volunteers and applicants, including, but not limited to, employment, recruitment, advertisements for employment, hiring and firing, compensation, assignment, classification of employees, termination, upgrading, promotions, transfer, training, working conditions, wages and salary administration, and employee benefits and application of policies, any action related to application for services. These policies apply to independent contractors, temporary employees, all personnel working on the premises, and any other persons or firms doing business for or with Rolling Start NC, Inc. These policies apply to all applicants, donors, and/or recipients of vehicles which occur as part of RSNC's charitable mission. Disciplinary action will be taken against any employee or agent in breach of this policy.

II. POLICIES

1. DISCRIMINATION. Rolling Start NC, Inc. shall not tolerate, under any circumstances, without exception, any form of discrimination based on race, creed, religion, color, age, disability, pregnancy, marital status, parental status, veteran status, military status, domestic violence victim status, national origin, political affiliation, sex, predisposing genetic characteristics, and any other status protected by the law. This list is not exhaustive. Job promotions will be offered to employees based on merit, experience, and other job-related criteria. For qualified people with disabilities, Rolling Start NC, Inc. will make every effort to provide reasonable workplace accommodations that comply with applicable laws. With regard to applicants for vehicles, data such as race, gender, military service, etc. may be collected for statistical analysis. This data will not be used in any determination or action. All employees, managers, stakeholders, volunteers, directors, officers, and agents of Rolling Start NC, Inc. will comply with these anti-discrimination policies. In some cases, local laws and regulations may provide greater protections than those described in this policy.

2. HARASSMENT. Rolling Start NC, Inc. is committed to providing a work environment and client interaction that is free from harassment. Any behavior that is unwanted and offensive to the recipient, which creates an intimidating, hostile, or humiliating work environment or interpersonal relationship for that person violates Rolling Start NC, Inc.'s policy. Harassment can occur between members of the opposite sex or the same sex. Harassment, verbal or non-verbal, explicit or implicit, based on an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All employees, including supervisors, other management personnel, volunteers, board members, officers, and independent contractors, are required to abide by this policy. No person will be adversely affected in employment or application for services with Rolling Start NC, Inc. as a result of bringing complaints of harassment.

3. SEXUAL HARASSMENT. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of employment or approval of an application for services or a vehicle; (2) submission to or rejection of such conduct by an individual is used as a basis for employment decisions, promotion, transfer, selection for training, performance evaluations, benefits, action on an application or other terms and conditions of employment; or (3) such conduct has the purpose or effect of creating an intimidating, hostile, or offensive work environment or interpersonal relationship substantially interferes with an employee's work performance . Rolling Start NC, Inc. prohibits inappropriate conduct that is sexual in nature at work, on Company business, or at Company-sponsored events including the following: comments, jokes, degrading language, sexually suggestive objects, books, or any form of media electronic or in print form. Sexual harassment is prohibited whether it is between members of the opposite sex or members of the same sex.

4. REPORTING DISCRIMINATION & HARASSMENT. If an employee, applicant, or citizen feels that he or she has been harassed as described in this policy, they should immediately report the matter to management or Clifford Faull through any verbal or written means. If that contact is not available, or if the employee is not comfortable informing this contact, the employee should immediately inform any other manager or board member. Once the matter has been reported it will be promptly investigated and any corrective action will be taken when deemed appropriate. All complaints or unlawful harassment under this policy or otherwise will be handled in as confidential a manner as possible. Timely reporting is encouraged to prevent the re-occurrence of, or otherwise address, the behavior that violates this policy or law. Delays in reporting a complaint can limit the type of effectiveness of a response by Rolling Start NC, Inc. The procedure for reporting incidents of discriminatory or harassing behavior is not intended to prevent the right of any employee to seek a remedy under available state or federal law by immediately reporting the matter to the appropriate state or federal agency.

5. RETALIATION. Retaliation against any person associated with Rolling Start NC, Inc. who reports instances of harassment - whether he or she is directly or indirectly involved - is in violation of Rolling Start NC, Inc.'s policies. All reported incidents are assumed to be made in good faith. Any allegations that are proven false will be treated as a serious matter.

6. DISCIPLINARY MEASURES FOR HARASSMENT. Any employee or volunteer engaging in behavior that violates this policy will be subject to disciplinary action, including the possible termination of employment or volunteer duties, whether or not an actual law has been violated.

7. REMEDIES. Remedies for any instances of verified employment, volunteer or applicant discrimination, whether caused intentionally or by actions that have a discriminatory effect, may include back pay, hiring, promotion, reinstatement, front pay, reasonable accommodation, reconsideration of an application by non-involved personnel or other actions deemed appropriate by Rolling Start NC, Inc..

9. POLICY IMPLEMENTATION. Implementation of this Policy will be effective as of March 01, 2023.

BY: _____ DATE: _____
Clifford Faull, President