

Section 504 Public Notice

NOTICE OF AMENDMENT TO ST. LAWRENCE COUNTY'S AFFIRMATIVE ACTION / EQUAL EMPLOYMENT OPPORTUNITY / FAMILY MEDICAL LEAVE ACT / AMERICAN DISABILITIES ACT PLAN

It is the policy of St. Lawrence County to provide equal employment opportunity to all people without regard to race, color, creed, military status, genetic predisposition or carrier status, marital status, sex or sexual orientation, religion, age, national origin, disability, or Vietnam Era Veteran status.

The County maintains an AFFIRMATIVE ACTION / EQUAL EMPLOYMENT OPPORTUNITY / FAMILY MEDICAL LEAVE ACT / AMERICAN DISABILITIES ACT PLAN (PLAN) which conforms to all relevant Federal and State non-discrimination and affirmative action regulations. It applies equally to all job classifications and titles in St. Lawrence County government and all types of appointments under the County's jurisdiction.

This PLAN governs all of the County's employment policies, practices and actions including but not necessarily limited to: recruitment, employment, disciplinary actions, rates of pay, or other compensation, advancement, reclassification, reallocation, promotion, demotion, and all employee benefits.

This PLAN was amended on May 3, 2011 to update the Section 504 Grievance Complaint Procedure with specific Complaint Procedures and Format, Complaint Filing procedures, Complaint Review process, Complaint Appeal Process, and Complaint Retention policy.

Any person who believes that she or he has been subjected to discrimination on the basis of disability may file a grievance under this Procedure. It is against the law for St. Lawrence County to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.

Upon request, a written copy of the PLAN may be obtained by calling 315-379-2210 or by written request sent to SLC Human Resources Office, 48 Court Street, Canton, NY 13617-1169.

An electronic notice of this revision to the PLAN is available on the County Web site on the Human Resources Department Web page at

<http://www.co.st-lawrence.ny.us/Departments/HumanResources/AffirmativeAction>