

 HAWAII HEALTH SYSTEMS CORPORATION <i>Quality Healthcare for All</i> POLICY	Department: Human Resources	Policy No. HR 0001A
		Supersedes Policy No.
Subject: Equal Employment Opportunity (EEO)	Approved By: <i>Donna McCleary</i> HHSC Board of Directors By: Donna McCleary, M.D. Its: Secretary/Treasurer	Approved Date: January 27, 2022
		Last Reviewed: October 22, 2021

I. PURPOSE:

To establish a policy prohibiting unlawful discrimination in all aspects of employment. This policy applies to all employees of Hawaii Health Systems Corporation (HHSC) and its affiliates, including officers, managers, supervisors, non-supervisory employees and applicants for employment.

If you have any questions or would like more information regarding this policy, contact the Corporate Human Resources Office.

II. DEFINITIONS:

“**Discrimination**” means treating an individual in the workplace differently, less favorably, or unfairly, based on the individual’s status protected by federal or state laws, except as required or permitted by law.

III. POLICY:

HHSC is committed to providing equal employment opportunity for its employees and applicants for employment.

- A. It shall be HHSC’s continuing policy to provide equal opportunity in employment for all qualified persons without regard to race, color, religion, sex (including pregnancy and gender identity or expression), age, ancestry, national origin, citizenship, marital status, veteran/military status, disability (including individuals with a record of a disability or regarded as having a disability), sexual orientation, arrest and court record (except as provided by Haw. Rev. Stat. §378-2.5), domestic or sexual violence victim status (if the domestic or sexual violence victim provides notice to the victim’s employer of such status or the employer has actual knowledge of such status), genetic information, credit history or credit report (subject to applicable exceptions), reproductive health decision, or any other status protected by federal or state law, except as required or permitted by law.
- B. Discrimination based on any protected category listed in Section III.A above is strictly prohibited in all aspects of employment, including but not limited to recruitment, hiring, appointment, placement, training, compensation, benefits, transfer, promotion, retention, layoffs and recalls, termination, leaves of absence, and discipline.
- C. Each applicant and employee is considered on individual merit without Discrimination based on any category protected by law.

- D. Retaliation in any form against any individual who has made a complaint of Discrimination, has provided information related to such complaints, is a witness to instances of Discrimination, or who has participated in an investigation into Discrimination, is absolutely prohibited, will not be tolerated, and will be dealt with severely, up to and including the termination of any person(s) engaged in retaliatory acts and/or any person who knows of an occurrence of retaliation and either fails to stop such acts or fails to report such acts in accordance with reporting procedures set forth in Procedure HR 0001B.
- E. All employees are responsible for compliance with this policy. Employees violating this policy will be subject to immediate and appropriate disciplinary action, including possible discharge.

IV. AUTHORITY:

- Title VII, Civil Rights Act of 1964
- Hawaii Revised Statutes Chapter 378, Part I (Discriminatory Practices)
- Hawaii Revised Statutes Chapter 378, Part VI (Victims Protections)
- Age Discrimination in Employment Act
- Americans with Disabilities Act of 1990
- Genetic Information Non-Discrimination Act

V. RELATED PROCEDURE(S):

HR 0001B

VI. RELATED POLICIES:

- HR 0002A Reasonable Accommodation
- HR 0003A Non-Harassment

VII. REFERENCE(S):

None.