



# Dinwiddie County HUMAN RESOURCES POLICIES AND PROCEDURES

## **DIVERSITY, EQUITY, AND INCLUSION**

*Adopted: September 21, 2021*

Dinwiddie County is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion.

The employees who comprise the County workforce are recognizably the County's most valuable asset. The collective sum of the individual differences, life experiences, knowledge, innovation, self-expression, unique capabilities and talent that County employees invest in their work represents a significant part of not only the culture, but the County's reputation and advancement towards the mission to build our community through a commitment to excellence in public service.

Dinwiddie County embraces differences in characteristics including but not limited to age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, and veteran status, that make each employee unique.

The County recognizes the value of its diverse workforce and works diligently to attract and retain employees with a range of personal and professional backgrounds, experiences and perspectives that arise from varying cultures and circumstances. In addition, the County promotes and adheres to policies, practices and standards that demonstrate its commitment to ensuring diversity, equity, and inclusion. These are included but not limited to:

- Code of Ethics, Vision, Mission, and Core Values that establish the expectation for diversity, equity, and inclusion as a local governing body and employer
- County Personnel Manual and supplemental policies require fair and equal treatment of all employees
- Accommodations are supported in Personnel Policies, including the Dress Code Guidelines and Alternate Work Schedule procedure that support individual employee beliefs and work life balance
- Diverse interview panels that represent various races and genders
- Partnerships with external agencies including Department of Aging and Rehabilitative Services and the Virginia Values Veteran's Program
- Open invitation for employees to bring concerns to the County Administrator or Human Resources

All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, at all County sponsored events, and at any time in which they are representing the County. In addition, external entities conducting business with the County are expected to exhibit conduct that is reflective of these expectations.

Employees who believe they have been subjected to any form of discrimination or treatment that conflicts with the County's Diversity, Equity, and Inclusion policy and initiatives should notify their supervisor, Human Resources, or the County Administrator. Employees found to have exhibited any conduct or behavior that does not comply with these expectations may be subject to disciplinary action.