
Section I:	General Government and Administration
Policy 11.0:	Non-Discrimination/Retaliation Policy
Reviewed by:	County Attorney/County Manager
Approved by:	County Manager
Original Effective Date:	August 1, 2016
Revisions:	February 24, 2017, December 18, 2017, May 30, 2019, August 2024

Policy Statement

It is the policy of Orange County to ensure all individuals who provide or receive services for or from Orange County and its employees are not victimized by illegal discrimination or retaliation practices.

Purpose

To prevent discrimination and retaliation in all Orange County government activities. To further this purpose the County Manager has designated the Human Rights and Relations Director as the County's Non-Discrimination Coordinator and directed her to investigate and issue findings and determinations on allegations of discrimination and retaliation.

Applicability

Applies to all Orange County government activities and participants therein and all Orange County employees and to those vendors and contractors providing services and products to and for Orange County.

Policy

11.1 Non-discrimination

11.1.1 Orange County is committed to providing all participants in its activities, its employees, and its service providers with a discrimination/retaliation free environment. Orange County and any vendor or contractor providing services or products for or to Orange County shall provide equal access to Orange County services and activities, equal employment opportunity as required by law and, shall not, in the course of conducting work for or providing services or products for or to Orange County, discriminate against any person based on age (as defined in the Orange County Civil Rights Ordinance), race, ethnicity, color, national origin, religion, creed, sex, sexual orientation, gender, gender identity, gender expression, marital status, familial status, source of income, disability, political affiliation, veteran status, disabled veteran status, natural hair texture or style.

11.2 Grievance procedure

11.2.1 Any individual who believes he or she may have been discriminated or retaliated against with respect to an Orange County program or activity may:

- Contact the Orange County Non-Discrimination Coordinator and initiate the complaint;

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- The Non-Discrimination Coordinator will assign the complaint to an investigator;
- The investigator will fully, fairly, and impartially investigate all complaints;
- The investigation will be conducted promptly through the gathering of evidence, interviewing of witnesses, and appropriate documentation of all facts in evidence;
- Upon completion of the investigation the investigator will, using preponderance of the evidence standards, issue a written determination of findings, which shall be provided to the complainant within ten days of issuance;
- Orange County prohibits retaliation and any claim of retaliation based on a complaint initiated pursuant to this policy should be immediately reported and such complaint will be investigated and addressed promptly.

This policy may be reviewed annually and updated as needed by the Manager's Office