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Subject: Nondiscrimination Policy Statement
Equal Employment Opportunity
To: Staff
From: Jeanne Meikrantz, Executive Director

An open and equitable personnel system will be established and maintained. Personnel policies, procedures and practices will be designed to prohibit discrimination on the basis of race, color, religious creed, disability, ancestry, age, sex, sexual preference, or national origin.

Employment opportunities shall be provided for applicants with disabilities and reasonable accommodation(s) shall be made to meet the physical or mental limitations of qualified applicants or employees.

Any employee, who believes they have been discriminated against, may file a complaint of discrimination with any of the following:

The Arc of Chester County
900 Lawrence Drive
West Chester, PA 19380

Commonwealth of Pennsylvania
Department of Human Services
Bureau of Equal Opportunity
Room 225, Health & Welfare Bldg.
P.O. Box 2675
Harrisburg, PA 17105

PA Human Relations Commission
Philadelphia Regional Office
110 North 8th Street
Suite 501
Philadelphia, PA 19107

U.S. Dept. of Health & Human Services
Office for Civil Rights
Suite 372, Public Ledger Bldg.
150 South Independence Mall West
Philadelphia, PA 19106-9111

Commonwealth of Pennsylvania
Department of Human Services
Bureau of Equal Opportunity
Southeastern Regional Office
801 Market Street, Suite 5034
Philadelphia, PA 19107

Staff Signature _____

Date: _____

Supervisor Signature _____

Revised 11/94, 6/05, 3/06, 11/12, 4/17, 1/20

The mission of The Arc of Chester County is to advocate, educate and provide services to empower individuals with disabilities and their families to enhance the quality of their lives. The official registration and financial information of The Arc of Chester County may be obtained from the Pennsylvania Department of State by calling toll free within Pennsylvania 1-800-732-0999. Registration does not imply endorsement. The Arc of Chester County is a 501(c)(3) nonprofit organization—contributions to which are tax deductible to the fullest extent permitted by law.

900 Lawrence Drive | West Chester, PA 19380 | T 610 696-8090 | F 610-696-8300 | www.arcofchestercounty.org | info@arcofchestercounty.org

The Arc of Chester County is affiliated with The Arc of Pennsylvania, The Arc of The United States, and The United Way.