

# Equal Opportunity

## **THE COMMITMENT CONTINUES**

The Office of Employment and Program Equity (OEPE) manages the organizational compliance and delivery of Equal Opportunity programs and services, including : Minority Business Enterprise, Americans With Disabilities Act, diversity staff training, sexual harassment prevention, mediation, discrimination prevention, and community outreach and employee awareness.

### **Minority Business Enterprise (MBE)**

The Office of Employment and Program Equity staff maintain close working relationships with small, minority, and women owned businesses throughout the state.

OEPE staff identify certified vendors to provide services to DHR. They assist procurement officers through all phases of the procurement process.

### **Americans with Disabilities Act (ADA)**

To ensure compliance, the Office of Employment and Program Equity provides training, technical assistance, and monitoring of federal law, and assures equal access to programs and services for applicants and employees with physical and mental disabilities.



### **Prevention of sexual harassment**

OEPE staff assist managers to implement various aspects of departmental policy and provides strategies to prevent sexual harassment in the workplace.

### **Staff Training**

This office provides training for employees regarding civil rights and equal opportunity, affirmative action, employee selection procedures, cultural diversity, and serving customers with disabilities.

### **Mediation**

Professionally trained mediators provide DHR staff with a process to resolve conflict in the workplace.



## **Community outreach/ Employee awareness**

The office develops an array of awareness materials that appear in various venues including the internet and intranet. We also conduct special events to increase employees' awareness of their rights and responsibilities regarding equal opportunity and affirmative action.

## **Diversity initiatives**

This office promotes workplace awareness and sensitivity to the diverse environment and the skills needed to serve a diverse customer base.

## **The law is clear**

Equal opportunity in employment is guaranteed. It is against the law for employers to discriminate on the basis of:

- race
- gender
- color
- political affiliation
- national origin
- sexual orientation
- religion
- marital status
- age
- physical or mental disability

And with regard to:

- job application
- reclassification
- hiring
- promotion
- wages
- termination



## **Compliance reviews of human service providers**

OEPE staff conduct program reviews to ensure that all federal and state civil rights regulations are met. Programs monitored include: Maryland Energy Assistance, Family Investment Programs, and Maryland Legal Services Program.

## **Office of Employment and Program Equity**

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