

# Sample EEO Polices

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## For businesses with policies and handbooks

At \_\_\_\_\_ we are totally committed to providing equal employment opportunities to all employees and applicants. It is our policy to provide equal employment opportunities to employees and applicants based on job-related qualifications and ability to perform a job without regard to race, sex, color, religion, age, national origin, disability, sexual orientation, or gender identity.

\_\_\_\_\_ is an equal employment opportunity employer. We treat all employees and job applicants fairly and equitably without regard to race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity or gender expression. Employment decisions are made based on merit and qualifications.

It is the policy of \_\_\_\_\_ to ensure equal employment opportunity to all qualified persons based solely on an individual's ability to perform the essential functions of a job without regard to race, sex, color, religion, national origin, age, sexual orientation, gender identity or disability.

## For small businesses without policies and handbooks

### CORPORATE RESOLUTION FOR \_\_\_\_\_

Resolution Number: \_\_\_\_\_

Resolution of the Members of \_\_\_\_\_

Through Unanimous Consent

Pursuant to the operating agreement of \_\_\_\_\_, an LLC organized under the laws of the State of Arizona, the undersigned, constituting all the members of \_\_\_\_\_, do hereby unanimously resolve and consent in lieu of formal meeting to the following actions:

1. Establish workplace anti-discrimination, anti-harassment policies in its corporate documents as follows:

#### **Non-Discrimination:**

\_\_\_\_\_ (hereinafter "employer") is an "equal opportunity employer." The employer will not discriminate in employment, recruitment, advertisements for employment, compensation, termination, promotions, and other conditions of employment against any employee or job applicant on the basis of disability, race, religion, color, national origin, sex, age, sexual orientation, gender expression or gender identity.