



**STATE OF HAWAII**  
**DEPARTMENT OF TRANSPORTATION**  
869 PUNCHBOWL STREET  
HONOLULU, HAWAII 96813-5097

Deputy Directors  
LYNN A.S. ARAKI-REGAN  
DEREK J. CHOW  
ROSS M. HIGASHI  
EDWIN H. SNIFFEN

IN REPLY REFER TO:  
OCR 1.8895

## **NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY STATEMENT**

The Hawaii Department of Transportation (HDOT) is committed to promoting a work environment which values mutual respect, tolerance, understanding, and kindness among its employees. HDOT encourages all of its employees to strive to reach their own individual potential. In pursuit of its goal of providing safe, efficient, and accessible transportation services to Hawaii's population, HDOT seeks to develop and nurture a culture of diversity. HDOT believes that diversity among its staff provides strength, stimulates creativity, promotes the free exchange of ideas, and enriches the lives of its employees.

HDOT mirrors the goal of the Department of Human Resources Development (DHRD) to recruit "the best and brightest" and is committed to ensuring that all HDOT employment actions are based on an individual's abilities, qualifications, and other relevant characteristics. Additionally, HDOT is committed to the full realization of equal employment opportunity for women, minorities, persons with disabilities, and veterans through its affirmative action program.

HDOT prohibits discrimination against any employee on the basis of race, color, sex, gender, national origin, ancestry, age, religion, disability, marital status, veteran's status, pregnancy, breast feeding, sexual preference, gender identification, victims of sexual or domestic violence, arrest or court records, national guard participation, genetic information, and any other protected characteristic under the law. HDOT will conduct its programs, services, and activities consistent with applicable federal, state and local laws, regulations and orders and in conformance with the procedures and limitations as set forth in DHRD's Discrimination/Harassment-Free Workplace Policy (DHRD Policy No. 601.001), which provides specific rights and remedies to State of Hawaii Employees.

An incident of harassment or other alleged illegal discrimination by an employee or non-employee should be brought immediately to the attention of HDOT's Equal Employment Opportunity Specialist who will thoroughly investigate and take appropriate corrective action to prevent further occurrence.

Harassment includes many forms of offensive behavior, including but not limited to:

- Verbal harassment such as racial, ancestry (or any other protected basis) epithets (e.g., nicknames, labels, descriptions), derogatory comments, jokes or slurs;
- Physical harassment; such as touching, assault, impeding or blocking movement;

- Visual forms of harassment; such as displaying racial, ancestry (or any other protected basis) derogatory posters, cartoons, drawings or computer images that are offensive; and
- Applying different employment terms and conditions for persons of a different race (or any other protected basis); such as being singled out for closer supervision.

When any form of racial, ancestry (or any other protected basis) harassment has the purpose or effect of creating an intimidating, hostile, or offensive working environment; has the purpose or effect of unreasonably interfering with an individual's work performance, or otherwise adversely affects an individual's employment opportunities, then the harassment is a violation of the State and Federal civil rights laws.

Finally, it is unlawful discriminatory practice to retaliate against any individual because the individual has opposed any discrimination or has filed a complaint, testified, or assisted in any proceeding regarding discrimination.

Any question of interpretation regarding this Non-Discrimination and Anti-Harassment Policy Statement shall be referred to the HDOT Equal Employment Opportunity Specialist at (808) 831-7917 or via email at HDOT-EEO@hawaii.gov.

  
\_\_\_\_\_  
JADE T. BUTAY  
Director of Transportation

May 20, 2019  
DATE