



STATE OF ARIZONA  
DEPARTMENT OF REAL ESTATE

DOUGLAS A. DUCEY  
GOVERNOR

JUDY LOWE  
COMMISSIONER

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TEAM - "TOGETHER EVERYONE ACHIEVES MORE"

NON-DISCRIMINATION POLICY

In recognition of its legal and moral obligations, the Arizona Department of Real Estate hereby commits itself to a policy of non-discrimination as follows:

1. The Arizona Department of Real Estate shall not discriminate on the basis of race, color, religion, sex, age, disability, national origin, or any other characteristic protected by law. Equal Opportunity applies to such employment practices as hiring, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay or other forms of compensation, selection for training, job assignments, accessibility, working conditions and special duty details.
2. All Arizona Department of Real Estate management personnel shall actively support recruitment and career development programs to ensure equitable representation of minorities, females, seniors, LGBT and individuals with disabilities, special disabled veterans and Vietnam Era veterans in all job categories and pay grades.
3. The Arizona Department of Real Estate shall not tolerate discrimination in the agency as it creates an intimidating, degenerating, hostile and offensive working environment. Each employee has an affirmative duty to maintain a workplace free of harassment, intimidation, discrimination. Arizona Department of Real Estate prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.
4. The Department will post the Non-Discrimination Policy throughout departmental facilities.
5. All written bid announcements, request for proposals, employment announcements, requests for applications, program brochures, literature and general solicitations shall include the phrase:

**"Arizona State Government is an EOE/ADA Reasonable Accommodation Employer"**

The Arizona Department of Real Estate is committed to ensuring that all its employees can work in an environment free from harassment, discrimination and retaliation.

This policy is accessible to employees on ADRE's intranet at <http://refpprd01.az.int/intranet/> and in hard copy on the Department's Administration and Licensing offices (Employee Bulletin Boards) at 2910 N. 44<sup>th</sup> St., Suites 100 and 110, Phoenix, AZ 85018.

  
Judy Lowe, Commissioner

3-6-18  
Date

Any employee who has questions or concerns about this policy should talk with Rick Mead, ADRE HR Specialist, or the Governor's Office of Equal Opportunity, <http://azgovernor.gov/eop/index.asp> or (602) 542-3711