

SOCIETY POLICY

STAFF EMPLOYMENT GUIDELINES

I. PREFACE

ASME is an Equal Opportunity Employer.

II. PURPOSE

Provide a Society Policy confirming the fair and impartial treatment of ASME employees.

III. POLICY

- A. ASME will abide by the Equal Employment Opportunity regulations for the U.S. Government, and with state and local equal opportunity laws.
- B. ASME will ensure that recruiting, hiring, promotion and transfer decisions are based solely upon candidates' job-related qualifications and abilities, without regard to race, color, religion, sex, age, national origin, citizenship status, or disability, and in compliance with state and local equal employment opportunity laws. ASME will provide reasonable accommodation to otherwise qualified individuals with a disability, consistent with the law.
- C. ASME will ensure that all other human resource policies and practices, including, but not limited to, compensation, benefits, discipline and terminations, layoffs, ASME-sponsored training, tuition assistance, social and recreational programs, are also administered on a nondiscriminatory basis, in compliance with federal, state and local equal employment opportunity laws.

Responsibility : Board of Governors
Transferred from the Committee on Staff to the Board of Governors:
June 1, 2005

Adopted: June 18, 1975

Reaffirmed: September 12, 1999
June 1, 2005

Revised: June 10, 1983
June 22, 1989
September 11, 1994
June 6, 2001