



The Narragansett Bay Commission

One Service Road, Providence, RI 02905



Non-Discrimination Plan

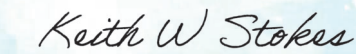
July 1, 2024 to June 30, 2025

Submitted By:

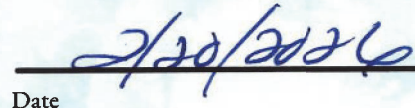


Laurie Horridge, Executive Director
Narragansett Bay Commission

Approved By:



For the Division of Equity, Diversity and Inclusion



Date

2/26/2026

Date

The Narragansett Bay Commission
One Service Road
Providence, Rhode Island 02905

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<http://www.narrabay.com>



Vincent J. Mesolella
Chairman

Laurie A. Horridge
Executive Director

February 10, 2026

Ms. Sharon Reynolds Ferland
House Fiscal Advisor
House of Representatives
Rhode Island State House, Room 323
82 Smith Street
Providence, RI 02903

Dear Ms. Reynolds Ferland:

Please accept this submission, pursuant to § 28-5.1-3(b), on behalf of the Narragansett Bay Commission ("Department").

The Department pledges that it will recruit, hire, train, and promote persons in all job classifications in accordance with State and federal law and without discrimination. The Department will provide reasonable accommodations based on disability as required by law. Moreover, the Department pledges to promote a non-discriminatory, non-retaliatory, harassment-free workplace. Any complaints with respect to discrimination, retaliation and/or harassment shall be handled in a professional manner, within a reasonable time, and in accordance with the Division of Human Resources' policies and procedures.

If you have any questions regarding this submission, please feel free to reach out to me at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Laurie Horridge', is written over the typed name and title. The signature is fluid and cursive.

Laurie Horridge
Executive Director

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Vincent J. Mesolella
Chairman

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Executive Director

February 10, 2026

Mr. Keith W. Stokes
Associate Director
Division of Equity, Diversity & Inclusion (DEDI)
One Capitol Hill
Providence, RI 02908

Dear Mr. Stokes:

Please accept this submission, pursuant to § 28-5.1-3(b), on behalf of the Narragansett Bay Commission ("Department").

The Department pledges that it will recruit, hire, train, and promote persons in all job classifications in accordance with State and federal law and without discrimination. The Department will provide reasonable accommodations based on disability as required by law. Moreover, the Department pledges to promote a non-discriminatory, non-retaliatory, harassment-free workplace. Any complaints with respect to discrimination, retaliation and/or harassment shall be handled in a professional manner, within a reasonable time, and in accordance with the Division of Human Resources' policies and procedures.

If you have any questions regarding this submission, please feel free to reach out to me at your convenience.

Sincerely,



Laurie Horridge
Executive Director

NARRAGANSETT BAY COMMISSION

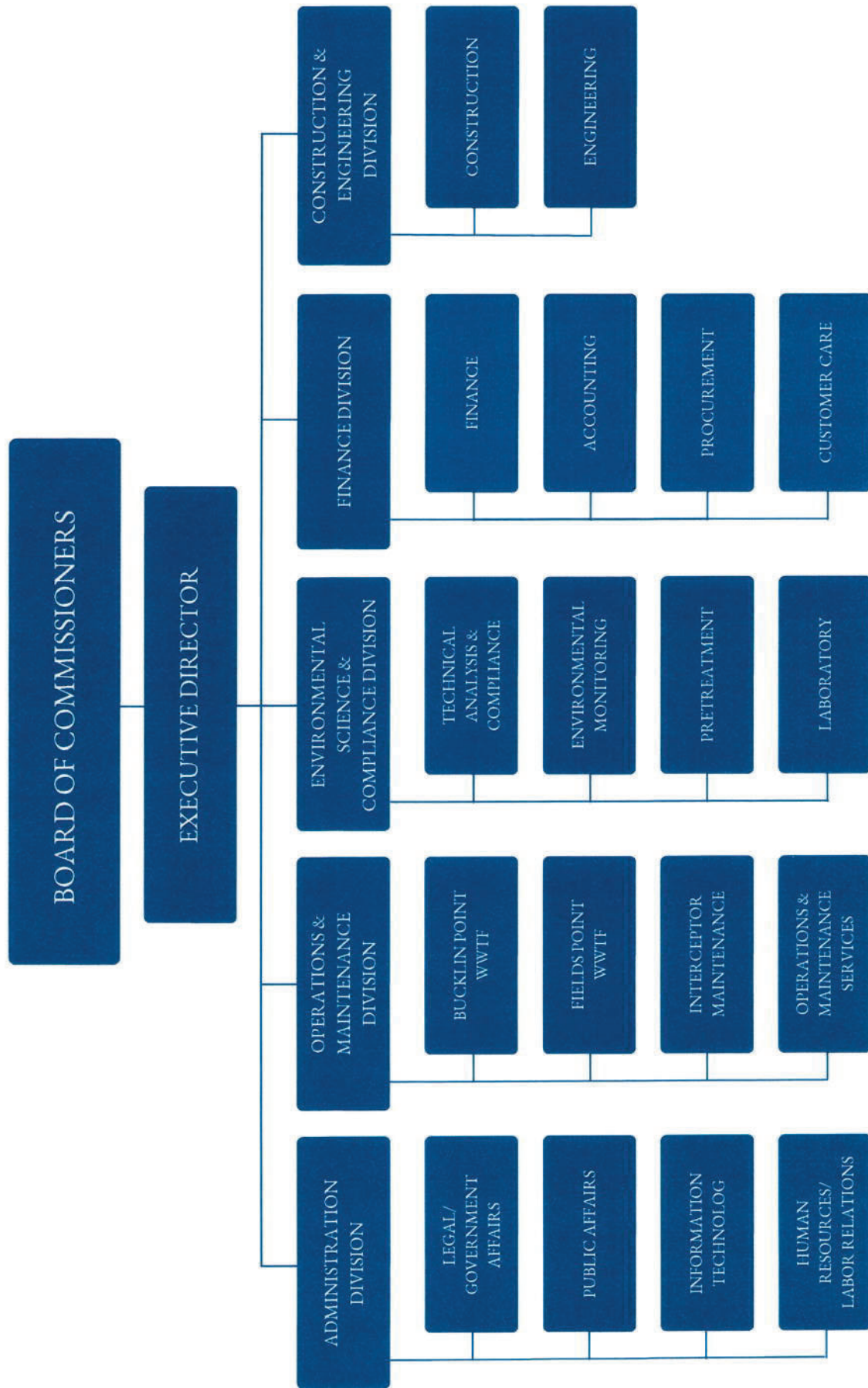
AGENCY OUTLINE

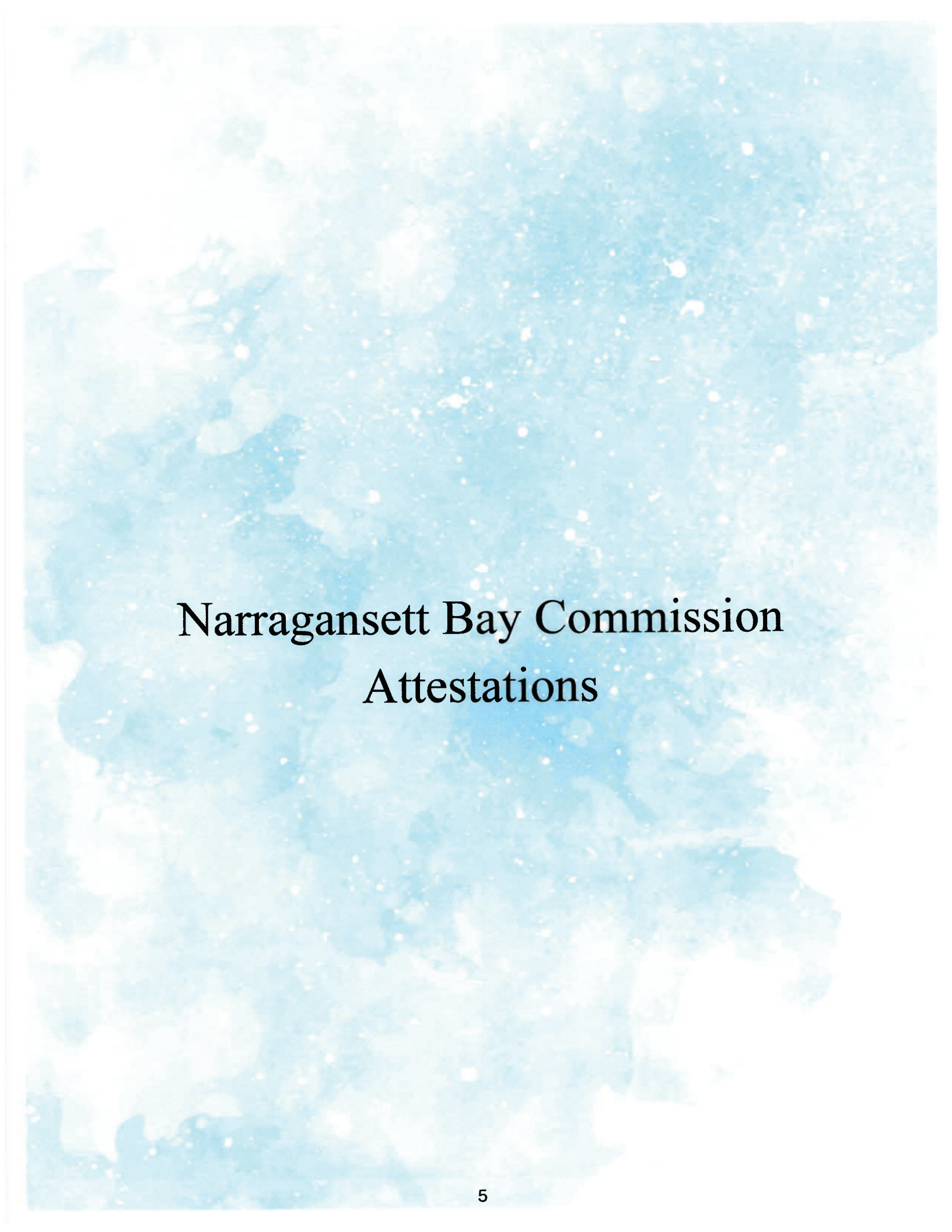
The Narragansett Bay Commission (NBC) was created by the Rhode Island General Assembly in 1980 and is charged with the responsibility of providing wastewater collection and treatment in the metropolitan Providence and Blackstone Valley areas. The Narragansett Bay Commission serves the citizens of Providence, North Providence, Johnston, Pawtucket, Central Falls, Cumberland, Lincoln, the northern portion of East Providence, and small sections of Cranston and Smithfield.

One hundred and ten miles of underground interceptor pipes, ranging in size from 8 inches to 110 inches in diameter, collect and transport wastewater from approximately 395,000 persons and 8,000 businesses located throughout the NBC service district so that it is safely and properly treated at one of the Commission's two wastewater treatment facilities – the Field's Point and Bucklin Point Wastewater Treatment Facilities. The Commission is also responsible for the operation and maintenance of eight remote pump stations, 32 tide gates at 19 different locations, and 66 active combined sewer overflows throughout the District.

In addition, the NBC owns 4.19 miles of deep tunnel and consolidation conduits, as well as a tunnel pump station, as a part of its Combined Sewer Overflow Abatement Program. The Narragansett Bay Commission is a public corporation and is governed by a nineteen-member Board. The Narragansett Bay Commission employs approximately 280 employees within five divisions: Administration; Finance; Operations & Maintenance; Construction & Engineering; and Environmental Science & Compliance.

The Narragansett Bay Commission is dedicated to enhancing and protecting Narragansett Bay. We are committed to serving the needs of the community by improving the water quality of Rhode Island's greatest natural and recreational resources and preserving the quality of life that a clean Bay offers to all Rhode Islanders.



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Narragansett Bay Commission Attestations

NARRAGANSETT BAY COMMISSION STATEMENT ON NON-DISCRIMINATION

It is the policy of the Narragansett Bay Commission to promote fair and equitable treatment of all employees and applicants, and to fully comply with federal and state law. Therefore, the Narragansett Bay Commission will strive to ensure that all employees adhere to the following directives.

The Narragansett Bay Commission supports non-discrimination and fairness. The Narragansett Bay Commission pledges that it will recruit, hire, train, and promote persons in all job classifications without regard to race, color, sex, religion, sexual orientation, gender identity or expression, age, national origin, disability, or veteran status.

All employees and applicants have a right to equal consideration and non-discrimination in all terms, conditions, or privileges of employment, including but not limited to; recruitment, hiring, certification, appointments, working conditions, work assignments, promotions, benefits, compensation, training, transfers, layoffs, recall from layoffs, disciplinary actions, terminations, demotions, or requests for leave. The Narragansett Bay Commission will not discriminate against such requests based on race, color, religion, age, sex, national origin, disability, veteran status, sexual orientation, or gender identity or expression. The Narragansett Bay Commission is committed to employ qualified members of both protected and non-protected groups.

All employees have a right to a workplace free from harassment by supervisors or co-workers based on race, color, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, or any other protected status. Harassment is defined as verbal or physical conduct, interfering with an individual's work performance, or creating an intimidating, hostile, or offensive working environment.

Sexual harassment includes unwanted verbal or physical conduct of a sexual nature as well as sexual advances or requests for sexual favors. Any form of harassment is unlawful, lowers the morale and efficiency of the employees, and will not be tolerated.

Employees and applicants have a right to reasonable accommodations based on disability. Such accommodations include but are not limited to, making facilities accessible, job restructuring, and acquisition of special equipment.

The Americans with Disabilities Act/504 Coordinator for the Narragansett Bay Commission is Casandra Bennett, Human Resources Manager.

POLICY ON SERVICE DELIVERY

The Narragansett Bay Commission is committed to providing fair, courteous, and equitable service to the public. The Office will make every effort to provide interpretive services to the non-English speaking public. As per Rhode Island General Law 28-5.1 of the State of Rhode Island, The Narragansett Bay Commission shall render services to all persons without discrimination based on race, color, religion, sex, age, national origin, sexual orientation, gender identity or expression, or disability. Each Division is further responsible for making sure that discrimination does not exist in any programs and activities it assists. This includes grants, contracts, and all areas when the state dollars are spent.

If any person feels that he/she has been discriminated against, he/she may contact the Division of Equity, Diversity and Inclusion (DEDI)/State Equal Opportunity Office, One Capitol Hill, Providence, Rhode Island 02908-5865. The telephone number is 401-222-3090 or eeo.compliance@doa.ri.gov.

POLICY STATEMENT FOR INDIVIDUALS WITH DISABILITIES AND VETERANS

The Narragansett Bay Commission is fully committed to employ and advance individuals with disabilities and veterans in accordance with the Americans with Disabilities Act of 1990, RI General Law 28-5.1, Executive Order 92-2 and the Vietnam Era Veterans Readjustment Assistance Act of 1974.

It is the policy and practice of the Narragansett Bay Commission to provide equal consideration for every employee. The Narragansett Bay Commission encourages qualified individuals with disabilities, disabled veterans, and qualified veterans to participate fully in all employment opportunities. This policy applies to all decisions about recruitment, hiring, compensation, benefits, transfers, promotions, layoffs, and other conditions of employment.

Accordingly, all employment decisions shall be consistent with the principles of fairness.

Casandra Bennett, Human Resources Manager, is designated as the 504 Coordinator for the Narragansett Bay Commission. This entails coordination of all divisions in the implementation of all Federal rules and regulations affecting the Narragansett Bay Commission in terms of compliance with the mandates of Section 504 of Title V of the Rehabilitation Act of 1973.

COMPLIANCE WITH GUIDELINES ON DISCRIMINATION BECAUSE OF RELIGION OR NATIONAL ORIGIN

The Narragansett Bay Commission will fully comply with all laws. The Narragansett Bay Commission will strive to fulfill requests for religious accommodation through voluntary substitutions, flexible work schedules, changes in job assignments, or transfers. The Narragansett Bay Commission offers employees four “personal days” of paid leave per year that may be used for accommodating religious holidays or obligations.

The Narragansett Bay Commission does not discriminate against any qualified person in any facet of hiring or employment because of their religion or national origin.

RETALIATION OR COERCION STATEMENT

An employee or agent of State Government who discriminates against an individual through the use of retaliation, coercion, intimidation, threats, or other such action because such individual has filed a complaint, testified or participated in any way in any investigation proceeding or hearing regarding discrimination in employment or public service, or because such individual has opposed any act made unlawful under the Americans with Disabilities Act (ADA) of 1990 or Rhode Island Fair Employment Practices Act, or any rules and regulations issued pursuant to either, shall be subject to disciplinary action. Said action may include suspension from employment or dismissal where the discrimination is found to be willful or repeated.

COMPLIANCE WITH SEX DISCRIMINATION GUIDELINES

In our efforts to comply with federal and state laws on discrimination based on sex, the Narragansett Bay Commission will comply with the following procedures and practices:

1. Candidates from both sexes may be considered for all jobs
2. Advertisements will not express a preference for applicants of a particular sex when placed for recruitment of personnel.
3. No distinction based on sex will be made in employment opportunities, wages, and hours of work, employee benefits, or any other condition of employment.
4. Mandatory or optional ages for retirement will be equal for both males and females.
5. Appropriate physical facilities will be provided for both sexes. Lack of facilities will not be used to reject applicants of either sex.
6. Pregnancy leaves of absence for female employees are granted on an individual basis, depending on an individual's physical condition, under the Narragansett Bay Commission's leave of absence policy. Parental leave is afforded to all employees for the purpose of child raising in accordance with Personnel Rule 5.0661 (d) and State and Federal FMLA provisions.
7. Where seniority lists or lines of progression are used, they shall not be based on an employee's sex.
8. Salaries and wage schedules will not be based on an employee's sex.
9. All employees, regardless of their sex, will have equal opportunity to participate in training programs sponsored by the Narragansett Bay Commission.
10. The Narragansett Bay Commission recognizes its obligation to provide a work atmosphere free of harassment and intimidation. Any forms of sexual harassment, such as unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature, will not be tolerated. Violations of this policy will be handled appropriately as part of the Narragansett Bay Commission's disciplinary procedures and its posted policy letter in support of the federal guidelines on sexual harassment.

AMERICANS WITH DISABILITIES/504 COMPLAINT PROCEDURES

The Narragansett Bay Commission provides prompt and equitable resolution of complaints alleging any action prohibited by the Americans with Disabilities Act of 1990.

Complaints should be addressed to Casandra Bennett, Human Resources Manager, cbennett@narrabay.com, who has been designated to coordinate ADA/504 Compliance efforts.

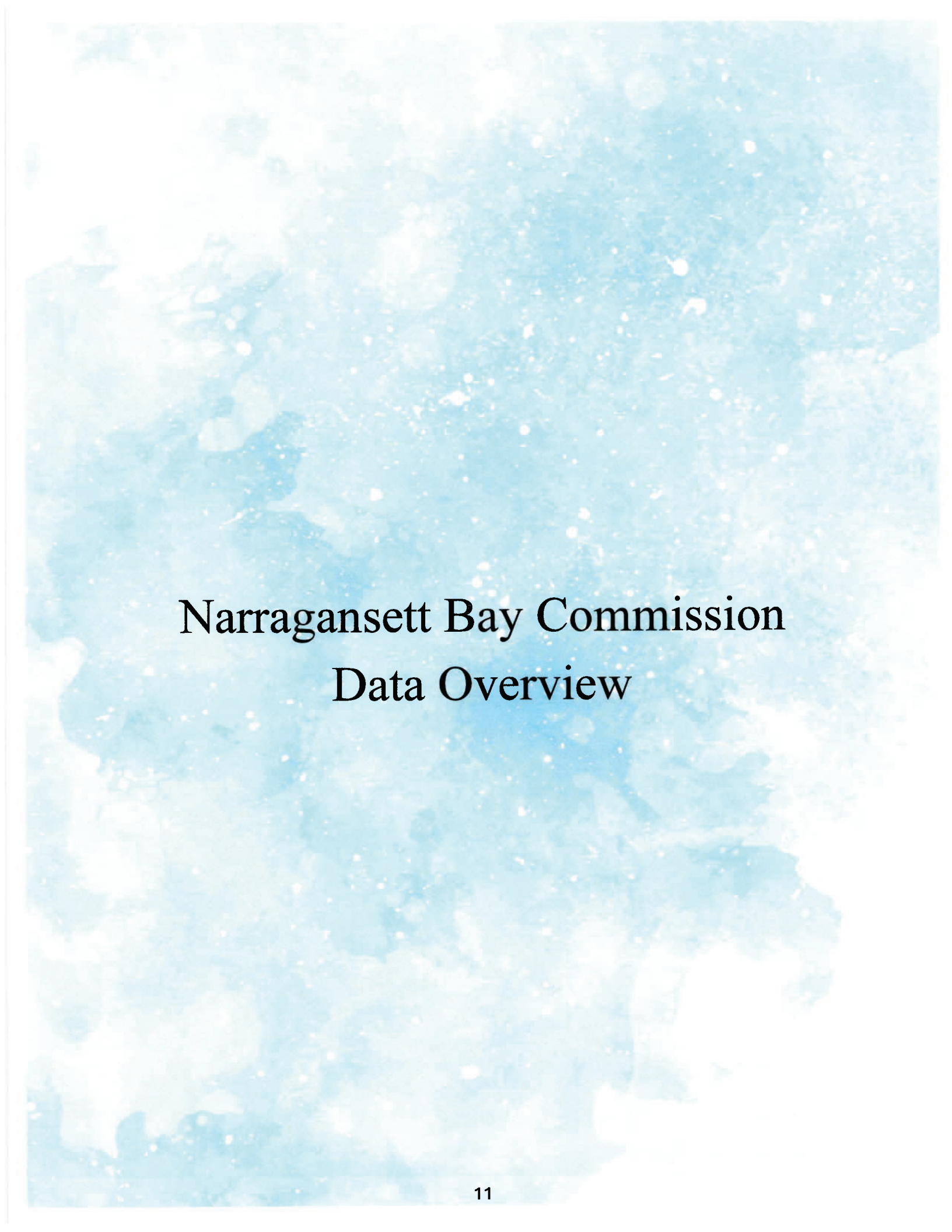
A complaint may be filed in writing or verbally. It should contain the name and address of the person filing the complaint and a brief description of the alleged violation(s).

A complaint should be filed as soon as possible after the complainant becomes aware of the alleged violation(s).

An investigation, as may be appropriate, will follow the filing of a complaint. The investigation will be conducted by Casandra Bennett, Human Resources Manager. These rules contemplate informal but thorough investigations affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

A written determination as to the validity of the complaint and a description of the resolution, if any, will be issued and a copy forwarded to the complainant.

The ADA/504 Coordinator will maintain the files and records relating to the complaints filed.



Narragansett Bay Commission Data Overview

Breakdown of NBC Job Applicant Demographics by Classification Title
7/1/2024 - 6/30/2025

Classification Title	Position Number	EEO Job Category	Applicants					Pay Grade
			White Male	Minority	Female	Disabled	Veterans	
Senior Accountant	AC008	Professionals	1	0	1	0	0	7
Operator I	BP006	Skilled Craft Worker	0	2	0	0	0	U4
Operator I	BP016	Skilled Craft Worker	3	0	0	0	0	U4
Heavy Equipment Operator	BP021	Skilled Craft Worker	1	1	0	0	0	U7
Mechanic I	BP024	Skilled Craft Worker	1	0	0	0	0	U5
Operator I	BP025	Skilled Craft Worker	0	1	0	0	0	U4
Mechanic I	BP029	Skilled Craft Worker	1	0	0	0	0	U5
Mechanic II	BP035	Skilled Craft Worker	2	0	0	0	0	U6
Mechanic II	BP035	Skilled Craft Worker	2	0	0	0	0	U6
Operator I	BP037	Skilled Craft Worker	2	2	0	0	0	U4
Maintenance Manager	BP042	Professionals	2	0	0	0	0	9A
BP Clerk	BP047	Administrative Support	0	0	2	0	0	U4
E&I Technician III	BP049	Technicians	1	1	0	0	0	U7
Maintenance Supervisor	BP061	Technicians	1	0	0	0	0	6A
Inventory Control Clerk	BP062	Skilled Craft Worker	3	0	0	0	0	U4

Classification Title	Position Number	EEO Job Category	White Male	Minority	Female	Disabled	Veterans	Pay Grade
Mechanic I	BP063	Skilled Craft Worker	1	1	0	1	1	U5
E&I Technician II	BP065	Technicians	1	0	0	0	0	U5
Customer Care Representative	CS018	Administrative Support	0	3	4	0	0	U5
Fiscal Clerk - Customer Care	CS022	Administrative Support	0	4	4	0	0	U5
Customer Care Representative	CS024	Administrative Support	0	2	3	0	0	U5
Customer Care Representative - Fiscal Clerk	CS042	Administrative Support	0	1	2	0	0	U6
Environmental Engineer	EC004	Professionals	1	0	0	0	0	8
Assistant Construction Manager	EC011	Professionals	1	0	0	0	0	10A
Assistant Environmental Monitoring Manager	EM002	Professionals	2	0	1	0	0	9
Environmental Monitor	EM013	Technicians	5	1	1	1	1	U6
Environmental Monitoring Coordinator	EM024	Para-Professionals	0	1	1	0	0	6
Environmental Monitoring Supervisor	EM025	Professionals	1	1	1	0	0	8
Administrative Assistant	EN025	Para-Professionals	0	2	2	0	0	7
Chief Financial Officer	FI001	Officials	1	0	0	0	0	18
Financial Analyst II	FI012	Professionals	0	1	1	0	0	7
Deputy Chief Financial Officer	FI024	Officials	1	1	2	0	0	16
O&M Technician	FP005	Technicians	1	1	1	0	0	5A
O&M Coordinator	FP008	Technicians	1	0	0	0	0	6A

Classification Title	Position Number	EEO Job Category	White Male	Minority	Female	Disabled	Veterans	Pay Grade
Maintenance Supervisor	FP013	Technicians	2	0	0	0	1	6A
Process Monitor	FP016	Skilled Craft Worker	1	0	0	0	0	U6
Process Monitor	FP021	Skilled Craft Worker	0	1	0	0	1	U6
Process Monitor	FP024	Skilled Craft Worker	1	1	0	0	0	U6
Operator I	FP035	Skilled Craft Worker	1	2	0	1	1	U4
Operator I	FP044	Skilled Craft Worker	1	2	0	0	0	U4
Mechanic I	FP053	Skilled Craft Worker	2	0	0	2	2	U5
Mechanic I	FP054	Skilled Craft Worker	1	1	0	0	0	U5
Mechanic I	FP056	Skilled Craft Worker	1	1	0	0	1	U5
Mechanic I	FP056	Skilled Craft Worker	2	1	0	0	0	U5
Mechanic II	FP066	Skilled Craft Worker	1	0	0	0	0	U6
Maintenance Supervisor	FP073	Technicians	3	0	0	0	0	6A
Maintenance Supervisor	FP073	Technicians	1	0	0	0	0	6A
Utility Operator	FP077	Skilled Craft Worker	0	1	0	0	0	U4
Operator I	FP128	Skilled Craft Worker	0	1	0	0	0	U4
Operator I	FP540	Skilled Craft Worker	0	3	0	0	0	U4
IM Inspector	IM004	Technicians	0	3	1	0	0	5A
IM Operator II	IM019	Skilled Craft Worker	1	1	0	0	0	U4

Classification Title	Position Number	EEO Job Category	White Male	Minority	Female	Disabled	Veterans	Pay Grade
IM Operator II	IM025	Skilled Craft Worker	1	1	0	0	0	U4
Environmental Technician	IM027	Technicians	2	2	0	0	0	7A
Technical Assistant	IM040	Technicians	0	0	1	0	0	5
Helpdesk Technician II	IT013	Professionals	3	0	2	0	0	9
Chemist	LA009	Professionals	3	2	4	0	0	U7
Laboratory Coordinator	LA024	Para-Professionals	0	0	1	0	0	6
Laboratory Technician	LA510	Technicians	0	0	1	0	0	U6
Laboratory Technician	LA510	Technicians	2	0	2	0	0	U6
Technical Analysis & Compliance Manager	PE007	Professionals	1	1	3	0	0	11
Environmental Scientist I	PE012	Professionals	2	0	1	1	0	7
Environmental Scientist III	PE013	Professionals	1	1	5	0	0	10
Safety Compliance Coordinator I	PE018	Technicians	0	0	1	0	0	6
Pretreatment Inspector I	PT010	Technicians	2	1	2	0	0	5
Pretreatment Inspector I	PT011	Technicians	2	1	2	0	0	5
Pretreatment Inspector I	PT012	Technicians	2	2	1	0	0	5
Pretreatment Inspector II	PT013	Professionals	0	0	1	0	0	6
Purchasing Support Specialist	PU010	Para-Professionals	0	1	1	0	0	5
		TOTALS	75	56	55	6	8	

APPLICANTS & HIRES DATA BY EEO JOB CATEGORY
7/1/2024 - 6/30/2025

	TOTAL APPLICANTS	MALE							FEMALE							**DISABLED	VETERANS
		BLACK OR AFRICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN OR ALASKA NATIVE	WHITE (NHL*)	NATIVE HAWAIIAN OR OTHER PACIFIC	TWO OR MORE RACES (NHL*)	BLACK OR AFRICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN OR ALASKA NATIVE	WHITE (NHL*)	NATIVE HAWAIIAN OR OTHER PACIFIC	TWO OR MORE RACES (NHL*)		
APPLICANTS																	
OFFICIALS/ADMINISTRATORS	4	0	0	0	0	2	0	0	0	1	0	0	1	0	0	0	0
PROFESSIONALS	23	0	0	0	0	10	0	0	1	1	1	0	10	0	0	1	0
TECHNICIANS	34	1	3	3	0	17	0	1	0	1	0	0	7	0	1	0	1
FACULTY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PARA-PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE SUPPORT	12	0	1	0	0	0	0	0	0	7	0	0	3	0	1	0	0
SKILLED CRAFT	30	5	7	0	0	14	0	4	0	0	0	0	0	0	0	2	3
SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	103	6	11	3	0	43	0	5	1	10	1	0	21	0	2	3	4
HIRES																	
OFFICIALS/ADMINISTRATORS	2	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0
PROFESSIONALS	5	0	0	0	0	0	0	0	0	0	1	0	4	0	0	1	1
TECHNICIANS	10	0	0	1	0	4	0	0	0	1	0	0	3	0	1	0	0
FACULTY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PARA-PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE SUPPORT	3	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0	0
SKILLED CRAFT	13	1	5	0	0	6	0	1	0	0	0	0	0	0	0	0	0
SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	33	1	5	1	0	11	0	1	0	4	1	0	8	0	1	1	1

* Not Hispanic or Latino

** Include disabled in appropriate job categories.

PROMOTIONS & TERMINATIONS DATA BY EEO JOB CATEGORY
7/1/2024 - 6/30/2025

	TOTAL APPLICANTS	MALE						FEMALE						VETERANS	**DISABLED	
		BLACK OR AFRICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN OR ALASKA NATIVE	WHITE (NHL*)	NATIVE HAWAIIAN OR OTHER PACIFIC	TWO OR MORE RACES (NHL*)	BLACK OR AFRICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN OR ALASKA NATIVE	WHITE (NHL*)			NATIVE HAWAIIAN OR OTHER PACIFIC
PROMOTIONS																
OFFICIALS/ADMINISTRATORS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROFESSIONALS	16	1	0	0	0	8	0	0	1	1	0	5	0	0	0	0
TECHNICIANS	16	1	1	0	0	10	0	0	0	0	0	4	0	0	0	1
FACULTY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PARA-PROFESSIONALS	5	0	0	0	0	0	0	0	2	1	0	1	0	1	0	0
ADMINISTRATIVE SUPPORT	4	0	0	0	0	0	0	0	1	0	0	3	0	0	0	0
SKILLED CRAFT	21	1	6	0	0	14	0	0	0	0	0	0	0	0	0	2
SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	62	3	7	0	0	32	0	0	4	2	0	13	0	0	1	3
TERMINATIONS																
OFFICIALS/ADMINISTRATORS	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
PROFESSIONALS	8	0	0	0	0	5	0	0	1	0	0	2	0	0	0	0
TECHNICIANS	6	0	0	0	0	4	0	0	0	1	0	1	0	0	0	0
FACULTY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PARA-PROFESSIONALS	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
ADMINISTRATIVE SUPPORT	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
SKILLED CRAFT	10	2	2	0	0	5	0	1	0	0	0	0	0	0	0	1
SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	27	2	2	0	0	14	0	1	2	1	0	5	0	0	0	1

* Not Hispanic or Latino

** Include disabled in appropriate job categories.

STATISTICAL SUMMARY OF EXISTING WORKFORCE & JOB GROUP ANALYSIS AS OF 6/30/2025

JOB CATEGORY	TOTAL EMPLOYEES	MINORITY	FEMALE	DISABLED	VETERANS	WORKFORCE						TWO OR MORE RACES (NHL*)
						WHITE (NHL*)	BLACK OR AFRICAN AMERICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN/ ALASKAN NATIVE (NHL*)	NATIVE HAWAIIAN/ OTHER PACIFIC ISLANDER (NHL*)	
Officials/Administrators	6	1	2	0	0	5	1	0	0	0	0	0
Professionals	91	13	40	0	0	78	3	5	4	0	0	1
Technicians	62	13	17	4	4	49	3	8	1	0	0	1
Paraprofessionals	31	11	28	0	0	20	1	8	1	0	0	1
Administrative Support	21	7	21	0	0	14	1	6	0	0	0	0
Skilled Craft	66	23	2	1	3	43	8	14	0	0	0	1

JOB CATEGORY	TOTAL EMPLOYEES	MALE						FEMALE					
		WHITE (NHL*)	BLACK OR AFRICAN AMERICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN/ ALASKAN NATIVE (NHL*)	NATIVE HAWAIIAN/ OTHER PACIFIC ISLANDER (NHL*)	TWO OR MORE RACES (NHL*)	WHITE (NHL*)	BLACK OR AFRICAN AMERICAN (NHL*)	HISPANIC OR LATINO	ASIAN (NHL*)	AMERICAN INDIAN/ ALASKAN NATIVE (NHL*)
Officials/Administrators	6	3	1	0	0	0	0	0	2	0	0	0	0
Professionals	91	43	3	4	1	0	0	0	35	0	1	3	0
Technicians	62	37	3	4	1	0	0	0	12	0	4	0	0
Paraprofessionals	31	2	0	1	0	0	0	0	18	1	7	1	0
Administrative Support	21	0	0	0	0	0	0	0	14	1	6	0	0
Skilled Craft	66	42	8	13	0	0	0	1	1	0	1	0	0
Total	277	127	15	22	2	0	0	1	82	2	19	4	0
													3

SELF-EVALUATION OF HIRING, PROMOTIONS, TERMINATIONS, AND WORKFORCE COMPOSITION

The Narragansett Bay Commission Department of Human Resources is responsible for policies, procedures, monitoring, and training designed to assure equal employment opportunity with respect to all phases of hiring and employment.

For the analysis of hires, promotions, and terminations, please refer to the tables in the “Agency Data Overview.” Please note: the promotions listed above only reflect promotions as a result of recruitment to vacancies. The data does not reflect promotions resulting from the reallocation (desk audit) process. In addition, it is important to note that EEO codes are assigned by job category, not pay grades.

WORKFORCE COMPOSITION

For those who are interested in a comparison of the Narragansett Bay Commission’s Workforce composition to that of the Rhode Island Census Demographic Data, information can be accessed through the U.S. Census Bureau QuickFacts: Rhode Island - <https://www.census.gov/quickfacts/fact/table/RI/PST045223>.

EMPLOYMENT RECRUITMENT AND SELECTION PROCESS

The Narragansett Bay Commission’s employment recruitment and selection processes are well established, in compliance with all Equal Opportunity/Affirmative Action Policies and work quite well. The Commission routinely reviews applicant flow data to ensure a fair and unbiased process, while also assessing progress towards its goals. The Commission posts all vacancies on its website. In addition, postings are sent to the agencies on the Minority Referral List and where appropriate to colleges and technical schools in Rhode Island. The Commission’s selection process is fair, equitable and unbiased. The competitive positions remain to be filled in accordance with collective bargaining agreements.

POSTING OF POSITIONS

All postings are managed in a fair, equitable, and unbiased manner. The Narragansett Bay Commission posting of positions is available on our website for a minimum of 7 days for non-union positions and 10 days for union positions. We post vacancy notices and recruit through publications, colleges, professional organizations, community-based organizations and institutions that have minority, veteran and female participation. We also send all vacancy notices to the minority list previously provided by the Office of Affirmative Action. Efforts will continue to explore ways to identify recruitment sources that can significantly impact the representation of women, veterans, the disabled and minorities in applicant pools. Posting procedures voluntarily ask for demographics, and if an applicant is disabled and/or has veterans’ status. This tracking information is used in our calculations for the Applicant Flow Data Report.

Throughout this report period, all full-time, regular positions, promotional opportunities and transfers within the Narragansett Bay Commission have been properly posted while the application periods for these positions were open.

TRANSFER AND PROMOTION PRACTICES

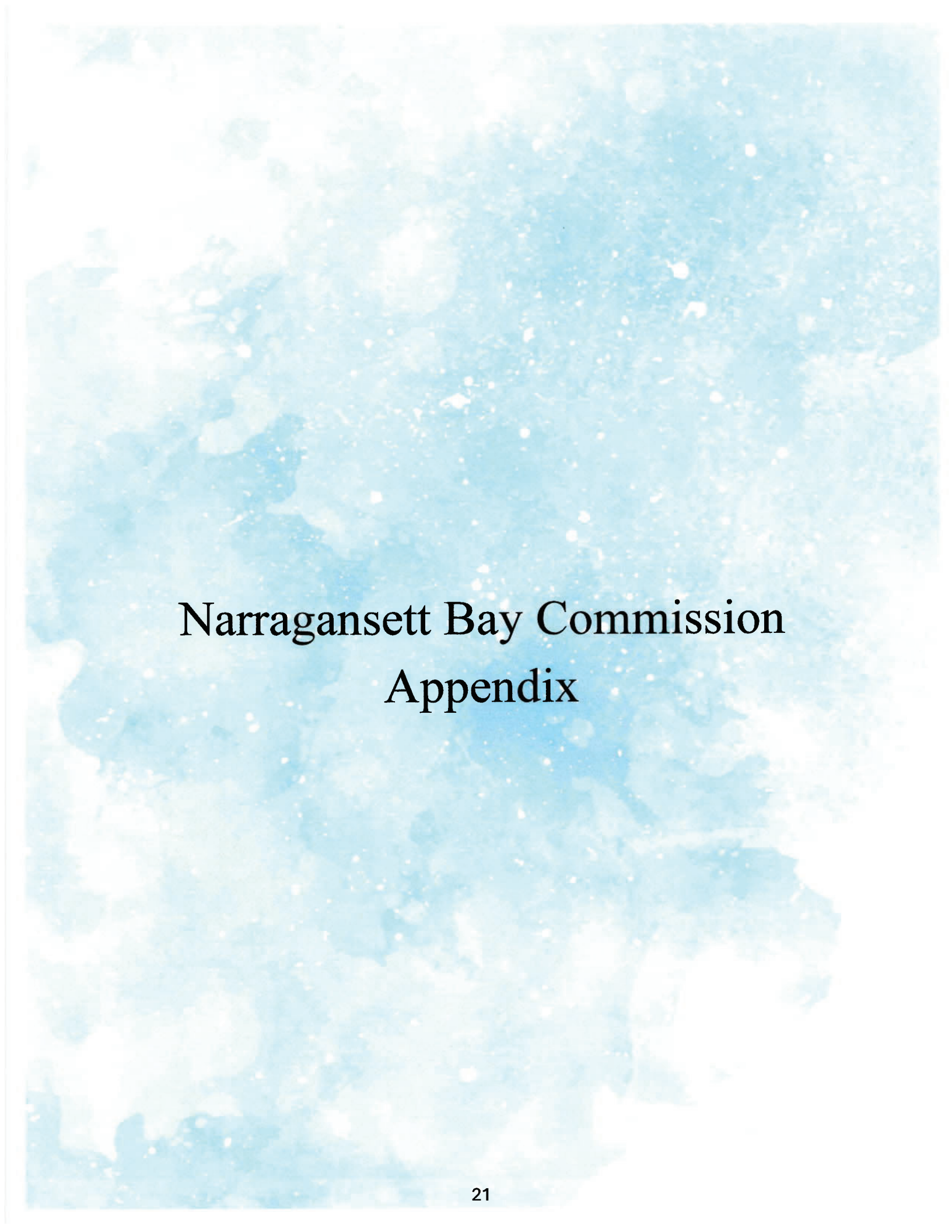
All personnel actions relative to transfers and promotions, including the posting of vacancy notices, are in compliance with the contents and agreements of the respective union contracts. All opportunities are provided in a manner that ensures fairness and impartiality. This means that every applicant is evaluated based on their qualifications and merits, without any form of discrimination or favoritism. The process is designed to be transparent and equitable, giving everyone an equal chance to succeed.

TECHNICAL COMPLIANCE

The Narragansett Bay Commission is in technical compliance with the requirements of affirmative action and equal opportunity policies, regulations and laws, including the federal “Equal Employment Opportunity is the Law” posting requirement.

TERMINATIONS

Decisions to terminate employees are based on fair, equitable, and non-discriminatory reasoning, consistent with NBC’s statutory authority, policies governing standards of employee conduct and performance, Rhode Island at-will employment law, governing provisions of union collective bargaining agreements, terms of individual employment agreements, and any other considerations in furtherance of NBC’s lawful obligations and prerogatives.

The background of the page is a light blue watercolor wash with darker, more saturated blue patches and white speckles, giving it a textured, artistic appearance.

Narragansett Bay Commission Appendix

DESCRIPTION OF JOB CATEGORIES

OFFICIALS AND ADMINISTRATORS:

Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies or direct individual departments or social phases of the agency's operations or provide specialized consultation on a regional, district or area basis. Includes: Department heads, Bureau Chiefs, Division Chiefs, Directors, Deputy Directors, Controllers, Wardens, Superintendents, Sheriffs, Police and Fire Chiefs and Inspectors, Examiners (Bank, Hearing, Motor Vehicle, Warehouse), Inspectors (Construction, Building, Safety, Rent-and- Housing, Fire, A.B.C. Board, License, Dairy, Livestock, Transportation), Assessors, Tax Appraisers and Investigators, Coroners, Farm Managers and kindred workers.

PROFESSIONALS:

Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: Personnel and Labor Relations workers, Social Workers, Doctors, Psychologists, Registered Nurses, Economists, Dieticians, Lawyers, Systems Analysts, Accountants, Engineers, Employment and Vocational Rehabilitation Counselors, Teachers or Instructors, Police & Fire Captains and Lieutenants, Librarians, Management Analysts, Airplane Pilots and Navigators, Surveyors & Mapping Scientists and kindred workers.

TECHNICIANS:

Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: Computer Programmers, Drafters, Survey and Mapping Technicians, Licensed Practical Nurses, Photographers, Radio Operators, Technical Illustrators, Highway Technicians, Technicians (Medical, Dental, Electronic, Physical Sciences), Police and Fire Sergeants, Inspectors (Production or Processing Inspectors, Testers and Weighers) and kindred workers.

PROTECTIVE SERVICE WORKERS:

Occupations in which workers are entrusted with Public Safety, Security and Protection from destructive forces. Includes: Police Patrol Officers, Fire Fighters, Guards, Deputy Sheriffs, Bailiffs, Correctional officers, Detectives, Marshals, Harbor Patrol Officers, Game and Fish Wardens, Park Rangers (except Maintenance) and kindred workers.

PARAPROFESSIONALS:

Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience that is normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "New Careers" concept. Includes: Research Assistants, Medical Aids, Child Support Workers, Policy Auxiliary, Welfare Service Aids, Recreation Assistants, Homemakers Aides, Home Health Aides, Library Assistants and Clerks, Ambulance Drivers and Attendants and kindred workers.

ADMINISTRATIVE SUPPORT:

Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: Bookkeepers, Messengers, Clerk Typists, Stenographers, Court Transcribers, Hearing Reporters, Statistical Clerks, Dispatchers, License Distributors, Payroll Clerks, Office Machine and Computer Operators, Telephone Operators, Legal Assistants, Sales Workers, Cashiers, Toll Collectors and kindred workers.

SKILLED CRAFT WORKERS:

Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: Mechanics and Repairers, Electricians, Heavy Equipment Operators Stationary Engineers, Skilled Machining Occupations, Carpenters, Compositors and Typesetters, Power Plant Operators, Water and sewage Treatment Plant Operators and kindred workers.

SERVICE/MAINTENANCE:

Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene of safety of the general public or which contribute to the upkeep and care of group may operate machinery. Includes: Chauffeurs, Laundry and Dry Cleaning Operatives, Truck Drivers, Bus Drivers, Garage Laborer, Custodial Employees, Gardeners and Groundskeepers, Refuse Collectors and Construction Laborers, Park Ranger Maintenance, Farm Workers (except Managers), Craft Apprentices/Trainees/Helpers and kindred workers.

RACIAL / ETHNIC DESIGNATIONS MINORITY GROUP

An employee may be included in the group by which he or she appears to belong, identifies with or is regarded in the community as belonging. However, no person should be counted in more than one racial/ethnic group.

BLACK OR AFRICAN AMERICAN (not Hispanic or Latino): A person having origins in any of the black racial groups of Africa.

HISPANIC/LATINO: A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN OR ALASKA NATIVE (Not Hispanic or Latino): A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.

ASIAN (Not Hispanic or Latino): A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

WHITE (Not Hispanic or Latino): A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

NATIVE HAWAIIAN OR PACIFIC ISLANDER (Not Hispanic or Latino): A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.

TWO OR MORE RACES (Not Hispanic or Latino): All persons who identify with more than one of the above five races.

Standards adopted by the United States Equal Employment Opportunity Commission and the Office of Federal Contract Compliance Program.

**PRIVATE EMPLOYMENT, STATE AND
LOCAL GOVERNMENTS, EDUCATIONAL INSTITUTIONS
RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN**

Title VII of the Civil Rights Act of 1964, as amended, prohibits discrimination in hiring, promotion, discharge, pay, fringe benefits, and other aspects of employment, on the basis of race, color, religion, sex or national origin.

The law covers applicants to and employees of most private employers, state and local governments and public or private educational institutions. Employment agencies, labor unions and apprenticeship programs also are protected.

AGE:

The Age Discrimination in Employment Act of 1967, as amended, prohibits age discrimination and protects applicants and employees 40 years of age or older from discrimination on account of age in hiring, promotion, discharge, compensation, terms, conditions, or privileges of employment. The law covers applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations.

SEX (WAGES):

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act (see above), the Equal Pay Act of 1963, as amended, prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment. The law covers applicants to and employees of most private employers, state and local governments and educational institutions. Labor organizations cannot cause employers to violate the law. Many employers not protected by Title VII, because of size, are protected by the Equal Pay Act.

DISABILITY:

The Americans with Disabilities Act of 1990, as amended, prohibits discrimination on the basis of disability, and protects qualified applicants and employees with disabilities from discrimination in hiring, promotion, discharge, pay, job training, fringe benefits, and other aspects of employment. The law also requires that protected entities provide qualified applicants and employees with disabilities with reasonable accommodations that do not impose undue hardship. The law covers applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations.