

# TRUCKEE TAHOE AIRPORT DISTRICT POLICY INSTRUCTION

**PI NUMBER 320**

**Effective:**

**Approved:**

**SUBJECT: NONDISCRIMINATION BY VENDORS AND CONTRACTORS**

**PURPOSE:** To provide requirements for District funding recipients to ensure that they do not discriminate and to encourage such recipients to actively take steps to promote equity.

## **SECTION I – POLICY OVERVIEW**

The Truckee Tahoe Airport District (“District”) has adopted Resolution 2022-01 Adopting the Justice, Equity, Diversity, Inclusion (JEDI) Vision and Mission. Under such Resolution, the District committed to promoting Justice, Equity, Diversity, and Inclusion. This Policy Instruction is intended to assist in implementing the Resolution by requiring recipients of District funding to avoid discriminating against anyone due to their disability, race, color, religion, sex, sexual orientation, gender identity, or national origin and to encourage such recipients to take affirmative steps to promote equity.

## **SECTION II – NONDISCRIMINATION REQUIREMENTS**

All recipients of TTAD funding (Recipients), including all vendors and contractors, shall comply with the following as a condition of receiving such funding:

1. The Recipient shall not discriminate against any employee, applicant for employment, customer or other third party because of disability, race, color, religion, sex, sexual orientation, gender identity, or national origin.
2. The Recipient shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

3. The Recipient shall, in all solicitations or advertisements for employees placed by or on behalf of the Recipient, state that all qualified applicants will receive consideration for employment without regard to disability, race, color, religion, sex, sexual orientation, gender identity, or national origin.

4. The Recipient should take affirmative steps to promote equity and create an environment of shared prosperity, equal access to opportunity and inclusive engagement.

Violations of this Policy Instruction may lead to the termination or suspension of any funding or related agreement.

### **SECTION III – FEDERAL AND/OR STATE FUNDING REQUIREMENTS**

In the event of any conflict between this Policy Instruction and any federal or state law or obligations imposed on the District, the terms of such federal or state law or obligations shall apply. In no event shall this Policy Instruction be interpreted or applied in a manner to violate any federal or state law or obligations applicable to the District.

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Kathryn Rohlf – Board President