

Oregon Real Estate Agency

Affirmative Action/Diversity, Equity & Inclusion Plan
2023-2025





Oregon

Kate Brown, Governor

Real Estate Agency
530 Center St. NE, Suite 100
Salem, Oregon 97301-2505
Phone: (503) 378-4170
www.oregon.gov/rea

June 1, 2023

Rosa Klein

Chief Strategic Initiatives and Accountability, Department of Administrative Services

rosa.klein@das.oregon.gov

RE: 2023-2025 Affirmative Action/Diversity, Equity & Inclusion Plan

The Oregon Real Estate Agency (OREA) is pleased to submit our 2023-2025 Affirmative Action/Diversity, Equity & Inclusion Plan.

OREA's mission is to provide quality protection for Oregon consumers of real estate, escrow, and land development services, balanced with a professional environment conducive to a healthy market atmosphere. As a part of this mission, we are building an inclusive and diverse Agency, reflective of the Oregonians we serve.

OREA is committed to diversity and continuing our efforts of creating and maintaining a workforce that parallels the diverse population of Oregon. In doing so, it is imperative that OREA provides a work environment that is positive, respectful, safe, and free from harassment and discrimination of any kind. In addition, we are committed to integrating diversity and inclusion into how we conduct business in order to better serve the diverse citizens of Oregon.

Enclosed please find the updated Oregon Real Estate Agency Affirmative Action/Diversity, Equity and Inclusion Plan for the 2023-2025 Biennium for your review and consideration.

If you have any questions or need additional information, please contact Mesheal Heyman, the Agency's AA/DEI Representative, at (971) 719-3544.

Steve Strode
Real Estate Commissioner

c: Mesheal Heyman, AA/DEI Representative
Anna Higley, Deputy Commissioner
Reba Dunnington, Client Agency HR Manager

Oregon Real Estate Agency (OREA)
AA/DEI Plan
2023-2025 Biennium

Table of Contents

About Us – Description of Agency 1

Mission Statement.....1

Who We Are1

We value:1

Our primary strategic goals:1

Our strategies to achieve these goals:.....1

Representatives and Contacts2

Oregon Real Estate Commissioner.....2

Governor’s Policy Advisor.....2

Affirmative Action Representative/Tribal Liaison/Diversity & Inclusion Officer2

Organizational Chart2

Affirmative Action/Diversity, Equity & Inclusion (AA/DEI) Plan 4

Affirmative Action Policy Statement.....4

Agency Diversity, Equity & Inclusion Statement.....4

Training, Education, and Development Plan (TEDP).....4

Employees4

Volunteers.....5

Contractors/Vendors.....5

Leadership Development/Training Program(s)5

Other Programs5

Internship5

Mentorship Program(s).....5

Community Outreach Program(s)6

<i>Diversity Awareness Program(s)</i>	6
Executive Order 22-11	6
Status of Contracts to Minority Business (ORS 659A.015)	8
<i>Status of Contracts to Minority Businesses (2021-2023)</i>	8
Progress July 1, 2021-June 30, 2023	9
<i>Workforce Representation by Job Classification</i>	9
<i>Progress Made or Lost Since Previous Biennium</i>	9
<i>Status Update on 2021-2023 Goals</i>	10
Strategy and Goals July 1, 2023 – June 30, 2025	12
<i>Goals for Affirmative Action & Diversity, Equity & Inclusion</i>	12
<i>Strategies for Achieving Goals</i>	12
Roles for Implementing Strategies to Reach Goals of DEI/AA Plan	12
<i>Directors/Administrators</i>	12
<i>Managers and Supervisors</i>	12
<i>AA/DEI Representative</i>	12
Appendix A- Affirmative Action Resources	13
<i>Oregon Bureau of Labor and Industries - Civil Rights Division</i>	13
<i>U.S. Equal Employment Opportunity Commission</i>	14
Appendix B – State Policy Documentation	14
Appendix C – Federal Documentation	14

About Us – Description of Agency

Mission Statement

The mission of the Oregon Real Estate Agency (OREA) is to provide quality protection for Oregon consumers of real estate, escrow, and land development services, balanced with a professional environment conducive to a healthy market atmosphere.

Who We Are

The OREA is a stand-alone Executive Branch Agency of the State of Oregon charged with administering professional real estate licensing and regulating Oregon real estate license law ([ORS Chapter 696](#)). The Commissioner, who is appointed by the Governor and an employee of the state, directs the Agency. The Commissioner oversees the administration of the Agency and is responsible for assessing sanctions for license law violations.

The Oregon Real Estate Board is a nine-member advisory board. It has authority to waive the real estate experience requirements for principal brokers applicants, approve continuing education provider applicants who don't meet the qualifications found in statute, and to advise the Governor, Commissioner, and Agency on law, rule, and policy.

We value:

- Equity
- Respect
- Transparency
- Adaptability & Innovation
- Stewardship & Customer Service
- Accountability

Our primary strategic goals:

- Ensure equity in the application of laws and rules.
- Increase accessibility and reduce barriers to licensing, the complaint process, and consumer information.
- Improve operational efficiency.

Our strategies to achieve these goals:

- Develop a regulatory framework which ensures consistent application of sanctions, factoring in mitigating and aggravating circumstances while minimizing opportunities for bias.
- Increase access to services by:
 - Give preference to Spanish speaking job applicants in key public engagement positions.
 - Producing education content in Spanish.
 - Developing license examination in languages other than English.
 - Providing licensing applications in languages other than English.
 - Providing complaint forms in languages other than English.
- Upgrade systems to:
 - Increase security.
 - Improve user experience.
 - Streamline processes.

Representatives and Contacts

Oregon Real Estate Commissioner

Steve Strode
530 Center St. NE, Suite 100, Salem, OR 97301
971-301-0822
steve.strode@rea.oregon.gov

Deputy Commissioner

Anna Higley
530 Center St. NE, Suite 100, Salem, OR 97301
971-719-0348
anna.higley@rea.oregon.gov

Governor's Policy Advisor

Vince Porter
503-551-1651
Vince.PORTER@oregon.gov

Affirmative Action Representative/Tribal Liaison/Diversity & Inclusion Officer

Mesheal Heyman Tracy, Administrative Services Manager
530 Center St. NE, Suite 100 Salem, OR 97301
971-719-3544
mesheal.l.heyman@rea.oregon.gov

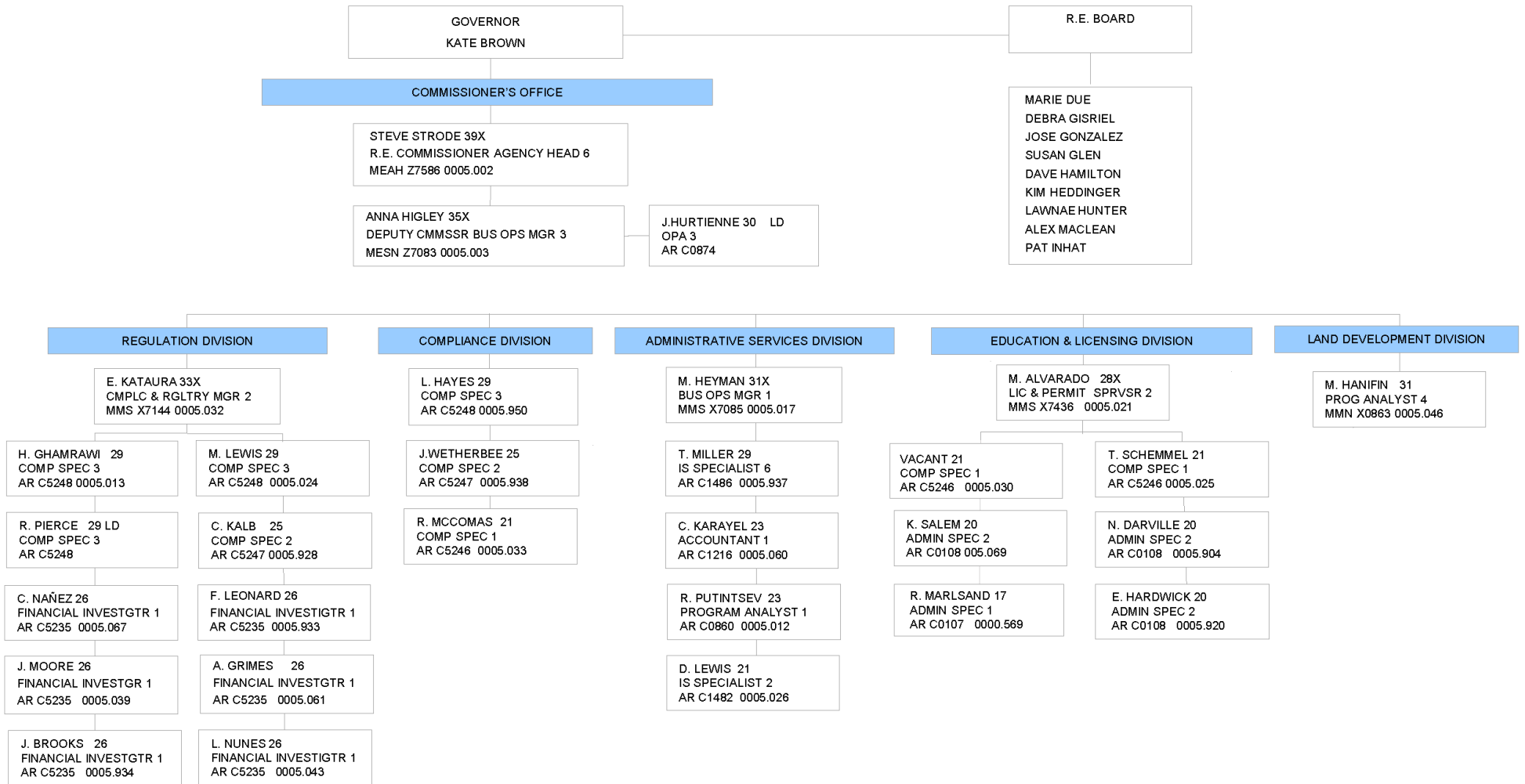
Organizational Chart

OREA is an agency of thirty (30 FTE) staff primarily composed of professional and managerial personnel specializing in real estate regulation, compliance, licensing, and education. Twenty-six (26) of the thirty positions are at salary range 21 or above. Four (4) positions are classified as administrative specialist/support at salary ranges 17-20.

See next page for organizational chart.

2021-23 REAL ESTATE AGENCY ORGANIZATION CHART

(07.11.2022)



Affirmative Action/Diversity, Equity & Inclusion (AA/DEI) Plan

Affirmative Action Policy Statement

The Oregon Real Estate Agency (OREA) is committed to diversity, equity and inclusion and strives to embody this priority in all facets of our business and services to better serve the diverse citizens of Oregon.

OREA values a diverse, inclusive environment and organizational culture. OREA makes every effort to ensure that all employees and customers, regardless of sex, age, race, national origin, color, ethnicity, religion, sexual orientation, veterans, people with disabilities, or any other protected class prohibited by law or policy of the state or federal government, have fair and equal treatment. OREA will continue its efforts to recruit applicants that are reflective of the diversity of Oregon. We maintain a work environment that is positive, respectful, safe, and free from harassment and discrimination of any kind.

Management is responsible for ensuring that the work environment is harassment and discrimination free. All applicants and staff are protected from coercion, intimidation, interference, or discrimination for filing a complaint or assisting in an investigation under this policy.

OREA will make every reasonable, good faith effort to provide reasonable accommodation in employment and in serving our clients, applicants for services, and members of the general public who have disabilities as defined by statute.

OREA strives to make all employees feel welcome and is committed to its Affirmative Action and Diversity, Equity, and Inclusion goals for creating and maintaining a diverse workforce.

We ask that employees strive to create and maintain a positive work environment for themselves and their co-workers.

Agency Diversity, Equity & Inclusion Statement

OREA strives to develop and maintain a diverse and inclusive organizational culture, that is representative of the population we serve, all Oregonians. Our office ensures that all we engage with are treated fairly and equally, regardless of gender, age, race, national origin, color, ethnicity, religion, people with disabilities, sexual orientation, veterans, etc.

As our work impacts all Oregonians, and we work across many Agencies within state government, the Oregon legislature, professional and industry organizations, licensee stakeholders and the public, systemic barriers may impose obstacles to developing our goals. The Agency is responsible for identifying and implementing effective solutions that will overcome these impediments and improve the performance and service delivery of our Agency, meeting the needs of all.

We use the concepts of Diversity & Inclusion, e.g., problem-solving, innovation, organizational development, to create a workplace that is stronger, better functioning, and more dynamic – and can deliver the best possible service to our employees and customers.

Training, Education, and Development Plan (TEDP)

Employees

New OREA employees meet with the Human Resources Analyst for the Agency and review statewide and Agency policies, including the following:

- [ADA and Reasonable Accommodation in Employment \(Applies to all employees\)](#)

- [Discrimination and Harassment Free \(Applies to all employees\)](#)
- [Violence-Free Workplace \(Applies to all employees except where in conflict with CBA, includes temporary employees and volunteers\)](#)

The AA/DEI Plan is posted on the Agency website. This plan is to be reviewed by staff, at the direction of their manager, or at onboarding.

Volunteers

OREA does not have the need nor offer opportunities for volunteers.

Contractors/Vendors

The agency will provide vendors with a link to this plan by the Designated Procurement Officer at contract signing. Contractors are expected to comply with all state and federal civil rights laws and in the spirit of this plan.

Leadership Development/Training Program(s)

All new managers and staff in lead work positions attend the statewide Emerging Managers training program hosted by the Department of Administrative Services. This program is designed to develop management skills necessary in state government leadership as well as provides an opportunity for managers to develop a peer network outside of the Agency. The Agency also supports managers seeking a certificate in public management from Willamette University and promotes participation in a cohort of Leadership Oregon.

Other Programs

Internship

Prior to the COVID-19 pandemic, OREA maintained a long-established student worker program. One to four high-school and college students were employed in temporary roles, performing entry level administrative support on limited projects. This included data entry, scanning documents, and other directive clerical work. This program sought to offer young people access and exposure to a professional setting in state government, as well as establish opportunities for mentoring and referrals for future endeavors. Historically, these opportunities were offered to young people known to existing employees, through family or community relationships.

The agency intends to reintroduce this program in the summer of 2023. The Agency will be advertising future opportunities to students in the community more broadly, focusing our recruitment efforts on providing opportunities to youth that may not otherwise have experience or an opportunity operating in a professional office environment. The Agency intends to partner with the Boys & Girls Club of Salem, Marion and Polk Counties, area high schools, and Chemeketa Community College to promote this program.

Mentorship Program(s)

Through the statewide performance and accountability framework, managers are in ongoing discussions with staff regarding future goals and professional development. Managers review current performance and offer considered advice to employees regarding opportunities for improvement within their existing roles as well as paths to advancement, both internally and externally. Managers explore an expanse of training programs that align with Agency business needs and employees' goals. Managers also leverage their own knowledge and relationships outside of the Agency to support the developmental objectives of staff. Agency Human Resources provides regular presentations on Workday during all staff meetings, demonstrating how staff may explore career and training opportunities. Human Resources also make themselves available to staff for individualized discussion about statewide advancement opportunities.

All OREA employees are engaged in coaching opportunities related to their current and prospective roles as well as soft skill development in engaging with peers and the licensed community.

Community Outreach Program(s)

Commissioner Strode participates at both the Oregon Realtors Diversity Committee and Business Issues Key Committee. The Agency also takes frequent opportunities to collaborate with other industry partners through speaking engagements, policy discussions, workgroups, and by providing research to support community outreach programs related to real estate and the promotion of equitable professional service delivery.

In 2021-2022, the commissioner served on the Fair Housing Committee of the Association of Real Estate License Law Officials.

With a change in the agency's Affirmative Action/Diversity, Equity & Inclusion Representative, the agency lost its connection to Oregon DI/AA/EEO meetings. With the situation now rectified, the agency's new representative will regularly attend meetings with the intent to actively participate and seek opportunities for OREA to contribute to Oregon's greater efforts.

Diversity Awareness Program(s)

OREA encourages staff to use agency time to attend the conversations, celebrations, and panel discussions sponsored by various state agencies and organizations.

- 12 staff members participated in the series of sessions offered by the Oregon Disabilities Commission to celebrate 32 years of the Americans with Disability Act.
- 11 staff members attended the facilitated conversation with disability rights activist Judy Heumann.
- 8 attended the informational event with Emily Evens for Pride Month.
- 7 viewed the virtual showing of Oregon Department of Veterans Affairs's film Breaking the Silence.
- One employee attended the 2022 Tribal-State Government-to-Government Summit.
- At our June 2023 All Staff Meeting, Shyle Ruder from the Fair Housing Council of Oregon will present fair housing laws from the perspective of a broker.
- The Employee Newsletter regularly addresses diversity topics, such as National Hispanic Heritage Month, Arab American Heritage Month, and Pride Month.

The Commissioner's office meets monthly to identify opportunities to promote diversity awareness within the Agency. We are attempting to provide regular opportunities for staff to learn about diversity, equity, and inclusion.

Executive Order 22-11

OREA understands that this order is intended to guide agencies, and the State of Oregon, in the promotion of Diversity, Equity, and Inclusion in the workplace and the elimination of the past and present effects of discrimination. To this effect, the agency has applied the order in the following ways:

- The commissioner provides supports and upholds the principles of affirmative action and diversity, equity, and inclusion. This is demonstrated by working with stakeholder groups, including participation in the Oregon Realtors Diversity Committee, directing the implementation the agency's affirmative action plan, and serving on the Fair Housing Committee of the Association of Real Estate License Law Officials
- The agency incorporates affirmative action, diversity, equity, and inclusion responsibilities in executive and management job descriptions.

- OREA lists affirmative action resources within its AA/DEI Plan.
- The agency posts the agency's affirmative action plan policy statement and diversity, equity, and inclusion statement on the agency's external website at https://www.oregon.gov/rea/about_us/Documents/OREA-AA-DEI-Plan-Final-2021-2023.pdf and announces to staff the location of the document.
- OREA reports any discrimination and/or harassment claims and findings biennially in the AA/DEI plan.
- Evaluations of each manager's performance includes their effectiveness in achieving the affirmative action objectives of the agency.

OREA is still working on applying the following directives of the order:

- The role of Affirmative Action Representative was transferred to a new position in the first quarter of 2022. Because there was no opportunity for a transition period, the agency's new AA Rep was unaware of OCC meetings or the need to inform OCC of the change. The AA Rep will attend all OCC meetings and work to better learn and understand the responsibilities of the role.
- When the agency adopts new systems, OREA will ensure that the system is accessible and easy to interact with. As improvements to existing systems are available, the agency intends to evaluate enhancements for accessibility and support of a diverse, equitable, and inclusive workforce.
 - OREA is currently in the beginning stages of a project to upgrade the licensing and regulatory software for the 2023-2025 biennium. We intend the new system to improve user experience and integrate our regulatory framework model.

Status of Contracts to Minority Business (ORS 659A.015)

The agency budget is generally limited for new contract awards. However, the 2023-25 biennium will see a significant contract for a new licensing and regulatory software program. The OREA Designated Procurement Officer (DPO) will provide guidance to the project team on vendor selection.

The DPO works to resource businesses identified by the Certification Office for Business Inclusion and Diversity (COBID) as a Minority and/or Women Business Enterprise.

Status of Contracts to Minority Businesses (2021-2023)	
Agency total contract budget (dollars)	\$194,003.30
Agency total new contracts in current biennium (dollars)	\$1,008.30
Total number of contracts	5
Total number of contracts with COBID firms	1
Total contract dollars spent on COBID contracts	\$1,008.30
Contract Counts by COBID Qualification	
Minority/Women Business Enterprise	1
Emerging Small Business	0
Service Disabled Veteran	0
Disadvantaged Business Enterprise	0

Progress July 1, 2021-June 30, 2023

Workforce Representation by Job Classification

OREA employees are categorized into three Equal Employment Opportunity tiers– Officials & Managers, Professionals, and Administrative Support. The Agency exceeds state goals for women in all categories.

The Agency currently employs five people of color and one person with a disability. OREA typically has moderate turnover though due to Agency size, therefore there are limited hiring opportunities. The Agency's diversity metrics compare favorably to the statewide representation goals and is above parity with women and near parity with people of color.

- 67% of lead workers are women
- 67% of officials & managers are women
- 61% of all employees are women
- 21% of employees are people of color
- 17% of officials & managers are LGBTQ+
- 7% of employees are veterans
- 3% of employees have disclosed that they have a disability

Progress Made or Lost Since Previous Biennium

Through October 10, 2022, OREA saw a slight decline in the number of women employed overall but has maintained representation in other areas.

The agency continues to prioritize the need to promote diversity in management.

The agency continues to develop and maintain a work environment at OREA that is attractive to a diverse pool of applicants and supports employee retention, by being accepting and respectful of employees' differences, including different cultures, generations, beliefs, and life experiences. The agency expanded the recruitment process with the goal of encouraging greater diversity in the candidate pool, specifically in leadership positions and at all professional level recruitments, to build the management pipeline for internal candidates.

The agency developed a stakeholder roster of Oregon industry and professional organizations that have a diversity, equity, and inclusion mission. Leadership level recruitments are advertised to those DEI-partner organizations to fill vacant lead and management positions.

All recruitments were updated to specifically encourage women and people of color to apply for positions even when they do not meet each of the desired attributes of the role. Statistically, women and minorities are less likely to apply for a position that has some reach attributes. OREA finds it important to actively solicit those individuals in an attempt to overcome this barrier.

Outside of workforce development, and in an effort to broaden the agency's relationships with all representative Oregon communities in our regulatory work, OREA is making distinctive efforts to develop relationships with the DEI-centered professional stakeholder network. The Commissioner's Office coordinating with such organizations to develop opportunities for speaking engagements and to offer licensee continuing education. OREA reaches out to these DEI professional partners for participation on workgroups and policy initiative discussions. We actively encourage members to attend our board meetings and apply to fill vacant board position vacancies as they become available.

Status Update on 2021-2023 Goals

Goal 1: Foster Diversity and Inclusion in Stakeholder Engagement, Reduce Barriers to Entry

<i>Number</i>	<i>Strategy</i>	<i>Owner</i>	<i>Status</i>	<i>Implementation target</i>
1.1	Model and demonstrate inclusion <ul style="list-style-type: none"> Establish stakeholder workgroups made up of a diverse group of stakeholders Join Realtor Diversity Committee 	Commissioner's Office	CC	September 2021
1.2	Update license applications to collect demographic licensee data to share with industry partners.	Management Team	CO	February 2022
1.3	Implement services in languages other than English <ul style="list-style-type: none"> Dedicate 1-2 positions as Bilingual with pay differential Deploy a Spanish language real estate exam 	Management Team Lic. & Ed. Manager	CO IP	July 2021 June 2023
1.4	Establish a regulatory framework which applies an equity lens	Regs. Manager	IP	December 2022

Goal 2: Increase Representation of Diverse Employees

<i>Number</i>	<i>Strategy</i>	<i>Owner</i>	<i>Status</i>	<i>Implementation Target</i>
2.1	Increase diversity in recruitment pipeline <ul style="list-style-type: none"> Conduct targeted advertising for recruitments Update job posting language to encourage a diverse applicant pool 	Management Team	CO	November 2021
2.2	Develop a leadership profile that reflects the State of Oregon workforce.	Commissioner's Office	IP	Ongoing
2.3	Enhance efforts to retain diverse employees	Management Team	CO	Ongoing

Goal 3: Improve the Culture of Inclusion

<i>Number</i>	<i>Strategy</i>	<i>Owner</i>	<i>Status</i>	<i>Implementation Target</i>
3.1	Engage with employees about diversity and inclusion matters and progress toward goals <ul style="list-style-type: none"> • Articles in Employee Newsletter • Provide EOs to REA staff • Share DEI Agency Network info • Schedule DEI speakers/trainings at REA All Staff meetings • Encourage staff participation in DEI-centered training 	Admin.Srvcs. Manager AA/DEI Rep. AA/DEI Rep. AA/DEI Rep. Management Team	CO CO CO CO IP	Ongoing Ongoing Ongoing Ongoing – February 2022 (goal is 2xs annually) Ongoing
3.2	Measure the current culture of inclusion by surveying staff on 2022 DEI related activities	HR Rep. & AA/DEI Rep.	N	May 2023
3.3	Executive leadership to monitor and act on diversity and inclusion efforts.	Commissioner’s Office, HR & AA/DEI Representative	CO	Ongoing Monthly
3.4	Update Agency management position descriptions to include responsibilities related to Affirmative Action and Diversity, Equity & Inclusion and include as part of performance evaluations of management staff.	Commissioner’s Office	CO	March 2022

Key: IP=In Progress CO=Complete & Ongoing CC=Completed & Closed N=Not Completed

Strategy and Goals July 1, 2023 – June 30, 2025

Goals for Affirmative Action & Diversity, Equity & Inclusion

1. Look for opportunities for trainings/presentations on the Native American experience.
2. Evaluate the Agency's onboarding experience to make it a more inclusive process.

Strategies for Achieving Goals

OREA will review these goals on a monthly basis to measure success and prioritize resources to meet these targets. The management team is committed to realizing a more diverse and inclusive workplace while delivering equitable services, free of bias and discrimination. We will engage with our staff and stakeholders for feedback on these goals, working as partners to achieve this vision.

Roles for Implementing Strategies to Reach Goals of DEI/AA Plan

OREA currently consists of one executive, four managers, one supervisor and 25 professional and administrative staff positions.

Directors/Administrators

The Commissioner acts as the Agency head and sole Agency executive. In this role, the commissioner sets the agency's policies concerning equal employment opportunity processes, Affirmative Action and Diversity, Equity, and Inclusion.

The Commissioner's Office has overall responsibility for compliance with policy and achievement of these goals to which the Agency is committed.

The Deputy Commissioner provide leadership to Agency managers. This position evaluates the performance of managers to ensure their work performance reviews include Affirmative Action efforts and accomplishments. This position is also responsible to initiate action, directly or through an authorized designee, on reported activities contrary to the Agency's policy.

Managers and Supervisors

Agency managers and supervisors are accountable to the Deputy Commissioner for carrying out the agency's AA/DEI goals. They are responsible for the following:

- Knowing the Agency's EEO policies and procedures and the AA/DEI plan goals.
- Maintaining a work environment that is free from harassment, hostility, and discrimination.
- Making a good faith effort to achieve established goals for their respective workunit.
- Encouraging upward mobility of employees by making opportunities available for career development and training whenever feasible.
- Initiating contact with Human Resources prior to any action taken to investigate discrimination or sexual harassment complaints.
- Ensuring employees are practicing principles of respect and cultural tolerance.
- Maintaining a welcoming environment for employees.

AA/DEI Representative

Currently, the Administrative Services Manager is assigned the role of AA/DEI Representative and Tribal Liaison for the Agency. Due to the level of work and the importance the Agency places on AA/DEI efforts, the Agency submitted a policy option package for the 2023-2025 biennium which will add a Human Resources/DEI Coordinator position. The position will be accountable to the Agency Commissioner for carrying out this plan. We plan to recruit for the position next biennium, assuming approval by the legislature. The representative coordinator will be responsible for the following:

- Disseminating information through training and management consultation.
- Reviewing personnel practices to identify barriers to equal employment and upward mobility opportunities and recommend to management any changes in programs and procedures designed to eliminate discriminatory practices.
- Advising the Commissioner of the preparation of equal employment opportunity programs, procedures, regulations, reports, and the Agency plans.
- Monitoring progress toward goals.
- Assuring that Agency recruitments are carried out in compliance with AA and EEO goals and providing assistance to managers with efforts to meet Affirmative Action recruitment goals and outreach efforts.
- Monitoring recruitment processes and evaluate employment policies and practices to ensure there is equal opportunity for protected class individuals.
- Developing or contracting training for staff on cultural competency.
- Communicating internal complaint procedures regarding discrimination to all employees.
- Conducting periodic reviews to ensure that all facilities are accessible to disabled employees and customers.
- Maintaining a welcoming environment for employees by modeling and promoting an environment of respect and sensitivity to individuals.
- Attending Diversity & Inclusion/Affirmative Action related trainings and workshops.

Appendix A- Affirmative Action Resources

All have the right to file grievances or complaints of discrimination with the Bureau of Labor and Industries, the Equal Employment Opportunity Commission, or in accordance with the collective bargaining agreement.

Oregon Bureau of Labor and Industries - Civil Rights Division

The Oregon Bureau of Labor and Industries - Civil Rights Division is the Oregon state equivalent of the federal EEOC. As a designated Fair Employment Practices Agency (FEPA), the Oregon Bureau of Labor and Industries -Civil Rights Division may coordinate operations with the EEOC under a work-share agreement. Furthermore, the Oregon Bureau of Labor and Industries-Civil Rights Division investigates state claims that are not covered by federal law or exceed the basic protections of federal law. Individuals filing a charge of discrimination with the EEOC should also file a copy of the charge with the Oregon Bureau of Labor and Industries- Civil Rights Division.

Portland

800 NE Oregon Street, MS# 32, Suite 1070, Portland, OR 97232

English: 971-673-0764

Spanish: 971-673-2818

Fax: 971-673-0765

crdemail@boli.state.or.us

Eugene

1400 Executive Parkway, Suite 200, Eugene, OR 97401

541-686-7623

Salem

3865 Wolverine Street N, Bldg. E, Suite 1, Salem, OR 97305-1268

503-378-3292

U.S. Equal Employment Opportunity Commission

Seattle Field Office

Federal Office Building 909 First Avenue, Suite 400, Seattle, WA 98104-1061

800-669-4000

The EEOC does not maintain an office in Oregon. The Seattle Field Office is open Monday- Friday from 8:00 a.m. - 4:30 p.m.

Appendix B – State Policy Documentation

- [ADA and Reasonable Accommodation in Employment Policy \(Statewide Policy 50.020.10\)](#)
- [Discrimination and Harassment Free Workplace - \(Statewide Policy No. 50.010.01\)](#)
- [Veterans Preference in Employment \(ORS 408.230\)](#)
- [Equal Opportunity and Affirmative Action Rule \(OAR 105-040-0001\)](#)
- Executive Orders [05-01](#), [08-18](#), [16-09](#), [17-11](#), and [22-11](#)

Appendix C – Federal Documentation

The following links lead to a pdf with all of federal documents:

http://www.oregon.gov/gov/policy/Documents/Federal_Affirmative_Action_TitleVII.pdf

- [Age Discrimination in Employment Act of 1967](#)
- [Americans With Disabilities Act of 1990](#)
- [Equal Pay Act of 1963 – 29 USC Chapter 8 Section 206](#)
- [Title VII of the Civil Rights Act of 1964 - 42 USC Chapter 411](#)
- [Genetic Information Nondiscrimination Act of 2008 \(GINA\)](#)
- [Title VII of the Civil Rights Act of 1964](#)
 - National Origin Discrimination
 - Pregnancy Discrimination
 - Race/Color Discrimination
 - Religious Discrimination
 - Sex-Based Discrimination
 - Sexual Harassment Title VII
- [Prohibition on Retaliation](#)