ADDENDUM NUMBER 1 TO CHAPTER 16

STANDARDS OF CONDUCT

All employees, regardless of grade, title or length of county service **are expected to adhere to the following Standards of Conduct.** Violation of the Standards of Conduct is grounds for disciplinary action up to and including dismissal.

Leave and Attendance

Employees are expected to:

Comply with rules and regulations governing hours of work, absences, use of leave.

Employees are prohibited from:

Failing to report to work as scheduled without proper notice to supervisor;

Leaving work without permission;

Arriving late for work on a consistent basis.

Personal Behavior and Conduct

Employees are expected to:

Demonstrate professionalism and support the county's commitment to excellent customer service at all times;

Exercise courtesy, respect and tact when dealing with fellow employees and the public regardless of age, race, color, religion, sex, national origin, marital status, disability or sexual orientation or any other factor unrelated to the impartial conduct of county business.

Comply with a proper order of an authorized supervisor.

Employees are prohibited from:

Harassing fellow employees, county vendors, or members of the public on the basis of race, color, religion, sex, [sexual orientation], national origin, age, marital status, disability, or any other characteristic now or hereafter protected by federal, state or county law. This prohibition includes, but is not limited to, sexual harassment;

Engaging in rude or unprofessional behavior or disorderly conduct even if the behavior is not expressly forbidden by regulation or law;

Using racial, sexist or ethnic slurs or other language that disparages any person on the basis of age, race, color, religion, sex, national origin, marital status, disability, or sexual orientation;

Being convicted of a crime that is committed on the job or a felony in Virginia of such nature that the public or other employees may be endangered if the employee remains in his or her position or of such nature that reasonably undermines the public trust in the employee's ability to perform his or duties.

Engaging in conduct on or off duty that violates federal or state law, county ordinances or policies when the violation is related to the employee's activity as a county employee or to county business or when it undermines public trust in the county or the employee's ability to perform his or her duties.

Manufacturing, distributing, possessing, using or being under the influence of alcohol or illegal drugs while at work or on county premises with the exception of attendance at events where alcohol is permitted during off duty hours;

Threatening, assaulting, intimidating, or harassing another employee or a member of the public;

Using obscene language toward fellow employees, supervisors, subordinates and/or members of the public;

Abusing supervisory authority through favoritism, harassment, discrimination or mistreatment of employees.

Protection and proper use of County data, property, funds, and records

Employees are expected to:

Use public property, resources, and funds in accordance with established procedures;

Maintain confidentiality with regard to client or customer information in accordance with state and federal law, county ordinance and county policy;

Maintain employee confidentiality by preventing the disclosure of personal information to any unauthorized party.

Employees are prohibited from:

Using County data, facilities, equipment, property or employees for other than officially approved activities, except as permitted under County policy or procedure;

Engaging in any action prohibited by county information technology policy or procedure;

Carelessly or willfully causing destruction of county property;

Knowingly falsifying or conspiring to falsify any county record or report whether paper or electronic, (e.g., resume, time and attendance reports, workers' compensation claims, travel and/or expense vouchers).

Driving

Employees are expected to:

Operate all county vehicles in accordance with federal, state and local driving laws;

Operate privately owned vehicles being used in the performance of County business in accordance with state and local driving laws;

Remain aware of status of operator's license and report any suspension or revocation of driving privileges to their supervisor immediately if job duties require the operation of a vehicle for county business.

Employees are prohibited from:

Knowingly operating a vehicle on county business without a valid operator's license;

Possessing, using, or being under the influence of alcohol, illegal drugs, or prescription drugs that might adversely affect one's ability to drive, while driving a county vehicle or while driving a personal vehicle on county business.

Safety

Employees are expected to:

Promote safe and healthy working environment by complying with all appropriate safety and health regulations;

Promptly report safety and health hazards so that they can be corrected before injuries result;

Dress in appropriate attire, uniform or safety equipment as specified by the standards and work rules for the agency and position;

Immediately report workplace violence to your supervisor or appropriate authority.

Employees are prohibited from:

Bringing a gun, knife or other weapon, either concealed or displayed, to work or onto county premises, unless specifically authorized by the appointing authority to do so.

Outside Employment/Conflict of Interest

Employees are expected to:

Disqualify themselves in any decision where a conflict of interest may be presumed to exist;

Obtain permission from their appointing authority prior to engaging in any private business activity, employment or other activity outside of work that conflicts or interferes with full discharge of their official duties or the work they perform as a county employee.

Employees are prohibited from:

Accepting anything of value for performing, or refraining from performing, an official job-related act; or accepting anything of value in order to assist another person in obtaining a county job, promotion, or contract;

Using information obtained in connection with county employment in order to obtain financial gain for the employee or others;

Accepting anything that might tend to influence the manner of performance of county employment or that might be intended to influence the manner in which a county employee performs his or her job;

Having a personal interest in any contract with the county;

Participating in matters related to their employment in which the interests of the county employee, or the interests of the county employee's family members or business associates, might be affected.

ADDENDUM NUMBER 2 TO CHAPTER 16

CODE OF ETHICS FOR THE MERIT SERVICE OF FAIRFAX COUNTY, VIRGINIA

Fairfax County Code of Ethics is intended to inspire a superior level of conduct, sensitivity and sound judgment for all employees.1 The code is intended to complement, not replace, all professional code of ethics. Employees should be aware of and abide by their respective professional values and requirements. All employees must perform their designated function in a manner that reflects the highest standards of ethical behavior. All employees must uphold their responsibility as trusted public servants. All employees are obligated to respect, honor, and uphold the Constitution, laws and legal regulations, policies and procedures of the United States, the Commonwealth of Virginia, and the County of Fairfax.

The Code of Ethics is supported by six core principles that form the ethical foundation of the organization: Honesty, Public Service, Respect, Responsibility, Stewardship, and Trust.

I. **Honesty:** Be truthful in all endeavors; be honest and forthright with each other and the general public.

II. **Public Service:** Ensure all actions taken and decisions made are in the best interest of the general public and enrich and protect quality of life.

III. **Respect**: Treat all individuals with dignity; be fair and impartial; affirm the value of diversity in the workplace and in Fairfax County; appreciate the uniqueness of each individual; create a work environment that enables all individuals to perform to the best of their abilities.

IV. **Responsibility:** Take responsibility for actions; work a full day; conduct all workplace actions with impartiality and fairness; report concerns in the workplace, including violations of laws, policies and procedures; seek clarification when in doubt; ensure that all decisions are unbiased.

V. **Stewardship:** Exercise financial discipline with assets and resources; make accurate, clear and timely disclosures to the public; maintain accurate and complete records; demonstrate commitment to protecting entrusted resources.

VI. **Trust:** Build regard for one another through teamwork and open communication; develop confidence with the public by fulfilling commitments and delivering on promises.

1 For the purpose of this document, the term employee includes all persons, volunteers and all elected and appointed officials working on behalf of Fairfax County.

FAIRFAX COUNTY, VIRGINIA PROCEDURAL MEMORANDUM NO. 06-01	
To: Administrative Staff	**Date:** May 12,1999
	Reference: N/A
Initiated By: Risk Management	**Approved by County Executive:**
Subject: Workplace Violence Procedural Guidelines	

PURPOSE

This policy recognizes that workplace violence is a growing issue nationally that must be addressed by all employers. The purpose of this policy is to heighten awareness of workplace violence and to provide guidance for employees and management to address the occurrence of workplace violence and its resultant effects within the workplace. Consistent with this policy acts or threats of physical violence, including intimidation, harassment, and/or coercion which involve or affect Fairfax County Government, its officials, employees, agents, and volunteers will not be tolerated.

POLICY STATEMENT

Fairfax County is committed to promoting and ensuring the health and safety of its employees, and in pursuit of that goal has adopted a Zero Tolerance Policy for workplace violence. Workplace violence in any form will not be permitted nor condoned by the County.

SCOPE

The procedures and provisions of this policy apply to all employees and individuals involved in the County's operation, including but not limited to vendors, contractors, agents, temporary workers, volunteers, and anyone else on Fairfax County Government property, as well as employees and individuals acting as a representative and/or conducting business on behalf of the County while away from the County property. Any unlawful violent actions committed by employees or members of the public while on County property or while acting as a representative of the County while away from County property will lead to disciplinary action and/or prosecution. The County understands the sensitivity of the scope of this policy and will attempt to maintain confidentiality to the extent permitted by law.

POLICY GOALS AND OBJECTIVES

The objective of this policy is to achieve the following:

To reduce the potential for violence in and around the workplace.

To encourage and foster a work environment that is characterized by respect and healthy conflict resolution.

To mitigate the negative consequences for employees who experience or encounter violence in their work lives.

DEFINITIONS

Acts or Threats of Violence – include, but are not limited to, assault, battery, disturbing the peace, curse and abuse, destruction of property, harassment and stalking, and all other behavior which is disruptive of the normal activities conducted in the facility in conjunction with an unlawful act such as battery, assault, or trespassing.

Work Site or Workplace – Any location whether owned or leased by the County or any other location not owned or leased by the County where a County employee, vendor, contractor, agent, temporary worker, or volunteer is carrying out the responsibilities and duties of his/her job on behalf of Fairfax County Government.

EXAMPLES OF WORKPLACE VIOLENCE

General examples of prohibited workplace violence include, but are not limited to, the following:

All threats or acts of violence occurring on Fairfax County Government property, regardless of the relationship between the County and the parties involved in the incident.

All threats or acts of violence not occurring on Fairfax County Government property but involving someone who is acting as a representative of Fairfax County Government.

All threats or acts of violence not occurring on Fairfax County Government property involving an employee of Fairfax County Government if the threats or acts of violence affect the legitimate interest of the County.

- Any threats or acts resulting in the conviction of an employee or agent of Fairfax County Government, or of an individual performing services on the County's behalf on a contract or temporary basis that adversely affect the legitimate interests and goals of Fairfax County Government.

SPECIFIC EXAMPLES OF PROHIBITED CONDUCT

Specific examples of conduct that may be considered "threats or acts of violence" prohibited under this policy include, but are not limited to, the following:

- Hitting or shoving an individual
- Threatening to harm an individual or his/her family, friends, associates, or their property.
- The intentional destruction or threat of destruction of property owned, operated, or controlled by Fairfax County Government.
- Making harassing or threatening telephone calls, letters or other forms of written or electronic communications.
- Intimidating or attempting to coerce an employee to do wrongful acts that would affect the business interests of Fairfax County Government.
- Harassing surveillance, also known as stalking, the willful, malicious and repeated following of another person and making credible threat with intent to place the other person in reasonable fear of his or her safety.
- Unlawful use or possession of firearms, weapons, or any other dangerous device on Fairfax County Government property, in County vehicles, in personal vehicles used for county business, or while conducting County Government business while not on County property.

For those employees of Fairfax County Government who are required as a condition of their work assignment to possess firearms, weapons, or other dangerous devices, it is Fairfax County Government's policy that employees are to use them only in accordance with departmental operating procedures and all applicable County, State, and Federal laws.

ROLES AND RESPONSIBILITIES

General

- All County employees will be responsible for immediately reporting any instance of verbal or physical threats or other forms of intimidation to their supervisors.

- A County employee witnessing violence directed against another employee or visitor in the workplace should observe the situation and attempt to get such information as the name and description of the perpetrator, but only if it can be done without endangering the employee or others.

- Supervisors will investigate all incidents of threats and/or violence and report such incidents to the appropriate agency director for further investigation and possible disciplinary action.

- County employees shall cooperate fully with police and other law enforcement officials in the investigation and prosecution of violent acts that occur on the workplace.

- Unlawful possession and use of firearms and other weapons is prohibited on County premises.

- All County employees or individuals who apply for or obtain a protective or restraining order which lists County locations as being protected areas, will need to provide to the Agency Director a copy of any temporary protective or restraining order which is granted, and a copy of any protective or restraining order which is made permanent should they need the County's assistance in assuring the implementation of the protective order. The employee, upon notification, shall provide the Agency Director with the Protective Order Notification Transmittal (See Attachment 1) accompanied by a copy of the Protective Order. The protective order and all associated information will be maintained in a confidential manner to the extent permitted by law.

- All workplace disturbances shall be reported on the Workplace Violence Incident Report form (See Attachment 2) and the completed form will be forwarded to the attention of the County Safety Manager, Risk Management Division, for inclusion in a county-wide workplace violence database. Agency directors or their designee shall maintain a copy of the completed form for their records.

- This policy will be reviewed at least annually and updated when necessary by the County Safety Manager in coordination with the appropriate agencies.

Implementation

All employees have a responsibility to mitigate the potential for violence.

- When an employee observes an act of violence or the threat of violence at work, whether involving employees or members of the public, the employee should report the incident immediately to his/her supervisor, the nearest supervisor or other management personnel.

- The employee observing the violence or inappropriate behavior should dial 911 for police assistance and provide a detailed description of the incident so that the appropriate emergency response units can be dispatched. The employee should remain on the line until the 911 dispatcher advises him or her to hang up.

Supervisors have an additional responsibility of anticipating, assessing, and defusing violent or potentially violent situations.

- If an altercation, either verbal or physical, occurs in the workplace, the supervisor should attempt to defuse the situation. Individuals involved in the incident should be separated and directed to different areas of the work site.

- The County does not expect supervisors or employees who are not law enforcement personnel to become physically involved or to place them at risk in an attempt to separate the individuals involved in an incident.

- In facilities, where security staff exists, the supervisor will immediately contact facility security, to report the altercation and request assistance in addressing the situation. If the facility is not staffed with security personnel, the supervisor should contact the Police Department at 691-2131 to request assistance.

- If the individuals cannot be separated and order restored, the supervisor should call 911 immediately and then notify his/her department head of the emergency. In addition, the supervisor should remain on the line until the 911 dispatcher advises him or her to hang up.

- If the situation is not an emergency but the supervisor believes that a police report should be filed, call the Police Department at 691-2131.

- Once the situation is controlled, the supervisor shall separately interview all persons involved, including any witnesses, in order to obtain an accurate account of the incident. The supervisor should coordinate his/her investigation with the Police Department. Where criminal investigation by the Police Department is warranted, the supervisor's investigation will be deferred pending completion of the criminal investigation to avoid hindering or obstructing it. Additionally, the Police Department's Victim Services Section can provide assistance to victims of workplace violence.

- A Workplace Violence Incident Report form shall be completed immediately by the supervisor and shall be forwarded to the County's Safety Manager, Risk Management Division, in an envelope marked "confidential".

- The Incident Report is intended to document all workplace disturbances and will be used to monitor the County's efforts to prevent such disturbances from occurring.

- The County will work with law enforcement agencies in the investigation and prosecution of any employee or any individual identified as within the scope of this policy who commits or threatens to commit a violent act.

- All appointing authorities shall assure prompt and thorough investigation and resolution of all disturbances. Employees shall be advised of the outcome of such investigations if they so request, within information releasing policies (See P. 7, Reporting, #2).

- The Director of the Department of Human Resources shall assist department or agency directors, as needed, in implementing the appropriate disciplinary action according to the County Personnel Regulations.

Management Responsibilities

- Appointing authorities, department or agency directors, and other supervisory personnel shall promptly and thoroughly investigate all instances of suspected or reported workplace violence and take swift and appropriate action to resolve such situations. The failure of appointing authorities, department or agency directors, and other supervisory personnel to do so shall be reflected in their performance evaluation and may result in disciplinary action.

- Upon receipt of a Protective Order Notification Transmittal from an employee, the Agency Director or designee will immediately notify all affected parties including the employee's immediate supervisor and security personnel for that facility. Agency management personnel will coordinate with the Police Department (through the responsible District Station) in advance to establish procedures for Police Department involvement in relation to protective orders.

- Agency management will ensure that affected employees are provided with all resources available to assist in coping with issues arising from workplace violence.

Reporting

- All County employees having knowledge of a violent act involving any other County employee shall report it.

(1) The employee shall report the disturbance to his/her supervisor or department/agency director.

(2) The person filing the report may ask for anonymity during all or part of the investigation.

(3) Employees are encouraged to submit recommendations and suggestions to enhance workplace security to the County Safety Manager.

- Risk Management Division will maintain a central database of all reported incidents of workplace violence.

Education and Training

- The Risk Management Division shall provide training to department and agency directors and supervisors on the methods and procedures to identify, prevent and handle violence at an early stage as well as the appropriate procedures to be taken in emergency and catastrophic emergency situations.

- Each department and agency director shall assure that all information regarding workplace violence is disseminated and understood by all employees.

- The Risk Management Division will provide ongoing training and periodically distribute information to employees on workplace violence.

ATTACHMENT 1

FAIRFAX COUNTY, VIRGINIA

MEMORANDUM

Date:

TO: Agency Director
Agency

FROM: Employee's Name

SUBJECT: Protective Order Notification

Attached is a copy of a Protective/Restraining Order issued by _____(Court) on _____(Date) which affects county location(s). I am providing this information and am requesting the County's assistance in assuring the implementation of this order.

Should you need further information, please contact me at _____(telephone number).

FAIRFAX COUNTY GOVERNMENT
WORKPLACE VIOLENCE INCIDENT REPORT

Site Supervisor should complete the form immediately after incident and forward to Risk Management Division.

1. Victim's Name:		2. Perpetrator's Name:
3. Relationship to County:		4. Relationship to County:
5. Relationship to Perpetrator, if any:		6. Address:
7. Address:		8. Daytime Phone:
9. Daytime Phone:		10. Location Where Incident Occurred:
11. Reporting Agency:		
12. Agency Contact & Phone:		13. Is there on-site security? ☐ Yes ☐ No
14. Date Reported:	15. Incident Date:	16. Time: A.M. P.M.
17. Description of Events That Preceded and May Have Triggered the Incident:		
18. Description of the Incident:		
19. Description of Perpetrator's Appearance (Physical and Emotional):		
20. Names of Witnesses and Phone Number:		

21. At the conclusion of the incident, the victim: ☐ Was hospitalized ☐ Left Premises ☐ Returned to Work ☐ Unknown ☐ Other:_____ _____	22. At the conclusion of the incident, the perpetrator: ☐ Was Arrested ☐ Was Hospitalized ☐ Was Removed from Premises ☐ Unknown ☐ Other:_____
23. What Happened to Other Employees Directly Involved, if Any, After the Incident?	
24. Names and Daytime Phone # of Any Supervisory Staff Involved and How They Responded to the Incident?	
25. Has Incident Been Reported to the Police? Yes ☐ No ☐	26. Police Officer's Name: Badge Number:
27. Known History of Aggressive Behavior by the Perpetrator:	28. If Reporting a Threat, What Steps Have Been Taken to Ensure that The Threat will not be Carried out?
29. Was the Agency aware of and had on file a copy of a protective/restraining/no trespassing order? ☐ Yes ☐ No	

This information is being provided in response to an express promise of confidentiality. ☐ Yes ☐ No

Are you willing to testify in court or in an administrative forum concerning this incident? ☐ Yes ☐ No

Signature of Person Completing this Form:_____
Date:_____

FOR RISK MANAGEMENT USE ONLY

Incident #:_____

Follow-up Assigned to:
☐ Agency
☐ Security
☐ Police
☐ Property Manager
☐ Other

Data Entry Date:_____

Incident Status: ☐ Monitor ☐ Close

Date & Signature:_____

FAIRFAX COUNTY PARK AUTHORITY

SEXUAL HARASSMENT POLICY STATEMENT

Policy Statement:

Sexual harassment is a violation of the Civil Rights Act of 1964, as amended, and is a prohibited practice within Fairfax County. The Park Authority will abide by the law and supervisors will, when appropriate, take firm disciplinary actions in accordance with this policy to ensure that our agency meets its responsibilities to employees.

Employee conduct that results in the harassment of other employees regarding race, color, religion, sex, national origin, age or disability is illegal and will not be tolerated. Such conduct shall be grounds for disciplinary actions, up to and including dismissal.

Definition:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature shall constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Examples of Sexual Harassment:

- Sexual propositioning
- Sexual innuendo
- Suggestive comments
- Sexually oriented “kidding” or “teasing”
- “Practical jokes”
- Jokes about gender-specific traits
- Foul or obscene language or gesture
- Display of foul or obscene printed or visual material
- Physical contact, such as patting, pinching, or brushing against another’s body.

Responsibilities of Appointing Authorities and Supervisors:

The Park Authority will maintain a working environment, which is safe and secure from occupational hazards including sexual harassment. Any intrusion into the working place of any element, which can cause undue interference with an employee’s performance of assigned duties, will not be tolerated. The Park Authority will immediately investigate and will move to have resolved, any such incident or condition that impacts the working environment of employees.

Statement of Action:

1. Individuals who experience sexual harassment should make it clear to the offending person that such behavior is offensive to them and upon its occurrence or repetition bring the matter to the appropriate officials.

2. Information and advice about sexual harassment may be obtained by contacting the Office of Equity Programs or Park Authority Human Resources Branch. Every precaution will be taken to ensure confidentiality at the informal information gathering state.

3. The employee should report the incident to his/her immediate supervisor or to the division director for appropriate action. Supervisors or division directors will immediately deal with any act of sexual harassment of which they become aware.

4. An employee may take advantage of the formal grievance procedures in resolving a complaint of harassment.

    - In dealing with complaints of harassment, due process will be observed and the rights of all parties will be protected.

    - Fairfax County Government forbids retaliation against anyone who has reported harassment.

DIVERSITY ACTION PLAN

DIVERSITY STATEMENT

As the Fairfax County Park Authority, we strive for a workforce that is representative of the public we serve, and we are committed to establishing and maintaining an inclusive environment that is welcoming to all, both in our workplace and in the facilities and programs we offer.

- We promote respect, understanding, appreciation and acceptance of differences in race, gender, ethnicity, age, religion, disAbility, sexual orientation, marital and financial status, educational attainment, work style and lifestyle. We believe that these differences and other individual characteristics broaden our perspectives and enrich our creativity.
- We do not countenance intolerant behavior.
- We believe that all employees deserve the opportunity to grow, contribute and advance commensurate with their ability to perform and their commitment to achieving excellence.
- All levels of Park Authority share the dedication to the accomplishment of diversity goals, for both employees and customers.

DECLARACIÓN SOBRE POLÍTICA DE DIVERSIDAD

En nuestra condición de Autoridad de Parques del Condado de Fairfax nos esforzamos por contratar empleados que sean representativos del público al que prestamos servicios y estamos comprometidos en establecer y mantener un entorno inclusivo que dé buena acogida a todos, tanto en nuestro lugar de trabajo como en las instalaciones y los programas que ofrecemos.

- Fomentamos el respeto, la comprensión, la apreciación y la aceptación de las diferencias de raza, género, etnia, edad, religión, discapacidad, orientación sexual, estado civil, situación financiera, nivel de estudios, estilo de trabajo y de vida. Creemos que estas diferencias y otras características individuales ensanchan nuestros puntos de vista y enriquecen nuestra creatividad.
- No aprobamos las conductas intolerantes.
- Creemos que todos los empleados merecen la oportunidad de crecer, hacer aportes y progresar de acuerdo con su rendimiento en el trabajo y su compromiso con el logro de la excelencia.
- Todos los niveles de la Autoridad de Parques comparten esta dedicación para alcanzar las metas de la diversidad, tanto en lo que se refiere a los empleados como a los usuarios.

SÔÛ QUAÛN LYÙ COÂNG VIEÂN QUAÄN FAIRFAX TUYEÂN BOÁ VEÀ CHÍNH SAÙCH ÑA DAÏNG

Sôû Quaûn Lyù Coâng Vieân Quaän Fairfax luoân luoân coá gaéng ñeå coù ñöôïc moät löïc löôïng lao ñoäng coù tính chaát ñaïi dieän cho coâng chuùng maø chuùng toâi phuïc vuï. Chuùng toâi quyeát taâm xaây döïng vaø duy trì moät moâi tröôøng coù tính chaát hoøa ñoàng vaø hoan ngheânh taát caû moïi ngöôøi, caû taïi nôi chuùng toâi laøm vieäc vaø taïi nhöõng cô sôû cuûa chuùng toâi vaø trong nhöõng chöôông trình maø chuùng toâi thöïc hieän.

- Chuùng toâi khuyeán khích söï kính troïng, thoâng caûm, quí troïng vaø chaáp nhaän nhöõng söï khaùc bieät veà chuûng toäc, phaùi tính, saéc toäc, tuoåi taùc, toân giaùo, khuyeát taät, xu höôùng tính duïc, tình traïng hoân nhaân vaø taøi chaùnh, trình ñoä hoïc vaán, phong caùch laøm vieäc, vaø loái soáng. Chuùng toâi tin raèng nhöõng söï khaùc bieät ñoù vaø nhöõng ñaëc tính caù nhaân khaùc giuùp cho taàm nhìn cuûa chuùng ta ñöôïc nôùi roäng vaø laøm giaøu cho khaû naêng saùng taïo cuûa mình.
- Chuùng toâi nhaát quyeát khoâng chaáp nhaän nhöõng haønh vi coù tính chaát khoâng dung chaáp.
- Chuùng toâi tin raèng taát caû nhaân vieân xöùng ñaùng ñöôïc coù cô hoäi ñeå phaùt trieån, ñoùng goùp, vaø taêng tieán töông xöùng vôùi khaû naêng laøm vieäc cuûa hoï vaø vôùi quyeát taâm cuûa hoï ñaït tôùi trình ñoä xuaát saéc trong coâng vieäc.
- Taát caû nhaân vieân caùc caáp cuûa Sôû Quaûn Lyù Coâng Vieân chia seû quyeát taâm ñaït ñöôïc nhöõng muïc tieâu veà tính ña daïng, cho caû nhaân vieân cuûa mình laãn nhöõng ngöôøi chuùng toâi phuïc vuï.

INTRODUCTION

With the county's changing demographics, diversity has become an increasingly important strategic issue for the Park Authority. As recently as 20 years ago, Fairfax County had a relatively homogenous population. That has shifted dramatically, and Fairfax County is now a melting pot, assimilating different ethnic, national, and racial minorities into the new family of Americans. According to the 2003 American Community Survey, sponsored by the U.S. Census Bureau, Hispanics comprise over 12.3% of Fairfax County's residents, up from 3.3% in 1980. Asians make up 16.1%, up from 3.8% 20 years ago, and African-Americans, 8.6%, up from 5.8%. More than 34% of the county's residents ages five and older speak a language other than English at home.

To meet the demands of this transformed constituency, the Park Authority's leadership determined that the agency's organizational culture must adapt and adjust. Going beyond the numbers of affirmative action plans, the Park Authority as a workplace must create an environment that welcomes and values diversity.