TOWNSHIP OF WATERFORD  
COUNTY OF CAMDEN  
STATE OF NEW JERSEY  

RESOLUTION #2018-221  

A RESOLUTION OF THE TOWNSHIP OF WATERFORD TO AFFIRM THE  
TOWNSHIP'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS,  
APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS,  
INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME  
INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND  
VOLUNTEERS  

WHEREAS, it is the policy of the Township of Waterford to treat the public, employees,  
prospective employees, appointees, volunteers and contractors in a manner consistent with all  
applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights  
Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the  
Americans with Disabilities Act and the Conscientious Employee Protection Act, and  

WHEREAS, the governing body of the Township of Waterford has determined that certain  
procedures need to be established to accomplish this policy.  

NOW, THEREFORE BE IT ADOPTED by the Township Committee of the Township of  
Waterford that:  

Section 1: No official, employee, appointee or volunteer of the Township of Waterford  
by whatever title known, or any entity that is in any way a part of the Township of  
Waterford shall engage, either directly or indirectly in any act including the failure to act  
that constitutes discrimination, harassment or a violation of any person’s constitutional  
rights while such official, employee, appointee volunteer, or entity is engaged in or acting  
on behalf of the Township’s business or using the facilities or property of the Township.  

Section 2: The prohibitions and requirements of this resolution shall extend to any  
person or entity, including but not limited to any volunteer organization or inter-local  
organization, whether structured as a governmental entity or a private entity, that receives  
authorization or support in any way from the Township to provide services that otherwise  
could be performed by the Township.  

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of  
this resolution using the latest definitions contained in the applicable Federal and State  
laws concerning discrimination, harassment and civil rights.  

Section 4: The Township Administrator shall establish written procedures for any person  
to report alleged discrimination, harassment and violations of civil rights prohibited by  
this resolution. Such procedures shall include alternate ways to report a complaint so that  
the person making the complaint need not communicate with the alleged violator in the  
event the alleged violator would be the normal contact for such complaints.
Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Township Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Township Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township’s web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township’s commitment to the implementation and enforcement of this policy.

Adopted: September 12, 2018

Dawn M. Liedtka, RMC
Deputy Clerk

William A. Richardson, Jr., Mayor

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CERTIFICATION
I, Dawn M. Liedtka, Deputy Clerk of the Township of Waterford, do hereby certify that the above is a true and correct copy of a resolution duly adopted by the Mayor and Township Committee at its Meeting held on September 12, 2018, at the Waterford Township Municipal Building, 2131 Auburn Avenue, Atco, New Jersey.

Dawn M. Liedtka, RMC
Deputy Clerk