**Town Of Linden** "A family kind of place"



## Notice to Employees

## City of Linden Title VI Policy

It is the policy of the City of Linden that no citizen shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of the City. Furthermore all physical facilities and physical areas of the City of Linden are available to every client without regard to race, color, or national origin. All employees of the City of Linden are expected to consider, respect and observe this policy in their daily work and duties.

Also, all employees shall use courtesy titles (Mr., Mrs., Ms., Miss, ma'am, sir, etc.) to address clients, without regard to race, color or national origin in both oral and written communications.

If a citizen approaches you with a question or complaint, direct him or her to the Mayor or City Recorder/Title VI Coordinator, at City Hall.

Remember, you are representing the City of Linden so put your best foot forward and always treat others as you want to be treated.

Thank you for all you do.

Respectfully Mayor Wess Ward Title VI Coordinator

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