



## Dane County Planning & Development Department

Room 116, City-County Building, Madison, Wisconsin 53703-3342

<https://danecountyplanning.com/>

### Planning

(608) 266-4251, Rm. 116

### Records & Support

(608) 266-4251, Rm. 116

### Zoning

(608) 266-4266, Rm. 116

## Dane County Planning and Development Department

### Strategic Plan for Racial and Gender Equity and Inclusion (RGEI)

#### “Employee Acknowledgement Signature Page”

Supporting equity, diversity, and inclusivity in all forms is a high priority for Dane County, and it is in turn our responsibility as civil service employees of the County. Each department is charged with preparing and implementing a strategic plan for how such objectives will be accomplished in their respective agency. The Dane County Planning and Development Department prepared its plan and disseminated it to all of its employees, and it is on file with the Dane County Office of Equity and Inclusion (OEI).

By signing this page, as an employee of Dane County and the Planning and Development Department, I acknowledge the following:

1. I am aware that equity, diversity, and inclusivity are high priorities for Dane County and the Planning and Development Department;
2. I have received, read, and understand the department plan (dated March 5, 2020);
3. I have received, read, and understand the Administrative Practices Manual on harassment, sexual harassment, and the complaint process; and
4. I commit to eight (8) hours of required annual training time on the subject.

The eight (8) hours of training time counts as time worked. For 2020, given that the requirement started partway through the year, only five (5) hours will be required. Starting in 2021, given the value of collective learning, four (4) hours of annual training time must be group training in-person (or remote via technology like GoToMeeting, Zoom, etc.), while the other four hours may be independent time spent by the employee at-will.

Please sign, date, and return this form to the department director as soon as reasonably possible. Electronic signatures and replies are allowed, particularly in the context of the COVID-19 pandemic.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_