

# Administrative Policy and Procedure Manual

## City of Bristol, Tennessee

Subject	Number
ADA & Non-Discrimination Policy & Designation of Compliance Coordinator	D-910

Effective Date	Revision	Page	of
December 31, 2016	2	1	2

**1.0 POLICY STATEMENT:** The City of Bristol is committed to compliance with all applicable federal and state non-discrimination laws and regulations to include the Americans with Disability Act. The purpose of this policy is to restate the city's longstanding non-discrimination policy and designate the ADA & Non-Discrimination Compliance Coordinator.

The official non-discrimination policy of the City of Bristol is as follows:

The City of Bristol, Tennessee does not exclude, deny services, or otherwise discriminate against any person on the grounds of race, color, national origin, age, sex, religion or disability, as provided by applicable law, in admission to, participation in, or the receipt of the services, opportunities and benefits of any of its programs, activities or in employment therein. No person shall be excluded from participation in, or be denied the opportunities or benefits of any service, or be subjected to discrimination because of race, color, nationality, religion, sex, age, or disability.

Questions concerning this policy, or complaints alleging a violation of this policy, should be directed to:

Director of Administration  
ADA & Non-Discrimination Compliance Coordinator  
801 Anderson Street, Room 204  
Bristol, Tennessee 37620  
Telephone: (423) 989-5525

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**2.0 PROCEDURES:** The Director of Administration is designated as the city's ADA & non-discrimination Compliance Officer under the general direction and control of the City Manager.

**3.0 RESPONSIBILITY:** The Compliance Officer shall be responsible for answering questions concerning this policy and directing investigations arising from complaints alleging a violation of this policy on behalf of the City Manager. The results of each investigation shall be presented to the City Manager for action as may be warranted. Each Department Director shall be responsible for ensuring adherence to the requirements of this policy.

APPROVED:



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William L. Sorah  
City Manager