ARTICLE I

STATEMENT OF PURPOSE, CATEGORIES OF EMPLOYMENT, NON-DISCRIMINATION
STATEMENT AND DEFINITIONS

STATEMENT OF PURPOSE

Sec. 1. These Rules and Regulations are prescribed for the purpose of carrying out the mandates of Article XI of the Charter of the City of Long Beach, to assure City employees of fair and impartial treatment at all times, and, unless specifically stated otherwise, shall apply to all classified employees, classifications, positions, assignments, and the transactions which affect them. Pursuant to the City Charter, the Civil Service Commission may enforce and remedy violations of these Rules and Regulations.

NON-DISCRIMINATION

Sec. 2. Pursuant to Section 1104 of the City Charter, no person employed by or applying for employment with the City shall be hired, promoted, demoted, dismissed, or in any way favored or discriminated against for any reason, including but not limited to: age, sex, race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, sexual orientation, or political affiliation except where such factor is a bona fide occupational qualification or where the law compels or provides for such action. The Commission may request applicants for Civil Service examinations to provide voluntary information regarding age, sex, race, religious creed, color, national origin, ancestry, physical or mental disability, and/or other related data for statistical purposes; however, this data shall neither be used to determine an applicant's admittance to an examination, nor as a factor in the selection process. In addition, the Civil Service Commission adopts and subscribes to the City's Policy on Affirmative Action listed at the beginning of these Rules.

Rev. July 20, 1993

CATEGORIES OF EMPLOYMENT

Sec. 3. The Civil Service of the City is hereby divided into the unclassified and the classified service. The unclassified service shall include:

(1) All officers elected by the people and all employees of such elected officers;

(2) Members of all appointive commissions;

(3) The City Manager and all employees in the City Manager's Department;

(4) The City Clerk and all employees in the City Clerk's Department;

(5) Department heads, one assistant department head in each department, bureau heads, division heads, and one clerical position for each;