



*U.S. Equal Employment Opportunity Commission*

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Office of the Chair

**MEMORANDUM**

**TO:** All Employees

**FROM:** Jacqueline A. Berrien, Chair

**SUBJECT:** EEO Policy Statement

**DATE:** January 31, 2011

This month, as the nation honored the life and work of the Reverend Dr. Martin Luther King, Jr., I reflected upon the fact that for 45 years the EEOC has worked to realize his dream of equality and justice for all as we have worked to fulfill our mission of promoting equality of opportunity in the workplace and enforcing federal laws prohibiting employment discrimination. Consistent with this mission, the EEOC must be intensely committed to ensuring that our own workplace reflects the values we hope to see reflected in workplaces across the country.

The EEOC must work diligently to ensure equal employment opportunities for all employees and applicants for employment with the agency. EEOC employees are protected by federal laws prohibiting discrimination on the basis of race, religion, color, sex (including pregnancy and gender identity), national origin, age, disability, family medical history, or genetic information. Moreover, consistent with Presidential Executive Orders and other laws designed to protect federal employees, we must vigilantly prevent discrimination based on sexual orientation, parental status, marital status, political affiliation, military service, or any other non-merit based factor. These commitments must be exemplified in all of our management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, and training and career development programs.

We must also ensure that agency employees who believe they have been discriminated against are fully able to exercise their right to file an EEO complaint or grievance, or otherwise oppose unlawful discrimination, without fear of retaliation. Consistent with federal laws, acts of retaliation against an employee who engages in a protected activity, whistle blowing, or the exercise of any appeal or grievance right provided by law will not be tolerated.

Any employee who feels that he or she has been subjected to one of these forms of discrimination or retaliation should contact the EEOC's Office of Equal Opportunity at (202) 663-7081, or, as appropriate, the Office of Special Counsel at (202) 254-3600 or the Merit Systems Protection Board at (202) 653-7200. EEOC employees can also take advantage of our RESOLVE Program at (202) 663.4545, which provides a forum for the informal resolution of internal workplace disputes.

EEOC managers and supervisors are also reminded of their responsibility to prevent, document, and promptly correct harassing conduct in the workplace. Employees are urged to report acts of harassment to the appropriate agency officials as outlined in the agency's Anti-harassment Order, which can be found on INSITE.

It is incumbent upon every employee of the agency to ensure that the EEOC stands as an exemplar of equity and inclusiveness for all other workplaces, inside and outside the federal government. As such, I challenge each member of our workforce to take responsibility for implementing the Commission's EEO policy and cooperating fully in its enforcement.

Thank you for your continued dedication to fulfilling the mission of our agency and for your service to the nation.