



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
4800 MARK CENTER DRIVE
ALEXANDRIA, VIRGINIA 22350-1500

MAY 14 2020

MEMORANDUM FOR ALL PERSONNEL AND APPLICANTS FOR EMPLOYMENT
DEPARTMENT OF DEFENSE OFFICE OF INSPECTOR GENERAL

SUBJECT: Equal Employment Opportunity (EEO) Policy Statement

The Department of Defense Office of Inspector General (DoD OIG) is committed to equal opportunity for all. As equal opportunity is a key part of achieving our core values of integrity, independence, and excellence, the DoD OIG strives to be a model of equity and inclusiveness to our customers, stakeholders, employees, and applicants for employment.

I am committed to the principles of Equal Employment Opportunity (EEO), and to creating and sustaining a diverse workforce where all individuals can reach their full potential in support of our mission. It is vital that each employee cultivates and maintains a culture where all are valued and respected for who they are and the skills they bring to the workforce. Together, we will ensure equal access to career enhancing promotions, training, and awards, and that we base all employment decisions solely on merit and ability.

It is our policy that all employees will sustain a diverse and integrated workforce free from unlawful discrimination, harassment, or fear of reprisal. Leaders, managers, and supervisors will maintain an environment free from all unlawful harassment, including sexual harassment, and discrimination on the basis of race, color, national origin, sex/gender (to include pregnancy, gender identity, and sexual orientation), religion, age (over 40), genetic information, and mental or physical disability. We can all contribute to making the DoD OIG a model employer by ensuring that discrimination, harassment, and retaliation are simply not tolerated.

Each of us must support an individual's right, without fear of retaliation, to:

- (1) participate in the EEO process; and
- (2) oppose employment practices that are perceived as discriminatory.

Reporting unlawful discrimination, harassment, or reprisal is a statutory right. Retaliation for reporting unlawful discrimination will not be tolerated. When requested by the employee, supervisors will allow individuals to seek guidance from the Office of EEO at the earliest opportunity. All employees must fully participate in investigations into allegations of discrimination, harassment, or retaliation and may use a reasonable amount of work time to do so. Disciplinary action will be taken against those who retaliate against an employee who has exercised their right to report such behaviors, opposed discriminatory behaviors, or participated in the EEO process. Similarly, corrective action will occur where an employee engages in discriminatory or harassing behavior based upon an employee's or applicant's protected categories.

Any individual who believes that they have been subjected to unlawful discrimination is encouraged to report the issue through their chain of command, the Office of Equal Employment Opportunity, Human Capital Management, the Office of General Counsel, or the Office of Professional Responsibility. However, individuals who wish to pursue a discrimination complaint must do so through the Office of EEO within 45 days of the alleged incident or

45 days from the date the individual became aware of the alleged discrimination. All allegations will be processed in accordance with the applicable regulations and confidentiality will be maintained to the greatest extent possible.

DoD IG Instruction 1440.1, *Equal Employment Opportunity Program*, establishes the policies, responsibilities, and procedures for the EEO Program within the DoD OIG. For more information on the program, please contact the Office of EEO at (703) 604-9710. Our EEO staff can explain Federal anti-discrimination and affirmative employment laws, regulations, and policies.

Each of us depends on our colleagues to maintain an atmosphere that fosters respect for all people. Prevention of unlawful discrimination is one of the greatest tools for our continued success. Thank you for your personal support and commitment to upholding a positive work environment where all employees are free to perform at their highest capacity to further our mission.



Sean W. O'Donnell
Acting Inspector General