



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

July 8, 2021

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MEMORANDUM FOR ALL DOD OFFICE OF INSPECTOR GENERAL PERSONNEL AND
APPLICANTS FOR EMPLOYMENT

SUBJECT: Equal Employment Opportunity and Anti-Harassment Policy Statement

The DoD Office of Inspector General (OIG) is 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. 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 for our customers, stakeholders, employees, and applicants for employment.

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 we will base all employment decisions solely on merit and ability. Consistent with these obligations, the DoD OIG provides reasonable accommodations to employees and applicants with disabilities and for sincerely held religious beliefs, observances, and practices.

Harassment of any sort is fundamentally at odds with the obligation of all DoD employees to treat each other with dignity and respect. DoD OIG employees are protected from harassment and discrimination, including but not limited to harassment based on 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 should all contribute to making the DoD OIG a model employer by ensuring discrimination, harassment, and retaliation are not tolerated.

Supervisors will support an individual's right to: (1) participate in an EEO or Office of Professional Responsibility (OPR) reporting process; and (2) oppose employment practices perceived as discriminatory or harassing without fear of retaliation. Reporting discrimination or harassment is a right. Retaliating against or discouraging individuals from exercising these rights will not be tolerated.

Supervisors will allow individuals to seek guidance from the Office of EEO or report harassment at the earliest opportunity. All employees must fully participate in investigations into allegations of discrimination or harassment, and may, in coordination with their supervisor, use a reasonable amount of work time to do so. Those who retaliate against an employee who has exercised his or her right to report such behaviors, opposed discriminatory or harassing behaviors, or participated in an EEO or OPR reporting process can face disciplinary action.

Individuals who believe they may have been discriminated against, or who may have witnessed discrimination, and wish to pursue a discrimination complaint with the Office of EEO must do so within 45 days of the alleged incident or 45 days from the date the individual became aware of the alleged discrimination. The Office of EEO will process all allegations according to applicable regulations and maintain confidentiality to the greatest extent possible.

All employees are responsible for creating an environment of dignity and respect, free from harassment. All employees have a duty to report harassment or allegations of harassment to OPR. OPR will process allegations of harassment in accordance with DoD IG Instruction 5505.01, *Office of Professional Responsibility*, and DoD IG Instruction 1020.2, *Anti-Harassment Program*, and all other applicable rules and regulations. Please refer to those instructions for additional information on process and reporting obligations.

The DoD IG Instruction 1020.2, *Anti-Harassment Program*, establishes the policies, responsibilities, and procedures for the Anti-Harassment Program within the DoD OIG. Employees may contact OPR for more information about the program at (703) 604-8916.

When a harassment complaint is based on a class protected by EEO regulations, employees may file a discrimination complaint with the Office of EEO in addition to notifying OPR about the harassing behavior. These processes will run concurrently. DoD IG Instruction 1440.1, *Equal Employment Opportunity Program*, establishes the policies, responsibilities, and procedures for the EEO Program within the DoD OIG. Employees may contact the Office of EEO for more information about the program 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 discrimination and harassment is essential 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