



United States Department of Agriculture

Research, Education, and Economics
Agricultural Research Service

April 15, 2008

SUBJECT: FY 2008 Anti-Harassment Policy Statement

TO: All Employees

FROM: Joseph Spence
Area Director

PLEASE POST

As the Beltsville Area Director, I am personally committed to developing and maintaining a diverse workforce by recognizing and embracing employee diversity and by encouraging each individual's perspective and ideas.

The Beltsville Area is fully committed to a workplace free of harassment including sexual harassment for all employees and applicants without regard to race, color, religion, sex, age, national origin, disability, or sexual orientation.

Each Director, Manager and Supervisor has personal obligations and accountability to ensure that the workplace is free from harassment and discrimination. Discrimination of any form will not be tolerated and every member of this organization must be held accountable. Communication regarding the early awareness and resolution of complaints must be addressed and handled appropriately.

Harassment is unwelcome conduct that is based on race, color, sex, religion, national origin, disability, and/or age. Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment.

It is imperative that the Beltsville Area's work environment is supportive and committed to the rights of all employees. We must embrace diversity and appreciate the differences that each of us brings to the workplace.

This policy is my personal commitment to assuring that the Beltsville Area is free of harassment and sexual harassment for all employees.

I would welcome and appreciate the opportunity to visit with any employee regarding a concern or problem before he or she feels it necessary to contact an EEO counselor to file a complaint. I will continue to make every effort to address your concerns. Please feel free to contact my office to make an appointment at 301-504-6078 or you can send me an e-mail at joseph.spence@ars.usda.gov



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