



MEMORANDUM FOR: All OAR Employees
FROM: Dr. Cisco Werner, Acting Assistant Administrator
SUBJECT: Anti-Harassment Policy Statement

As we begin our return to the workplace, I highlight that this is a significant period of change that holds different challenges for each of us. As the Acting AA, I would like to emphasize that we engage each other with empathy and understanding in order to ensure that our workplace is welcoming, productive, and free from harassment. We will continue to offer training opportunities and communicate about our changing work environment and prevent harassment in the workplace. I encourage you to please participate in these discussions and opportunities.

Workplace harassment, including bullying, offensive comments/conduct, and discrimination based on race, color, religion, sex, and sexual orientation including gender identity, national origin, age, disability, and genetic information, is strictly prohibited and will not be tolerated. Retaliation against those who report prohibited harassment or otherwise oppose discrimination and harassment is also strictly prohibited.

All OAR team members have an integral role in achieving a workplace free of harassment. Supervisors and managers will demonstrate zero tolerance for violations of this policy and take immediate preventative steps and corrective actions when warranted by the facts and circumstances. Supervisors or managers informed of alleged prohibited harassment are obligated to address the allegation, including immediately reporting the allegation, in writing, to Tina Eames at tina.eames@noaa.gov or Karolyn Turcotte at Karolyn.turcotte@noaa.gov, the Office of Human Capital Services Labor Relations Specialists for OAR. Managers and supervisors who fail to report the allegation could be subject to disciplinary or adverse action.

For additional guidance on incident reporting and responsibilities of managers and supervisors, please refer to the Department Administrative Order (DAO 202-955), Allegations of Harassment Prohibited by Federal Law, at https://www.osc.doc.gov/opog/dmp/daos/dao202_955.html. Please also refer to the NOAA Administrative Order (NAO 202-1106), Sexual Assault and Sexual Harassment Prevention and Response Policy, at <https://www.noaa.gov/organization/administration/nao-202-1106-noaa-sexual-assault-and-sexual-harassment-prevention-and#:~:text=This%20Order%20prohibits%20sexual%20assault,is%20actionable%20under%20the%20law.>

If you have any questions regarding this Anti-Harassment Policy Statement, please contact the OAR EEO/Diversity Program Manager, Nicole S. Mason, at 301-734-1279 or via email at Nicole.mason@noaa.gov. You may also visit the OAR EEO website at www.eeo.oar.noaa.gov.

