




December 21, 2023

MEMORANDUM FOR: All OAR Staff

FROM: Steven Thur, Ph.D.
Assistant Administrator 

SUBJECT: Equal Employment Opportunity (EEO) Policy Statement

Our top priority in OAR is you – our people! The OAR Executive Leadership Team and I reaffirm our commitment to providing a healthy, diverse, and inclusive workplace for all staff and will continue to take proactive measures that support this effort. Commitment to EEO policies and practices provides a workplace that protects our staff, promotes respect for our diverse experiences, and strengthens our ability to fulfill our mission. Each Laboratory and Program Director is expected to provide world-class leadership in upholding EEO policies and practices in all employment areas: recruitment, hiring, retention, performance, promotion, awards, and career-development. Discriminatory behavior is strictly prohibited and will not be tolerated.

To continue to build a positive and inclusive workplace, this EEO Policy Statement is a reminder that we all have a responsibility to adhere to the equal employment laws and regulations that govern the Federal Government. It is unlawful to discriminate against employees and applicants for employment based on race, color, religion, sex (including sexual harassment and pregnancy discrimination), national origin, age (40 years of age or over), disability (physical or mental), sexual orientation including gender identity, and genetic information (GINA). It is unlawful to retaliate against employees for exercising their right to engage in the Federal EEO Complaint Process, either as a complainant or a witness in an investigation or a lawsuit. All employees and applicants for employment shall be treated fairly and equitably.

Any staff member who believes they are the victim of discrimination should promptly notify the NOAA Office of Inclusion and Civil Rights (OICR) within 45 calendar days of the alleged discriminatory event or 45 days of becoming aware of the alleged discriminatory event at 301-713-0500, 301-713-0982 (TDD), 1-800-452-6728 or via email at noaa.oicr@noaa.gov. You may also visit the OICR website at www.eeo.noaa.gov. If an employee is found to have discriminated against another employee, they may be subject to disciplinary action, pursuant to DAO 202-751, which can be found at https://www.osec.doc.gov/opog/dmp/daos/dao202_751.html.

As of November 2, 2018, it is mandatory for managers and supervisors to participate in the Alternative Dispute Resolution (ADR) Process, if an employee elects to have mediation to resolve their EEO Complaint. ADR is a valuable tool designed to resolve EEO disputes at the lowest possible level. Trained and certified mediators are used in the ADR process.

If you have any questions regarding this EEO Policy Statement, please contact the OAR EEO/Diversity Program Manager, Nicole S. Mason, at 302-648-7303 or via email at nicole.mason@noaa.gov. You may also visit the OAR EEO website at <https://eeo.oar.noaa.gov/>.