



Natural Resources Conservation Service
P.O. Box 2890
Washington, D.C. 20013

NOV 07 2007

SUBJECT: EOP - NRCS Anti-Harassment Policy Statement

TO: All NRCS Employees

File Code: 230

The Natural Resources Conservation Service (NRCS) is committed to providing a working environment that is free of sexual and nonsexual harassment. This policy statement serves as a reminder to all employees that harassment of any kind will not be tolerated.

Harassment is defined as any unwelcome verbal or physical conduct based on any characteristic protected by law when:

- The behavior can reasonably be considered to adversely affect the work environment;
- An employment decision which is based on the employee's acceptance or rejection of such conduct; or
- The conduct culminates in a tangible employment action (i.e., a supervisor's harassment results in a significant change in employment status or benefits, such as demotion, termination, failure to promote).

Harassment includes:

- Slurs, negative stereotyping, jokes, threatening, intimidating or hostile acts that relate to race, color, religion, ethnicity, national origin, gender, political beliefs, sexual orientation, age, disability, marital, or familial status; and
- Written, electronic, or graphic material that denigrates or shows hostility or aversion towards an individual or group because of race, color, religion, ethnicity, national origin, gender, sexual orientation, age, disability, marital or familial status.

Any employee who is subjected to, or witnesses conduct which is unwelcome and perceived to be harassment, or receives a report of alleged harassment should immediately report the incident(s) to his/her supervisor, or to an NRCS supervisor or manager, and/or the NRCS Civil Rights Division, at 1-866-NRCS-395. Individuals found to have discriminated will be subject to disciplinary action.

For additional information on this policy, please reference General Manual Title 230, Part 401, Subpart G.

A handwritten signature in black ink, appearing to read "Arlen L. Lancaster".

Arlen L. Lancaster
Chief

Helping People Help the Land

An Equal Opportunity Provider and Employer