

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Fire and Aviation
3833 South Development Avenue
Boise, Idaho 83705-5354

July 2, 2007

In Reply Refer To:
1400-713 (102) P

EMS Transmission 07/02/07
Instruction Memorandum FA IM 2007-021
Expires: 09/30/08

To: All FA Employees
From: Deputy Assistant Director (NIFC)
Subject: Policy on Equal Employment Opportunity and the Prevention of Harassment

Program Area: Equal Employment Opportunity

Purpose: To communicate the policy of the Fire and Aviation Directorate on Equal Employment Opportunity (EEO) and the prevention of harassment in the workplace.

Policy/Action: The policy of the Fire and Aviation Directorate is to provide an equitable and harassment-free work environment where people treat one another with respect. Managers, supervisors, and employees, as well as our contractors, cooperators, and volunteers have the responsibility to work for and maintain a discrimination-free environment for everyone, and prevent harassment in the workplace, in all of its various forms. The work environment may be government buildings and offices, field sites, and the fireline—anywhere that work-related activities, including travel, occur.

I ask for your personal commitment and support in communicating the message that harassment in any form by Bureau of Land Management personnel will not be tolerated. You should be aware that an employee can be held personally liable for harassment and such conduct may cost an individual their job.

Attached is the BLM Fire and Aviation Policy on EEO and Prevention of Harassment (Attachment 1). This policy will be posted on official bulletin boards in each office and other prominent locations for everyone to read.

Timeframe: This policy is effective upon signature.

Budget Impact: The application of this policy to other program areas should have a positive impact on the budget by decreasing the cost of processing complaints of discrimination.

Background: Management has determined that employees need to be reminded of this policy on a yearly basis.

Manual/Handbook Sections Affected: None.

Coordination: None.

Office with a Union: NA

Contact: Debie Chivers, EEO Manager, 208-387-5454.

Signed by:
Tom Boatner
Acting Deputy Assistant Director (NIFC)

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.

1 Attachment

1 –Fire & Aviation Director's Policy on EEO and Prevention of Harassment (1 p.)

Distribution
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