



Comptroller of the Currency
Administrator of National Banks

US Department of the Treasury

ENSURING A SAFE AND SOUND
NATIONAL BANKING SYSTEM
FOR ALL AMERICANS

The OCC Policy Statement on Prohibiting Discriminatory Harassment in the Workplace

On September 19, 2005, I issued an EEO policy statement, reaffirming OCC's commitment to diversity, equal employment opportunity, and fair and unbiased treatment. Consistent with that policy, I am committed to ensuring that our workplace maintains the highest standard of integrity and professionalism, and is free from discrimination, harassment, and reprisal.

Harassment, such as unprofessional and disrespectful conduct, or misconduct that rises to a violation of law or agency policy, is unacceptable and will not be tolerated. Harassment may constitute unlawful discrimination if it is based on race, color, age (40+), religion, sex (including sexual harassment), national origin, disability, or retaliation. Executive Orders also provide protection against harassment based on genetic information, parental status, and sexual orientation. Discriminatory harassment includes, but is not limited to, any unwelcome conduct that adversely affects terms, conditions, and privileges of employment; unreasonably interferes with a person's work performance; or creates an intimidating, hostile, or offensive work environment. Harassment includes oral, written, or electronic communications, physical gestures or contact, images, and objects.

If possible, an employee who believes he or she is being harassed should communicate clearly to the other person that his or her conduct is unwelcome and must stop immediately. If problems continue, the employee should contact one of the following: a supervisor or manager, a Human Resources Consultant or Specialist, the Workforce Effectiveness' Employee and Labor Relations staff, the Workplace Fairness and Equal Opportunity (WFEO) Division, or the Discriminatory Harassment Hotline, at this new number: 1-866-387-8974. Employees may decide to pursue allegations of discriminatory harassment through the EEO complaint process within 45 calendar days of the latest incident of harassment or the date he or she became aware of it. In certain circumstances, bargaining unit employees may elect the negotiated grievance procedure, in lieu of the EEO complaint process, within 15 workdays of the incident or awareness of it. To the extent possible, we will protect the confidentiality of those involved. In addition, we will protect those reporting harassment, as well as those participating as witnesses, from retaliation.

In response to claims of harassment, the OCC will conduct prompt, thorough, and impartial inquiries. The scope and formality of an inquiry depends on the nature of the allegations. An inquiry is required, even if the person alleging discriminatory harassment asks that nothing be done, or even if the person has filed an EEO complaint or negotiated grievance. We will take timely and appropriate corrective and disciplinary action against those who have engaged in harassment and/or retaliation.

Each of us is responsible for treating one another with professionalism and respect, and contributing to a workplace free from harassment. Please review PPM-3100-32 so that you are fully aware of your rights and responsibilities. If you have any questions, please contact WFEO at (202) 874-5360, TTY/TDD (202) 874-4887.

John C. Dugan
Comptroller of the Currency

9/28/06 _____

Date



Workplace Fairness and Equal Opportunity

Voice: (202) 874-5360 or 1 (800) 723-9254

TDD/TTY: (202) 874-4887 or 1 (800) 486-9228

Discriminatory Harassment Hotline:

Voice: (202) 874-4894 or 1 (866) 387-8974