

## **SEXUAL HARASSMENT POLICY STATEMENT**

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**/Signed August 16, 2002/**

**It is the policy of the National Oceanic and Atmospheric Administration (NOAA) to ensure a work environment free from sexual harassment. Accordingly, I am committed to eliminating sexual harassment in NOAA because it undermines the integrity of the employment relationship, interferes with work productivity, and is illegal.**

**Sexual harassment is employee misconduct and a form of sex discrimination which violates Equal Employment Opportunity law. Sexual harassment is deliberate or repeated, unsolicited and unwelcome verbal comments, gestures or physical contact of a sexual nature, which interferes with an individual's work performance or creates a hostile or offensive working environment. Another form of sexual harassment is the request for sexual favors when submission is a condition of employment or the basis for employment decisions.**

**I expect management officials to take steps to prevent sexual harassment and, when necessary, take immediate and appropriate corrective actions when problems occur and ensure that similar instances will not reoccur. Individuals who believe that they have been sexually harassed by supervisors, coworkers, contractors or peers should immediately make it clear that such behavior is unwelcome and report the conduct to the appropriate management official. Department Administrative Order 202-955, dated March 28, 2000, establishes the procedures for dealing with allegations of harassment.**

**As we strive to accomplish our mission and maintain the public trust, we must carry out our responsibility for maintaining high standards of honesty, integrity and conduct. I hope that each manager, supervisor and employee will share this responsibility with me and treat sexual harassment as a serious problem which we will work together to eliminate.**

**Conrad C. Lautenbacher, Jr.  
Vice Admiral, U.S. Navy (Ret.)  
Under Secretary of Commerce for Oceans and Atmosphere**