



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT  
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Instruction Memorandum No. FA IM-2008-025  
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To: All Bureau of Land Management Fire and Aviation Employees  
From: Deputy Assistant Director (NIFC), Fire and Aviation  
Subject: Policy on Equal Employment Opportunity and the Prevention of Harassment

**Program Area:** Equal Employment Opportunity

**Purpose:** This Instruction Memorandum communicates the policy of Fire and Aviation on Equal Employment Opportunity (EEO) and the prevention of harassment in the workplace.

**Policy/Action:** The policy of Fire and Aviation is to provide an equitable and harassment-free work environment, one in which people treat each other with respect. Managers, supervisors, and employees, as well as contractors, cooperators, and volunteers, have the responsibility to work for and maintain a discrimination-free environment and prevent harassment in the work place. 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 (BLM) 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.

**Contact:** If you have questions or concerns regarding this policy, please address them to Debie Chivers, EEO Manager, Fire and Aviation, 208-387-5454.

Signed by:  
Timothy M. Murphy  
Deputy Assistant Director (NIFC), Fire and Aviation

Authenticated by:  
Pamela S. Douglas  
Records Administrator

1 Attachment

1 – Fire and Aviation Policy on EEO and Prevention of Harassment (1 p.)

Distribution:

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Laura Barclay (FA-102)