

United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Nevada State Office

P.O. Box 12000

Reno, Nevada 89520-0006

<http://www.blm.gov/nv/>

September 4, 2008

In Reply Refer To:
1400-713 (NV-910) I

EMS TRANSMISSION 09/04/2008
Instruction Memorandum No. NV-2008-061
Expires: 09/30/2009

To: BLM Employees, Nevada

From: State Director, Nevada

Subject: Equal Employment Opportunity and Zero Tolerance of Discrimination and Harassment

The Bureau of Land Management (BLM) in Nevada is committed to providing diversity in the workplace, ensuring that the workplace is free from discrimination and one in which employees are respected as individuals, supported and rewarded on the basis of ability, effort and individual merit. BLM Nevada will provide equal opportunity in employment, prohibit discrimination based on race, religion, color, sex, national origin, age, sexual orientation, physical or mental disability, and promote the full realization of equality of opportunity through a continuing affirmative employment program. Any form of unlawful discrimination of employees or applicants for employment will not be tolerated, condoned or permitted. Retaliation in any form for filing a complaint or assisting in the investigation of a complaint is also prohibited. This policy applies to all facets of recruitment, employment, development, advancement, supervision, and treatment of employees and applicants.

Each supervisor and manager is charged with the responsibility for understanding, communicating and assisting in the implementation of BLM's Equal Employment Opportunity (EEO) program. BLM Nevada is committed to promoting affirmative employment through the removal of barriers and by positive actions at every management level, including the early resolution of EEO complaints.

Any employee who believes he/she has been subjected to discrimination and/or harassment based on their race, religion, age, national origin, color, sex, sexual orientation, mental or physical disability, and/or reprisal should immediately report it to a supervisor or manager for a prompt, thorough and impartial investigation, and appropriate corrective action. Involved parties will keep these matters confidential to the extent possible. An employee may choose to bring the matter to the attention of an EEO Counselor, EEO Specialist or EEO Manager within 45 days of the incident. In either case, appropriate management officials will take immediate and appropriate action to stop the discrimination and/or harassing activities.

To effectively manage public lands, BLM Nevada must be able to draw upon the strength inherent in an increasingly diverse workforce and workplace free of discrimination. Diversity is a distinct advantage -- one that should be valued and embraced. We must attract the best, and increasingly the best will be drawn from more diverse segments of our society. Only with a talented, creative workforce and discrimination free workplace will BLM Nevada continue to accomplish its goals.

All questions related to this policy should be directed to DeAnna Garrett, EEO Manager, at (775) 861-6584 or Cris Stemler-Ross, EEO Specialist, at (775) 861-6510.

Signed by:
Ron Wenker
State Director, Nevada

Authenticated by:
Joanne Maluotoga
Staff Assistant