

EEO and Diversity

DIVERSITY

Promotes recognition and respect of people's differences and uses those differences to create a successful, creative, and effective work place.

EQUAL EMPLOYMENT OPPORTUNITY

The EEO Program ensures RL/ORP complies with all requirements of Title VII of the Civil Rights - <http://www.eeoc.gov/laws/statutes/titlevii.cfm> , the American with Disabilities, and the Age Discrimination in Employment Acts. The intent is to prevent discrimination, intentional or neutral, based on race, color, sex, national origin, age, religion, and physical and/or mental disability in RL/ORP's recruitment, selection, placement, and training of employees.

AFFIRMATIVE EMPLOYMENT

This legislatively mandated program is a major element of a Federal agency's EEO Program. Its purpose is to ensure EEO groups have an equal opportunity to apply and be considered for employment, promotion, and training opportunities. Agencies conduct their affirmative employment activities through a Federal Equal Opportunity Recruitment Program (FEORP).

RL/ORP EEO PROGRAM

RL/ORP established and staffed the EEO Office to provide consultation, advice, and technical assistance to RL/ORP employees. The RL/ORP Manager serves as the EEO Officer. The EEO staff supports him and is responsible for organizing, planning, managing, and evaluating the program. The activities include the Affirmative Employment Plan, special emphasis programs for Women, Hispanics, Blacks, Asians, American Indians, and Individuals with Disabilities, and the complaints of discrimination process based on race, color, sex, national origin, age, religion, and physical and/or mental disability.

EEO STAFF

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The program provides counseling and assistance to employees on EEO matters and is the initial mandatory step in considering complaints of discriminatory action or omission.

Employees may see the counselor of their choice, but should not present their problem to more than one counselor. The counselor is free to make whatever inquiries are necessary to seek an informal resolution.

The complainant may remain anonymous during consultation unless he or she waives a right to anonymity. Employees are entitled to a representative of their choice throughout the complaint process.

An EEO counselor must be contacted within 45 calendar days of the alleged discriminatory act or personnel action. The Counselor has 30 calendar days (with up to an additional 60 calendar days extension possible) to attempt informal resolution of the matter.

For further guidance, employees should consult 29 CFR 1614.

SPECIAL EMPHASIS PROGRAM MANAGERS

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