



# United States Department of the Interior

## OFFICE OF THE SECRETARY

Office of Civil Rights

Washington, D.C. 20240

JUL 28 2008

EQUAL EMPLOYMENT OPPORTUNITY DIRECTIVE 2008-02

To: Bureau Equal Employment Opportunity Officers

From: Sharon D. Eller, Director, Office of Civil Rights

Subject: Appropriate Officials with whom to File Equal Employment Opportunity Complaints

Pursuant to 29 C.F.R. § 1614.105(d) and Equal Employment Opportunity Commission (EEOC) Management Directive 110, this Directive provides guidance on the Department of the Interior's policy regarding the appropriate officials with whom to file Equal Employment Opportunity (EEO) complaints.

The current practice of providing aggrieved persons the option of filing formal complaints with the Office of the Secretary causes unnecessary and avoidable delays and must be discontinued. Effective immediately, when issuing the Notice of Final Interview, EEO Counselors shall advise aggrieved persons (or their representatives) that the appropriate bureau EEO officer and the Director, Office of Civil Rights are the Department of the Interior officials authorized to receive formal complaints of discrimination.

Distribution: Bureau EEO Officers, Bureau EEO Complaint Managers, Regional and Field EEO Managers

Inquiries: John W. Burden, Deputy Director, Office of Civil Rights, (202) 208-5693

Expiration: When superseded