



THE SECRETARY OF THE INTERIOR
WASHINGTON

AUG 16 2010

Memorandum

To: Assistant Secretaries
Bureau Directors

From: Secretary *Ken Salazar*

Subject: Inclusive Workplace Strategy

The Department of the Interior protects America's natural resources and heritage, honors our cultures and tribal communities, and supplies the energy to power our future. Our mission is as simple as it is profound. Our land and community-based programs touch the lives of most Americans, including 1.7 million American Indians and Alaska Natives.

We are the Department of all America. We represent the people of this country from Yosemite National Park and the Arctic National Wildlife Refuge to Canyons of the Ancients National Monument, Samoa and Guam, and the Virgin Islands. And as the Department of America, our ranks should reflect the face of the American public we serve.

I am issuing the enclosed Inclusive Workplace Statement because I am convinced that we have the necessary talent and leadership capability to make Interior an employer that engages people's differences as resources for creating higher performance and greater success. We have the potential to be the most attractive Federal agency to work for—an agency in which people strive to improve their ideas, work products, and decisions by seeking out different points of view, perspectives, and ideas. We have as much to learn from one another as we do from the natural world we manage. And now, we have an incredible opportunity to position the Interior to recruit and position ourselves to ensure the long-term success of all of our missions.

My executive management team has developed a number of innovative ideas for creating a more diverse and inclusive workplace, appointed an exceptional and motivated Chief Diversity Officer, and developed a strategic outline for implementing diversity and inclusion at Interior. I have shared the plan with you and now I am counting on your leadership to bring it to sustainable fruition. I have asked the Assistant Secretary for Policy, Management and Budget, Rhea Suh, to provide the guidance and assistance necessary to support bureaus and offices in developing action plans that will promote implementation of this important work.

Because of the decentralized structure of Interior, a centralized plan alone will not be enough. The idea is to allow for freedom and creativity in strategy and execution of diversity and inclusion priorities. I am asking each bureau and region to work with employees to discuss a vision and priorities, place accountability with the right people, and develop strategies that match the cultural and social context in which change efforts must occur.

I call on each of you to articulate your organization's commitment to diversity, full participation, and inclusion. As a starting point, you can showcase your existing diversity of talent by pointing to the examples that I know exist in every bureau and in every region of the country. I would remind your employees—via your intranet, your newsletter, and in your meetings and speeches—how a diverse team enables your organization's success. If you communicate the diversity and inclusion vision consistently, in word and deed, your employees will hear and see your commitment.

With a focus on long-term organizational success, I expect each of you to maximize your efforts to recruit, hire, and keep America's best talent in Interior, whatever differences of thought, background, education, marital status, experience, socio-economic status, occupation, language, and geographic location or other differences that make up our workforce. Let us get started with the business of making the Department of America the best place to work in the Federal Government.



THE SECRETARY OF THE INTERIOR
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AUG 16 2010

Memorandum

To: All Employees
From: Secretary *Ken Salazar*
Subject: Department of the Interior Inclusive Workplace Statement

President Obama and I very much share the view that we need to build a more inclusive Government that better reflects the diverse face of America.

At the Department of the Interior, we have a tremendous opportunity to advance our mission by bringing differing viewpoints and experiences to the work we do on behalf of all Americans. This is one reason why I put in place one of the most diverse leadership teams in the Department's history.

We serve an increasingly diverse public that relies on our ability to recruit, retain, and develop a workforce that relates to the people of America. We are committed to employing the best people to do the best job possible and recognize that achieving a diverse workforce is integral to our success, as is creating a supportive culture that ensures our ability to retain that workforce.

This Inclusive Workplace Statement is a first for us. It means establishing a Department that ensures no one is shut out or left behind. Our goal is to make the Department the best place to work in America, where all of our employees are respected, quality of work life is valued, and everyone achieves their potential.

Embracing diversity is about welcoming differences of thought, background, education, marital status, experience, socio-economic status, occupation, language, and geographic location. It is about:

- Being an integral part of the Department regardless of the position you hold or where you work.
- Embracing all voices and perspectives, talents, roles, and viewpoints to build a stronger and healthier organization, improve our decisions, and enhance our ability to meet the needs of the public.
- Promoting creativity, innovation, and results.

Supervisors and managers are expected to be role models that exhibit behaviors of inclusion, acceptance, and accountability. All employees are expected to adhere to our guiding principles of integrity, fairness, trust, ethical and legal behavior, and zero tolerance for discrimination.

Please join me in making the Department the best place to work in America.