



Anti-Harassment Policy Statement

As the Administrator of NASS, I affirm my unyielding commitment to ensure a workplace free from any form of harassment. It is essential that all NASS employees conduct themselves in a manner that is respectful to their colleagues and to our customers. My aim is to ensure that NASS is a model organization committed to preventing, stopping, and remedying all forms of harassment that occur in our workplace.

Harassment is a form of employment discrimination that violates the anti-discrimination laws: Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Genetic Information Nondiscrimination Act of 2008. There are two types of harassment covered by the anti-discrimination statutes:

- Sexual harassment - which is any unwelcome sexual advances, requests for sexual favors, and/or verbal or physical conduct of a sexual nature.
- Non-sexual harassment - which is unwelcome conduct that is based on an individual's race, color, religion, sex (including pregnancy, gender identification and expression, and sexual orientation), national origin, age (40 and above), disability, or genetics.

To be unlawful, the conduct must create a work environment that would be intimidating, hostile, or offensive to a reasonable person. Harassment becomes unlawful where 1) enduring the offensive conduct becomes a condition of continued employment or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

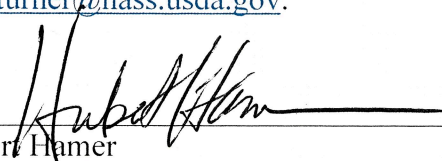
Offensive conduct may include, but is not limited to, offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, bullying, insults or put-downs, offensive objects or pictures, and interference with work performance. Employees are encouraged to inform the harasser directly that the conduct is unwelcome and must stop.

Harassment can occur in a variety of circumstances including but not limited to the following:

- The harasser can be the employee's supervisor, a supervisor in another area, an agent of the employer, a co-worker, or a non-employee such as a contractor employee.
- The employee does not have to be the person harassed but can be anyone affected by the offensive conduct.
- Unlawful harassment may occur without economic injury to the employee.

Anti-discrimination laws also prohibit harassment against individuals in retaliation for engaging in protected equal employment opportunity (EEO) activity. Protected EEO activity includes such things as filing a discrimination charge, testifying or participating in an investigation or hearing, filing a civil rights lawsuit, or opposing an employment practice that the individual reasonably believes is discriminatory.

Prevention is the best tool to eliminate harassment in the workplace. Any employee experiencing or witnessing harassment or bullying should immediately report the matter to their supervisor, manager, or the NASS Office of Civil Rights. All complaints will be kept confidential to the full extent provided by EEO regulations. Investigations of harassment complaints will be prompt, thorough, and impartial. If it is determined that harassment has occurred, immediate and appropriate corrective action, including disciplinary action, will be taken. Questions about this policy and/or employees wanting to file a harassment complaint should contact June Turner, NASS Civil Rights Director, by phone (202-720-8257) or by email at june.turner@nass.usda.gov.


Hubert Hamer
Administrator

Date

7/7/16