




UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
OCEANIC AND ATMOSPHERIC RESEARCH
Silver Spring, MD 20910
10/03/2020

MEMORANDUM FOR: All OAR Employees

FROM: Craig N. McLean
Assistant Administrator 

SUBJECT: Equal Employment Opportunity Policy Statement

Our top priority in OAR is you – our people! The OAR Leadership Team and I continue to work diligently to make our workplace a healthy, more diverse, and inclusive workplace for all employees. We are currently working with each Laboratory and Program Director to implement the recommendations from our Organizational Health and Culture Assessment. Also, members of the EEO Advisory Committee and the OAR Diversity and Inclusion Advisory Committee (ODIAC) will be working together on an OAR Diversity and Inclusion Strategic Plan that will guide our workforce hiring, recruitment and retention initiatives and efforts.

To continue to build a positive and inclusive workplace, this EEO Policy Statement is a reminder that we all have a responsibility to adhere to the equal employment laws, regulations and statutes that govern the Federal Government. It is unlawful to discriminate against employees and applicants for employment based on race, color, religion, sex (including sexual harassment and pregnancy discrimination), national origin, age (40 years of age or over), disability (physical or mental), sexual orientation including gender identity, and genetic information (GINA). It is unlawful to retaliate against employees for exercising their right to engage in the Federal EEO Complaint Process, either as a complainant or a witness in an investigation or a lawsuit. All employees and applicants for employment shall be treated fairly and equitably.

Any employee who believes they are the victim of discrimination should promptly notify the NOAA Office of Inclusion and Civil Rights (OICR) within 45 calendar days of the alleged discriminatory event or 45 days of becoming aware of the alleged discriminatory event at 301-713-0500, 301-713-0982 (TDD) or 1-800-452-6728. You may also visit the OICR website at www.eeo.noaa.gov. If an employee is found to have discriminated against another employee, they may be subject to disciplinary action, pursuant to DAO 202-751, which can be found at https://www.osec.doc.gov/opog/dmp/daos/dao202_751.html.

As of November 2, 2018, it is mandatory for managers and supervisors to participate in the Alternative Dispute Resolution (ADR) Process, if an employee elects to have a mediation to resolve their EEO Complaint. ADR is a valuable tool designed to resolve EEO disputes at the lowest possible level. Trained and certified mediators are used in the ADR process.

If you have any questions regarding this EEO Policy Statement, please contact the OAR EEO/Diversity Program Manager, Nicole S. Mason, at 301-734-1279 or via email at Nicole.mason@noaa.gov. You may also visit the OAR EEO website at www.eeo.oar.noaa.gov.

