



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
1315 East-West Highway
Silver Spring, MD 20910

THE DIRECTOR

OCT - 1 2004

MEMORANDUM FOR: All NOAA Fisheries Employees
FROM: William *W. Hogarth* Hogarth, Ph.D.
SUBJECT: Equal Employment Opportunity Policy Statement

Equal opportunity in the federal workplaces is a must if we are to attract, develop and retain a top-quality workforce that can deliver results. According to the Equal Employee Opportunity Commission, policies and practices that impede fair and open competition in the federal workplace continue to cost the American economy millions of dollars each year. As the Assistant Administrator for NOAA Fisheries (NMFS), I want to reaffirm my support for the policy of the Department of Commerce and the National Oceanic and Atmospheric Administration, which provides for equal employment opportunity (EEO) to all persons without regard to race, color, religion, sex, national origin, age (over 40), mental or physical disability, and sexual orientation.

To ensure compliance with this policy, I will continue to work with our managers, supervisors, and the NOAA Fisheries EEO Program Manager to ensure that this commitment is thoroughly understood and followed as an important part of our organization. It is imperative that we continue promoting the full realization of equal employment opportunity while establishing and maintaining effective affirmative programs throughout NMFS. **NOTE:** Any employee who believes that they are the victims of discrimination should promptly notify the NOAA Office of Civil Rights at 301-713-0500. All allegations will be processed immediately and appropriate corrective action will be taken.

Equally important is our role to reduce conflict in the workplace. Should a conflict arise, I would like to remind and encourage all supervisors, managers and employees of the agency-wide Alternated Dispute Resolution Program (ADR). The ADR is a process whereby parties voluntarily agree to attempt to resolve their differences. You can learn more about the NOAA ADR program by visiting the ADR Web site at <http://www.adr.noaa.gov>.

If you have any questions regarding this policy, please contact the NMFS EEO Program Manager, Natalie Huff on 301-713-1456.

cc: DUS – James R. Mahoney
HR – Zane Schauer
CR – Alfred Corea

THE ASSISTANT ADMINISTRATOR
FOR FISHERIES

