

**UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT**

**Arizona State Office**  
222 N. Central Avenue  
Phoenix, Arizona 85004  
www.az.blm.gov

**In Reply Refer to:**  
1400-713 (AZ-910) P

June 26, 2001

EMS TRANSMISSION: 06/27/01  
Information Bulletin No. AZ-2001-027

To: All Employees Statewide

From: State Director

Subject: Policy of Zero Tolerance-Harassment

In May 1998 the President amended Executive Order (EO) 11478 to include sexual orientation. The Order provides a uniform policy for the Federal Government which prohibits discrimination based on sexual orientation. To this end, I am equally committed to ensure that all types of harassment, i.e., race, color, national origin, sex, religion, disability, age, or sexual orientation will not be tolerated.

As we enter the new millennium we will continue to break down the walls of fear and prejudice and work to build a bridge of understanding and tolerance. It is important that employees be treated as professionals and not be subjected to behavior or language that is insulting, threatening, harassing, or demeaning. This type of behavior or language is unacceptable and it will not be condoned.

It is the responsibility of managers and supervisors to take appropriate and effective action once unacceptable behavior or conduct is brought to their attention. Also, they bear an additional responsibility for taking immediate action to enforce this policy when they become aware of behavior, jokes, and/or comments which are offensive and are not welcome in the work environment. Depending on the severity of the circumstances, effective action may entail removing the harasser from the work environment and imposing some form of disciplinary action ranging from a written reprimand to removal from the Federal service. Disciplinary action may also be taken against a manager/supervisor who fails to take immediate and effective action to end the harassing activity.

If you have any questions or concerns, please contact Ceci Sturm, EEO Manager, at (602) 417-9218.

Signed by: Lonna O'Neal  
for Denise P. Meridith

Authenticated by: Lucy Ontiveros  
Staff Assistant