

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
WASHINGTON, D.C. 20240-0036

<http://www.blm.gov>

June 4, 2010

In Reply Refer To:
1400-713 (720) I

EMS TRANSMISSION 06/17/2010
Information Bulletin No. 2010-083

To: All Employees
From: Director
Subject: Policies on Equal Opportunity/Affirmative Employment and the Prevention of Harassment (sexual and non-sexual)

The Department of Interior (DOI) is committed to zero tolerance for harassment on the basis of race, color, national origin, religion, sex, disability, age (40 and over), sexual orientation or any other protected activity. The Bureau of Land Management (BLM) reflects the Department's commitment to providing a professional work environment free of discrimination and harassment in all activities and operations. This policy not only prohibits illegal conduct by managers, supervisors and employees, it also prohibits disrespectful behaviors and decisions that could contribute to a discriminatory or hostile work environment.

In general, harassment means persistent and unwelcome conduct or actions that prohibit an employee from performing their assigned duties. Harassment on any basis exists whenever:

- (a) Submission to harassing conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
- (b) Submission to, or rejection of such conduct is used as the basis for an employment decision affecting an individual;
- (c) The conduct interferes with an employee's work or creates an intimidating, hostile or offensive work environment.

The BLM's Office of Civil Rights and Equal Employment Opportunity (OCR/EEO) is a strong and necessary resource of advice and expertise in fostering the best possible work environment. Employees are encouraged to seek their advice and counsel whenever necessary. State Directors Center Directors, Assistant Directors, managers and supervisors at every level will be held accountable for ensuring a harassment and hostile free work environment. Equally, employees who encounter or witness behavior that may be considered harassment or discriminatory are

responsible for reporting such behavior to management or OCR/EEO with the Bureau's assurance that the law shields them from reprisal/retaliation. Incidents that are reported will be investigated promptly, thoroughly, and impartially; management will take timely and appropriate action; and the conduct will be addressed before it becomes severe or pervasive. State Directors, Center Directors, Assistant Directors, managers, supervisors and employees will continue to receive training to enable them to identify all forms of harassment (to include sexual harassment), to prevent harassment and to handle their responsibility to promptly report and/or deal with incidents of harassment should they occur.

All of the BLM's programs and activities are crucial to our mission from educating our Nation's youth to remedying and deterring unlawful employment discrimination. I am committed to ensuring zero tolerance of discrimination, 100 percent equal employment access and opportunity in an inclusive workplace.

Signed by:
Mike Pool
Acting, Director

Authenticated by:
Robert M. Williams
Division of IRM Governance, WO-560

1 Attachment

[1 - Equal Opportunity/Affirmative Employment Policy Statement \(1 p\)](#)