



2021 Secretarial Policy Statement on Equal Employment Opportunity

September 16, 2021

At the Department of Commerce (DOC), we are committed to the values of equal opportunity, diversity, equity and inclusion. As Secretary, I will work with our dedicated leadership team to actively advance equity, civil rights, racial justice, and equal opportunity for all employees and applicants. We will do so by rooting out systemic racism and strengthening civil rights programs, while building trust within and outside of the Department. We must guarantee transparency, the equitable delivery of quality programs and services, and hold ourselves accountable toward meeting these goals.

It has never been more important than now for the Department's leadership to reaffirm and ensure that we support equal employment opportunity (EEO) for all employees and applicants for employment. EEO covers all personnel/employment programs, management practices, and decisions, including, but not limited to, recruitment/hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation. Therefore, the DOC does not tolerate retaliation for protected EEO activity nor harassment or discrimination based on race, color, religion, sex (including gender identity, sexual orientation, transgender status and pregnancy), national origin, age (40 years of age and over), genetic information (including family medical history) or disability (physical or mental). Consistent with these principles, the DOC also provides reasonable accommodations to employees and applicants with disabilities and for sincerely held religious beliefs, observances and practices. All applicants and employees have the freedom to compete for employment and advancement opportunities, on a fair and equitable playing field.

As the DOC aspires to be a leader in equity and inclusion and a model EEO employer, it is imperative that all DOC employees and applicants are free from harassment and discrimination and are able raise an allegation of discrimination without fear of reprisal. Therefore, any employee who is found to have discriminated or harassed someone will be subject to appropriate disciplinary action. We will seek to resolve workplace conflicts in a timely, impartial, confidential, nondiscriminatory, and constructive manner. We will ensure a complaint process that provides a prompt, thorough, and impartial investigation.

If you believe that you have been subject to discrimination or have knowledge of discriminatory or harassing behavior, you are encouraged to report the behavior to a supervisor, servicing human resources office, or [Bureau EEO Office](#) within **45 days** from the date of the alleged discriminatory event, or the date you became aware of such discrimination. You are also encouraged to use the [Alternative Dispute Resolution \(ADR\) Program](#) as a valuable tool in resolving EEO disputes. For avenues to address other workplace issues, please see: [Addressing Workplace Issues: At A Glance](#).

All employees must comply with EEO laws, policies, procedures, and executive orders as we perform the Department's mission. Accordingly, all senior leaders, managers, and supervisors must model values-based leadership and appropriate behavior, leading always by example, treating everyone with dignity and respect, and promoting an ethical, equitable, and inclusive workplace culture.

 9/16/2021

Gina M. Raimondo
Secretary of Commerce