



July 30, 2021

Equal Employment Opportunity Policy Statement

As the Archivist of the United States, I reaffirm my commitment to the principles of equal employment opportunity (EEO). As the nation's record keepers, our success depends on the contributions of an inclusive workforce. The National Archives and Records Administration's (NARA) core values encourage us to collaborate, innovate, and learn by engaging with each other.

Federal laws and Presidential Executive Orders require that employees and applicants for employment have equal opportunities regardless of race, color, national origin, religion, sex (including pregnancy, sexual orientation, gender identity or transgender status), age (40 years or older), disability (mental or physical), family medical history or genetic information, retaliation for serving as a witness and/or engaging in EEO activity, marital status, political affiliation, and status as a parent. These protections extend to management practices and decisions through outreach, recruitment and hiring practices, appraisal systems, promotions, training, and career-development programs.

This EEO Policy Statement serves as a reminder that NARA will not tolerate discrimination, inappropriate behavior, or harassment of any kind in the workplace. Managers and supervisors must lead by example and are responsible for ensuring employees have a work environment that is free of discrimination, harassment, and retaliation. We are all responsible for integrating EEO into our daily actions, conduct, and decisions as we strive to become a model workplace.

Any NARA employee or applicant for employment who believes they have been subjected to discrimination or harassment based on one or more of the above-mentioned protected categories, should contact the Office of Equal Employment Opportunity Programs (NEEO) at 301-837-0939 within **45 days** of the alleged discriminatory action or incident. Additional information about EEO services can be obtained by contacting the EEO Office at <https://www.archives.gov/eoo> or 301-837-0939.

Employees may also contact the Office of Special Counsel at <https://osc.gov/> or 202-804-7000, or the Merit Systems Protection Board at <https://www.mspb.gov/> or 202-653-7200.

NATIONAL ARCHIVES *and*
RECORDS ADMINISTRATION

8601 ADELPHI ROAD
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www.archives.gov

Any employee who believes NARA has subjected them to workplace harassment can review [NARA 396, Anti-Harassment Policy](#) for information on how to report allegations of workplace harassment.

[Per NARA 320, RESOLVE: NARA's Alternative Dispute Resolution \(ADR\) Program](#), NARA supports mediation as an additional resource for resolving EEO complaints. With the assistance of a neutral third party, an employee and the agency can discuss potential resolutions to a claim and reach a voluntary, negotiated agreement. For more information, please contact RESOLVE at (301) 837-2926 or visit the [RESOLVE Program group on the ICN](#).

I expect your continued support in addressing and eradicating discriminatory behavior in the workplace. Working together, we will make NARA a great place to work, one that values mutual respect, integrity, and teamwork.

A handwritten signature in dark ink, appearing to read "David S. Ferriero". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

DAVID S. FERRIERO
Archivist of the United States