MEMORANDUM FOR All Employees

From: Patrick Gallagher
Director

Subject: National Institute of Standards and Technology’s Equal Employment Opportunity (EEO)/Diversity Policy Statement

The National Institute of Standards and Technology (NIST) and the Department of Commerce are leading forces for economic growth. We foster the conditions for the nation’s economic growth and opportunity by promoting innovation, measurement science, and collaborative standards development.

We recognize that in order to be successful as a Federal agency, we must practice our principles of mutual respect and equal access to opportunity. As we continue to foster the conditions for technological innovation and economic development through robust standards, our commitment to the following principles will enhance our ability to carry out the mission of the agency.

NIST does not tolerate discrimination based on race, color, religion, sex (including sexual harassment and pregnancy), sexual orientation, national origin, age (40 years of age and older), genetic information or disability (physical or mental), including the provision of reasonable accommodations for qualified applicants and employees with disabilities. Retaliation against those who initiate EEO complaints, serve as witnesses, or otherwise oppose discrimination and harassment is strictly prohibited.

This policy applies to all employment practices, including recruiting, hiring, training, promoting, employee development, separation, and awards. People who believe they have suffered a loss at work due to illegal discrimination and wish to seek redress must contact the Civil Rights and Diversity Office or an Agency EEO Counselor within 45 calendar days of the alleged incident.

We seek to resolve workplace conflicts in a prompt, impartial, confidential, nondiscriminatory, and constructive manner and without fear of reprisal. We encourage all NIST employees to use Alternative Dispute Resolution as a valuable tool in resolving equal employment opportunity disputes.

Mutual respect for all and adherence to the principles of equal employment opportunity not only are bedrock principles of our country, but also undergird the success of American science, business, and government.

We expect all managers, supervisors, and employees to carry out their duties in accordance with the principles of this policy.