The Secretary of Energy
Washington, D.C. 20585

April 10, 2007

MEMORANDUM FOR ALL DEPARTMENT OF ENERGY EMPLOYEES

FROM: SAMUEL W. BODMAN

SUBJECT: Equal Employment Opportunity and Diversity Policy Statement

The Department of Energy's (DOE) mission is of critical importance to this Nation. We are charged with the responsibility for advancing our country's national and energy security, promoting scientific and technical innovation, and ensuring the environmental cleanup of the national nuclear weapons complex.

I know that DOE Federal and Contractor employees are committed to excellence and have a strong record of performance. Indeed, I am continually impressed by the commitment that DOE Federal and Contractor employees show on a daily basis to accomplishing our missions. But if we are to be fully successful, we must constantly strive to attract and retain the best employees from all walks of life. To do so, we must embrace the concepts of Equal Employment Opportunity (EEO) and diversity, utilize those concepts to meet the professional aspirations of our employees and applicants for employment, and integrate them into the everyday culture of the Department.

Employees of DOE and its contractors are responsible not only for complying with EEO laws, but also for treating each other and all DOE stakeholders with respect and dignity. If we do so, and I believe we must do so, I am confident that we can maintain our world-class leadership, make DOE the employer of choice in the Federal Government, and more effectively accomplish the extraordinarily important and difficult missions that the President and the American people have entrusted to us.

In order to effectively abide by EEO and diversity concepts in their daily work, everyone must know what those concepts mean. Equal Employment Opportunity ensures that applicants and employees are not subjected to prohibited discrimination in any aspect of employment, including but not limited to recruitment, hiring, merit promotion, transfer, reassignment, training, career development, benefits, and separation. Prohibited discrimination includes discrimination or reprisal on the basis of race, color, sex, religion, national origin, age, disability (physical or mental), or sexual orientation. EEO mandates that all employment-related decisions be based on merit, and not on prohibited discriminatory factors. Prohibited discrimination is counterproductive to our mission and will not be tolerated at the Department of Energy.

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Where discrimination is found to have occurred, appropriate corrective and/or disciplinary action will be taken.

Diversity is a broader concept than compliance with EEO requirements. Diversity involves fostering an environment that promotes inclusion, equity and respect, and enhances the potential and contribution of all employees. It allows for enhanced creativity, new ideas, fresh approaches to problem-solving, and access to different points of view. Studies have shown that diverse groups of people, working together, solve problems more quickly, more efficiently, and at lower cost than non-diverse groups. Diversity allows us to better reflect the rich tapestry of our great Nation, and thereby better serve our stakeholders and the public. I am personally committed to fostering a culture of inclusion and respect that values, embraces, and promotes diversity within the Department, and I expect all DOE Federal and Contractor employees to have that same level of commitment.

In that regard, it is not enough to simply say that we are an equal opportunity employer; I expect managers and supervisors to be proactive in preventing unlawful discrimination and in identifying and reporting known incidents of discrimination to their superiors or to their local DOE Office of Civil Rights and Diversity. DOE managers and supervisors also must exercise leadership and innovation in ensuring that EEO and diversity are important considerations in every aspect of employment, including recruitment and hiring. To that end, all barriers to equality of opportunity must be eliminated, and we must make sure appropriate effort is made to recruit and retain employees from all different backgrounds. DOE's Chief Human Capital Officer and the Director of DOE's Office of Civil Rights and Diversity are jointly developing and implementing mandatory training for supervisors to ensure understanding and compliance with relevant laws and directives.

I call upon each of you to become a personal leader in attaining a workplace of respect and inclusion and in creating an environment where all employees have an equal opportunity to reach their full potential.