



Defense Threat Reduction Agency
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MEMORANDUM FOR DISTRIBUTION C

SUBJECT: Policy Statement on Civilian Equal Employment Opportunity

Federal civil rights' laws prohibit discrimination on the basis of a person's race, color, religion, national or ethnic origin, sex, age, and mental or physical disability. Public sector employers have a special obligation to uphold these laws as part of our accountability to taxpayers. Equal opportunity in employment and access makes good business sense and ensure that we maximize our human capital to achieve results.

I am personally committed to the principles of equal opportunity, diversity, and affirmative employment and I charge all managers and supervisors to ensure that those principles continue to be a reality in the DTRA workplace. I will work with you to ensure:

- fair and equitable practices exist in our workplace;
- management decisions are made without bias;
- respect for the social, cultural and religious backgrounds of all employees;
- employment practices that produce employee satisfaction and job commitment;
- improved productivity that guarantees the best person is recruited or promoted;
- skilled employees are retained; effort, teamwork, and dedication is rewarded; and
- our workplace is efficient and free from harassment, discrimination and reprisal.

I expect all supervisors and managers to undertake this effort with the same level of leadership and zeal as their other organizational duties. Together we can achieve a workforce that represents the diversity and talent of America.

A handwritten signature in black ink, appearing to read "Kenneth A. Myers".

Kenneth A. Myers
Director