



**Defense Threat Reduction Agency**

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AUG 16 2004

MEMORANDUM FOR ALL DEFENSE THREAT REDUCTION AGENCY  
PERSONNEL

SUBJECT: Policy Statement on Civilian Equal Employment Opportunity

One of the Defense Threat Reduction Agency's (DTRA) most valuable assets is its diverse and multi-talented staff. I believe that there is great strength in the diverse experience and talents that we all bring to the workplace in order to accomplish our mission. I am convinced that the personal uniqueness of each employee is an asset of immeasurable worth and I am dedicated to creating an environment within DTRA which is free of discrimination where all employees have the maximum opportunity for selection, advancement, retention, and recognition without regard to race, national origin, color, sex, age, religion, disability and reprisal.

I am fully aware that achieving these goals will require both a sincere commitment to and active participation in our Equal Employment Opportunity efforts. Therefore, I am committed to making DTRA a model work place where no one fears discrimination or harassment and where each employee has the opportunity to contribute fully to the agency's work. I request the support of every manager, supervisor, and employee to achieve this goal.

Through collaborative efforts to maintain sensitivity to our differences and value the contributions of each member of our team, we will enhance our ability to accomplish DTRA's mission at home and abroad.

A handwritten signature in cursive script that reads "Trudy Clark".

TRUDY H. CLARK  
Maj Gen, USAF  
Acting Director