May 17, 2019

TO: All Staff

FROM: David Bohigian
Acting President and Chief Executive Officer

SUBJECT: EEO Policy Statement

It is the Corporation’s policy that equal employment opportunity (EEO) principles govern all aspects of personnel policies, program practices and operations. All phases of employment—recruitment, hiring, evaluation, promotion, transfer, assignment, training, benefits and separation—shall be conducted in compliance with EEO laws and regulations. Workplace harassment will not be tolerated, and the Corporation commits to correcting any harassment conduct before it becomes severe and pervasive.

The Corporation is firmly committed to EEO, the promotion of a strong affirmative employment program, and to providing equal opportunity to all persons in its workforce, without regard to race, color, sex (including pregnancy and gender identity), religion, national origin, age, physical or mental disability, sexual orientation, genetic information, or parental status. Additionally, the Corporation provides equal pay for equivalent work regardless of gender. The Corporation also prohibits retaliation against any employee for participating in the EEO complaint process or for opposing any practice made unlawful by Federal anti-discrimination statutes.

Every effort must be made to ensure that the Corporation’s workforce is representative of the population from which it is drawn.

If you are a Corporation employee or job applicant and you believe that discrimination has occurred, you have a right to file a complaint. Generally, you must contact an EEO Counselor or the Corporation’s EEO office within 45 days from the day the discrimination occurred. To reach the EEO Office by phone, call (202) 336-8400 and ask to be connected to the EEO Office. Alternatively, Corporation employees may also contact the EEO office or an EEO Counselor directly via e-mail addressed published internally at: https://opicgov.sharepoint.com/sites/intranet/FO/Pages/Equal-Employment-Opportunity.aspx.