



MEMORANDUM FOR: All USAGM Personnel  
FROM: Grant K. Turner, CEO and Director   
DATE: March 31, 2020  
SUBJECT: **Equal Employment Opportunity Policy Statement**

The U.S. Agency for Global Media (USAGM) informs, engages, and connects people around the world in support of freedom and democracy; this mission is the source of our core values. Among these values is equality, which is also one of our country's most cherished and hard-fought ideals. USAGM is firmly committed to equal employment opportunity (EEO), diversity, and a strong affirmative employment program. While our networks report on abuses around the world, USAGM will reaffirm its commitment to these values every year.

All USAGM employees and applicants for employment have the right to expect equal and fair treatment and the freedom to compete on a fair and level playing field. The law prohibits discrimination on the basis of race, color, religion, sex (including pregnancy, gender identity, sexual orientation, and sexual harassment), national origin, age (40 or older), disability (physical and mental), genetic information, and reprisal for participating in a protected EEO activity.

Everyone at USAGM plays a role in upholding equal opportunity and has a responsibility to treat others with respect and professionalism. However, managers have special responsibility as EEO protections cover all management practices and decisions, including recruitment, hiring, appraisals, promotions, training, and career development programs. USAGM does not tolerate, and will take prompt and immediate action against, discrimination, retaliation, or harassment.

I unequivocally reaffirm the Agency's continued commitment to these values, including as set forth on the [Agency's EEO Homepage](#); and in the Agency's [Policy Statement on the Prohibition of Harassment](#).

Anyone who believes they have been subjected to discrimination or retaliation for protected EEO activity should contact USAGM's Office of Civil Rights (OCR) at (202) 382-7800 or [ocr@usagm.gov](mailto:ocr@usagm.gov) within 45 days of the alleged discriminatory event to begin the EEO complaint process. USAGM promotes the use of alternative dispute resolution (ADR) to resolve EEO claims and, absent extraordinary circumstances, requires managers to participate in agency-approved ADR efforts.

As another integral part of ensuring EEO, USAGM provides reasonable accommodations to employees and applicants with disabilities and for religious observances and practices. For more information about how to request accommodation, please contact OCR.

As CEO and Director, I strongly support USAGM's commitment to EEO and urge every employee to do their part to eradicate discrimination and harassment at USAGM. As a global media agency, building an inclusive team where people are empowered to celebrate differences is vital to the success of our mission.