



U.S. AGENCY FOR
GLOBAL MEDIA

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MEMORANDUM FOR: All USAGM Personnel
FROM: Kelu Chao, Acting Chief Executive Officer
DATE: February 11, 2021
SUBJECT: **Diversity and Inclusion Policy Statement**

For a global media enterprise like the U.S. Agency for Global Media (USAGM), diversity and inclusion are more than idealistic goals. These values are essential to creating a work culture where differing perspectives and innovation can thrive. The diversity of our employees' rich experiences, talent, and knowledge enables USAGM to provide consistently accurate and compelling journalism to millions of people around the world. I am issuing this policy statement to demonstrate USAGM's commitment to diversity and inclusion, and so that all USAGM personnel understand our shared responsibility for creating a diverse, respectful, and inclusive work environment.

Workforce diversity is a collection of individual attributes that together help agencies pursue organizational objectives more effectively. Inclusion is a culture that connects each employee to the organization.

At USAGM, our team includes individuals of all races, creeds, and ethnicities. This wealth of experiences, worldviews, and backgrounds makes our agency stronger. We can become stronger still by ensuring every member of our diverse team is included and empowered in the workplace. I ask that each and every USAGM employee take personal responsibility for creating a workplace culture where every member of our diverse team feels included and valued professionally.

Supervisors and agency leadership, including me, have a special responsibility to help build and preserve a diverse and inclusive workplace. It is easy to let meetings, reports, and routine tasks consume the day, leaving little time to focus on office culture. However, I encourage all supervisors to approach this challenge proactively by focusing on our people as much as our mission. Supervisors should actively foster a workplace culture that values inclusion; systematically address demographic imbalances in the workforce, and promote team building and diversity awareness through cultural celebrations. Our agency's mission, reputation, and future depend on our ability to create a positive workplace that attracts new talent and retains the amazing people already on our team.

Creating and maintaining a truly inclusive environment that values diversity is not easy. Though, I am certain that, together, we can make USAGM one of the best places to work in the Federal Government. Given the global nature of our work and our multicultural team, we can and should be the model that other agencies strive to emulate. To help make this a reality, I encourage all of us to think about how to bring diversity and inclusivity into our business practices and our day-to-day lives here at USAGM.

