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October 21, 2004

DELAWARE BULLETIN NO. DE230-5-2

SUBJECT: EOP - PREVENTION OF SEXUAL HARASSMENT

Purpose. To issue Delaware NRCS policy on sexual harassment.

Expiration Date. September 30, 2005.

The Natural Resources Conservation Service (NRCS) is committed to ensuring a work environment that is free of sexual harassment. It is the policy of NRCS to enforce a "zero tolerance" policy for sexual harassment.

All employees must be allowed to work in an environment which is free of offensive misconduct. Sexual harassment debilitates morale and interferes in the work productivity of its victims and coworkers. Employees should familiarize themselves with the Sexual Harassment Policy statement signed by the Chief and the NRCS Sexual Harassment Fact Sheet. Both of these documents are attached and these notices should be posted on bulletin boards in prominent locations in all NRCS worksites as a continual reminder that sexual harassment, in any form, is unacceptable behavior and a violation of the law.

Employees who believe they have been subjected to sexual harassment should report the act to their supervisors. Advice on how to handle sexual harassment complaints can be sought from an EEO counselor, the Federal Women's Program Manager, or the State Conservationist. More information regarding Sexual Harassment may be found in the General Manual Title 230, Part 401.25. (http://policy.nrcs.usda.gov/scripts/lpsiis.dll/GM/GM_230_401.htm).

/S/

GINGER L. MURPHY
State Conservationist

Attachments:



DIST: AE

