

## NRCS Civil Rights Guiding Principles:

We value our employees and customers and believe in the strength of diversity. We are committed to treating both with dignity and respect. We listen and learn. We take pride in our abilities and are dedicated to contributing to the success of the USDA - NRCS. We encourage and reward creativity and teamwork. We are open and honest, holding ourselves accountable and possessing the highest level of integrity. We identify the needs and expectations of our employees and customers, and provide quality and timely products and services.

## Civil Rights and EEO

Equal opportunity is the law of the land that applies to employment activities in both the Federal and private sectors. It is fair to say that EEO and civil rights began with the Constitution and Bill of Rights; however, the Constitution and the Bill of Rights did not mention employment discrimination. The Civil Rights Act of 1964 had the greatest impact on employment by providing protection and enforcement under the law against discrimination.

Title VII of the Civil Rights Act of 1964 made it illegal for any employer to deny anyone a job because of race, color, religion, sex, or national origin. Title VII also prohibited discrimination in firing, promoting, training, salary, and all other privileges of employment.

Title VI of the Civil Rights Act of 1964 states that no person in the United States shall, on the "grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

## National Organization of Professional Hispanic Natural Resources Conservation Service Employees Mission Statement:

To motivate and mentor  
members for leadership roles  
to assist NRCS and partners  
in delivering natural resources  
conservation.

## Our Vision

A professional organization  
working in harmony with its  
partners for natural resources  
conservation.

Indiana USDA – NRCS 6013 Lakeside Blvd.  
Indianapolis, Indiana 46278 Phone (317) 290  
-3200 Fax (317) 290 - 3225

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call 202-720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

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## Indiana

### Special Emphasis Programs

*Ensuring Equality in  
Employment and  
Program Delivery*



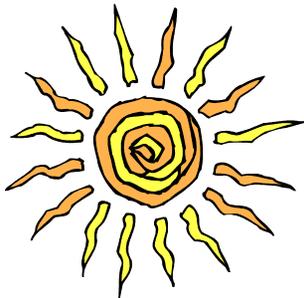
## Hispanic Special Emphasis Program



## Special Emphasis Programs

**Special Emphasis activities and support are an integral part of the Civil Rights Program at the Natural Resources Conservation Service. Within their respective programs, Special Emphasis Program Managers assist the Indiana State Conservationist and the Leadership Team to:**

- Ensure that equal opportunity is present in all aspects of NRCS programs, services, and employment.
- Provide advice and assistance in order to help meet civil rights program goals and objectives.
- Ensure effective communication among all persons and areas dealing with, or affected by, agency civil rights responsibilities.



## Hispanic Special Emphasis Program

### The Hispanic Emphasis Program Manager strives to:

- Assuring that persons of Hispanic origin (persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race) have an equal opportunity to compete for Federal employment, promotions, and are equally represented in all NRCS job categories.
- Identify and remove barriers that prevent Hispanics from being hired at NRCS.
- Develop strategies to help increase Hispanic representation.
- Identify and work with schools that have large Hispanic student populations.
- Develop annual objectives for Hispanic Employment Program.
- Provide information to all employees and keep them informed of HEP activities.
- Establishes and maintains effective relationships with Hispanic organizations and groups.
- Participates in recruitment efforts.



For more information about the National Organization of Professional Hispanic NRCS Employees, visit their website at:  
<http://www.nrcs.usda.gov/intranet/hispanic/>

For any questions or comments concerning NRCS Hispanic Emphasis Program, you can email the following address.

NRCS\_HEPM@in.usda.gov  
Phone: 317-290-3200 or Fax 317-290-3225

Or questions concerning Civil Rights, at

NRCS\_Civil\_Rights@in.usda.gov  
Phone: 317-290-3200 or Fax 317-290-3225

