



File Code: 1700
Route To:

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Subject: Forest Service Anti-Harassment Policy

To: All Employees

I reiterate my strong commitment to maintaining a harassment-free and respectful workplace. Harassment or discrimination in any form will not be tolerated in the Forest Service. Every employee is entitled to work in a professional environment where they feel valued and respected.

More specifically, harassment based upon an individual's race, color, religion, sex (sexual or non-sexual), national origin, age, disability, parental status, sexual orientation, protected genetic information, or reprisal will not be tolerated. Sexual harassment is behavior of a sexual nature that is unwelcome and offensive to the person or persons it is targeted toward. Examples of harassing behavior may include unwanted physical contact, foul language of an offensive sexual nature, sexual propositions, sexual jokes or remarks, obscene gestures, and displays of pornographic or sexually explicit pictures, drawings, or caricatures. Use of an employer's computer system for the purpose of viewing, displaying, or disseminating material that is sexual in nature may also constitute harassing behavior. Any persistent aggressive behavior against another individual, such as bullying, intimidation, or hostility is unacceptable behavior and detracts from a healthy work environment.

Employees have a responsibility in the prevention of harassment by ensuring they do not engage in any activity or practice that is offensive or creates a hostile environment. Employees who feel they are a victim of harassment are encouraged to report the incident immediately to a supervisor, management official, Human Resource Management office, or Civil Rights office. Once the matter has been reported, it will be promptly investigated and corrective action will be taken where appropriate. Acts or threats of reprisal against any person who reports incidents of harassment, testifies, or participates in investigations or proceedings under this policy are prohibited.

Prevention is the best tool to eliminate harassment in the workplace. Supervisors should clearly communicate to employees that harassment will not be tolerated and provide training that outlines roles and responsibilities to ensure a safe, productive and harassment-free work environment. This policy statement will be placed on all official bulletin boards as well as incorporated into new employees' orientation packets.

/s/ Thomas L. Tidwell
THOMAS L. TIDWELL
Chief

