

Memorandum

TO : All Employees

DATE: January 24, 2013

FROM : Chairman

SUBJECT: 2013 Equal Employment Opportunity Policy Statement

As the Chairman of the Federal Maritime Commission (FMC), I am strongly committed to the principles of Equal Employment Opportunity (EEO) and the implementation of EEO policies and objectives that will enhance the quality of our work life and the productivity in our workplace. The most important resource at the FMC is our employees. It is my goal to create a workplace where employees throughout all levels of the organization feel that their work and contributions are embraced and valued.

The FMC is committed to developing and maintaining a professional workplace in which all individuals are treated with dignity and respect. This includes ensuring an environment for all employees that is free of discrimination in employment on the basis of race, color, religion, sex, national origin, age, disability, reprisal, and genetic information.

Managers and supervisors must lead by example and monitor the workplace to ensure that the environment is free from discrimination, hostility, intimidation, reprisal, and harassment. All employees at the FMC are responsible for implementing EEO policy in their daily actions, conduct, and decisions. Managers, supervisors and employees alike must strive to treat each other with respect and professionalism.

Any employee who believes that he or she has experienced discrimination should immediately contact the FMC Office of Equal Employment Opportunity for information and guidance about the EEO process. Discrimination is costly, nonproductive and interrupts the agency from focusing on achieving its mission. Any FMC employee, who tolerates or promotes discriminatory conduct or behavior, engages in reprisal, or acts in a manner contrary to this policy will be held accountable. We must all work together to demonstrate fairness, cooperation, and respect toward our colleagues and customers while diligently striving to maintain a productive and nondiscriminatory work environment.

The FMC is strengthened by the talents of its diverse workforce in accomplishing the agency mission. I expect supervisors and managers to promote a work place environment that values and embraces the full range of talents and contributions of each and every employee throughout all levels of the agency. This allows all employees equal opportunities to achieve their full potential. Your total commitment in fully embracing the concepts of EEO will enhance our ability to achieve the goal of a model work environment.

Richard A. Lidinsky, Jr.
Chairman

