

Joyce L. Connery, Chairman
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**DEFENSE NUCLEAR FACILITIES
SAFETY BOARD**

Washington, DC 20004-2901



DEFENSE NUCLEAR FACILITIES SAFETY BOARD

ANTI-HARASSMENT POLICY STATEMENT

The Defense Nuclear Facilities Safety Board (DNFSB) is committed to maintaining a workplace free from all forms of harassment. All employees, contractors, and others performing official work for the DNFSB must fully support this policy and refrain from engaging in any harassing conduct.

Workplace harassment is defined as unwelcome and offensive treatment or conduct (e.g., verbal, physical, psychological, or visual) that can reasonably be considered to adversely affect the work environment or an employment decision affecting the employee based upon the employee's acceptance or rejection of such conduct. Harassment on the basis of race, color, religion, sex (including gender identity, sexual orientation and pregnancy), national origin, age, disability, genetic information, political affiliation, marital or parental status, or as reprisal for prior Equal Employment Opportunity (EEO) activity is prohibited under Title VII of the Civil Rights Act of 1964 and other EEO laws, regulations, and executive orders. Harassing conduct includes, but is not limited to, offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance.

Sexual harassment is any unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is an explicit or implicit term or condition of an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment.

In concert with its program to ensure EEO in the employment of its workforce, the DNFSB has procedures for addressing any instances of harassing conduct in Chapter 5 of Directive D-111.1, *Equal Employment Opportunity Program*, dated October 5, 2007. All employees and contractors of the DNFSB should review this directive to ensure familiarity with the DNFSB's programs and procedures. The DNFSB also promotes the use of the alternative dispute resolution (ADR) process to resolve workplace disputes. The ADR process is used to resolve a wide range of workplace disputes, including, but not limited to, EEO and grievance-related matters, in a cooperative, cost-effective, and timely manner. All employees are strongly encouraged to cooperate and engage in the ADR process, when appropriate. For additional information on the ADR process, see D-111.1

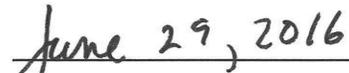
When an employee chooses to report the alleged incident of harassment to his or her manager or supervisor within his or her chain of command, and the alleged harasser's chain of command, the manager or supervisor who becomes aware of the allegation is required to address the allegation in a prompt and impartial manner, ensure that the allegation is kept confidential to the greatest extent possible, and take appropriate steps to prevent the involved employees and witnesses from being subjected to retaliation. An allegation of harassment may be made orally or in writing and should contain the name of the alleged harasser, the relevant facts, the date of the incident, and the names of any witnesses.

Employees, managers, or supervisors found to have engaged in harassing conduct will be subjected to appropriate disciplinary or adverse action, up to and including reprimand, suspension, demotion or removal. This policy does not limit a supervisor's or manager's right to manage effectively. Personnel actions taken by a supervisor or manager for valid and supportable reasons do not constitute workplace harassment.

I am confident that, by exercising individual responsibility, we will be able to maintain a professional and positive work environment for everyone. To this end, I ask that all employees join me in implementing this policy, and helping to ensure that all employees and contractors understand their rights under our policies and federal law.



Joyce L. Connery, Chairman



Date