



DEPARTMENT OF THE ARMY
NORTHWESTERN DIVISION, CORPS OF ENGINEERS
P.O. BOX 2870
PORTLAND, OREGON 97208-2870

Reply to
Attention of:

CENWD-EE (100)

08 OCT 2003

MEMORANDUM FOR ALL Northwestern Division Employees

SUBJECT: NWD Policy Memorandum #3-03 – Racial or Ethnic Epithets, Slurs, Sexually Oriented Comments and the Use of Personal Computers

1. I am committed to the Equal Employment Opportunity Program within the Northwestern Division, and want to emphasize to each employee, service member, contractor and contract employee the importance of maintaining a work environment free from harassment.
2. Harassment on the bases of race, color, religion, gender, national origin, age or disability constitutes discrimination on the terms, conditions and privileges of employment and, as such, violates Title VII of the Civil Rights Act of 1964, as amended. This prohibition applies not only to verbal epithets, such as slurs, negative stereotyping, threatening or hostile acts, but also to written materials placed on walls, bulletin boards, or circulated in the workplace that degrades or shows hostility towards an individual or group that relate to race, color, religion, gender, national origin, age or disability; nor, will an individual be reprimed against for exercising his or her equal employment opportunity rights.
3. The Northwestern Division prohibits the use of any government communications systems or equipment for pornographic purposes. The display or printing of any sexually explicit images or literature on a computer in the workplace, creates a hostile or an offensive working environment and is a form of sexual harassment.
4. Conduct that violates policy is extremely detrimental within the workplace. For those who are the subject of such conduct, the workplace becomes an intimidating, hostile or offensive working environment; it interferes with work performance and employment opportunities of all employees in the affected area. All managers and employees must ensure that any allegation is reported, investigated, and dealt with appropriately.
5. As members of the Northwestern Division team, it is our mutual responsibility to maintain a professional work environment where all employees feel free to appropriately express themselves and to have a sense of belonging. We must all make it our responsibility to sustain and nurture an environment, which fosters pride in our diversity and the professional talents and abilities of each member of our organization. Racial slurs, epithets, and pornographic material have no place in this environment.
6. The proponent office for this Policy Memorandum is the Equal Employment Opportunity Office (CENWD-EE). This Policy Memorandum supersedes NWD Policy Memorandum #2-01, 25 Oct 2001 and will remain effective until superseded or rescinded.

*THIS IS ALL ABOUT
POWER WHAT IS RIGHT!*

WILLIAM T. GRISOLI
Brigadier General, USA
Commanding