



INTERNATIONAL BOUNDARY AND WATER COMMISSION  
UNITED STATES AND MEXICO  
UNITED STATES SECTION

February 20, 2004

TO : All USIBWC Personnel  
FROM : Arturo Q. Duran, Commissioner   
SUBJECT : Policy on Sexual Harassment

The policy of the United States Section of the International Boundary and Water Commission is that sexual harassment is unacceptable conduct in the workplace and will not be condoned. Sexual harassment is a form of sex discrimination that violates title VII of the Civil Rights Act of 1964 and the dictates of that Act will be followed. The federal regulation, 29 CFR 1604.11 applies the provisions of Title VII to the federal workplace. All supervisors and managers as well as employees should avoid any conduct which would undermine the principles of this regulation.

Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when submission to or rejection of this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment.

Complaints of sexual harassment may be pursued in the same manner as other types of discrimination complaints. An EEO counselor should be contacted within 45 days of an incident which is determined to be the basis for a complaint. If you do not obtain a satisfactory resolution through the informal process, you will be given the opportunity to file a formal complaint which will include a formal investigation of the charges and a final agency review and decision.