



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

United States Section Directive

Volume: 1
Section: 701
Date : December 10, 2011

SUBJECT : EQUAL EMPLOYMENT OPPORTUNITY and HARASSMENT
POLICY

TO : Executive Management Staff, Division Engineers, Heads of Offices,
Project Managers, Presidents, AFGE Locals 3060 and 3309,
USIBWC employees

CONTROL : Director, Equal Employment Opportunity Program (915) 832-4112

710.1 REQUIREMENT/AUTHORITY:

The head of each federal agency is required to issue a written policy statement expressing their commitment to equal employment opportunity and a workplace free of discriminatory harassment. This statement should be issued at the beginning of their tenure and thereafter on an annual basis and disseminated to all employees to fulfill the goals and objectives of equal employment opportunity. Public Law 92-261, Section 717(b) requires that a public document be maintained of the policies, responsibilities, and leadership required for full implementation of the equal opportunity program.

710.2 RESPONSIBILITY

EEO is the responsibility of all employees of the USIBWC.

710.3 SUPERSESSION

This Directive supersedes USIBWC Directive Volume 1, Chapter 701, dated January 27, 2010.

710.4 EFFECTIVE DATE

This directive is effective upon issuance.



Edward Drusina
USIBWC COMMISSIONER



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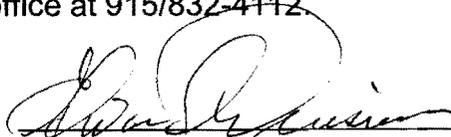
Equal Employment Opportunity and Harassment Policy

Equal employment opportunity is not only a legal obligation but also a moral and ethical responsibility. I am committed to Title VII of the Civil Rights Act of 1964, as amended which guarantees equal employment opportunity for all employees and applicants for employment, regardless of their race, religion, color, sex, national origin, age, disability or genetic information. It is the policy of this agency that all employees will have the freedom to compete on a fair and level playing field with equal opportunity. Equal employment opportunity covers all personnel/employment programs, management practices and decisions including, but not limited to, recruitment/hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation. The objective is to provide a work environment free of unlawful employment discrimination and discriminatory sexual and non-sexual harassment.

Workplace harassment will not be tolerated, allegations of harassment will be immediately investigated, and, where allegations are substantiated, appropriate action will be taken according to the USIBWC's table of penalties up to and including dismissal.

Prohibited harassment includes conduct which has the purpose or effect of unreasonably interfering with the employee's work performance or creating an environment which is intimidating, hostile or offensive to the employee. Harassment based on a person's race, color, religion, sex, national origin, age or disability is prohibited. Any employee who feels that a violation of this policy has occurred should immediately report the matter to their supervisor. If that person is unavailable or the employee believes it would be inappropriate to contact his/her supervisor, the employee should contact the supervisor's supervisor, and/or the EEO office. Each complaint will be investigated and any violations will be remedied. The complaining employee will not be affected in employment with the agency as a result of bringing the harassment complaints to the attention of the agency.

The USIBWC supports the rights of all employees to exercise their rights under the civil rights statutes. Reprisal or retaliation against one who engages in protected activity is prohibited and will not be tolerated. Employees who believe they have been discriminated against, harassed, reprimed or retaliated against are encouraged to visit or contact Ms. Cecilia Rubio, in the EEO office at 915/832-4112.


Edward Drusina
USIBWC Commissioner