



SUBJECT: Equal Employment Opportunity Policy Statement

Equal Employment Opportunity at the Smithsonian Institution means opportunity for all. The Smithsonian is committed to ensuring that all employees and affiliated persons (e.g., interns, research associates, fellows, and volunteers) are treated equitably in an environment that is free from discrimination based on race, color, religion, sex (including gender identity, gender stereotyping, pregnancy, and sexual orientation), national origin, age, disability, genetic information, parental status, or marital status and reprisal for reporting workplace harassment.

Together, as a team, it is our responsibility to attract talented leaders, researchers, curators, educators, and employees in every area of endeavor and to ensure that our employees and affiliated persons are aware that EEO covers all personnel and employment programs, management practices, and decisions, including, but not limited to, recruitment, hiring, merit promotions, transfers, reassignments, training and career development, benefits, and separations.

We are collectively responsible for supporting equal employment opportunity, diversity, inclusion, and access. Moreover, we must work to eliminate behaviors or practices that discriminate or create barriers for any members of our workforce so that everyone will have the freedom to compete on a fair and level playing field.

All managers and supervisors will be held accountable through annual performance appraisals for ensuring that their staff are made aware of this policy and the requirements of [Smithsonian Directive 214, Equal Employment Opportunity](#). Additionally, every supervisor must complete [EEO for Supervisors training](#) and non-supervisory employees must complete [Basic EEO training](#). Every employee, regardless of the level of responsibility, must complete refresher training every three years.

This document is your insurance policy that the Smithsonian is committed to equality, diversity and inclusion in the workplace. In our diversity lies our greatest potential and I want to assure you of my commitment to an organizational culture of mutual respect where each of us feels welcomed, comfortable, and safe.

Working together, we will continue to cultivate a place that is accessible, inclusive, and diverse. A place where individuals, regardless of their background, come together and support each other as we affirm and celebrate the value of being One Smithsonian. I am grateful to all of you, as we each play a critical role in creating the type of workplace where everyone can thrive.

A handwritten signature in cursive script that reads "Lonnie Bunch".

Lonnie G. Bunch III

Secretary

DISTRIBUTION: All Employees