

THE COMMANDANT OF THE UNITED STATES COAST GUARD Washington, DC 20593

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The Coast Guard's total workforce is the heartbeat of the Service and lives by our core values of Honor, Respect, and Devotion to Duty. Those values demand a workplace that is free of discrimination and harassment. Mission excellence demands that every Active Duty, Reserve, Civilian, and Auxiliary member personally commits to this principle.

Discrimination and harassment have <u>NO</u> place in our Service. We will respect those we serve and those who serve with us. We will ensure a work environment that is free from conduct that unreasonably interferes with an individual's work performance or creates an intimidating, offensive, or hostile work environment based on an individual's race, color, national origin, religion, sex (including pregnancy, gender identity, and sexual orientation), age, disability, genetic information (including family medical history), marital status, parental status, political affiliation, military service, engagement in a protected Equal Employment Opportunity (EEO) activity, or any other basis protected by law. We will act to address such conduct well before it rises to a level that may affect our people or the performance of our mission. Each member of the Coast Guard will be familiar with our EEO policies to prevent and eliminate all forms of discrimination and harassment.

Coast Guard members who believe they have been subjected to unlawful discrimination, which includes harassment, reprisal for participation in EEO/EO/Whistleblower or other protected activity, bullying, hazing, or other disruptive behaviors, should report it promptly through their chain of command; their local civil rights service provider; the Department of Homeland Security, Office of the Inspector General (military and civilian); U.S. Office of Special Counsel (civilian); or other appropriate grievance forums. All complaints and reports will be processed promptly, thoroughly, impartially, and using a process that protects privacy. When discrimination or prohibited harassment occurs, leaders and managers will take swift and appropriate corrective action. For harassment, see Coast Guard Commandant Instruction M5350.4 series. Guidelines for responding to misconduct (i.e., hazing, bullying, and other inappropriate behaviors) are outlined in Coast Guard Commandant Instructions M1600.2 series for military members and M12750.4 series for civilian employees.

The Coast Guard is committed to creating an environment where everyone has a strong sense of belonging, is able to contribute their full potential, and achieves mission excellence.

LINDA L. FAGAN

Admiral, U.S. Coast Guard

