



THE SECRETARY OF TRANSPORTATION

WASHINGTON, DC 20590

Policy Statement: Harassment Prevention December 18, 2023

The U.S. Department of Transportation is committed to creating a work environment free from harassment on the basis of race, color, sex, national origin, religion, age, disability, pregnancy, sexual orientation, gender identity, genetic information, or retaliation. As Secretary of Transportation, I am committed to our longstanding policy that the Department will not tolerate harassment and I will address any violation of this policy promptly and effectively.

This policy applies within the four walls of the physical office space and extends to employees teleworking or working remotely, on work travel, at other work-related events and activities, and wherever there may be a nexus to the Department and an impact on the workplace. Harassment may occur in person, via telephone, e-mail, video conference, social media, or other venue and may utilize any method of action or communication. The obligation to act in a professional and non-discriminatory manner extends to everyone in our workplace.

Proactive prevention is the best tool to eliminate harassment in the workplace. As such, the Department strives to maintain an environment in which employees feel free to raise concerns and are confident that those concerns will be addressed. Employees, former employees, and applicants for employment who believe they have been subjected to harassment should, without fear of retaliation, seek the immediate assistance of any management official, their designated anti-harassment coordinator, their Office of Human Resources or Civil Rights, or the Departmental Office of Civil Rights or Departmental Office of Human Resource Management. We will investigate all allegations of harassment promptly, thoroughly, and impartially, and we will keep confidential, to the greatest extent possible, the facts of these investigations.

I expect any manager or supervisor who becomes aware of harassment or other or inappropriate behavior to take immediate and appropriate corrective action to ensure that the harassment or behavior stops and does not recur. Violations of the law prohibiting harassment or of this policy will result in appropriate disciplinary actions against the offenders, up to and including dismissal. This includes where a manager or supervisor knew or should have known about the harassment and failed to take prompt and appropriate corrective action. Moreover, all employees are prohibited from retaliating against and/or harassing those who report such conduct or behavior.

Employees, former employees, and applicants for employment who believe they have been subjected to harassment or discrimination also may contact an EEO Counselor, their Office of Civil Rights, or our Departmental Office of Civil Rights to file a complaint within 45 calendar days of the alleged harassment or discrimination or the date on which they reasonably became aware of the harassment or discrimination. If a formal complaint is filed and accepted, there will be a prompt, thorough, and impartial investigation.

I am committed to providing a workplace free from harassment where everyone is treated with respect and dignity. I expect each of you to join me in cultivating this ideal.

A handwritten signature in blue ink, appearing to read "Pete Buttigieg".

Pete Buttigieg