

ARS Civil Rights Programs

**U.S. Department of Agriculture
Agricultural Research Service
Office of the Administrator
Civil Rights Staff**



MISSION STATEMENT

The Civil Rights Staff (CRS) of the Agricultural Research Service (ARS) advises, represents, and assists the Administrator on civil rights and equal opportunity matters that ensures the elimination of unlawful discrimination.

The ARS, CRS mission is to protect the civil rights and equal employment opportunity for employees, applicants for employment, and all beneficiaries of its agricultural research. No employee or applicant for employment will be denied any employment opportunity and no beneficiary of research will be denied access to services because of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. The ARS will provide research services to all Americans, ensure a workplace environment free from discrimination, and actively pursue diversity in every aspect of the organization.

The following programs are directly administered by the CRS for the ARS Administrator or in conjunction with the Human Resources Division. The objective of these programs is to provide tools and resources that managers and employees can use to enhance diversity in the ARS workforce.

Additional information can be found at <http://www.ars.usda.gov/eo>

AFFIRMATIVE EMPLOYMENT

Affirmative Employment Plan

The AEP identifies employment trends and changes in the work force, and provides development of objectives to eliminate artificial barriers within the system that excludes minorities from full participation in the employment process.

Special Emphasis Programs

To ensure that women, minorities, and people with disabilities, including disabled veterans, are provided equal opportunities in employment and program delivery activities. SEP's under Departmental Regulation 4230-2 include:

- African American Employment Program
- American Indian/Alaska Native Program
- Asian/American Pacific Islander Program
- Hispanic Employment Program
- Federal Women's Program

PARTNERSHIPS/INITIATIVES

USDA/1890 Capacity Building Grants
USDA/1890 Centers of Excellence
USDA/1890 National Scholars Program
USDA/1994 Native American Institutes
USDA Hispanic Association of Colleges and Universities (HACUs)
USDA Liaison Programs
Hispanic Serving Institutes (HSI)
Historically Black Colleges and Universities (HBCUs)

CIVIL RIGHTS

Training

The Civil Rights Staff, in conjunction with the Employment Development Section, coordinates training of all ARS employees in speciality areas such as:

- 1) Sexual Harassment Prevention;
- 2) Diversity in the Workplace;
- 3) Reprisal;
- 4) Equal Employment issues, etc.

5) Reasonable accommodation

Disability Program

The Disability Program Manager provides advice, guidance, and training to supervisors and managers on agency policy and procedures, including reasonable accommodation.

The Disability Awareness Newsletter is issued from the CRS on a quarterly basis.

COMPLIANCE

Title VI

Prohibits against exclusion from, participation in, denial of, benefits of, and discrimination under federally assisted programs on grounds of race, color, religion, sex, and national origin.

Title VII

Prohibits employment discrimination based on race, color, religion, sex and national origin.

For more information on these programs contact:

, Deputy Director, Civil Rights Staff
Washington, D.C.
..... (202) 720-6161

, Disability Program Manager
Civil Rights Staff
Washington, D.C.
..... (202) 690-0372

, Special Emphasis Program Manager
Civil Rights Staff
Washington, D.C.
..... (202) 690-0166

, Area Civil Rights Manager
Metropolitan Washington, D.C.
..... (202) 720-6161

, Area Civil Rights Manager
Beltsville & North Atlantic Areas
..... (301) 504-6507

, Area Civil Rights Manager
Midwest & Southern Plains Areas
.....(309) 681-6632

, Area Civil Rights Manager
South Atlantic & Mid South Areas
..... (706) 546-3614

, Area Civil Rights Manager
Pacific West & Northern Plains Area
..... (510) 559-6080

The United States Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audio tape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

If you feel you've been discriminated against, contact (202) 720-3410 or (800) 340-4289 for assistance. USDA is an equal opportunity provider and employer.

June 2002