



**DEFENSE SECURITY SERVICE
1340 BRADDOCK PLACE
ALEXANDRIA, VA 22314-1561**

DEC 20 2010

MEMORANDUM FOR ALL DEFENSE SECURITY SERVICE PERSONNEL

SUBJECT: Policy Statement on Equal Employment Opportunity

This policy reaffirms my commitment to ensure that every employee and applicant for employment is treated professionally, equitably, and with dignity and respect regardless of race, color, religion, sex (including sexual harassment), national origin, age (40 or over), and physical or mental disabilities. Furthermore, employees and applicants must be free from reprisal/retaliation based upon participation in the equal employment opportunity process.

DSS is committed to the principles that break down barriers and help increase employment and advancement opportunities of groups protected under the federal non-discrimination statutes. We at DSS value and respect the differences each employee brings from his or her culture. In addition, managers and supervisors must create and maintain an environment where all employees are judged on their merit, and to promote a workplace free from discriminatory policies and practices.

Supervisors and managers are expected to promote the Agency's EEO policy in all their employment activities, including through the implementation of the affirmative employment program. They will be held accountable for supporting the Agency's EEO policy and programs. Diversity in our work force enhances our ability to accomplish our mission because it increases the range of skills and approaches available to us.

With your support we can reach our EEO and affirmative employment objective and create a workplace that is free of all forms of discrimination. I am committed to EEO laws and the realization of a work force that reflects the Nation's diversity through the implementation of an effective equal employment opportunity program.

A copy of this policy is to be posted on all DSS bulletin boards, and made available to all employees via the internet. For questions concerning EEO, contact Carolyn Lyle, Office of EEO at (703) 325-1959. This policy supersedes Policy Statement on Equal Employment Opportunity, dated January 13, 2009.

A handwritten signature in black ink, appearing to read "Stanley L. Sims", is positioned above the printed name and title.

Stanley L. Sims
Director