



**Pension Benefit Guaranty Corporation**  
1200 K Street, N.W., Washington, D.C. 20005-4026

**August 17, 2015**

**TO: All PBGC Staff**

**FROM: Alice C. Maroni**  
**Acting Director**

**SUBJECT: Equal Employment Opportunity Policy Statement**

The Pension Benefit Guaranty Corporation (PBGC) protects the retirement incomes of more than 40 million American workers in more than 26,000 private-sector defined benefit pension plans. For the PBGC to do its job well, we must continue to strive for inclusion, cooperation, and respect for the talents that a diverse workforce can bring to any successful venture.

PBGC is committed to ensuring that its employees and applicants for employment are treated equitably in an environment that is free from discrimination based on race, religion, color, sex (including pregnancy and gender identity), sexual orientation, parental status, marital status, national origin, age, disability, family medical history or genetic information. Employees and applicants who believe they may have experienced discrimination on any of these bases, or who believe they may have been retaliated against for exercising the right to go through the Equal Employment Opportunity (EEO) process, should contact the Office of Equal Employment Opportunity (OEEO) as discussed below. PBGC will also not tolerate workplace harassment. Employees should immediately report allegations of harassment to PBGC's OEEO, the Human Resources Department, their immediate supervisor or another management official.

All employees are responsible for exhibiting professional conduct and behavior in the workplace and cooperating in the enforcement of this policy. Individuals engaging in conduct or behavior that violates this policy may be subject to appropriate disciplinary action up to, and including, removal from Federal service.

If you believe you may have been subjected to discrimination or retaliation, you should contact OEEO at ext. 4363 or email [eeo@pbgc.gov](mailto:eeo@pbgc.gov) immediately. OEEO offers a confidential and neutral early intervention process to address concerns without your having to initiate the EEO complaint process. If, however, you decide to initiate the EEO complaint process, you must do so within 45 calendar days of the incident or the date you became aware of the incident. Where an aggrieved individual elects and OEEO determines that Alternative Dispute Resolution (ADR) is appropriate, managers and/or supervisors have a duty to participate in PBGC's ADR process.

In our work processes, PBGC will create avenues for full participation to enable excellence and innovation that is realized through collaboration of diverse ideas, experiences, and perspectives. By working together to promote the principles of equal opportunity, we will ensure that all employees and applicants for employment have an opportunity to succeed and contribute to PBGC's mission of protecting America's retirement security.