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| **Type**:  | Policy Statement |
| **Section Number**: | FCA-PS-62 |
| **Section Title**:  | Equal Employment Opportunity |
| **Effective Date**: | 2/12/2025 |
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**Effective Date:** 12-FEB-25

**PREVIOUS ACTIONS:** Replaces/updates the following: [NV-24-17, 9/17/24]; [BM-12-SEP-02-02](70 FR 71142, 11/25/05); [BM-13-JUL-06-03](71 FR 46481, 8/14/06); [NV-11-15, 7/08/11]; [NV-13-19](78 FR 51187, 8/20/13); [NV-14-15](79 FR 50908, 8/26/14); [NV-15-10](80 FR 51806, 8/26/15); [NV-16-14](81 FR 53482, 8/12/16); [NV-17-24,8/24/17] (82 FR 41258, 8/30/17); [NV 18-13, 9/4/18] (83 FR 45625, 9/10/2018); FCA-PS-62 [NV 19-24, 9/16/19] (84 FR 49521, 9/20/2019); FCA-PS 62 [NV 20-23, 8/17/20]; FCA PS-62 [NV 21-23, 8/31/21]; FCA PS-62 [NV 22-21, 8/29/22]; FCA PS-62 [NV 23-26, 9/19/23]; FCA PS-62 [NV 24-17, 9/17/24].

**SOURCE OF AUTHORITY:** Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000e et seq.); Age Discrimination in Employment Act (29 U.S.C. 621 et seq.); Section 501 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 791); Equal Pay Act of 1974 (29 U.S.C. 206(d)); Civil Service Reform Act of 1978 (5 U.S.C. 3112); Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 (No FEAR Act) (5 U.S.C. 2301); Genetic Information Nondiscrimination Act of 2008 (42 U.S.C. 2000ff et seq.); Pregnant Workers Fairness Act (42 U.S.C. 2000gg et seq.); section [5.9](http://ww3.fca.gov/readingrm/handbook/Statutes/SEC.%205.09.docx) of the Farm Credit Act of 1971, as amended (12 U.S.C. 2243); Executive Order 11478 (Equal Employment Opportunity in the Federal Government), as amended by Executive Order 13152 to include a prohibition on discrimination based on status as a parent; Executive Order 13166 (Improving Access to Services for Persons with Limited English Proficiency); 29 CFR part 1614; Equal Employment Opportunity Commission Management Directives.

**PURPOSE**

The Farm Credit Administration (FCA or agency) Board reaffirms its commitment to Equal Employment Opportunity (EEO) and its belief that all FCA employees should be treated with dignity and respect. The Board also provides guidance to agency management and staff for deciding and taking action in these critical areas.

**IMPORTANCE**

Unquestionably, the employees who comprise the FCA are its most important resource. The Board fully recognizes that the agency draws its strength from the dedication and experience of its employees. The Board is committed to protecting its staff from discrimination, harassment, and retaliation. The Board further commits to carrying out programs that foster the development of each employee’s potential and ensuring all employees have the freedom to compete on a fair and level playing field. We believe an investment in efforts that strongly promote EEO will prevent conflict and the high costs of correction for taking no, or inadequate, action in these areas.

**THE FARM CREDIT ADMINISTRATION BOARD HEREBY ADOPTS THE FOLLOWING POLICY STATEMENT:**

It is the policy of the Farm Credit Administration (FCA or agency) to prohibit discrimination in agency policies, program practices, and operations. Employees, applicants for employment, and members of the public who seek to take part in FCA programs, activities, and services will be treated fairly. The FCA Board Chairman and Chief Executive Officer (CEO) is ultimately responsible for ensuring that FCA meets all EEO requirements and initiatives in accordance with laws and regulations, to maintain a workplace that is free from discrimination and that values all employees. FCA, under the appropriate laws and regulations, will:

* Ensure equal employment opportunity based on merit and qualification, without discrimination because of race, color, religion, sex, age (40 or older), national origin, disability, status as a parent, genetic information, or filing of a complaint, participation in discrimination or harassment complaint proceedings, or other opposition to discrimination;
* Provide for the prompt and fair consideration of complaints of discrimination;
* Make reasonable accommodations for qualified applicants for employment and employees with physical or mental disabilities or for limitations arising from pregnancy, childbirth, or related medical conditions, and provide personal assistance services to employees with targeted disabilities, as provided under the Rehabilitation Act and its implementing regulations and under the Pregnant Workers Fairness Act and any implementing regulations;
* Make reasonable accommodations based on applicants’ and employees’ religious beliefs or practices, consistent with Title VII;
* Provide an environment free from harassment to all employees;
* Create and maintain an organizational culture that recognizes, values, and supports all employees;
* Ensure that all employees will have the freedom to compete on a fair and level playing field with equal opportunity for competition; and,
* Develop objectives within the agency’s operation and strategic planning process to meet the goals of EEO and this policy.

An employee or applicant who believes they have been discriminated against must initiate contact with an EEO Counselor within 45 days of the date of the matter alleged to be discriminatory or, in the case of personnel action, within 45 days of the effective date of the action. Although the EEO complaint process is managed by the Director of the Office of EEO and Inclusion, FCA uses experienced outside vendors to perform EEO services. An employee or applicant wishing to enter the EEO process may contact an EEO Counselor at the following numbers: toll free phone 1-844-322-3233, TTY 703-883-4352.

**NON-DISCRIMINATORY EMPLOYMENT**

The Board reaffirms its commitment to ensuring FCA conducts all its employment practices in a nondiscriminatory manner. The Board expects full cooperation and support from everyone involved in recruitment, selection, development, and promotion to ensure such actions are free of discrimination. Though staff commitment is important, the role of supervisors is paramount to success. Agency supervisors must act as coaches and are responsible for helping all employees develop their talents and give their best efforts in contributing to the mission of the FCA.

**WORKPLACE HARASSMENT**

It is the FCA’s policy to provide a work environment free from unlawful discrimination in any form, and to protect all employees from any form of harassment, either physical or verbal. The FCA will not tolerate harassment in the workplace for any reason. Retaliation against any employee for reporting harassment, assisting or participating in any harassment inquiry, or opposing harassment in any manner is also prohibited. FCA initiates prompt, thorough, and impartial investigations within 10 days of receiving notice of harassment allegations.

**DISABLED VETERANS AFFIRMATIVE ACTION PROGRAM**

A disabled veteran is defined as someone who is entitled to compensation under the laws administered by the Veterans Administration or someone who was discharged or released from active duty because of a service-connected disability.

The FCA is committed to increasing the representation of disabled veterans within its organization. Our Nation owes a debt to those veterans who served their country, especially those who were disabled because of service. To honor these disabled veterans, the FCA emphasizes making vacancies known to them and providing opportunities for their employment.

**DATED THIS 12th DAY OF FEBRUARY 2025**

**BY ORDER OF THE BOARD**

Ashley Waldron

Secretary to the Board