



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
1315 East-West Highway
Silver Spring, Maryland 20910

July 23, 2021

MEMORANDUM FOR: All NOAA Fisheries Employees and Contractors

FROM: Janet Coit 
Assistant Administrator
for Fisheries

SUBJECT: NOAA Fisheries Anti-Harassment Policy Statement

NOAA Fisheries is committed to maintaining a harassment-free workplace. As your newly appointed Assistant Administrator, I would like to go on record as one who not only supports this commitment, but will take whatever actions necessary to ensure full compliance. Harassment, whether sexual or non-sexual, is against the law and will not be tolerated. It is my expectation that our managers and supervisors will fully support this policy statement in its entirety, ensuring an environment that is free from harassment on the basis of an individual's race, color, religion, sex (including sexual harassment and pregnancy discrimination), sexual orientation, national origin, age (40 years and over), disability (physical and mental), or any other basis protected by law.

Please be reminded that prohibited workplace harassment includes, but is not limited to, bullying, slurs, intimidating acts, unwanted touching, insinuating threats, insulting gestures, epithets, stereotyping, obscenities, and the circulation of written or graphic material that show hostility toward individuals because of their protected status. This policy statement prohibits harassment by or of any employee, contractor, vendor, or applicant for employment, or other individual with whom NOAA Fisheries interacts by virtue of their work.

In addition to the above, please remember that sexual harassment is a form of prohibited harassment where the conduct is often, but not always, sexual in nature. Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct based on sex (whether or not it is sexual in nature) constitutes sexual harassment when: 1. Submission to such conduct is either an explicit or implicit term or condition of employment; 2. Submission to or rejection of the conduct is used as a basis for making employment decisions; or 3. The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, offensive, work environment. **NOTE:** Conduct prohibited by this policy statement includes any work-related setting outside the workplace, such as during business trips, business meetings, and business-related social events.

Managers and supervisors within NOAA Fisheries are responsible for preventing, documenting, and promptly correcting harassing conduct in the workplace. Additional guidance on this matter can be found in Department Administrative Order (DAO) 202-955: *Allegations of Harassment*



Prohibited by Federal Law and NOAA Administrative order (NAO) 202-1106: NOAA Sexual Assault and Sexual Harassment Prevention and Response Policy.

Finally, any NOAA employee, affiliate, or contract employee who experiences sexual assault or sexual harassment, should feel free to reach out to the **NOAA Sexual Assault/Sexual Harassment (SASH) Helpline**. This helpline was designed to provide crisis intervention, referrals, and emotional support to NOAA employees, contractors, and affiliates who are victims and/or survivors of sexual harassment or sexual assault. The helpline is operated by the Rape, Abuse, and Incest National Network (RAINN), the nation's largest anti-sexual violence organization. More information about RAINN is available at <http://www.rainn.org>. Through the NOAA SASH Helpline, RAINN support specialists provide live, confidential one-on-one support regardless of the place or time of the occurrence. This support is available to all NOAA employees, contractors, and affiliates even if the incident occurs outside of the workplace or is unrelated to work. All services are anonymous, secure, and available worldwide 24/7.

Remember, preventing harassment in our workplace is a top priority for this organization and for me. If you have any questions regarding this policy please feel free to contact Natalie Huff, the Program Director for EEO and Diversity, at 301-427-8025.

cc: Kenneth Bailey, Director, NOAA's Office of Inclusion and Civil Rights
Sean Clayton, Director, NOAA's Office of Human Capital Services