

**April 7, 2023**

**TO: All PBGC Staff**

**FROM: Gordon Hartogensis  
Director**



**SUBJECT: Equal Employment Opportunity Policy Statement**

The Pension Benefit Guaranty Corporation (PBGC) protects the retirement incomes of nearly 33 million American workers. For 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.

The core mission of the Equal Employment Opportunity Commission (EEOC or the Commission) is to prevent and remedy discrimination in America's workplaces and advance equal employment opportunity (EEO) for all. PBGC is committed to adhering to the laws that the Commission enforces. PBGC's EEO Policy Statement is published as a reminder that all PBGC employees and applicants for employment are protected and covered by federal laws and Presidential Executive Orders designed to safeguard federal employees and job applicants from discrimination. The Agency's policy further ensures that its employees and applicants for employment are treated equitably in an environment that is free from discrimination based on race, color, national origin, sex (including pregnancy, sexual harassment, gender identity, sexual orientation and non-sexual harassment based on sex), religion, age (40 and over), disability (mental or physical), family medical history, genetic information, and reprisal. PBGC's policy statement also protects against harassment based on parental and marital status. PBGC will not tolerate workplace harassment or reprisal against anyone who engages in protected activity. Employees and applicants who believe they 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 EEO process, should contact the Office of Equal Employment Opportunity (OEEO) as discussed below.

PBGC employees and applicants are also protected against retaliation. Consistent with federal laws, acts of retaliation against an employee who engages in protected activity, such as reporting discrimination or harassment or participating in the EEO process, whistleblowing, or the exercise of any appeal or grievance right provided by law will not be tolerated at PBGC. PBGC will take swift action when a PBGC employee, agent of PBGC, or non-employee is found to have engaged in discrimination, retaliation, or harassment (including sexual harassment).

All employees will have the freedom to compete on a fair and level playing field. EEO protections extend to all personnel/employment programs, and management practices/decisions,

including, but not limited to, recruitment and hiring, appraisal systems, merit promotions, training, career development programs, transfers, reassignments, benefits, and separations.

PBGC provides reasonable accommodations to employees and applicants with disabilities and for sincerely held religious beliefs, observances, and practices.

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. Collectively, we must be diligent in maintaining a workplace free from discrimination and take the responsibility to ensure that our Agency continues to be a model employer. Our goal is to serve as an example for providing equity and inclusion in the workplace through the implementation of PBGC's EEO Policy and cooperating fully with its enforcement.

PBGC employees or applicants who believe they have been subjected to discrimination, harassment, or retaliation should contact OEEO at 202-229-4363 or email [all-eeo-federal@pbgc.gov](mailto:all-eeo-federal@pbgc.gov). If you decide to initiate the EEO complaint process, you must do so within 45 calendar days of the incident you felt was discriminatory 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 supervisors have a duty to participate in the 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 EEO, 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. PBGC leadership affirms our collective commitment to a workplace free of unlawful discrimination, harassment, and retaliation.