




The Administrator

October 1, 2021

MEMORANDUM FOR ALL GSA EMPLOYEES

FROM: ROBIN CARNAHAN  
ADMINISTRATOR (A) 

SUBJECT: GSA Equal Employment Opportunity Policy Statement

I believe that we are best able to meet our mission when we have a workplace that values diversity, equity, inclusion, and accessibility (DEIA), and where everyone is treated with dignity and respect. Equal employment opportunity (EEO) is a key part of that.

We are committed to ensuring that all employees and applicants for employment have the freedom to compete on a fair and level playing field, free from discrimination or harassment based on any protected basis.

GSA's policy is to afford employees and applicants for employment equal opportunities, regardless of their race, color, religion, sex, pregnancy, gender identity, sexual orientation, national origin, age, disability, or genetic information (including family medical history). These equal employment opportunity protections pertain to all GSA personnel and employment programs, as well as management practices and decisions, including recruitment, hiring, promotions, transfers, reassignments, training and career development, benefits, and separation.

Additionally, reprisal against anyone who engages in protected EEO activity (e.g., reporting discrimination or harassment, participating in the EEO process, or exercising any rights provided by the civil rights statutes) will not be tolerated at GSA, and GSA supports the rights of all employees to exercise their rights under the civil rights statutes. Furthermore, workplace harassment will not be tolerated, and GSA is committed to correcting harassing conduct before it becomes severe or pervasive. Employees found to have unlawfully discriminated against or harassed another as defined by law may be subject to corrective action up to and including removal.

Employees or applicants who believe they have been unlawfully discriminated against and wish to initiate an EEO complaint may contact GSA's Office of Civil Rights at [eeo@gsa.gov](mailto:eeo@gsa.gov) or (202) 501-4571. Additional information is on [GSAInSite](#).

**U.S. General Services Administration**  
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[www.gsa.gov](http://www.gsa.gov)

Employees who believe they have been subject to, or have been a witness to, harassment may report the matter to their first line supervisor, another management official in their supervisory chain, or an Anti-Harassment Coordinator. See [GSA Order HRM 9700.6 CHGE 2](#) for more information.

Integration of EEO and DEIA principles throughout GSA is something that we all can and should strive to support. Together, we can foster a workplace culture that clearly demonstrates our commitment to GSA's greatest strength and most valuable resource: our people.