

DEPARTMENTAL REGULATION		NUMBER: 4300-6
SUBJECT: Civil Rights Policy for the Department of Agriculture	DATE: March 16, 1998	
	OFF: Office of the Secretary	

1 PURPOSE

This regulation prescribes civil rights policy for the Department of Agriculture (USDA) and identifies civil rights strategic goals for USDA. It also requires agencies and staff offices to incorporate the goals into their strategic plans in compliance with the Government Performance and Results Act.

2 SPECIAL INSTRUCTIONS

Secretary's Memorandum 4300-7, Civil Rights Policy Statement, dated February 28, 1997, is hereby superseded.

Specific objectives to achieve the goals are identified in civil rights implementation plans which are referenced in the civil rights performance element and standard for agency heads and staff office directors.

3 POLICY

Because the policy of the Department of Agriculture is to ensure the civil rights of USDA customers and employees, each Agency Head is expected to act in this commitment by taking the necessary steps to implement a viable civil rights program. To assist in translating this commitment into meaningful action, each Agency Head will achieve the following civil rights strategic goals:

- a Hold managers, supervisors and other employees accountable for ensuring that USDA customers and employees are treated fairly and equitably, with dignity and respect.
- b Ensure equal access and provide equal treatment in the delivery of USDA programs and services to all customers.
- c Eliminate under-representation in the workforce by recruiting and employing a highly skilled, competent, and diverse workforce, free of discrimination, reprisal, and sexual harassment.