



United States Department of Agriculture  
Animal and Plant Health Inspection Service  
Wildlife Services  
National Wildlife Research Center

## Policy Memorandum

PE 002.00

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**Title: Civil Rights Policy**

**1. PURPOSE**

Reaffirmation of the National Wildlife Research Center policy statement in regards to Civil Rights.

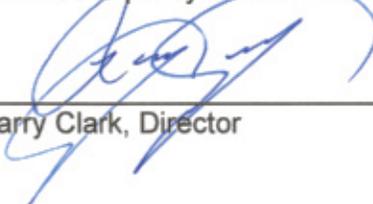
**2. POLICY**

This policy statement reaffirms my commitment and the commitment of the National Wildlife Research Center to prevent discrimination of any type in employment policies, procedures, practices, and operations. In their letters of December 28, 2010, both the APHIS Administrator and the Wildlife Services' Deputy Administrator reaffirmed their commitment to preventing discrimination of any type in the workplace, to recipients of program services, and to those who receive financial assistance. In their letters both Mrs. Smith and Mr. Clay emphasized that it is the responsibility of each manager, supervisor and employee in the Agency to ensure compliance with civil rights, equal employment, and diversity policies and objectives. Discrimination based on race, color, religion, national origin, age, sex, disability, reprisal, sexual orientation, gender identity and/or expression, marital status, parental or familial status, political beliefs, protected genetic information, or receipt of public assistance will not be tolerated. Adherence to Departmental policy as part of normal business and social practices in the work place are an integral part of the Center's operations. Adherence to these policies and practices will engender an atmosphere of tolerance and acceptance in the work place and pave the way for creating an effective work force and work place.

This Civil Rights Policy Statement must be posted in all work areas to ensure that the NWRC work force is aware of and promotes its civil rights responsibilities

**APPROVAL SIGNATURE:**

The above policy was reviewed and approved by:

  
\_\_\_\_\_  
Larry Clark, Director

5.31.11  
\_\_\_\_\_  
effective date