



DEPARTMENT OF THE TREASURY  
UNITED STATES MINT  
WASHINGTON, D.C. 20220

April 19, 2011

DIRECTOR  
OF THE  
MINT

MEMORANDUM FOR ALL UNITED STATES MINT EMPLOYEES

FROM:

Richard Peterson  
Acting Director  
United States Mint

SUBJECT:

Equal Employment Opportunity and Diversity Policy Statement

The United States Mint is fully committed to providing and maintaining a work environment that is free from all forms of discrimination and to fostering a workplace that values and respects the principles of diversity. It has been, and will continue to be, the United States Mint's policy and intent to assure equal employment opportunity for its employees and applicants without regard to race, color, religion, sex, national origin, age, physical or mental disability, sexual orientation, parental status, protected genetic information, pregnancy, or reprisal for participating in the equal employment opportunity process. This policy covers all persons and every facet of employment, including, but not limited to, recruitment and hiring, promotions, training, career development, and working conditions.

As the Acting Director of the United States Mint, I am committed to enforcing a zero-tolerance policy for any form of discrimination. Further, I support the Department of the Treasury's zero-tolerance standard for all types of discrimination and harassment in the workplace, including sexual harassment. Discrimination in any form is illegal and will not be tolerated at the United States Mint. Every employee is reminded of his or her responsibility to comply with equal employment opportunity laws and policies to prevent discrimination, harassment, and reprisal. Everyone is expected to adhere to the spirit of the United States Mint's equal employment opportunity policy. Employees are encouraged and expected to promptly inform management of any concerns of discrimination, reprisal, or harassment. Executives, managers, and supervisors are held accountable for taking prompt action, including corrective measures and appropriate disciplinary action, if warranted.

Further, the United States Mint is committed to maintaining a diverse, high quality work environment in which each person contributes to the maximum of his or her ability. To enhance the diversity of the workforce, we will implement strategies focused on recruiting, hiring, advancing, and retaining individuals from all sectors of our population, including women, minorities, veterans, and individuals with disabilities and targeted disabilities. The United States Mint will continue to strive to ensure its workforce reflects the nation's diversity.

I expect and encourage all individuals to be vigilant in preventing discrimination and to treat one another with honesty, civility, respect, and professionalism. Each of us has a role in maintaining an environment of equal opportunity and must take personal responsibility for adhering to the principles that guarantee fair treatment and equality for all.