United States Department of the Interior

OFFICE OF NATURAL RESOURCES REVENUE
P.O. Box 25165
Denver, Colorado 80225-0165

Aug 30, 2021

Memorandum

To: All Employees

From: Kimbra Davis
Director
KIMBRA DAVIS Digitally signed by KIMBRA DAVIS Date: 2021.09.07 10:32:09 -06'00'

Howard Cantor
Deputy Director
HOWARD CANTOR Digitally signed by HOWARD CANTOR Date: 2021.08.30 16:29:31 -06'00'

Jeffrey Carlson
Program Director, Audit Management
JEFFREY CARLSON Digitally signed by JEFFREY CARLSON Date: 2021.08.30 16:25:10 -06'00'

Bonnie Robson
Program Director, Coordination, Enforcement, Valuation, and Appeals
BONNIE ROBSON Digitally signed by BONNIE ROBSON Date: 2021.08.30 14:52:43 -06'00'

Ruth Welch
Program Director, Revenue, Reporting, and Compliance Management
RUTH WELCH Digitally signed by RUTH WELCH Date: 2021.08.30 15:04:31 -06'00'

Subject: Prevention and Elimination of Harassing Conduct

The Executive Leadership Team (ELT) continues to be committed to fostering a workplace that exemplifies dignity, respect, and inclusion. As one component of that commitment, we are focused on eliminating discrimination, harassment, and intimidation in the workplace.

Many of you know that the Department of the Interior (DOI) has undertaken several exciting initiatives aimed at engaging employees, improving our workplace culture, and preventing and eliminating harassing behavior. One of those initiatives is focused on ensuring employees have clear access to information about Personnel Bulletin 18-01, *Prevention and Elimination of Harassing Conduct*. ONRR joins all DOI bureaus and offices in creating public-facing "Prevention and Elimination of Harassing Conduct" webpages on the doi.gov or the bureaus' public-facing .gov platforms. The intent is to share information regarding our commitment to eliminate and prevent harassing conduct, and create work environments where employees feel safe, respected, valued, and able to work productively to accomplish our mission.

On June 25, 2021, President Biden signed Executive Order 14035 *Advancing Diversity, Inclusion, and Accessibility in the Federal Workforce,* which cultivates a workforce that draws from the full diversity of the Nation and advances diversity, equity, inclusion, and accessibility.

In response to the President's agenda, the Department has renamed the Office of Civil Rights to the Office of Diversity, Inclusion, and Civil Rights (ODICR). The principal mission of this office is to continue the promotion of diversity, equity, and inclusion, and to identify and eliminate prejudice, harassment, and discrimination throughout DOI. ONRR continues to work closely with Department officials on developing strategies, practices, and tools to advance this very important initiative.

What is ONRR doing?

ONRR has posted anti-harassment information on both our internal and external websites, through which we will keep you informed about DOI and ONRR actions to prevent and eliminate harassing conduct and create easier access to all available resources.

The ELT is committed to increasing communications and sharing data related to our efforts to eliminate harassing conduct and build an even more positive and respectful work environment. To solidify our commitment, we have taken the *Building Allies for Equity, Diversity, and Inclusion Pledge.* If you are interested in joining us, please take the pledge at https://doimspp.sharepoint.com/sites/ODICR/SitePages/Take-the-Pledge.aspx.

A matter as serious as workplace harassment demands full commitment and cooperation from everyone in an organization. Thank you for continuing to support ONRR's efforts to make this one of the best places to work.