



OFFICE OF THE COMMISSIONER  
UNITED STATES SECTION

INTERNATIONAL BOUNDARY AND WATER COMMISSION  
UNITED STATES AND MEXICO

**FOR ACTION**

January 25, 2021

**MEMORANDUM**

**TO** : All USIBWC Employees

**FROM** : Jayne Harkins, P.E., Commissioner, United States Section

**SUBJECT** : Equal Employment Opportunity and Diversity and Inclusion Policy Statement

1. Authority: This policy and procedure is based on Executive Order 13583, which establishes a coordinated government-wide initiative to promote diversity and inclusion in the Federal workforce.
2. This policy applies to all personnel assigned to the United States Section, International Boundary and Water Commission (USIBWC).
3. The USIBWC is committed to equal opportunity for all. Because equal opportunity is a key part of achieving our core values of integrity, efficiency, accountability, and excellence, the USIBWC strives to ensure equality and inclusiveness.
4. An environment free of discrimination will help the USIBWC attract, develop, and retain an outstanding workforce. Adhering to equal opportunity principles also contributes to a positive work environment and is essential to our mission.
5. I am committed to the principles of equality and creating and sustaining a diverse workforce where all individuals can reach their full potential. It is vital that each employee contributes to cultivating and maintaining a culture where all employees are valued and respected for who they are and the skills they bring to the workforce. Together, we can ensure all employees have equal access to career enhancing promotions, trainings, and awards and are equipped to provide quality products, in a timely manner, that impact the USIBWC.
6. For more information on the program, please contact the Mrs. Frances Castro, Officer, Equal Employment Opportunity Office, at (915) 832-4112, email: [frances.castro@ibwc.gov](mailto:frances.castro@ibwc.gov).
7. Thank you for your support and commitment to a work environment where all employees can perform at their highest abilities.