



OFFICE OF THE COMMISSIONER
UNITED STATES SECTION

INTERNATIONAL BOUNDARY AND WATER COMMISSION UNITED STATES AND MEXICO

EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

At the International Boundary and Water Commission, United States Section (USIBWC) we are fully committed to Equal Employment Opportunity (EEO) for all personnel and applicants. We understand a merit-based workforce and a work environment free from discrimination provides USIBWC with the exceptionally talented and high performing personnel we need to best achieve our mission to provide binational solutions to issues regarding boundary demarcation, national ownership of waters, sanitation, water quality, and flood control in the border region that arise during application of United States-Mexico treaties. We share a collective responsibility to cultivate and maintain a climate of fairness, accessibility, and protection from discrimination and retaliation.

Therefore, I remind all employees that the USIBWC prohibits discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 and over), disability (mental or physical and the relationship with or perception of a disability), generic information, or any other non-merit-based factor. These protections extend to all employment policies, practices, and actions, including but not limited to: recruitment and hiring; job assignments; promotions; reassignments; changes to lower grade; performance management; awards; training and development; discipline; and removals.

USIBWC is committed to ensuring an environment where employees are fully empowered to raise concerns about employment discrimination and to participate in the Agency's EEO process. Accordingly, I remind all employees that the USIBWC strictly prohibits retaliation against employees for opposing employment discrimination or participating in the EEO complaint process. USIBWC also strictly prohibits any personnel from interfering with the EEO process or behaving in a manner that would reasonably have the effect of interfering with another individual's participation in the EEO process. Employees who experience a discriminatory or retaliatory hostile work environment should report it immediately to their supervisor, another management official, or the Director of Human Resources, or the EEO Director. Under USIBWC's Anti-Harassment Policy and Procedures Directive, supervisors are responsible for promptly addressing allegations of harassment and, when necessary, taking appropriate action. Supervisors are strongly encouraged to seek guidance from EEO, the Human Resources Office, or the Legal Affairs Office when addressing claims of discriminatory or retaliatory harassment.

Employees and applicants who believe they have been subjected to unlawful discrimination or retaliation and who consider filing an EEO complaint should contact the EEO Office or an EEO Official within **45 calendar days** of the alleged discrimination or retaliation.

EEO is an independent, neutral office offering fair and effective services, including EEO counseling and conflict resolution. Employees and applicants may obtain more information about the EEO complaint process by contacting Mrs. Frances Castro, EEO Officer, at 915-832-4112 or via email: frances.castro@ibwc.gov.

Employees are also encouraged to use the Alternative Dispute Resolution (ADR) process as a valuable tool to resolve EEO complaints in a prompt and effective manner. To learn more about the EEO Complaints and ADR processes, please visit the USIBWC EEO Web page located at <https://ibwc.gov/Organization/eo.html>.

I am committed to the principles of Equal Employment Opportunity, and to creating and sustaining a diverse workforce where all individuals can reach their full potential in support of our mission. It is vital that each employee cultivates and maintains a working environment where all are valued and respected for who they are and the skills they bring to the workforce. I expect every USIBWC employee to uphold this policy, support the Nation's anti-discrimination statutes, and promote a healthy and productive work environment free from discrimination.

Dr. Maria-Elena Giner, P.E.
Commissioner

Date