



CIVIL RIGHTS PROGRAM POLICY STATEMENT

The Food Safety and Inspection Service (FSIS) is committed to ensuring the fair and equitable treatment of all employees and customers. FSIS also ensures that the civil rights of every individual who requests access to Agency programs are protected. Individuals will be provided with information and services without regard to race, color, national origin (including a limited proficiency in the English language), religion, sex (including pregnancy, gender identity, and sexual orientation), disability, age (40 and over), marital status, familial/parental status, political beliefs, or retaliation for prior complaint activity. Discrimination or harassment toward any person or entity in the delivery of federally-conducted and/or federally-assisted meat, poultry, egg products, and processed production inspection, import inspection, and associated activities will not be tolerated.

FSIS officials must inform its customers, including applicants for inspection, the regulated industry, and the general public, of their right to receive agency information and services in a non-discriminatory manner. Agency officials must also ensure that these entities are aware of their right to file a discrimination complaint with the U.S. Department of Agriculture (USDA) and the applicable complaint filing procedures. These responsibilities include prominently displaying the USDA "*And Justice for All*" poster in all FSIS controlled spaces that applicants and recipients visit and including "Equal Opportunity in Employment and Services" as a footer on Agency correspondence letterhead, inspection services applications, and other brochures and publications intended for public distribution.

FSIS officials who interact with regulated industry should periodically remind them of the rights and procedures contained in the "*And Justice for All*" poster. When an FSIS official receives a verbal or written allegation of discrimination from an applicant or recipient, the official should immediately notify the individual of their right to file a program complaint with the USDA, Office of the Assistant Secretary for Civil Rights; advise the individual of the 180-calendar day time frame for filing a program complaint; and provide a copy of USDA's Program Discrimination Complaint form, which is found at: <https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>.

As Federal employees, each of us has a responsibility to ensure fair and equal treatment and opportunities to others. Your commitment to these goals is critical to the Agency's mission. FSIS will not tolerate retaliation against those who seek to file a complaint arising from an allegation that a violation of their civil rights has occurred. All FSIS employees must do their part to ensure the protection of civil rights for all.

If you have a question or need assistance, please contact the Civil Rights Staff at 1 (800) 269-6912 or by email at: AskCRD@fsis.usda.gov. You can find additional information about the FSIS EEO and Civil Rights Program at:

<http://www.fsis.usda.gov/wps/portal/informational/aboutfsis/civil-rights>.

A handwritten signature in blue ink, appearing to read "Alfred V. Almanza".

Alfred V. Almanza
Administrator