



THE SECRETARY OF EDUCATION  
WASHINGTON, DC 20202

April 29, 2016

## **MEMORANDUM TO ALL DEPARTMENT EMPLOYEES**

### **SUBJECT: Policy Statement on Diversity, Inclusion, and Respect**

The policy of the U.S. Department of Education (ED) is to ensure that diversity, inclusiveness, and respect are integral parts of our day-to-day management and work. One of our core missions at ED is to ensure equal access to educational opportunities. In carrying out this mission, we must set a strong example in our own workforce by continuing to acknowledge, appreciate, and respect the differences we recognize in one another.

In order for ED to be a high-performing organization in the 21st century, we must constantly strive to foster an inclusive work culture and maintain an environment that embraces the diversity of our workforce. It is our differences and varying individual perspectives that make our nation, and our workplace, the best it can be. Ensuring diversity helps create a positive work environment where all employees have the opportunity to reach their full potential and maximize their contributions to ED's mission. In addition, we recognize that continued success in meeting the needs of our employees and customers, both internal and external, requires the full and active participation of talented and committed individuals. In essence, diversity includes all the characteristics, experiences, and cultural influences that make each of us unique.

Diversity and inclusion are the cornerstones of high organizational performance. All individuals are welcome at ED, and all individuals, regardless of race, color, age, national origin, sex (including transgender status, gender identity, sexual orientation, and pregnancy), religion, disability, genetic information, marital status, political affiliation, status as a parent, or those who have engaged in prior Equal Employment Opportunity activities, will be treated with respect and dignity. By fostering an atmosphere of inclusion and respect, we can continue to value and appreciate the strengths afforded by differences in the styles, ideas, and organizational contributions of each person. Diversity not only complements our other organizational values of teamwork, leadership, empowerment, and service quality, but also encompasses the way we work, the work environment, and respect for all people and their ideas.

We all share the responsibility to ensure diversity and inclusion throughout ED. I encourage all employees to actively embrace these principles in all that we do to deliver the best services and to make ED the best place to work based on principles of diversity.

/s/

John B. King, Jr.