National Aeronautics and
Space Administration
Office of the Administrator
Washington, DC 20546-0001

National Aeronautics and Space Administration
Policy Statement on Anti-Harassment

NASA remains committed to providing a work environment free from harassment and to preventing harassing conduct as early as possible, before it can become pervasive or severe. Therefore, it is NASA policy to take immediate and appropriate action when the Agency is made aware of allegations of harassment or determines that harassing conduct has occurred.

Harassment is defined as any unwelcome verbal or physical conduct, based on an individual's race, color, gender, national origin, religion, age or disability, sexual orientation, status as a parent, or gender identity, which can reasonably be considered to adversely affect the work environment or an employment decision affecting the employee based upon the employee's acceptance or rejection of such conduct.

It is the responsibility of all employees to immediately report possible incidents of harassment to one of the following: management official or supervisor, the Center Anti-Harassment Coordinator, or any other official(s) as designated by the Center Director. Employees who make a good faith report of harassing conduct or who assist in any inquiry regarding such a report are protected from retaliation, which is not tolerated at NASA. Additionally, reports of harassment are confidential to the fullest extent possible without impeding an investigation into such allegations.

Upon receipt of such a report, the appropriate management official will investigate the allegations and will take appropriate corrective or disciplinary action, up to and including removal, to ensure that no further harassing conduct occurs. Management officials have a duty to carry out their responsibilities under this policy, and failure to do so can result in disciplinary action.

This policy is separate and apart from any collective bargaining agreement or statutory complaint process that also covers harassment, such as the EEO complaint process. To initiate the EEO complaint process, an employee must contact an EEO counselor within 45 days of the alleged harassment.

For further information about NASA policy on anti-harassment and for technical assistance, contact the Agency or Center Harassment Coordinator or the Associate Administrator for Diversity and Equal Opportunity.

May 3, 2013		Brenda R. Manuel May 3, 2013	
Charles F. Bolden, Jr. Administrator	Date	Brenda R. Manuel Associate Administrator for Diversity and Equal Opportunity	Date