



EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

The Equal Employment Opportunity (EEO) laws and regulations of today are based on principles set forth in the Constitution and Bill of Rights. Individuals are entitled to an equal chance to enjoy benefits of democracy and the protection of its laws. It is incumbent upon all personnel to support the EEO program and to strive to eliminate any discriminatory policies and practices. Everyone has the inherent right to fair treatment, equal employment opportunities and a workplace free of harassment (sexual and non-sexual).

WHO MAY FILE A COMPLAINT:

- Any employee
- Any applicant for employment
- Contractors (in some cases)
- Students (in some cases)

WHAT ARE THE BASIS FOR A COMPLAINT:

- National Origin
- Race
- Religion
- Reprisal for previous EEO activity
- Sex
- Age (40 years and over)
- Color
- Physical or Mental disability
- Gender Identity
- Genetic Information

WHERE TO FILE A COMPLAINT:

Ames Research Center
ODEO – Code DE
Mail Stop 19-5
Building 19, Room 1090
Moffett Field, CA 94035

HOW TO FILE A COMPLAINT: Employees/applicants for employment must contact an EEO counselor within 45 calendar days from the date of the alleged discriminatory matter, or 45 calendar days from the effective date of the alleged discriminatory personnel action. Employees and applicants for employment may choose between traditional EO counseling or participation in an alternative dispute resolution (ADR) process. For additional information on EEO procedures, please contact the ODEO at 604-6507 or visit our website at www.eo.arc.nasa.gov or www.eeoc.gov.