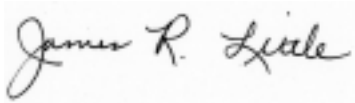


For: FSA Employees

Special Emphasis Program (SEP) for FSA

Approved by: Administrator



1 SEP Information

A

Background

The SEP mission is to:

- promote the understanding and value of cultural and individual diversity
- identify the areas within FSA with workforce unbalances
- provide guidance to management on methodologies for achieving a diverse workforce.

SEP was established to enhance the opportunity of designated equal employment opportunity (EEO) groups in the areas of:

- recruitment
- employment
- career development
- upward mobility.

SEP:

- assists in establishing EEO goals and preparing action plans to achieve these goals

Continued on the next page

<p>Disposal Date</p> <p>January 1, 2003</p>	<p>Distribution</p> <p>All FSA employees; State Offices relay to County Offices</p>
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Notice AO-1262

1 SEP Information (Continued)

A

Background (Continued)

- includes the following:
 - cultural awareness programs
 - career development workshops
 - educational seminars
 - special observances
 - diversity training
 - internal and external outreach programs.
-

B

Purpose

This notice identifies and provides information on individuals responsible for SEP.

C

Contacts

SEP contacts are listed in this table.

Name	Title	Telephone Number
National Office		
Rob Grant (Acting)	African American Emphasis Program Manager	202-401-7214
Sean Clayton	Hispanic Employment Program Manager	202-401-7215
Catherine Thompson	Federal Women’s Program Manager	202-401-7186
Cleatus Robinson	Disabled Program Manager	202-401-7200
Holiday Jones	<ul style="list-style-type: none"> • Asian American/Pacific Islander Program Manager • Native American Emphasis Program Manager 	202-401-7205
Kansas City Complex		
Janet Head	<ul style="list-style-type: none"> • Federal Women’s Program Manager • African American Emphasis Program Manager • Hispanic Employment Program Manager • Asian American/Pacific Islander Program Manager • Native American Emphasis Program Manager • Disabled Program Manager 	816-926-6701
