

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Oregon State FSA Office
Tualatin, Oregon 97062

OR NOTICE AO – 81

FOR: COUNTY OFFICES

Revised List of Required Posters for FSA Service Centers

APPROVED BY: State Executive Director
Larry A. Frey
LEF:mac

1 Overview

A Background Oregon participated in an EEO Compliance Review Audit conducted in April. As a result of the audit, Oregon State Office is directed to ensure that all Service Centers are displaying the required posters and statements.

B Purpose The purpose of this notice is to revise the list of required posters and policy statements to be displayed in Service Centers.

Action Review the required posters and statements and print them from the URL's provided. Posters can be ordered from the State Office, using the Order Form (Exhibit 1, Page 4)

These posters and statements must be displayed so that they are visible to all employees and customers.

Respond within 15 days from receipt of this notice to order required posters.

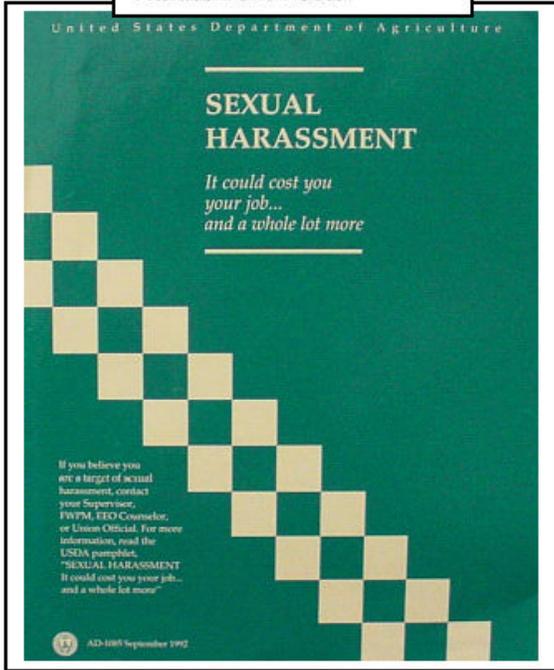
Statements that are not currently displayed in your office must be printed out from the URL's provided in Exhibit 1, and posted correctly within 15 days of receipt of this notice.

STO Contact Questions regarding this notice shall be directed to Roseanna Breeding, Administrative Support at 503 692-1973 Ext. 231 or by e-mail to roseanna.breeding@or.usda.gov

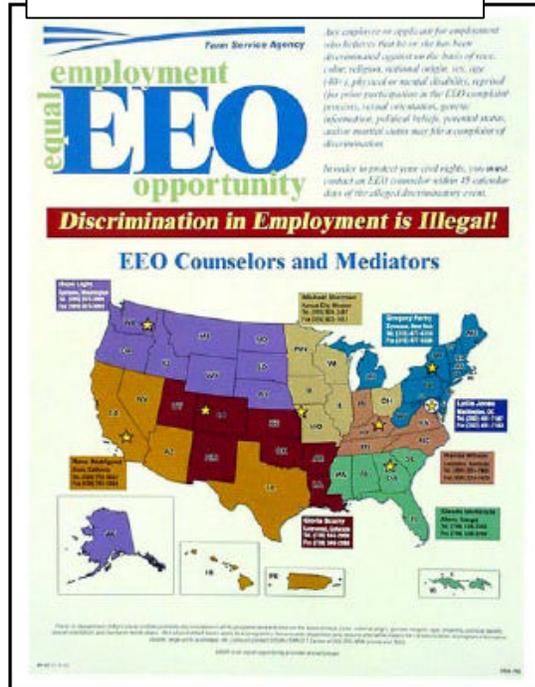
DISPOSAL October 1, 2003	DISTRIBUTION County Offices, DD's, STO
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The following posters and policy statements should be displayed in a prominent location in your office. Please use the Order Form (Exhibit 1, Page 4) to request these posters from the State Office.

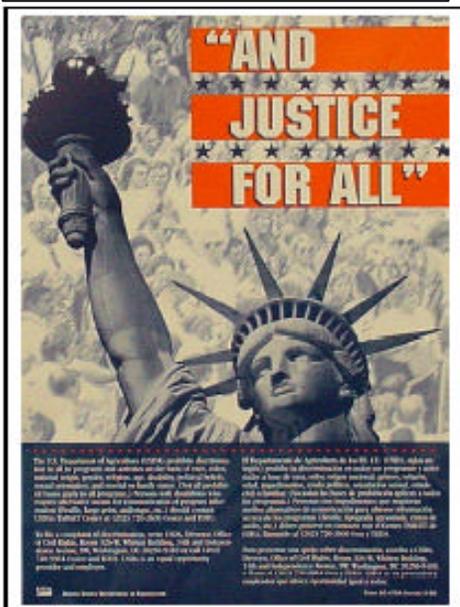
1. AD 1085 - Sexual Harassment Poster



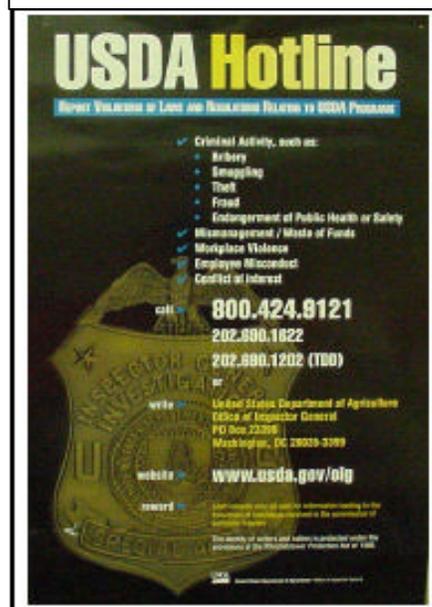
2. MP-52 – EEO Counselor and Mediator Poster



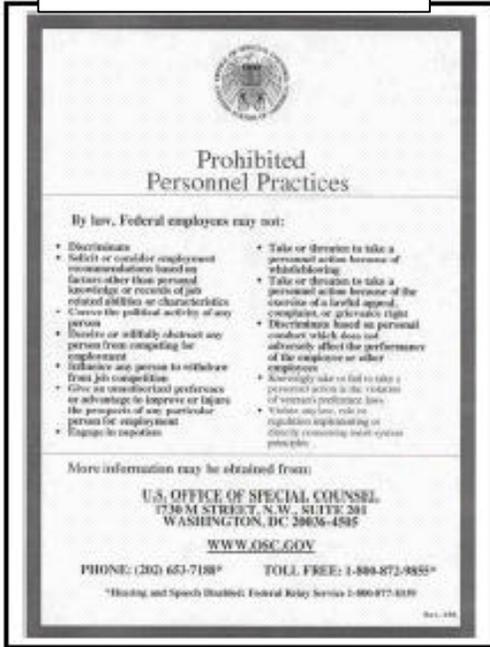
3. AD 475A – AND JUSTICE FOR ALL POSTER



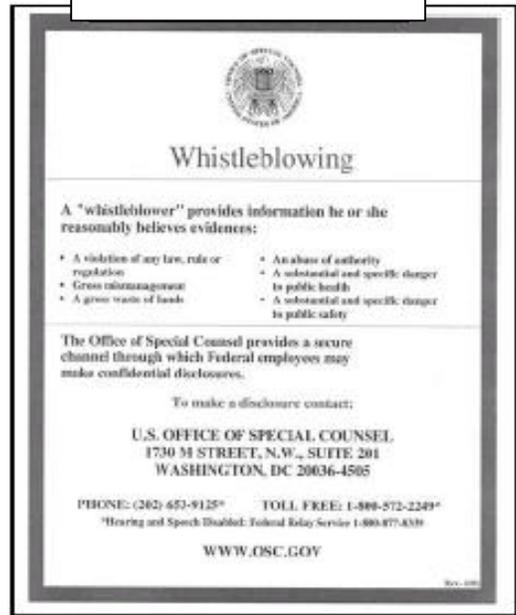
4. USDA Hotline Poster



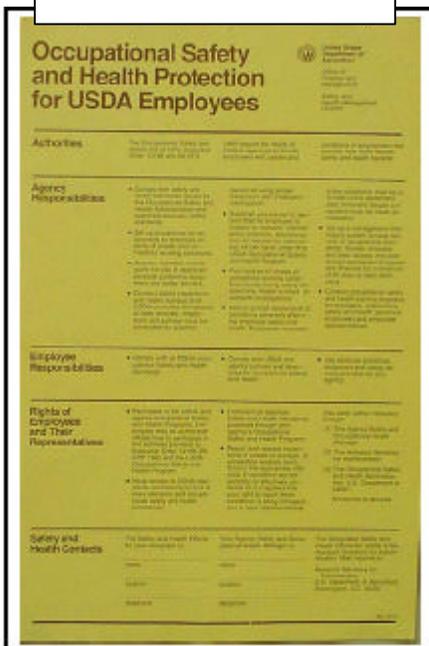
5. Prohibited Personnel Practices Poster



6. Whistle blowing Poster



7. OSHA for USDA Employees Poster



8. The Hatch Act and Federal Employees Poster



**Administrator Civil Rights
message
dated June 19, 2002**



Please use the Order Form (Exhibit 1, Page 4) to request these posters and documents from the State Office.

ORDER FORM FOR CIVIL RIGHTS POSTERS AND MESSAGES

Poster Title/Number	Quantity Requested
1. AD 1085 Sexual Harassment Poster	
2. MP-52 EEO Counselor and Mediator Poster	
3. AD 475A – “AND JUSTICE FOR ALL” POSTER	
4. USDA Hotline Poster	
5. Prohibited Personnel Practices Poster	
6. Whistle Blowing Poster	
7. OSHA for USDA Employees Poster	
8. The Hatch Act and Federal Employees Poster	
9. Administrator Civil Rights message, Dated June 19, 2002	

County Office Name _____

Contact name _____

FAX TO: STO 503.692.8139 ATTN: Roseanna

Or email to: Roseanna.breeding@or.usda.gov

The following Policy Statements and Administrator Civil Rights Message documents can be printed from the websites listed below.

Please print each of these Statements and post them in a conspicuous place in your office

POLICY STATEMENTS/MESSAGES	URL's and WEBSITES
Secretary Veneman's Civil Rights Policy Statement	http://www.usda.gov/da/cr.html USDA Office of Civil Rights website (click on box located top center page – HTML)
DEPARTMENTAL REGULATION Number 4300-3, Date November 16, 1999 Equal Opportunity Public Notification Policy	http://www.usda.gov/ocio/directives/DR/DR4300-003.htm USDA Office of Chief Information Officer, (OCIO)
Administrator's Civil Rights Policy Statement	http://www.fsa.usda.gov/civil/AdminsPolicyStatement.htm USDA Farm Service Agency Online website
Policy Statement (by James R Little)	http://www.fsa.usda.gov/pas/about_us/civil/civil_rights.htm
Equal Employment Opportunity Policy Statement	http://www.fsa.usda.gov/civil/EEO_PolStatement.htm
Sexual Harassment Policy Statement	http://www.fsa.usda.gov/civil/SexHarPolStatement.htm
Reprisal and Retaliation Policy Statement	http://www.fsa.usda.gov/civil/Reprisal_Retal_Polstatement.htm