

## Management Objective: Equal Employment Opportunity

**Promote a diverse and inclusive work environment that is free of discrimination and harassment by educating the workforce on the overall Equal Employment Opportunity (EEO) process and their EEO responsibilities as managers and employees of HUD.**

### OVERVIEW

The Office of Departmental Equal Employment Opportunity (ODEEO) is responsible for ensuring the enforcement of federal laws relating to the elimination of all forms of discrimination in the Department's employment practices and to ensure equal employment opportunity (EEO), promote inclusiveness, and foster a culture that values diversity and empowers the HUD workforce. Additionally, ODEEO is responsible for leading the Department's efforts to proactively prevent unlawful discrimination. ODEEO also seeks to foster an agency culture in which disputes are resolved at the lowest possible level and before a formal complaint is filed.

Currently, all managers and employees have not been trained on the overall EEO process and their EEO responsibilities. ODEEO seeks to offer training to the HUD workforce on the EEO process and the responsibilities of the workforce regarding Equal Employment Opportunity, as well as serving as a resource to the program office leadership by providing direction, guidance, and monitoring of key activities to ensure the successful implementation of the principles of EEO throughout the Department.

### STRATEGIES

- **Maximize EEO training opportunities for all HUD employees.** Make quarterly training programs, workshops, and online training courses on the EEO process available to the entire HUD workforce, and provide an overview of the EEO process to new employees during their orientation sessions. Incorporate mandatory EEO training for all employees, supervisors, managers, and executives on the fundamental competencies of effective leadership through our core values.
- **Establish HUD as a model EEO program.** Integrate EEO principles into all non-supervisory employees performance standard and establish an EEO performance standard for all supervisory employees to demonstrate commitment from agency leadership. Promote the use of Alternate Dispute Resolution throughout the Department.
- **Proactively track EEO data in order to identify and address EEO issues.** Provide direction, guidance, and monitoring of key activities on a quarterly basis to ensure the successful implementation of the principles of EEO in the program areas. Conduct trend analysis to identify potential areas of concern throughout the Department and develop plans to address any identified concerns.

### LEADING THIS OBJECTIVE

John Benison, *Director*

Office of Equal Employment Opportunity

### MEASURING OUR PROGRESS

To track our progress towards this objective, HUD will monitor the following performance indicators.

- ▶ **Number of pre-complaint resolutions occurring through the Alternate Dispute Resolution process**  
HUD will seek to increase the number of pre-complaint resolutions occurring through the Alternate Dispute Resolution process.
- ▶ **Number of complaint filings per fiscal year**  
HUD will seek to reduce the number of complaint filings per fiscal year on the basis of reprisal resulting in a hostile working environment.