



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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FORT BELVOIR, VIRGINIA 22060-6221**

24 April, 2025

MEMORANDUM FOR DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement on Equal Employment Opportunity

The Department of Defense (DoD) and the Defense Logistics Agency (DLA) are committed to ensuring an atmosphere that is free from discrimination for all civilian employees. Federal civilian employees provide essential support to the fighting force, enabling the men and women in uniform to focus on their critical missions. As the Director, I am honored to reaffirm the agency's commitment to the principles of Equal Employment Opportunity (EEO) in the workplace.

Workplace discrimination of any kind (including harassment) directed toward an individual, or group of individuals, because of their race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, or genetic information is prohibited. Reprisals against individuals for engaging in protected EEO activity (such as reporting discrimination or participating in the EEO process) are also prohibited. DLA employees shall not engage in discrimination or acts of reprisal and must comply with all EEO laws, regulations, executive orders, policies, and procedures. DLA will not tolerate workplace harassment or reprisals against anyone who engages in protected activity and will take prompt action if an employee has engaged in discriminatory conduct or an act of reprisal.

EEO covers all personnel and employment programs, management practices, and management decisions, such as recruitment, hiring, merit promotions, transfers, reassignments, training and career development, benefits, and separations. It is DLA's responsibility to ensure that all employees and applicants are afforded equal opportunity to compete on a fair and level playing field and enjoy all the same rights and privileges of employment which includes providing reasonable accommodations to employees and applicants with disabilities or sincerely held religious beliefs, observances, or practices.

DLA senior leaders, supervisors, and managers have a critical role and responsibility to prevent and eliminate workplace discrimination by exhibiting values-based leadership, modeling appropriate behavior, leading by example, treating everyone with dignity and respect, and promoting a workplace culture of treating everyone with dignity and respect. Additionally, any senior leader, supervisor, or manager who observes or receives a report of an act of discrimination or reprisal must address the matter immediately. Likewise, any employee who observes an act of discrimination or reprisal must report the act to a senior leader, supervisor, or manager.

Employees or applicants who believe they have been subjected to workplace discrimination or an act of reprisal for engaging in protected activity are encouraged to contact their servicing EEO office within 45 calendar days from the date of the alleged discriminatory act or act of reprisal. Information can be obtained by visiting the DLA EEO website at www.dla.mil/EEO.

It is incumbent upon all of us to ensure that DLA sets the example of a workplace free from discrimination and acts of reprisal, where everyone is treated with dignity and respect. Furthermore, each of us is responsible for implementing DLA's EEO Policy and cooperating fully in its enforcement. In so doing, we reaffirm our collective commitment to the principles of EEO in the workplace.

For more EEO information, please visit the DLA EEO website at www.dla.mil/EEO.

A handwritten signature in black ink, appearing to read 'M.T. Simerly', with a large, stylized flourish extending from the end.

MARK T. SIMERLY
LTG, USA
DLA Director