



**THE ADMINISTRATOR**

WASHINGTON, D.C. 20460

June 15, 2025

**MEMORANDUM**

**SUBJECT:** 2025 Anti-Harassment Policy Statement

**FROM:** Lee M. Zeldin 

**TO:** All EPA Employees

The U.S. Environmental Protection Agency seeks to address and prevent workplace harassment. As Administrator, I want to reaffirm the importance of our anti-harassment policy. Harassment includes any inappropriate, unwelcome conduct – verbal or physical – which reasonably could be considered to adversely affect the work environment or terms and conditions of the affected person’s employment or an employment decision impacting upon an affected person.

Harassment based on race, color, religion, sex, national origin, disability, age, genetic information, parental status, marital status, political affiliation or for engaging in prior protected Equal Employment Opportunity activity is prohibited by law. EPA also does not tolerate threatening, intimidating or bullying behavior.

The Office of Civil Rights manages one of two EPA processes to combat harassment. Any employee or applicant for employment may use the EEO discrimination complaint process to file a complaint of harassment based on membership in a protected EEO class.

To invoke the EEO process, an affected person must, within 45 calendar days of an alleged incident of harassment, contact their EEO Officer or OCR Employment Complaints Resolution point of contact. To report harassment, please contact OCR’s Employment Complaints Resolution Staff.

The Office of Mission Support, Office of Human Capital Operations, Labor, Suitability and Conduct Division manages the second process pursuant to EPA Order 4711, Procedure for Addressing Allegations of Workplace Harassment. The 4711 process is a measure EPA uses to prevent harassment and other inappropriate behavior in the workplace by promptly addressing such allegations upon learning of them and taking immediate, corrective steps as appropriate. To engage in the 4711 process, please contact your Labor and Employee Relations point of contact.

I want to assure you that EPA keeps the identity and statements of individuals who report harassment, witnesses and harassers confidential to the extent possible by law. Further, it is illegal to retaliate against affected persons for asserting their rights to be free from discrimination, including harassment, by engaging in EEO-protected activity, which includes taking part in the harassment complaint process.

All employees must cooperate with EPA investigations into alleged harassment. I expect all EPA employees to be knowledgeable of the agency's anti-harassment processes.<sup>1</sup>

We must work together to foster a harassment-free workplace to meet our mission to protect human health and the environment. Thank you for your commitment to ensuring EPA's workplace is free of unlawful and prohibited harassment.

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<sup>1</sup> In addition to the EEO complaint process and the 4711 process, bargaining unit employees may file a grievance alleging harassment. For more information on the grievance process, employees should contact their respective union officials.