

## **OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY AND WORKPLACE EQUITY**

The Office of Equal Employment Opportunity and Workplace Equity (OEEOWE) is located in the Office of the Director and serves as the principal advisor to the CDC Director on all equal employment opportunity matters. The mission is to ensure an environment that promotes equal employment opportunity for all individuals, eradicates discrimination and harassment in all forms, and promotes an inclusive environment that empowers employees to participate and support CDC's global health mission. In carrying out its mission, OEEOWE: (1) develop and recommend CDC-wide equal employment opportunity policies, goals, and priorities to carry out the directives of the Office of Personnel Management, Equal Employment Opportunity Commission, and HHS equal employment opportunity policies and requirements, mandated by Title VII, Civil Rights Act of 1964; Age Discrimination in Employment Act; Rehabilitation Act of 1973; Civil Service Reform Act; 29 CFR 1614, Federal Sector Equal Employment Opportunity; Executive Order 11478, Equal Employment Opportunity in the Federal Government; (2) provides leadership, direction, and technical guidance to CDC managers and staff for the development of comprehensive programs and plans; (3) coordinates and evaluates equal employment opportunity operations and plans, including on affirmative action; (4) develops plans, programs, and procedures to assure the prompt receipt, investigation, and resolution of complaints of alleged discrimination by reason of race, sex, color, religion, disability, national origin, age, or by reason of reprisal or retaliation; (5) coordinates the development of comprehensive special emphasis programs to assure ensure equal opportunity for employment, promotion, and training for all segments of the workforce; (6) identifies needs for OEEOWE functions within CDC and assures the development of a training curriculum for CDC supervisory personnel; (7) prepares or coordinates the preparation of reports and analyses designed to reflect the status of employment of women and minorities at CDC and communicates with HHS and other organizations concerned with equal employment opportunity; (8) ensures effective coordination of activities with CDC personnel and training programs; (9) develops a system of structured reviews and evaluations of activities to assure effective operations and accountability; (10) assists in assuring the adequate allocation of resources including the establishment of guidelines for recruiting, selection, and training of agency personnel; (11) develops and directs research and evaluation studies to focus on and improve the effectiveness of program activities; (12) provides direction for the agency's alternative dispute resolution activities; (13) provides direct support for program activities; (14) provides support for diversity, equity, inclusion, and accessibility initiatives; and (15) ensures diversity, equity, inclusion, and accessibility policies, procedures and practices are in compliance with relevant EEO laws, regulations, executive orders, and other guidance, and supports employees in reaching their full potential so that they may better accomplish CDC's mission and be effective guardians of public health. (Approved 1/24/2023; Effective 2/08/2023)