



DEPARTMENT OF DEFENSE
Defense Commissary Agency
Fort Lee, VA 23801-1800

DIRECTOR'S POLICY

Diversity and Inclusion Policy

DP 500-26
October 15, 2012

Equal Employment Opportunity Office
OPR: DeCA/CCE

1. PURPOSE. This policy communicates the Director's Diversity and Inclusion Policy.

2. POLICY.

a. I am firmly committed to diversity and inclusion in the workplace. At DeCA, we consider diversity and inclusion an integral part of our business strategy. Diversity and inclusion is an opportunity and responsibility that requires continuing commitment by providing accountability and leadership engagement.

b. Attracting, hiring, and retaining the best qualified workforce and enhancing opportunities for all employees are crucial to DeCA's success in providing a world class benefit to military members and their families. Like most Federal agencies, DeCA is undergoing significant transformation; and during this time, it's important to understand that we are not losing an important foundation for success — our commitment to diversity and inclusion. DeCA continually seeks to identify areas where the agency can incorporate reforms to enhance diversity and inclusion.

c. DeCA's definition of diversity and inclusion is simple – obtaining and retaining a highly talented, committed workforce reflective of our global customers. This means we are an open and inclusive workplace. Diversity and inclusion exists when we recognize and respect individual differences such that employees feel they are valued and their work meaningfully contributes to the Agency's mission.

3. RESPONSIBILITIES.

a. Senior leaders shall provide executive support and leadership for diversity and inclusion and encourage and foster a diverse and inclusive environment through role modeling.

b. Managers and supervisors shall embrace and demonstrate support for diversity and inclusion for employees in their respective work areas and maintain an environment that encourages employees to do the same.

c. All employees shall take the initiative to become knowledgeable regarding diverse attributes, treat others with respect and dignity, and understand their responsibility to DeCA and fellow employees relative to diversity and inclusion.

d. Affirmative Employment and Diversity Program and Inclusion Managers shall review and adopt the Diversity Program Plan and provide the leadership and support necessary for its deployment.

e. Affirmative Employment and Diversity Program Managers shall take an inclusive approach in the development and continuous improvement of the Diversity Program Plan; provide input on proposed diversity programs, initiatives, or ideas; and ensure alignment with DeCA's vision and mission

4. EFFECTIVE DATE. This Policy is effective immediately.

A handwritten signature in black ink, appearing to read 'J. H. Jea', with a stylized flourish extending to the right.

Joseph H. Jea
Director