The Secretary of Energy
Washington, DC 20585

October 5, 2012

MEMORANDUM FOR ALL FEDERAL AND CONTRACTOR EMPLOYEES

FROM: STEVEN CHU

SUBJECT: Employee Concerns Program Statement

One of our highest priorities at the Department of Energy (DOE) is to ensure the protection of all of our employees, our Nation, and the environment. In pursuit of that goal, DOE Federal and contractor employees work diligently to ensure that all programs and activities are performed in an effective, safe, healthful, and environmentally sound manner.

Fostering a climate that encourages the free and open expression of Federal and contractor employee concerns is essential to the safe and efficient accomplishment of the Department's mission. DOE Federal and contractor employees serve as the principal source for the discovery of conditions that could negatively affect the quality or safety of operations. As such, all DOE Federal and contractor personnel have the right – and the responsibility – to identify and report concerns associated with the safety, quality, environment, health, security, or management of DOE operations without fear of reprisal. DOE Federal and contractor employees are encouraged to discuss concerns with their immediate supervisor, or any level of management. In turn, DOE Federal and contractor managers are expected to respond respectfully to these concerns in a prompt and effective manner to ensure the safe and efficient operation of programs under their jurisdiction.

In cases where employees are unable to raise issues to management, or are uncomfortable doing so, the Department's Employee Concerns Program (ECP) provides an alternative forum for reporting concerns. The ECP is available to address any employee concern related to environmental, safety, health, or management matters at the Department. The ECP offices throughout the Department are structured to ensure that employee concerns are addressed in a thorough, fair, and timely manner consistent with DOE Order 442.1A, *Department of Energy Employee Concerns Program*. I expect managers and supervisors to actively promote and support the ECP, and to ensure that concerns raised with the ECP are adequately, effectively, and timely addressed.

If we are to ensure the continued protection of DOE employees and the American public, we must foster open and free communication without fear of reprisal. I ask each of you to commit to this important goal and to work together to accomplish it. For more information about the ECP, and for a listing of ECP field office locations, contact the Department of Energy Office of Civil Rights at (202) 586-2218, or visit the ECP website at http://energy.gov/diversity/employeeconcerns.

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