



# NOTICE

## Equal Opportunity is a Right

A NASA Headquarters employee, or an applicant for employment, who believes that she or he has been discriminated against on the basis of race, color, national origin, sex (to include pregnancy), parental status, gender identity, sexual orientation, religion, genetic information, age, or physical and/or mental disability must contact a Headquarters Equal Employment Opportunity (EEO) Counselor **within 45 days** of the date of the alleged discriminatory act and seek counseling to attempt to resolve the matter informally. A Headquarters EEO Counselor will conduct counseling **within the 30-day time period following the initial contact**.

Should you wish to contact a Headquarters EEO Counselor or receive additional information on the Headquarters discrimination complaint procedures and the Alternative Dispute Resolution (ADR) program, please contact Claudia Silver at 202-358-0936 (TDD: 202-358-3942), or visit us in room 8P35. Web site: <http://eodm.hq.nasa.gov/>.

### Headquarters Equal Opportunity and Diversity Management Staff

#### *Mission First—Diversity Always*



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**DO NOT REMOVE**

EEO poster is to be prominently displayed in all public areas as required by the Equal Employment Opportunity Commission (EEOC) and 29 CFR Part 1614.