

United States Department of Agriculture



Natural Resources Conservation Service  
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To be sent via e-mail

May 18, 2004

MINNESOTA BULLETIN NO. 260-4-17

SUBJECT: INF - USDA EQUAL OPPORTUNITY STATEMENT

Purpose. To inform employees to use an Equal Opportunity Statement in all news releases.

Expiration Date: September 30, 2004.

Effectively immediately, a nondiscrimination statement will be included in all news releases which are written or produced electronically. Communicating to others the agency's assurance to provide services on a nondiscriminatory basis is important and certainly the right thing to do.

The following statements are non-discrimination statements which can be used in news releases. Either of these statements is appropriate for use in news releases.

NRCS is an equal opportunity provider and employer

or

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Please direct all questions on the use of these statements to Julie MacSwain, Public Affairs Specialist, at 612-602-7859 or e-mail, [julie.macswain@mn.usda.gov](mailto:julie.macswain@mn.usda.gov).

WILLIAM HUNT  
State Conservationist

DIST: AE

The Natural Resources Conservation Service provides leadership in a partnership effort to help people conserve, maintain, and improve our natural resources and environment.

An Equal Opportunity Provider and Employer