



Natural Resources Conservation Service
6200 Jefferson NE, Room 305
Albuquerque, NM 87109
Phone: (505) 761-4400 Fax: (505) 761-4463
Website: www.nm.nrcs.usda.gov

October 10, 2012

NEW MEXICO BULLETIN NO. 230-12-11

SUBJECT: EOP – Updated Required USDA Nondiscrimination Statement

TO: All Employees

Purpose. To notify NRCS of updates to the required USDA nondiscrimination statement

Expiration Date. September 30, 2013

This bulletin provides the current nondiscrimination statement and proper usage. The updated nondiscrimination statement is below as follows:

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers. If you believe you experienced discrimination when obtaining services from USDA, participating in a USDA program, or participating in a program that receives financial assistance from USDA, you may file a complaint with USDA. Information about how to file a discrimination complaint is available from the Office of the Assistant Secretary for Civil Rights. USDA prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex (including gender identity and expression), marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, complete, sign, and mail a program discrimination complaint form, available at any USDA office location or online at www.ascr.usda.gov, or write to: USDA, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410; Or call toll free at (866) 632-9992 (voice) to obtain additional information, the appropriate office or to request documents. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay service at (800) 877-8339 or (800) 845-6136 (in Spanish). USDA is an equal opportunity provider, employer, and lender. Persons with disabilities who require alternative means for communication of program information (e.g., Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

Explanation. All NRCS must be notified of the updated requirement as it pertains to public notification requirements.

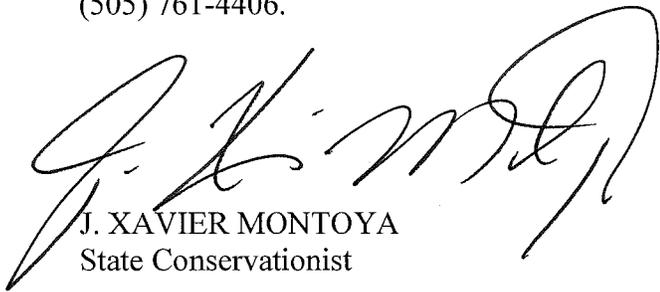
MORE

The appropriate nondiscrimination statement must appear on all USDA/NRCS materials produced by USDA, NRCS, or recipients of USDA or NRCS program assistance for public information, public education, or public distribution including, but not limited to program information, district newsletters, agency letterhead, factsheets, publications, etc.

If the material is too small to permit the full statement, the material will, at minimum, include the nondiscrimination statement shortened version:

An Equal Opportunity Provider and Employer

If you have any questions, please contact State Public Affairs Officer, Rey Adame at (505) 761-4406.



J. XAVIER MONTOYA
State Conservationist