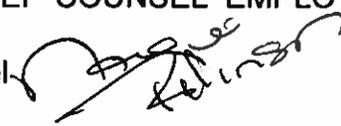




DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
WASHINGTON, D.C. 20224

March 26, 2024

MEMORANDUM FOR ALL OFFICE OF CHIEF COUNSEL EMPLOYEES

FROM: Margie Rollinson, Chief Counsel 
SUBJECT: FY 2024 Equal Employment Opportunity Policy

The mission of the Office of Chief Counsel is to serve America's taxpayers fairly and with integrity by providing correct and impartial interpretation of the internal revenue laws and the highest quality legal advice and representation for the Internal Revenue Service. Chief Counsel Senior Leadership understands the value of advancing and supporting Equal Employment Opportunity (EEO) initiatives. Inherent to our mission is the continued obligation to develop a diverse workforce, foster an inclusive culture, and protect equitable business practices and the accessibility of resources for all employees.

The Office of Chief Counsel expressly prohibits employment discrimination and harassment based on race, national origin, color, religion, sex (including pregnancy, gender identity, and sexual orientation), age (40 years of age or over), genetic information, and disability. Discrimination based on political affiliation, parental status, marital status, military service, or any other non-merit-based factor is also prohibited in the office. The prohibition of discrimination applies to all terms and conditions of employment, including recruitment, hiring, promotions, transfers, reassignments, training, career development, benefits, and separations. All personnel decisions are to be based on legitimate business needs and considerations.

In adherence to Treasury's EEO Policy, the Office of Chief Counsel prohibits discrimination in all policies, programs, and operations, and reaffirms zero tolerance for discrimination or harassment in the workplace. Further, it is expected that all managers and employees are to model these principles in the workplace and to uphold all Executive Orders, Federal EEO laws, regulations, and Treasury policies that bar discrimination and harassment, including taking action to correct harassing conduct before it becomes severe or pervasive. All employees and applicants seeking redress must contact an EEO Counselor within 45 calendar days of the date of the matter alleged to be discriminatory. To initiate this process, contact Ms. Keona Hill, EEO Director by calling (202) 317-6858, or by email at keona.l.hill@irscounsel.treas.gov. Reprisal against an employee for participating in a protected activity is illegal and the agency supports all employees' rights exercised under these statutes.

Together, our differences are what make us strong, capable, and more effective than ever to interact and serve our customers and each other. Creating an inclusive culture where all employees are provided with opportunities to contribute to the overall success of the organization is how we achieve this initiative as a team. Thank you for your service to Counsel's workforce, our client and America's taxpayers.