



U.S. COMMODITY FUTURES TRADING COMMISSION

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Office of the
Chairman

MEMORANDUM

TO: All CFTC Employees
FROM: Timothy G. Massad *TGM*
DATE: October 24, 2014
SUBJECT: CFTC Policy on Anti-Harassment

The U.S. Commodity Futures Trading Commission (CFTC) is fully committed to maintaining a work environment that is free of harassment and in which all employees are treated with dignity and respect. Harassment of any kind is contrary to the CFTC's values, and undermines employee performance and the efficiency of Government operations. Harassment is an illegal form of behavior and includes unwelcome comments and other forms of offensive behavior. Such behavior serves to undermine professional, cooperative working relationships, creating an unhealthy and ineffective workplace environment.

Managers and supervisors have the responsibility for monitoring the workplace to ensure that harassment does not occur, and, if found, to take prompt and corrective action to ensure that the inappropriate behavior stops and does not recur. Harassing conduct by managers, supervisors, or employees, including contractors, at any level, will not be tolerated.

Any CFTC employee who believes he/she has been the victim of harassment is encouraged to advise his/her supervisor, manager, and/or the Agency's Equal Employment Opportunity Director of inappropriate conduct affecting the Agency's work environment. Harassment allegations will be investigated, and any employee(s) who have been found to have committed harassment will be subject to disciplinary or adverse action.

We must maintain a work environment that is free from unlawful harassment and where all employees are treated with dignity and respect. As Chairman of the CFTC, I expect each employee to abide by the letter, intent and spirit of this policy.