

**By-Laws of the
United States Department of Agriculture (USDA),
Agricultural Research Service (ARS) Gainesville Location
Equal Opportunity/Civil Rights (EO/CR) Committee**

1. Purpose

The USDA seeks to enhance the diversity of its workforce and prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. The purpose of the USDA ARS Gainesville Location EO/CR committee is to advise and assist Location Personnel in enhancing workforce diversity and protecting civil rights.

2. Functions

The major functions of the EO/CR committee shall be, but are not limited to:

- A. Develop and conduct programs that enable ARS Gainesville location personnel to accomplish USDA EO/CR workforce diversity policy.
- B. Recommend corrective action when personnel policies and practices are identified as barriers to hiring, developing, or advancing minorities, women, and the disabled.
- C. Encourage and promote the effective use of the various internal employee development programs available within ARS.
- D. Monitor and periodically evaluate ARS Gainesville location EO/CR accomplishments, and present reports to the Director of the Center for Medical, Agricultural, and Veterinary Entomology (CMAVE).

3. Membership

The Members and Chair of the EEO Committee will be appointed by the CMAVE director for an indefinite term. Service on the committee is voluntary. Appointments will be representative of the diversity in the location work force in regard to different ethnic/minority groups and disabled employees, various grade levels, research units, and job occupations. The committee shall elect a vice-chair to serve in the absence of the chair, and a secretary to maintain records of committee activities. A quorum shall consist of ½ of the total membership.

4. Meetings

The committee shall meet at least twice yearly, and additionally as determined by the Chair in consultation with the CMAVE Director.

5. Amendments

These By-Laws may be amended by a 2/3 vote of the total membership.

Revised 06/13/00