



## Message from the **Director**

All,

I often talk about our mandate to do the right thing in the right way, every time. That applies not just to the work we do for the people we serve, but to how we treat each other in the FBI family. The FBI must be a model workplace and we must maintain the highest standards. Unfortunately, there are some that haven't always lived up to those standards.

The FBI has **zero tolerance** for any form of sexual harassment or sexual misconduct. And we expect our employees — **regardless of rank or title** — to foster a workplace that's respectful, professional, and free from offensive, inappropriate, or harassing behavior.

Along with my leadership team, I remain committed to ensuring allegations of sexual misconduct and sexual harassment are thoroughly reviewed, that full investigations are initiated where appropriate, and that we take swift and appropriate actions — including, where warranted, immediate reassignment of those in supervisory positions during investigation and adjudication. Due process and fair investigation are important. But we won't hesitate to impose severe sanctions where misconduct is substantiated, including revocation of security clearances and dismissal from duty. When appropriate, we'll also work with victims and witnesses who wish to change positions or divisions. We'll ensure that employees are able to work in a safe environment even where a matter is under adjudication. We also want to make it crystal clear that victims and witnesses won't be marginalized, ignored, or retaliated against for bringing allegations against any FBI leader or colleague.

Sexual harassment and sexual misconduct do lasting damage, primarily to victims but also to the entire FBI family. And we all share a heavy responsibility in fostering a safe work environment. Supervisors are required to report allegations of sexual misconduct and sexual harassment. But we **all** have a duty to report misconduct. Avenues for reporting include Inspection Division's Internal Affairs Initial Processing Unit, the DOJ's Office of Inspector General, and the Office of Equal Employment Opportunity Affairs, as well as the FBI's 24/7 sexual harassment hotline, at (202) 324-7777.

I recognize that some victims need additional support in the aftermath of inappropriate and unacceptable behavior. That's why I've directed the Associate Deputy Director to explore ways to leverage the Victim Services Division and other components to provide necessary support and resources to victims of harassment or misconduct. In the very near future, we'll send further information on these resources and the steps to take if you've suffered from this kind of misconduct.

As leaders, we can't — and **won't** — ignore or sidestep this issue. It's too important to all of us. **No one** deserves unwelcome sexual misconduct or sexual harassment, and **no one** should suffer in silence or feel like they need to tolerate inappropriate or illegal behavior. We've got to continue to cultivate a sexual harassment-free environment across the entire organization.

*Chris*

**Employees seeking support or information on ways to officially report incidents of harassment or sexual misconduct** can contact the 24/7 assistance line at 202-323-3300 and request to speak to the on-call clinician for confidential support.

**FBI personnel may report sexual harassment or misconduct to:**

*FBI Inspection Division*

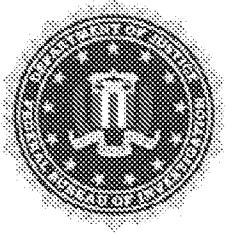
By mail to: FBIHQ, INSD/IAS/Room 3041  
935 Pennsylvania Avenue NW  
Washington, D.C. 20535

Email

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*DOJ's Office of the Inspector General* at: <https://oig.justice.gov/hotline> (access this link from a UNet workstation or home computer)

*FBI Office of Equal Employment Opportunity Affairs*: EEO Counseling Program or 202-323-0911



## Update from the Executive Working Group on Sexual Harassment, Misconduct, and Workforce Integrity

All,

We would like to provide you with an update on the group's efforts over the course of the past several months. Since December, the **FBI Executive Working Group on Sexual Harassment, Misconduct, and Workforce Integrity** has taken steps toward improving each phase of the FBI's processes and policies regarding sexual harassment and misconduct.

To help inform our decisions and actions, the working group met with a variety of FBI personnel, including victims, to better understand the challenges faced across the Bureau. That input has been vital in our work to address sexual harassment and misconduct within the organization. The working group is incredibly grateful to the courageous employees who have spoken with us so far and shared their experiences.

From this shared insight and upon review of existing policies and processes, the working group has started implementing changes to enhance the severity of disciplinary actions, provide additional support to victims, and promote transparency around reporting mechanisms, investigative and adjudicative processes, and available resources.

This is just the start: The working group has identified additional lines of effort that include developing the process to permanently bar individuals who are found to have committed substantiated sexual harassment or misconduct from supervisory positions. As Deputy Director Abbate has said:

"Regardless of your rank or title, if you engage in sexual harassment or misconduct, you will be fired or severely disciplined, if substantiated. If you are a supervisor, you will be demoted and precluded from returning to the supervisory ranks. We will not tolerate this kind of behavior within the organization, and those who have engaged in this type of conduct should fear the consequences."

We look forward to continuing the vital work of ensuring that the FBI is free of sexual harassment and misconduct. We will keep you updated as changes are implemented and new resources become available.

Thank you,

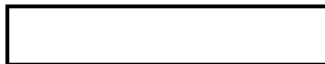
Regina Thompson  
Assistant Director | VSD

Tonya Odom  
Assistant Director | OEEOA

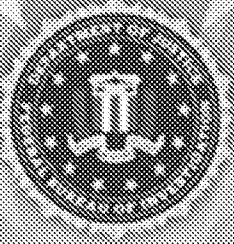
Hayden Temin  
Assistant Director | HRD

Jeffrey Cannon  
Acting Assistant Director | SecD

Doug Leff  
Assistant Director | INSD

  
Ombudsman | OO

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## Message from the Deputy Director

To all:

I want to provide an update on the efforts taken since the [Director's message on December 11](#) regarding the FBI's zero tolerance stance on any form of sexual harassment or sexual misconduct. In this communication, Director Wray referenced that the Victim Services Division and other components would work together to provide support, assistance, and resources to employees who face harassment or misconduct of any kind.

It is important that we leverage the full scope of the FBI's resources and expertise to ensure employees are receiving assistance tailored to their specific situation. For that reason, Victim Services Division, Human Resources Division, Inspection Division, Office of Equal Employment Opportunity Affairs, Office of Professional Responsibility, and the Ombudsman have been working together diligently to develop resources and provide enhanced assistance to employees. Alone, each of these divisions plays an important, unique role. Collectively, they form a crucial support network for the workforce.

In the first of many actions to come, we have developed a **single point of contact, available 24/7**, for employees seeking support or information on ways to officially report incidents of harassment or sexual misconduct. This assistance line is staffed 24/7 through SIOC to anonymously connect employees with a **licensed clinician**. Starting immediately, employees can call **202-323-3300** and request to speak to the EAP on-call clinician for confidential support. The assistance line is available to all employees as a resource to receive assistance from our licensed clinicians and obtain information on formal reporting processes. The official avenues for reporting alleged harassment or misconduct have not changed, and include Inspection Division's Internal Affairs Initial Processing Unit, the DOJ's Office of Inspector General, and the Office of Equal Employment Opportunity Affairs.

In addition, Victim Services Division has partnered with Inspection Division to assign a victim assistance professional to provide employees who are currently engaged in the formal internal investigative process with *optional* tailored assistance throughout the entirety of the investigative process. Further efforts are ongoing to streamline and increase communication surrounding formal reporting processes of harassment and misconduct.

Supporting our workforce and ensuring allegations of harassment or misconduct are reported and addressed accordingly is a top priority for the organization. It is a priority that needs to be shared across all levels of our workforce. Echoing what the Director has said time and time again, we all have an absolute obligation and mandate to do the right thing in the right way, every time. Regardless of your rank or title, every one of us has the responsibility to treat each other with dignity, respect, and professionalism. We each have the duty to report misconduct and to look out for and protect one another. Harassment of any kind will not be tolerated.

We will keep you informed as we continue to enhance support for employees.

*Paul*