



**DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
HEADQUARTERS  
4800 MARK CENTER DRIVE  
ALEXANDRIA, VA 22350-1400**

January 5, 2018

**MEMORANDUM FOR THE RECORD**

**FROM: DIRECTOR, DEPARTMENT OF DEFENSE EDUCATION ACTIVITY**

**SUBJECT: Directive-type Memorandum (DTM) 18-DMEO-001 - Annual Policy Statement on Diversity**

**References:** DoD Directive 1020.020E, "Diversity Management and Equal Opportunity in the Department of Defense", November 29, 2016  
DoDEA 10-DMEO-05, "Diversity Policy Statement," dated April 21, 2010 (hereby incorporated and canceled)  
DoDEA Community Strategic Plan, School Years 2013/14 - 2017/18, Volume 1, "Goal 3: Talent Excellence"  
United States Code, Title 42, Section 2000e

**Purpose.** This DTM is to enforce the Department of Defense Education Activity's (DoDEA) commitment to an environment free from social, personal, or institutional barriers of prejudice or discrimination based unlawfully on race, sex, color, national origin, age, religion, disability, reprisal, marital status, sexual orientation, status as a parent, political affiliation, or other non-merit factors as prohibited by and in accordance with Section 2000e of Title 42, United States Code.

DoDEA values its employees and is committed to the principles of building and maintaining a diverse, high-quality, motivated workforce. DoDEA leaders are expected to demonstrate their commitment to diversity by building an environment that respects the individual and ensures that each employee is provided with an equal opportunity to develop his or her fullest potential to contribute to the DoDEA mission. Our ability to recruit, retain, promote, and train a diverse, high-quality workforce is essential for our progress and mission accomplishment.

This DTM is effective January 5, 2018 and will expire twelve (12) months from signature.

**Applicability.** This DTM applies to the Office of the Director, DoDEA; the Principal Deputy Director and Associate Director for Academics, DoDEA; the Associate Director for Financial and Business Operations, DoDEA; the Chief of Staff, DoDEA; the Director for Student Excellence, DoDEA Americas/Associate Director for Performance and Accountability (formerly the Director, Domestic Dependent Elementary and Secondary Schools, and Department of Defense Dependents Schools, Cuba (DDESS/DoDDS-Cuba)); the Director for Student Excellence, DoDEA Europe (formerly the Director, Department of Defense Dependents Schools, Europe (DoDDS-E)); the Director for Student Excellence, DoDEA Pacific (formerly the Director, Department of Defense Dependents Schools, Pacific, and Domestic Dependent

Elementary and Secondary Schools, Guam (DoDDS-P/DDESS-Guam)); (referred to collectively in this issuance as "DoDEA Region Directors for Student Excellence"); and all DoDEA region, district, community, and school leaders and support staff.

Definitions. See Glossary

Policy. It is the policy of DoDEA to recruit, develop, and empower a diverse, high-performing team to maximize achievement for each student. DoDEA's vision focuses on integrating diversity into the very fabric of all management practices and decisions, thus creating an organizational culture that embraces a broad mixture of diversity, leveraging and valuing the skills, abilities, experiences, and contributions of every employee. DoDEA must continually strive to understand, value, and incorporate the differences of each employee in order to build and maintain a workplace reflective of the growing diversity and inclusion in our worldwide communities. To ensure and maintain the attractiveness of a DoDEA career, the culture shall be such that every employee is encouraged to strive for the very highest level of responsibility based on his or her merit, abilities, and potential.

Responsibilities. All DoDEA personnel at all grade levels and occupations are expected to be fully committed to the concepts and application of diversity management and equal opportunity in employment. As a sound business strategy, DoDEA is also committed to maximizing the performance capacity represented in the diversity of those recruited, hired, retained, developed, and promoted. Organizations that tie diversity and inclusion to their business strategy are known to increase performance and customer satisfaction. Every administrator, manager, and supervisor must demonstrate a dynamic leadership that values inclusion of all employees as part of the DoDEA team and views diversity as vital to the DoDEA mission. DoDEA supervisory and non-supervisory employees will fully support this policy and ensure that all personnel understand that they are valued and able to achieve their full potential while contributing to the DoDEA mission.

Procedures. All DoDEA administrators, supervisors, managers, and employees shall take proactive measures to ensure that this diversity policy is disseminated throughout the DoDEA workforce. In essence, every employee is responsible for fostering an inclusive team atmosphere and being a contributing part of the DoDEA team. In accordance with DoD Directive 1020.02E, this policy is official and is posted on the DoDEA Issuances Website. Questions concerning this policy should be addressed to Chief, Diversity & Inclusion Branch Office, at (571) 372-0970, or at [Diversity.Inclusion@hq.dodea.edu](mailto:Diversity.Inclusion@hq.dodea.edu).

Information Collection Requirements. This DTM may result in the collection of information due to its policy and procedures. Any collection of information must follow all applicable Federal, DoD, and DoDEA regulations, policies, and guidance.

Releasability. Cleared for public release. Available on the DoDEA Issuances Website at <http://www.dodea.edu/Offices/Regulations/index.cfm>.

*Thomas M. Brady*

Thomas M. Brady  
Director

Cancelled

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

DTM Directive-type Memorandum

EEO Equal Employment Opportunity

PART II. DEFINITIONS

diversity. Diversity is multidimensional in scope as it encompasses, but is not limited to, race, color, religion, sex, national origin, age, and disability. Diversity incorporates the ideas of acceptance, respect, and inclusion. It also includes socio-economic status, political beliefs, education, sexual orientation, and other ideologies. Diversity means understanding that each individual is unique and recognizes our individual differences.

Cancelled