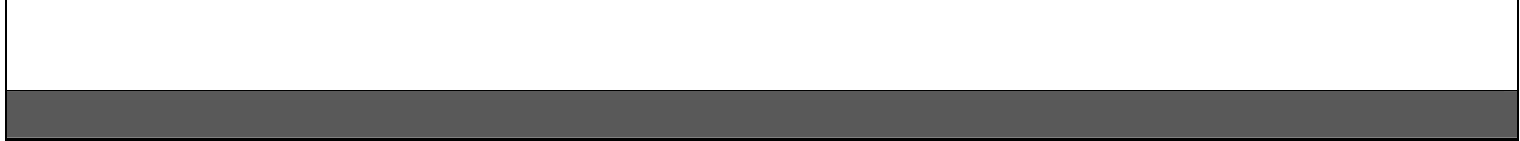




**EEO MD-715 POLICIES/WRITTEN PROGRAM COMPLIANCE CHECKLIST  
SAN FRANCISCO DISTRICT FY 08**

| <b>Manager/Postmaster/SMDO &amp; Facility/Tour Information</b> |  |       |                  |
|--|--|-------|------------------|
| Name   |  | Title | Date             |
| Name and Location of Facility/*Plant                           |  | Tour  | Facility Phone # |
|  |  |       | P/L(s)           |



| <b>POLICIES</b>  | Date & name of the person who conducted the Stand-up talk with employees | Date and location policies/written programs are posted |
|--|--|--|
| EEO Policy Statement   |  |  |
| Policy on Workplace Harassment (9/06)  |  |  |
| Statement on Sexual Orientation, Gender Identification & Gender Stereotyping |  |  |
| Diversity Policy   |  |  |

| <b>WRITTEN PROGRAMS</b>             | Date & name of the person who conducted the Stand-up talk with employees | Date and location policies/written programs are posted |
|-------------------------------------|--|--|
| Poster 72-EEO Process               |  |  |
| Poster 159-Sexual Harassment        |  |  |
| Poster 315-Reasonable Accommodation |  |  |
| REDRESS Poster                      |  |  |
| NO Fear Act Notice                  |  |  |

I certify that the stand-up talks have been conducted for each policy and written program. That the policies and written programs have been posted on the employee bulletin board.

|          |       |
|----------|-------|
| Manager: | Date: |
|          |       |

**Please mail a copy of this form to: Jose A Nuno, Diversity Specialist, PO Box 884210, San Francisco CA 94188-4210**

**The MD 715 policies and written program material can be found on the San Francisco District Diversity Web-page**

\*The Plant may designate one bulletin board for all three tour employees  
- HQ mailed all employees Publication 133, *What You need to Know About EEO(11/23/07)*