

March 15, 2025

TO: Administrators and Managers

Attached for your review and handling as indicated below are the Maryland Department of Labor's 2025 Nondiscrimination and Sexual Harassment policy statements. These policy statements affirm the Maryland Department of Labor's commitment to equal opportunity and nondiscrimination.

To ensure that these policies are communicated to all Maryland Department of Labor programs and employees, please be guided by the following:

1. Provide for the conspicuous posting of these policy statements in employee work areas and in client, claimant, beneficiary and other customer waiting areas.
2. By April 15, 2025, submit to the Office of Fair Practices the attached form acknowledging receipt and posting of these policy statements.
3. Review the policies with all new employees upon hire; and
4. In your periodic staff meetings, discuss and reinforce these policies and/or other topics relating to tolerance, equal opportunity, and nondiscrimination.

Let us continue to work together to create and maintain a workplace that fosters civility, sensitivity, communication, understanding and mutual respect.

Respectfully,

Yvette Dickens, Director

Office of Fair Practices

ATTESTATION FORM

All information on this form must be printed legibly **or** typed.

Example:

Program/Unit/Office Office of Fair Practices
Location Name Maryland Department of Labor
Address 1100 North Eutaw Street, Room 306
City/State/Zip Baltimore, MD 21201
Phone 410-230-6319

Program/Unit/Office	
Location Name	
Address	
City/State/Zip	
Phone	

By signing this form, you attest that you have received the current Maryland Department of Labor Nondiscrimination and Sexual Harassment policy statements signed by Secretary Portia Wu and have displayed the policy statements in a visible area along with the labor law posters at the above location.

Supervisor's Name _____

Supervisor's Signature _____ Date _____

Please return the completed form to:

Mrs. Sharon Thomas
Maryland Department of Labor
Office of Fair Practices
1100 North Eutaw Street, Room 306
Baltimore, MD 21201