



Smithsonian

RESOURCES FOR A SUPPORTIVE WORK ENVIRONMENT

SI CIVIL PROGRAM

SI Civil was developed as a resource that employees and affiliated staff may use to report threats of violence, incidents of intimidation, or harassment, and get information about appropriate next steps. The goal of this program is to empower individuals to communicate workplace concerns and facilitate the resolution of those concerns as quickly as possible. Contact sicivil@si.edu, Amanda Jones (SI Civil Coordinator) at 202-633-6379 or jonesam@si.edu, or visit the SI Civil Program page on PRISM or www.si.edu/si-civil-program for more information.

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program offers **confidential** guidance and counseling, free of charge. Additionally, the Smithsonian partnered with Inova Employee Assistance to provide employees and members of their households additional services. Visit the EAP page on OHR's PRISM page for more information. Call Inova at 800-346-0110 or +44 20 8987 6230 for global calls, or visit the Inova Employee Assistance website:

www.inova.org/eap

Username: Smithsonian

Password: EAP

OMBUDS

The Ombuds provides employees and affiliated staff with a neutral, independent, informal, and **confidential** alternative to address workplace issues and conflicts.

Ombuds: Shadella Davis, davissm@si.edu

Contact 202-633-2008 (confidential voicemail)

OFFICE OF EQUAL EMPLOYMENT & SUPPLIER DIVERSITY

Employees and affiliated staff who allege harassment based on race, color, national origin, religion, sex (sexual orientation, gender identity, gender stereotyping and pregnancy), disability, age, genetic information and/or retaliation for protected EEO activity may also initiate the EEO discrimination complaint process in accordance with SD 214 and the Equal Opportunity Handbook by contacting an EEO Counselor in OEESD within 45 calendar days of the date of the alleged discriminatory conduct. Visit the OEESD page on PRISM for more information or email EEO-Complaint@si.edu.

LABOR AND EMPLOYEE RELATIONS

The LER Branch in the Office of Human Resources serves as a professional resource to managers, supervisors, and employees for work-related issues and provides guidance related to topics such as conduct and performance. Visit the LER Branch page on PRISM for more information.

UNION SUPPORT

Bargaining unit employees may contact their local union representative.

CONTACT ANY OF THE RESOURCES LISTED
ABOVE WITH QUESTIONS