



File Code: 6440
Route To:

Date: July 10, 2019

Subject: (Final) Agency-Wide Ban on Alcohol in Shared Government-Furnished Quarters

To: Regional Foresters, Station Directors, IITF Director, Deputy Chiefs, and WO Directors

The Forest Service continues to take actions to create a work environment where all employees are safe, treated with dignity and respect, and free from harassment. Safety is a Core Value along with Conservation, Service, Interdependence, and Diversity. We express these values by following Our Code and Commitments to Model Integrity, Protect One Another, and Treat Everyone with Respect.

Taking an additional step to ensuring a safe environment, the Forest Service is implementing a ban on alcohol in shared government-furnished quarters. It is effective immediately.

Many of the Agency's 10,000 temporary or seasonal employees live in shared government-furnished quarters, which are an efficient and affordable housing option. As is true with most of our employees, Forest Service tenants in shared quarters are responsible, respectful, courteous, and law-abiding. However, alcohol use in shared quarters presents potential risks. National statistics show that alcohol is often a contributing factor in cases of assault, sexual assault, harassment, and other inappropriate behaviors. Continuing to permit alcohol consumption in shared quarters potentially puts employees at risk.

Forest Service Manual 6400 authorizes the Deputy Chief of Business Operations to establish service-wide direction for shared government-furnished quarters. Regional Foresters and Station Directors are responsible for managing the quarters rental program and issuing necessary instructions to implement prescribed policies in their areas.

To assist you in efforts to inform employees of this new directive, I am providing you with communication materials, including key messages, and answers to anticipated questions.

Like you, I am committed to creating an environment where employees are safe, valued, and respected. This policy strengthens our commitment to our core values and brings to life "This is Who We Are". I look forward to continuing our efforts to improve the work environment.

/s/ Victoria Christiansen
VICTORIA CHRISTIANSEN
Chief

Enclosures: FAQs and Key Messages
Alcohol Policy FSM 6445

