

November 15, 2001

MEMORANDUM TO: Office Directors and Regional Administrators

FROM: Irene P. Little, Director **/RA/**
Office of Small Business and Civil Rights

SUBJECT: NUCLEAR REGULATORY COMMISSION'S (NRC) MANAGING
DIVERSITY PROCESS

The Office of Small Business and Civil Rights (SBCR) began implementation of the NRC's Managing Diversity Process in 1999. This process is designed to provide insights regarding management skills, practices, attitudes, organizational values, and policies that impact organizational performance. During the first phase of implementation, SBCR sponsored a series of managing diversity leadership seminars for the Agency's managers and supervisors, followed by training for staff in Headquarters and the Regions.

The managing diversity process has been instrumental in assisting both staff and management in recognizing and discussing the impact of behavior, core beliefs, and subtle biases on individual and organizational performance. In order to maintain the momentum and the constructive dialogue promoted by the managing diversity training, SBCR has acquired three managing diversity training videotapes: *Managing Diversity*, *GroupThink*, and *A Peacock in the Land of Penguins*.

These videotapes are intended for new managers and staff who have joined the NRC since the first round of managing diversity training was completed. Full participation is critical to enhancing awareness of diversity management and to the success of the Agency's efforts in moving toward long-term organizational change. Accordingly, SBCR recommends that each Office use these videotapes as the basis for facilitated sessions for new managers and staff and for periodic refresher training purposes. SBCR is available to assist in facilitating these sessions consistent with the needs of individual Offices and Regions.

In Headquarters, the videotapes are available upon request from the Professional Development Center and can be reserved by contacting Ms. Tawanda Swann via email (TAS1) or by telephone at 415-7744. Sets of the videotapes are being forwarded to each regional HR office.

If you have questions regarding these videotapes or would like assistance in facilitating a session for your Office or Region, please contact Ms. Susan Castro, Acting Affirmative Employment and Diversity Manager, SBCR, at 301-415-7388.

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**Original signed by
Irene Little**

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