

Office of Assistant Secretary for Civil Rights

Inventory of Website Contents

December 6, 2004

Page 1 of 4

ITEM	AUDIENCE	SUBJECT AREA	CONTENT DESCRIPTION	CONTENT STATUS	PRIORITY	PUBLICATON TARGET DATE
Online Brochure: Dealing with Workplace Conflicts and Concerns	USDA Employees	Employee Relations	Employee guide on dealing with workplace conflicts	Available on Web Site	Mission Critical	Available on Web Site
Online Video: Managing Conflict	USDA Employees	Employee Relations	Employee guide on conflict mediation	Available on Web Site	Mission Critical	Available on Web Site
USDA Alternative Dispute Regulation - ADR	USDA Employees USDA Customers	Employee Relations Mediation	USDA's policy on the use of Alternative Dispute Resolution	Available on Web Site	Law/Reg./Directive	Available on Web Site
Understanding Conflict Management and ADR	USDA Employees USDA Customers	Employee Relations Mediation	Provides general information about conflict management and ADR, including basic definitions, a description of different ADR processes, and a library of informational materials.	Available on Web Site	Frequently Requested	Available on Web Site
Conflict Management and ADR: Workplace Conflict	USDA Employees USDA Customers	Employee Relations	General information about USDA Conflict Prevention and Resolution Center	Available on Web Site	Frequently Requested	Available on Web Site

Office of Assistant Secretary for Civil Rights

Inventory of Website Contents

December 6, 2004

Page 2 of 4

ITEM	AUDIENCE	SUBJECT AREA	CONTENT DESCRIPTION	CONTENT STATUS	PRIORITY	PUBLICATON TARGET DATE
Training	USDA Employees USDA Customers	Employee Relations	Information on the different types of conflict resolution training available to assist in the effective handling of conflict, and lists some training resources available around the country	Available on Web Site	Mission Critical	Available on Web Site
News and Information	USDA Employees	Employee Relations	News items on conflict mediation	Available on Web Site	Frequently Requested	Available on Web Site
ADR Program Coordinators	USDA Employees	Employee Relations	Agency Alternative Dispute Resolution Program coordinators/managers	Available on Web Site	Mission Critical	Available on Web Site
Program Discrimination	USDA Customers	Equal Opportunity	Information and procedure for filing Program Discrimination Complaint	Available on Web Site	Frequently requested	Available on Web Site
Employment Discrimination	Applicants for employment and USDA employees	Equal Opportunity	Information and procedure for filing Employment Discrimination Complaint	Available on Web Site	Frequently requested	Available on Web Site
No Fear Act Notification	ALL	Reporting Requirement	Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 (NO FEAR	Available on Web Site	Law/regulation /directives	Available on Web Site

Office of Assistant Secretary for Civil Rights

Inventory of Website Contents

December 6, 2004

Page 3 of 4

ITEM	AUDIENCE	SUBJECT AREA	CONTENT DESCRIPTION	CONTENT STATUS	PRIORITY	PUBLICATION TARGET DATE
			Act), Public Law 107-174.			
Office of Civil Rights Points of Contact	ALL	Point of Contact	Contact Information	Available on Web Site	Frequently requested	Available on Web Site
Office of the Assistant Secretary for Civil Rights Strategic Plan	All		Strategic Plan	In Progress	Mission Critical	FY2005
Office of the Assistant Secretary for Civil Rights Annual Performance Plan	All		Annual Performance Plan	In Progress	Mission Critical	FY2005
Office of the Assistant Secretary for Civil Rights Human Capital Plan	All		Human Capital Plan	In Progress	Mission Critical	FY2005
Administration Biographies	All	Civil Rights	Biographies of Assistant Secretary for Civil Rights, Deputy Assistant Secretary for Civil Rights, and Associate	Available on Website	Frequently requested	Available on Website

Office of Assistant Secretary for Civil Rights

Inventory of Website Contents

December 6, 2004

Page 4 of 4

ITEM	AUDIENCE	SUBJECT AREA	CONTENT DESCRIPTION	CONTENT STATUS	PRIORITY	PUBLICATON TARGET DATE
			Assistant Secretary for Civil Rights			
Civil Rights Initiatives	All	Civil Rights	Description of 13 initiatives for improvement of Office of Civil Rights during FY2004	Available on Website	Mission Critical	Available on Website
Contact Us	All	Assistant Secretary for Civil Rights	Contact information for staff offices in the Office of the Assistant Secretary for Civil Rights	Available on Website	Frequently Requested	Available on Website