



The Secretary of Energy
Washington, DC 20585

March 5, 2020

MEMORANDUM FOR ALL DEPARTMENT OF ENERGY EMPLOYEES

FROM: DAN BROUILLETTE

A handwritten signature in black ink, appearing to read "Dan Brouillette".

SUBJECT: Alternative Dispute Resolution Secretarial Statement

As your Secretary, I want to reinforce the continued support and commitment that I previously expressed as Deputy Secretary for the use of Alternative Dispute Resolution (ADR) to manage and resolve workplace conflict at the Department of Energy (DOE or Department).

Our collective experiences are broad and rich. As we seek to achieve our Department's mission, we are bound to have different perspectives on how to ensure our success in energy security, scientific discovery, environmental stewardship, and national security. Being inclusive of diverse backgrounds, perspectives, and ideas in the workplace is critical for our organization to achieve its mission. By embracing these differences, DOE can leverage the diversity of thought to continue our important work to create, innovate, and improve solutions to the safety, security, and energy challenges of our Nation. However, differences may pose the potential for unhealthy conflict. Accordingly, I encourage all DOE personnel to utilize ADR practices to minimize the risk of unhealthy conflict.

DOE's Alternative Dispute Resolution Office (ADR Office) promotes the use of ADR across the DOE complex by providing third-party neutrals to help managers and employees achieve more efficient, expeditious, and cost-effective outcomes in workplace conflicts. The ADR Office also provides customized, effective communication, and conflict management workshops as a tool for maintaining a thriving organizational culture or as a means to address communication gaps that may be stifling an organization from reaching its full potential. I view the use of any ADR tool as a sign of openness, accountability, and strength. That is why I strongly encourage its use.

Accordingly, managers and supervisors are expected to integrate ADR practices into their organization's framework and actively encourage employees to utilize these methods as a primary means to resolve disputes in the workplace. While participation in ADR is entirely voluntary for employees, managers and supervisors are strongly encouraged to fully participate in the ADR process to address a workplace conflict when ADR is requested.

For more information regarding ADR, please contact the ADR Office, at (202) 586-4002 or at ADROffice@hq.doe.gov. The ADR Office offers continued ADR education through its bi-monthly ADR Lunchtime Series program, its *ADR*review newsletter, and its new *Virtual ADR* webinar series. For more information, search "ADR" on DOE's Powerpedia. Additional information regarding the ADR Office, as well as information regarding other resources for DOE employees, is available at <http://hcnet.doe.gov/DOECARES>.

