



DEFENSE SECURITY COOPERATION AGENCY

2800 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-2800

OCT 16 2023

MEMORANDUM FOR DEFENSE SECURITY COOPERATION AGENCY WORKFORCE

SUBJECT: Fiscal Year 2024 Alternative Dispute Resolution Policy Statement

The Defense Security Cooperation Agency (DSCA) is committed to using Alternative Dispute Resolution (ADR) procedures to encourage the effective resolution of workplace disputes. DSCA's Talent Management (TM) Directorate manages the Agency's ADR program in partnership with the Defense Logistics Agency and in accordance with Department of Defense Instruction 5145.05, "Alternative Dispute Resolution (ADR) and Conflict Management," dated May 27, 2016.

ADR is a procedure used as an alternative to litigation to resolve issues in controversy, such as complaints of discrimination, personal conflicts involving employees and supervisors, and organizational issues. The ADR program is designed to efficiently facilitate conflict resolution at the earliest possible stage of the conflict and at the lowest possible level in a confidential, respectful manner. Workplace issues, including those stemming from simple miscommunications, performance management disagreements, or personality-based misunderstandings should be addressed immediately before morale and teamwork are adversely affected.

Neutral third parties in ADR are experienced in techniques designed to facilitate discussion and help participants achieve a mutually acceptable resolution. The services offered by the ADR program include mediation, facilitation, and sensing sessions. Training on conflict resolution is also available. To learn more about the ADR program, please visit the TM Directorate SharePoint page at: <https://dsc.sp.pentagon.mil/DAM/TM/SitePages/ADR.aspx>.

A handwritten signature in cursive script, reading "James A. Hursch", is positioned above the typed name and title.

James A. Hursch
Director