



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
HEADQUARTERS, 1ST ARMORED DIVISION AND FORT BLISS
1733 PLEASANTON ROAD
FORT BLISS, TEXAS 79916-6816

JUL 15 2011

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Letter #7, Equal Opportunity / Complaint Procedures Policy

1. I am firmly committed to the Army's Equal Opportunity Program. I expect the same commitment from the military and civilian personnel of Fort Bliss, especially commanders, supervisors, and leaders. The Equal Opportunity Program includes a comprehensive effort to maximize human potential and ensure fair treatment for all persons. The EO philosophy is based on fairness, justice, and equality. The U.S. Army will provide EO and fair treatment for military personnel and their Family Members without regard to race, religion, color, gender, or national origin. This policy applies both on and off post, during duty and non-duty hours, and extends to working, living, and recreational environments.
2. Equal opportunity is a responsibility of leadership and a function of command. Discrimination, whether real or perceived, destroys cohesion, damages morale/discipline and interferes with mission accomplishment. Every individual has the right to work in an environment free of discrimination. I expect every leader to adhere to these principles, to set the example with regard to equal opportunity and to ensure full compliance by their subordinates. Leaders at all levels are required to take appropriate action when allegations of discrimination and/or unequal treatment arise.
3. Commanders will establish robust EO programs and conduct realistic training per the Consideration of Others methodology by utilizing a small group, interactive, discussion-based format. At a minimum, EO training will be conducted quarterly, with two of those quarters dedicated to Prevention of Sexual Harassment (POSH) training IAW AR 600-20, Army Command Policy, chapter 6, paragraph 6-15, dated 27 April 2010. Mandatory attendance is required to include all senior leaders.
4. Soldiers and Family Members deserve to be treated with dignity and respect. They will not be accessed, classified, trained, assigned, promoted, or otherwise managed on the basis of race, color, religion, gender, or national origin. Commanders, managers, and leaders will ensure that anyone filing a complaint alleging unlawful discrimination will be protected from acts or threats of reprisal and retaliation.
5. Installation-level ethnic and special observances will be conducted to support Presidential Proclamations and Public Laws. Ethnic observances promote educational awareness and cross cultural understanding. All commanders and leaders should strive to have maximum attendance at all ethnic and special observances.

6. Participation in extremist organization activities is inconsistent with the responsibilities of military service and is prohibited IAW AR 600-20, Army Command Policy, chapter 4, paragraph 4-12, dated 27 April 2010.

7. I expect everyone on Fort Bliss to strive for a workplace free of discrimination. We need to sustain effective units by eliminating discriminatory behaviors and practices that undermine teamwork, mutual respect, loyalty, and the shared sacrifice of the men and women of America's Army. By working together and taking time to understand what makes each of us different, we can be assured progress in meeting the goals set forth in the areas of the Army's equal opportunity program.

8. It is the right of every member of this command to present a discrimination complaint based on race, color, religion, national origin or gender to the command without fear of intimidation, reprisal, or harassment. The chain of command will protect Soldiers from acts of reprisal or retaliation for filing an equal opportunity complaint. Similarly, Soldiers who submit a false Equal Opportunity complaint, a complaint containing information or allegations that the individual knew to be false, are subject to punishment under the UCMJ.

9. When appropriate, individuals should attempt to resolve a complaint by first informing the alleged offender that the behavior must stop. If the behavior continues, advise the command on the specifics of discrimination complaints and provide the command an opportunity to take appropriate action to rectify/resolve the issue. Although the processing of equal opportunity complaints through the chain of command is strongly encouraged, it will not serve as the only channel available to Soldiers and Family Members (see attached Fort Bliss Equal Opportunity Poster). Complaint procedures are clearly outlined in AR 600-20, Army Command Policy, Appendix D, dated 27 April 2010.

10. Should a Soldier feel uncomfortable in filing a complaint with his/her chain of command, or should the complaint be against a member of the chain of command, listed below are the agencies that are available to provide assistance in resolving potential concerns of complainants:

- a. Higher echelon in the chain of command
- b. Equal Opportunity Advisor
- c. Inspector General
- d. Chaplain
- e. Provost Marshal
- f. Medical Agencies
- g. Staff Judge Advocate

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h. Housing Referral Office

11. If you believe that your complaint was not fairly or expeditiously handled by your chain of command, you may present it to the Installation Equal Opportunity Office located in Building 114, 2nd floor, or call the Fort Bliss Equal Opportunity Assistance Line at (915) 568-1213.
12. Units will permanently post this policy memorandum on unit bulletin boards.

Encl



DANA J. H. PITTARD
Major General, USA
Commanding

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