



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BLISS**  
**1741 MARSHALL ROAD**  
**FORT BLISS, TEXAS 79916-3803**

IMBL-EE

FEB 12 2015

**POLICY MEMORANDUM # 17**

**SUBJECT: Alternative Dispute Resolution Program**

1. **PURPOSE:** It is the policy of U.S. Army Garrison Fort Bliss that employees should have an opportunity to present their work-related complaints and to appeal management decision through an Alternate Dispute Resolution (ADR) process if offered by the Equal Employment Opportunity (EEO) Officer. The Garrison will attempt to promptly resolve all disputes that are appropriate for handling under this policy.

2. **SCOPE:** This policy applies to all Garrison personnel.

3. **POLICY:**

a. An appropriate dispute is defined as an employee's expressed dissatisfaction concerning an interpretation or application of work-related policy by management, supervisor, or other employees. Examples of matters that may be considered appropriate disputes under this policy include:

(1) A belief that policies, practices, rules, regulation, or procedures have been applied inconsistently to an employee (this does not include issues of a security clearance).

(2) Treatment considered unfair by an employee, such as coercion, reprisal, harassment (including sexual harassment), or intimidation.

(3) Alleged discrimination because of race, color, sex, age (40+), religion, national origin, genetic information, or reprisal (prior EEO activity).

b. Alternate Dispute Resolution (ADR) techniques will be used as an alternative to formal administrative procedures or litigation to the maximum extent possible. Activities will seek to use ADR, with a particular emphasis on Mediation method.

c. Directors' supervisors and employees are strongly encouraged to use ADR within the agency. Contact the Garrison EEO Office, (915) 568-3510 for details.

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4. PROPONENT: The Garrison Equal Employment Opportunity Office is the proponent for this policy. POC is Installation EEO Officer, commercial (915) 568-3510 and DSN 978-3510.



MIKE HESTER  
COL, AR  
Commanding

DISTRIBUTION:  
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