



**DEPARTMENT OF DEFENSE
DEPENDENTS SCHOOLS
OFFICE OF THE DIRECTOR, EUROPE
UNIT 29649 BOX 7000
APO AE 09096**

September 9, 2002

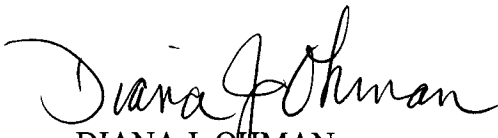
Equal Employment Opportunity Office

**DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS-EUROPE
EQUAL EMPLOYMENT OPPORTUNITY
COMPLAINT PROCEDURES**

In accordance with Title 29 Code of Federal Regulations §1614.102 (b) (6), 9 November 1999, subject: Federal Sector Equal Employment Opportunity, the following information is provided for U.S. civilian employees, former employees, applicants for employment, and in limited cases, government contractor employees, who believe they have been discriminated against on the basis of race, color, religion, national origin, sex (to include sexual harassment), age (40 years of age and older), physical or mental disability, or reprisal for protected EEO activity, in an employment matter subject to the control of the Department of Defense Education Activity (DoDEA), Department of Defense Schools-Europe (DoDDS-E) may file an EEO discrimination complaint.

Before a formal EEO complaint can be filed, the complainant must initiate an EEO pre-complaint with the local EEO office, the DoDDS-E EEO office, or the DoDEA Headquarters EEO office, within 45 calendar days of the alleged discriminatory act, 45 calendar days from the effective date of the personnel action complained of, or 45 calendar days from the time the complainant became aware of, or reasonably should have become aware of, the alleged discriminatory action. All individuals must contact the EEO office to initiate an EEO complaint. The DoDDS-E EEO office may be contacted at 06134-604490 and the DoDEA Headquarters EEO may be contacted at 001-703-696-9056, extension 1476. To further assist you with EEO contact or related information, you may also access the DoDEA EEO web page at odedodea.edu under the Administration/Director DoDEA link.

In accordance with referenced regulation, this memorandum must be displayed on all official bulletin boards.


DIANA J. OHMAN
Director, DoDDS-Europe