



DEPARTMENT OF THE ARMY
PARKS RESERVE FORCES TRAINING AREA
BUILDING 620, 6TH STREET
DUBLIN, CA 94568-5201

IMPR-ZA

12 December 2011

MEMORANDUM FOR ALL US Army Parks Reserve Forces Training Area Personnel

SUBJECT: PRFTA Policy#1, Equal Employment Opportunity (EEO) and Equal Opportunity (EO)

1. Reference.

- a. Civil Rights Act of 1964.
- b. Age Discrimination in Employment Act of 1967
- c. Rehabilitation Act of 1973
- d. Equal Pay of 1963; 29 Code of Federal Regulations 1614
- e. Equal Employment Opportunity Commission Management Directive 715
- f. Army Regulation 690-12, Equal Employment Opportunity and Affirmative Action, 4 March 1998
- g. Army Regulation 600-20, Army Command Policy, 18 April 2008/RAR 11 February 2009

2. PURPOSE. To provide guidance for the US Army Parks Reserve Forces Training Area Soldiers and Civilians assigned to and or under the operational control of Parks Reserve Forces Training Area (PRFTA).

3. APPLICABILITY. This policy is applicable to all military and Civilian personnel assigned to and under the operation control of PRFTA.

4. The PRFTA fully supports the principles of equal employment opportunity. Current and former employees, and applicants for employment with the PRFTA have the right to compete for employment and advancement based on ability and merit without to race, color, national, origin, sex, age, religion, mental or physical disability, or reprisal for participation in protected EEO activity.

5. Leaders at all levels will take action to ensure that the work environment is free of discriminatory policies or practices. Strong leadership, proactive personnel management, and accountability are critical to achieving equal employment opportunity to everyone. Leaders will insure that they and their employees receive EEO training, and when allegations of

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discrimination arises, take swift and immediate action to resolve employee complaints of discrimination or other workplace disputes.

6. Employees at all levels are responsible for upholding the principles of equal employment opportunity. This includes treating others with dignity and respect, reporting discriminatory behavior, preventing sexual harassment, and supporting the Commander's EEO program. We must work together as a team to create a healthy, positive work environment.

7. The principles of equal employment opportunity contribute to the successful accomplishment of the Army Reserve mission, and helps ensure the Army remains a vibrant and diverse organization. Equal employment opportunity is the standard by which we do business.

8. PROPONENT. The PRFTA EEO representative is the proponent for this policy. Please contact the PRFTA EEO representative at 925-875-4650.

A handwritten signature in black ink, appearing to read "David R. James", with a long horizontal flourish extending to the right.

DAVID R. JAMES
LTC, LG
Commanding