

Equal Opportunity

OUR MISSION
To enhance mission effectiveness
by assisting Commanders at all
levels in conducting Equal
Opportunity (EO) programs and
Human Relations Education
(HRE) and training.

SERVICES

- * UNIT CLIMATE ASSESSMENTS
- * COMPLAINT CLARIFICATIONS
- * INCIDENT CLARIFICATIONS
- * NEWCOMERS ORIENTATION
- * FIRST DUTY STATION TRAINING
- * SEXUAL HARASSMENT AWARENESS TRAINING
- * DIVERSITY AWARENESS
- * KEY PERSONNEL BRIEFINGS
- * REFERRAL SERVICES
- * MEDIATION/FACILITATION
- * ADVISORS TO HRDC COMMITTEE
- * SPECIAL OBSERVANCES



*Equal Opportunity:
We are your first resource,
Not your last resort!!*

PROCESSES

UNIT CLIMATE ASSESSMENTS (UCA)

Required every two years or upon Commanders' request. Tailored to meet needs of the unit for assessing the human relations climate. Identifies positive and negative factors that impact mission accomplishment.

COMPLAINT CLARIFICATION

Process of gathering information of alleged offenses. Military complaints of discrimination may be reported based on race, color, national origin, religion, and gender to the EO office. Civilian complaints of discrimination may be reported based on age, physical/mental disabilities, reprisal, race, color, national origin, religion, and gender to the EO office within 45 days of occurrence.

INCIDENT CLARIFICATION

An Equal Opportunity and Treatment Incident (EOTI) is an overt act motivated by, or has overtones of, unlawful discrimination. Incident clarifications help the commander determine if an alleged incident negatively impacts the base's human relations climate.

HUMAN RELATIONS EDUCATION (HRE)

NEWCOMERS ORIENTATION

30-minute **mandatory** briefing for all military and full-time DOD civilians newly assigned as a second or subsequent permanent change of station. Informs about DOD, Air Force, and local policies and programs related to EO. Orientation should be accomplished within the first UTA of the newcomer's arrival.

FIRST DUTY STATION

2.5-hour **mandatory** briefing for military and DOD civilians at their first permanent duty station. Provides in-depth lesson of EO issues and rights of complainant. Personnel must attend within 30 duty-days of arrival.

SEXUAL HARASSMENT AWARENESS

Upon Commanders' request. Focuses on sexual harassment awareness including strategies for preventing and addressing work place harassment.

DIVERSITY AWARENESS

Upon Commanders' request. Provide tools necessary to understand that cultural differences exist in the Air Force and are vital to mission accomplishment.

SPECIAL BRIEFINGS

KEY PERSONNEL BRIEFING

Familiarize Commanders, First Sergeants, Command Chief Master Sergeants, and others in key positions, of local human relations climates and the wing's EO programs.

ON-BASE REFERRAL SERVICES

INSPECTOR GENERAL (IG)

Conduct investigations concerning reprisal, Fraud, Waste and Abuse, and discrimination not based on race, religion, color, sex or national origin. (678) 655-3298

LIFE SKILLS

Providing counseling and services such as drug and alcohol abuse counseling, psychological evaluations (by referral), group therapy and marriage counseling. (678) 655-4995/4996

AIRMEN AND FAMILY READINESS

Provides support for single airmen as well as those with families. Provides prevention and treatment of family maltreatment. Sponsors programs such as anger management, parenting classes, new parent support program, and domestic violence counseling. (678) 655-5004

SEXUAL ASSAULT RESPONSE

COORDINATOR (SARC)

Report sexual assault. Provides education, training, prevention, and response to victims of sexual assault. (678) 655-4031

CHAPLAIN SERVICES

Ensures the free exercise of religion, enhancing the quality of life and morale, provides counseling and religious education and training. (678) 655-4955

THE CAREER ASSISTANCE ADVISOR (CAA)

Provide counseling to increase retention and help members make educated decisions about their careers. The CAA serves as a central information resource on benefit and entitlement programs and on opportunities available for those who choose to continue an Air Force career. (678) 655-5003.

ALTERNATIVE DISPUTE RESOLUTION (ADR)

Provides ADR services to include mediation and facilitation for EO and non-EO complaints. (678) 655-5042

AREA DEFENSE COUNCIL (ADC)

Assist military members by providing legal defense services. Dobbins ARB personnel are serviced by the ADC at Robbins AFB. (478) 926-5852, DSN 468-5852

OFF-BASE REFERRAL SERVICES

VETERANS AFFAIRS (VA)

VA benefits include: burial, Civilian Health and Medical Program of the Department of Veterans Affairs (CHAMPVA), death pension, dependency indemnity compensation, disability compensation, disability pension, education, home loan guaranty, life insurance, medical care, and vocational rehabilitation and employment. 1-800-827-1000

MILITARY ONE SOURCE

24/7 agency provided by the DOD at no cost to active duty, Guard and Reserve (regardless of activation status) and their families. Provides and handles an array of counseling, spouse employment, deployment matters, and money matters. 1-800-342-9647 www.militaryonesource.com

AIR FORCE AID SOCIETY

The official emergency assistance organization of the Air Force. The Air Force Aid Society provides worldwide emergency assistance, sponsors education assistance programs and offers an array of base community enhancement programs that improve quality of life for Airmen and their families. 1-800-769-8951

AMERICAN RED CROSS

Red Cross provides emergency communications that link members with their families back home, access to financial assistance in partnership with the military aid societies, information and referral and assistance to veterans. (404)876-3302.

METRO FAIR HOUSING SERVICES

Works to assist in enforcing federal and state housing laws which make it illegal to discriminate in housing based on race, color, sex, national origin, religion, age, disability, marital status, legal source of income, sexual orientation, and family status. (404) 765-3985

The Air Force Discrimination

HOTLINE

Comm: (210) 565-5214
DSN: 665-5214



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*"Enhancing The Mission Through
Diversity and Inclusion"*

94TH AIRLIFT WING EQUAL OPPORTUNITY PROGRAM AND REFERRAL GUIDE



Serving Military and Civilians

94th AW/EO

1430 First Street

BLDG 838, ROOM 1128

Dobbins ARB, GA 30069