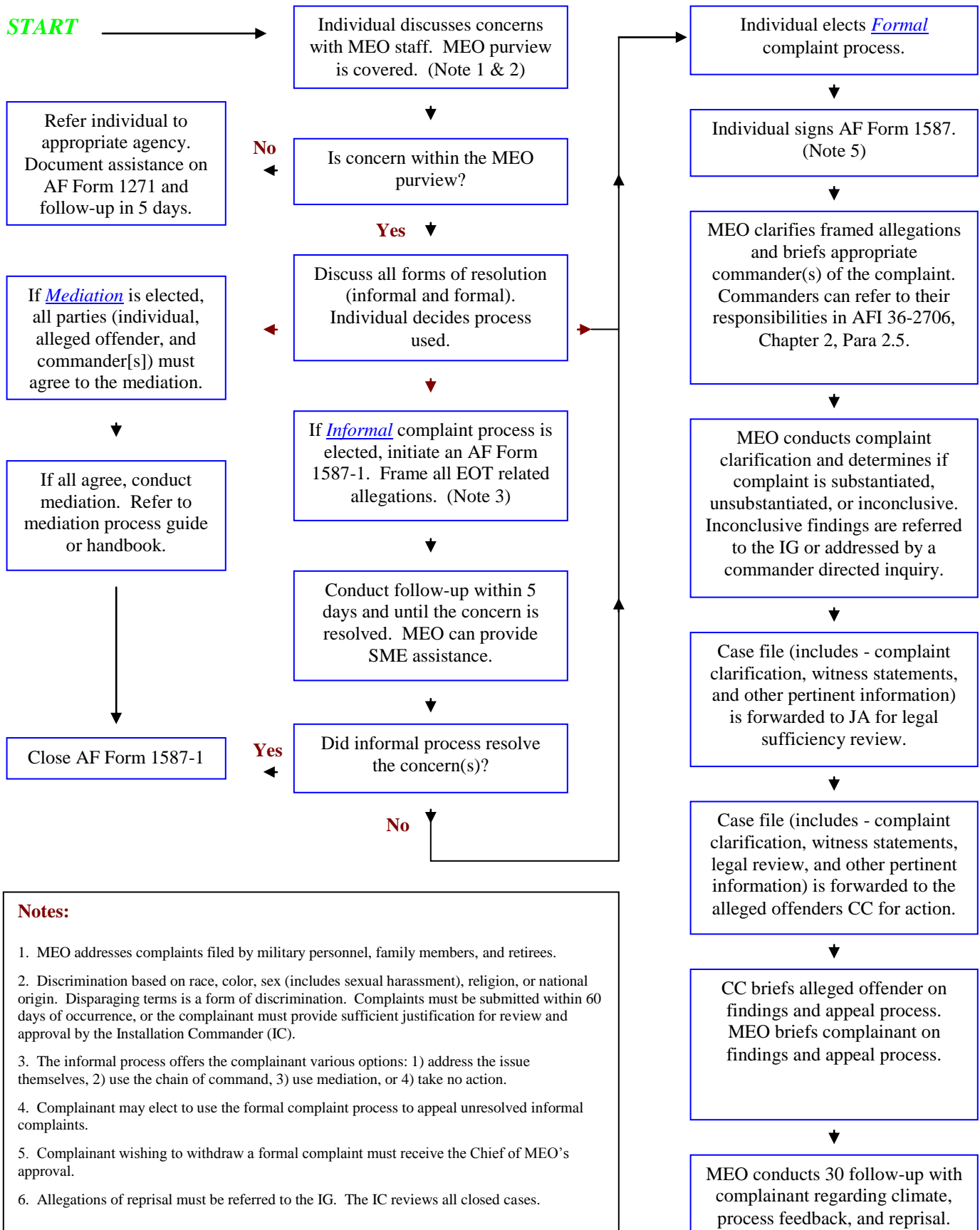


# MILITARY EQUAL OPPORTUNITY COMPLAINT PROCESSING CHART



**Notes:**

1. MEO addresses complaints filed by military personnel, family members, and retirees.
2. Discrimination based on race, color, sex (includes sexual harassment), religion, or national origin. Disparaging terms is a form of discrimination. Complaints must be submitted within 60 days of occurrence, or the complainant must provide sufficient justification for review and approval by the Installation Commander (IC).
3. The informal process offers the complainant various options: 1) address the issue themselves, 2) use the chain of command, 3) use mediation, or 4) take no action.
4. Complainant may elect to use the formal complaint process to appeal unresolved informal complaints.
5. Complainant wishing to withdraw a formal complaint must receive the Chief of MEO's approval.
6. Allegations of reprisal must be referred to the IG. The IC reviews all closed cases.