355 FW Equal Opportunity Office

<u>Our Mission</u>: Enhance mission effectiveness by assisting commanders at all levels in conducting Equal Opportunity (EO) and Human Relations Education.

<u>Our Goal</u>: To foster an environment in which members can rise to the highest possible level based solely on merit, fitness, and capability; as well as maintain a trusted utilized channel for presenting allegations of unlawful discrimination based on <u>race</u>, <u>color</u>, <u>sex</u>, <u>national origin</u>, <u>religion</u>, (<u>age</u>, <u>physical and mental disability for civilians</u>), <u>reprisal actions</u>, <u>and sexual harassment</u>.

EVERY employee is entitled to a work environment free from discrimination based on race, religion, national origin, color, sex, age, handicap (mental/physical) and or reprisal.

<u>TIME LIMITS for Filing an EEO Complaint:</u> Under 29 CFR part 1614.105, an individual **MUST** contact an EEO counselor within 45 calendar days from the date of the alleged discrimination or in the case of a personnel action, **within 45 days** of the effective date of the action.

TIME LIMITS for Filing an MEO Complaint: IAW AFI 36-2706, a military member **SHOULD** submit any allegations *within 60 days* of the alleged offense.

<u>OUR CUSTOMERS:</u> Active duty military, family members of active duty, retired military, Department of Defense civilian employees, and employment applicants.

SERVICES OFFERED: Unit Climate Assessments, Mediation, Teambuilding, Human Relations Education, Counseling, Commander's Calls, and Formal/Informal Complaint Resolution.



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"Enhancing The Mission Through Diversity".

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