



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FT BRAGG
2175 REILLY ROAD, STOP A
FORT BRAGG NORTH CAROLINA 28310-5000

IMSE-BRG-EEO

NOV 25 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Command Policy #1 - Equal Employment Opportunity (EEO) Program

1. RERERENCES.

- a. AR 690-12, Equal Employment Opportunity and Affirmative Action, 4 March 1988.
 - b. AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004.
2. This policy applies to all personnel assigned to the Installation Management Command, Headquarters Garrison Command, Fort Bragg, North Carolina.
3. I fully support the Garrison EEO Program and its continued development of a Model EEO Program in accordance with the EEO Commission Management Directive 715. Affirmative employment programs are designed to promote employment opportunities and to identify/address employment-related and diversity issues for women, minorities, individuals with disabilities, and disabled veterans.
4. Public laws and permanent policies prohibit employment discrimination based on race, color, national origin, age (40 or older), sex, religion, physical or mental disability, and reprisal against a person who participates in the EEO process or opposes employment discrimination. I hold managers, supervisors, and employees responsible and accountable for complying with laws and regulations that govern the policy of EEO.
5. Discrimination, whether real or perceived, affects employee morale and well-being, interferes with mission accomplishment, and has a negative impact on readiness. Each of us has a responsibility to support and ensure the success of our EEO Program. The Affirmative Employment and Special Emphasis programs are designed to assist managers when making selections for training, career development programs, merit promotion actions, awards, and other types of recognition and personnel actions in accordance with sound personnel management practices. We must ensure our recruitment and selection processes support fair and equitable consideration of all qualified individuals and decisions are based on merit principles, without regard to race, color, sex, religion, national origin, age, physical or mental disability, or reprisal.
6. EEO is a right mandated by law and an essential element of good leadership. When complaints arise, we must work to resolve them promptly, starting at the lowest level. Any

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employee, former employee, or applicant for employment who believes he or she was discriminated against in an employment matter has a right to pursue a complaint of discrimination. Employees who want to file a complaint of discrimination and preserve their legal rights must contact the EEO office within 45 calendar days of occurrence. The installation EEO office is responsible for the administrative processing of complaints of discrimination. Managers and supervisors must not tolerate any unlawful discrimination or reprisal against those who exercise their rights under EEO laws.

7. I expect leaders at every level to share my commitment in fostering a work environment free of discrimination in any form. I am personally committed to making this command a model employer of choice with a diverse, talented, and effective workforce. Discrimination is illegal and will not be tolerated in this command.

8. This policy memorandum will be issued to new employees during New Employee Orientation (NEO) training, newly appointed supervisors, and permanently posted on all official bulletin boards.

9. The point of contact for this policy is the Garrison EEO Office, commercial (910) 396-5214 or DSN 236-5214.

//signed//
STEPHEN J. SICINSKI
COL, CA
Garrison Commander