



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, 13TH SUSTAINMENT COMMAND (EXPEDITIONARY)
BUILDING 39009, SUPPORT AVENUE
FORT HOOD, TEXAS 76544

**COMMAND POLICY
NUMBER 6**

AFVG-CG

8 FEB 11

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Equal Opportunity (EO) Complaint Procedures

1. REFERENCE: Army Regulation 600-20, Army Command Policy, 18 March 2008.
2. PURPOSE: Outline the proper procedures for submitting equal opportunity complaints.
3. APPLICABILITY: Headquarters, 13th Sustainment Command (Expeditionary) and all subordinate units.
4. BACKGROUND: AR600-20, Chapters 6, 7, and Appendix E, outlines the handling of all EO complaints. There are two types of EO complaints: **Informal** and **Formal**.
 - a. **INFORMAL** Complaint-When a soldier, family member, or DA civilian does not wish to file a complaint on DA Form 7279-R (Equal Opportunity Complaint Form), it is informal. The goal is to resolve the complaint at the lowest level by the complainant, another member, or the chain of command. Soldiers can file a formal complaint if the behavior persists.
 - b. **FORMAL** Complaint-When a Soldier, family member, or DA civilian files a complaint by submitting a sworn statement on DA Form 7279-R. General Courts Martial Convening Authority notification will be forwarded through the 13th ESC Commander to the III Corps Commanding General, in accordance with AR 600-20.
5. PROPONENT: The proponent for this policy is the ACoS, G1.
6. POLICY:
 - a. Equal Opportunity complaints will be addressed in a prompt, professional manner regardless of race, color, gender, religion, or national origin. I will not tolerate any acts or reprisal or attempts to discourage the filing of an EO complaint. Any commander or agency receiving an Equal Opportunity complaint will immediately contact their unit EO advisor for guidance and assistance.
 - b. The processing of EO complaints through the chain of command is strongly encouraged. However, it is not the only channel available to Soldiers to resolve complaints. Complaints may be resolved by contacting the next higher echelon in the chain of command, EO advisors or representatives, the EO Hotline at (254) 287-6242, the Inspect General Office, the Provost Marshal Office, or the Chaplain's Office.

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7. EXPIRATION: This policy supersedes Command Policy Memorandum number 8 dated 1 May 2008 and remains in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read 'Terence J. Hildner', written over a horizontal line.

TERENCE J. HILDNER
BG, USA
Commanding

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IAW FH Form 1853: A