



DEPARTMENT OF THE ARMY
HEADQUARTERS, FIRST ARMY
1 ROCK ISLAND ARSENAL, BUILDING 68
ROCK ISLAND, ILLINOIS 61299-8100

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MEMORANDUM FOR

COMMANDING GENERAL, FIRST ARMY DIVISION EAST, 1747 OLD IRONSIDES
AVENUE, BLDG 2368, FORT KNOX, KY 40121

COMMANDING GENERAL, FIRST ARMY DIVISION WEST, BLDG 410 761ST TANK
BN AVENUE, FORT HOOD, TX 76544

DEPUTY CHIEF OF STAFF G-1, HEADQUARTERS, FIRST ARMY, 1 ROCK ISLAND
ARSENAL, BLDG 68, ROCK ISLAND, IL 61299-8100

SUBJECT: The Right of Civilian Employees to Present Complaints or Request
Assistance from the Inspector General

1. All civilian employees have the right to present complaints or requests for assistance to the Inspector General. These complaints or grievances may include what the civilian employee reasonably believes to be evidence of fraud, waste, and abuse.
2. Before visiting the Inspector General, you should consider whether your immediate supervisor can address your concerns in a more prompt manner or follow one of the procedures outlined in paragraph three below.
3. Civilian personnel laws and regulations prescribe procedures for civilian employees to use in submitting complaints related to employment. Your serving Civilian Personnel Adviser can provide you with further information. If you want to submit a complaint about employment discrimination due to race, color, religion, sex, age, national origin, or disability, contact the Equal Opportunity Employment Manager at your location (Rock Island Arsenal, Gerry Handy (309) 782-2548; Ft. Knox, Mr. Robert J. Brown (502) 624-1325; Ft. Hood, Mr. Rex Thomas (254) 287-1245). Employee complaints regarding whistleblower reprisal or prohibited personnel practices may also be addressed to the Office of Special Counsel.
4. If you have a complaint about matters other than civilian employment, or a complaint about possible regulatory or procedural violations concerning personnel actions that you feel your supervisor has failed to (or cannot) resolve, you may visit, call, or write your local Inspector General using the following contact information: Office of the Inspector General, Building 68 Room 1025, 1 Rock Island Arsenal, Rock Island, IL 61299-8100; Office Hours: 0800-1700, (309) 782-9770 or 1-800-825-3623.

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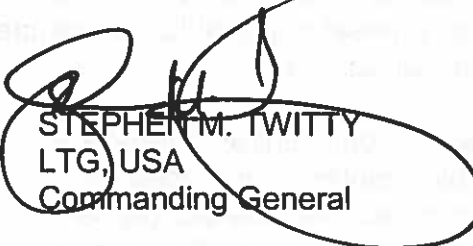
5. If you believe that your local Inspector General's response to your concerns is not fair, complete, or in accordance with law or regulation, or if you believe that contacting your local Inspector General may jeopardize your interests, you may write to U.S. Army Forces Command, Inspector General, AFCG-IG, Building 8-1808, 4700 Knox Street, Fort Bragg, North Carolina. You may also call the Department of the Army Inspector General (DAIG) or the Department of Defense Inspector General (DODIG) Hotline. Their telephone numbers are DAIG Assistance Line: 1-800-752-9747 (toll free) and DODIG Hotline: 1-800-424-9098 (toll free).

6. You may report complaints about hazardous work conditions (unsafe or unhealthy) by reporting such conditions to the First Army Safety Office, (309) 782-9748, or by following the procedures outlined in paragraph 17-3, AR 385-10 and paragraph 8-4, DA PAM 385-10.

7. In accordance with Army Regulation 20-1, paragraph 1-12, the Inspector General has a duty to protect confidentiality to the maximum extent possible. This requirement to protect confidentiality is true for all persons who ask the Inspector General for help, make a complaint, contact or assist an Inspector General during an inspection or investigation, or otherwise interact with an Inspector General.

8. Department of the Army personnel are prohibited from taking any action that restricts you from filing a complaint, seeking assistance, or cooperating with the Inspector General. These same individuals are prohibited from taking any disciplinary or adverse action against you for filing a complaint, seeking assistance, or cooperating with the Inspector General, Special Counsel, or another employee designated by the head of the agency to receive such disclosures. However, if you lie, or knowingly make false accusations to the Inspector General, you will be subject to disciplinary action.

9. The points of contact for this memorandum are COL Timothy Phillips, Command Inspector General and Mr. Steven McFadden, Detailed Inspector General at (309) 782-9770/9120.


STEPHEN M. TWITTY
LTG, USA
Commanding General