



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT COMMAND  
ATLANTIC REGION  
UNITED STATES ARMY GARRISON-MIAMI  
9301 NW 33<sup>rd</sup> St  
Doral, FL 33172-1217



## WHAT YOU SHOULD KNOW ABOUT FILING DISCRIMINATION COMPLAINTS

### THE LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT MATTERS

Any Department of the Army employee, former employee, applicant for employment, or certain contract employees who believes he/she has been discriminated against based on race, color, sex, age (40 or older), religion, national origin, genetic information nondiscrimination act (GINA), physical or mental handicap, or reprisal should immediately consult a member of the EEO office as an attempt to resolve the matter.

If you feel you were subjected to sexual harassment or other forms of employment discrimination, you should contact your EEO office and/or EEO counselor immediately, but “NO” later than **45 CALENDAR DAYS** of the incident occurring or practice alleged to be discriminatory. In the case of a personnel action within 45 calendar days of the “effective date” of the action.

Individual may report incidents of sexual harassment or other forms of alleged discrimination without fear of retaliation.

Individuals who feel they have been **SEXUALLY HARASSED** are encouraged to contact the commands Sexual Harassment Assault Response & Prevention (SHARP) and/or Sexual Assault Response Coordinator (SARC) as the primary reporting source as he/she will refer you accordingly. Additional venues for filling such complaint include the process under the Equal Employment Opportunity Commission, 29 Code of Federal Regulations (CFR) Part 1614; and/or they may pursue their complaint under Section 1561 of Title 10, United States Code or both. Under Section 1561 procedures, the Commander, Garrison Manager or management official will initiate an Internal Investigation into the matter.

FOR ADDITIONAL INFORMATION ON FILING A COMPLAINT OR REPORTING ANY TYPE OF PROHIBITED DISCRIMINATION PRACTICE UNDER TITLE VII, CONTACT:

**UNITED STATES ARMY GARRISON-MIAMI  
EQUAL EMPLOYMENT OPPORTUNITY OFFICE  
COMM: (305) 437-1826  
FAX: (305) 437-2335  
DSN: (567)  
9301 NW 33<sup>rd</sup> St. Suite E2045, IMAG-EE  
Doral, FL 33172-1217**