DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
UNIT 23152
APO AE 09054-3152

IMRP-ZA 25 June 2014

MEMORANDUM FOR Soldiers, Family Members and Department of the Army Civilians Assigned to the United States Army Garrison Rheinland-Pfalz (USAG RP)

SUBJECT: USAG RP Command Policy Letter # 3, Equal Opportunity (EO) and Complaint Procedures

1. This policy applies to all USAG RP Soldiers and Family members. In issues of discrimination not related to employment, this policy also applies to Department of the Army Civilians (DAC) and USAG RP Family members.

2. Establishing and maintaining a command climate that provides EO services for personnel, regardless of race, color, religion, gender, or national origin is an essential task for all levels of command. Reference: Chapter 6, Army Regulation 600-20, Army Command Policy.

3. It is essential that all leaders create and maintain an environment of zero tolerance for discrimination. Soldiers, Civilian employees, and their Family members must know that they will be treated fairly, with dignity and respect in all aspects of daily operations. As such, commanders and leaders will create and maintain a positive command climate with an environment that is free of unlawful discrimination. In the event unlawful discrimination occurs, commanders and leaders will investigate promptly and thoroughly, take appropriate actions as necessary, and ensure that personnel who file EO complaints are protected from threats or acts of reprisal, coercion, or other adverse consequences resulting from filing such complaints.

4. The preferred methods for handling a complaint are through the chain of command. However, the chain of command is not the only channel available for redress of EO grievances. Soldiers, Family members, and Civilian employees may file complaints with the USAG Rheinland-Pfalz Equal Opportunity Advisor, Inspector General, Staff Judge Advocate, Provost Marshall/Criminal Investigation Command, medical agencies, housing referral office, Chaplain, or a higher echelon in their chain of command.

a. IAW AR 600-20, Chapters 6, 7, and Appendix D, complainants have a choice of filing a formal or informal complaint. The chain of command or agency will explain complaint procedures, the agency role, and rights to appeal

b. Soldiers have 60 calendar days from the date of the alleged incident in which to file a formal complaint. The complainant should file his or her complaint with the commander at the lowest echelon of command or with the USAG RP EOA at DSN 493-4130, or commercial 0631-3406-4130.

5. Commanders must ensure that Soldiers and Family members are familiar with the appropriate channels and understand the EO complaint process under the provisions of Army Regulation 600-20, Army Command Policy, 20 September 2012, and are given ample opportunity and freedom to present grievances without fear of reprisal, coercion, or other adverse consequences.

6. The rapid identification and resolution of EO issues is critical to cohesiveness and teamwork within our work areas and units. I have full confidence that leaders at all levels will act appropriately when presented with complaints.

7. A copy of this memorandum will be permanently displayed on official bulletin boards. I recommend you circulate this memorandum among your military and civilian subordinates. I further recommend that you create a record that your personnel have reviewed this document.

8. Point of contact for this policy is the USAG Rheinland-Pfalz Equal Opportunity Advisor at DSN 493-4130.

G. SHAWN WELLS, JR.
COL, SC
Commanding