MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #2 - Equal Opportunity, Equal Employment Opportunity

1. Reference: AR 600-20, Army Command Policy, 06 November 2014

2. All members of the 5th USACC Brigade will treat everyone with respect, dignity and in a manner that they themselves would want to be treated. This is non-negotiable and applies regardless of location or time. Fair and impartial treatment without regard to race, color, religion, gender, sexual orientation or national origin in an environment free from any type of harassment or maltreatment is the only way to ensure that we truly operate as a team while maximizing individual potential. It is also truly the right thing to do.

3. Every leader, manager and supervisor is responsible for setting the example concerning equal opportunity and to act appropriately when allegations arise. Additionally, each member of the 5th USACC Brigade will execute online training as prescribed in AR 600-20. There are specific requirements that pertain to EO, EEO, SHARP, and MRT; know and follow these requirements.

4. All Soldiers, Civilians, Cadets, and Family Members have the right to file grievances and to report equal opportunity violations to the chain of command or other appropriate individuals. The chain of command will ensure all members of their command know the complaint filing procedures and receive the mandated annual training.

5. Point of Contact for this memorandum is SFC Chavez Ozuna, Jaime at (210) 295-2001 or Jaime.chavezozuna.mil@mail.mil

6. Post a copy of this policy on all bulletin boards.

CHRIS S. ALFEIRI
COL, AR
Commanding

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