MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #3 – EO Complaint Procedures

1. References:
   a. AR 600-20 (Army Command Policy), Chapter 6 and Appendix C, 6 November 2014
   b. USACC Policy Letter #3 – Equal Opportunity Complaint Procedures

2. I want all Soldiers, Family Members and DA Civilians, to know that I am 100 percent committed to ensuring their Equal Opportunity (EO) complaints will be addressed in the most prompt and professional manner possible. The EO complaints processing system addresses complaints which allege discrimination or unfair treatment on the basis of race, color, religion, gender, national origin, or sexual orientation. Soldiers, Family members, and DA Civilians who believe they have been discriminated against have the right to file a complaint. Our Soldiers, Family members, and DA Civilians have the additional right to thorough and expedient investigations of their grievances when they perceive an injustice, incident, or unfair treatment. The chain of command will ensure complainants and witnesses are protected from acts or threats of intimidation, harassment, or reprisal. I expect leaders at all levels to take appropriate action when presented with complaints.

3. Unlawful discrimination will not be practiced, condoned, or tolerated. If you believe you have an EO complaint, I recommend that you inform your chain of command to provide them the first opportunity to resolve the issue. Although the processing of EO complaints through your chain of command is encouraged, it will not serve as the only channel available to resolve complaints. Other alternative agencies available to assist in resolving complaints include the Equal Opportunity Office, Chaplain, Inspector General, Staff Judge Advocate, Provost Marshal, Medical Agencies, and the Housing Referral Office.

4. Any person wanting to file an EO complaint will immediately contact the Brigade EO Leader, SFC Cory M. Lincourt at 210-295-0402. Commanders at all levels will work to establish and sustain a healthy EO command climate.

5. Post a copy of this policy in your unit area.

CHRIS S. ALFEIRI
COL, AR
Commanding

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