



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
103 THIRD AVENUE
FORT LESLEY J. McNAIR, DC 20319-5058

REPLY TO
ATTENTION OF

ANEO

MAR 03 2010

MEMORANDUM FOR SEE DISTRIBUTION

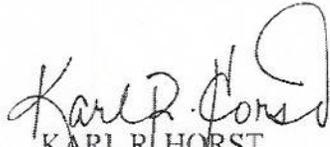
SUBJECT: Commander's Policy Statement on Equal Opportunity (EO) Complaint Procedures –
Memorandum #4

1. REFERENCE. AR 600-20, Army Command Policy, 18 March 2008.
2. PURPOSE. To provide guidance to Joint Force Headquarters -- National Capital Region (JFHQ-NCR) and U.S. Army Military District of Washington (MDW) personnel on EO Complaint Procedures.
3. APPLICABILITY. These procedures are applicable to all Service Members assigned to and/or under the operational control of JFHQ-NCR/MDW and Family members.
4. POLICY. In accordance with guidelines set forth in AR 600-20, Chapter 6 and Appendix D of the reference, members of this command have the right to present, without fear of intimidation, reprisal or harassment, complaints alleging acts of discrimination.
5. PROCEDURES.
 - a. The EO complaints processing system addresses complaints that allege sexual harassment, or unlawful discrimination or unfair treatment on the basis of race, color, religion, gender and national origin. Members of the chain of command will ensure the complainant, any named witnesses, and the subject are protected from reprisal. All efforts should be made to resolve EO complaints at the lowest possible level within the organization.
 - b. I encourage the processing of EO complaints through the chain of command; however, other channels involving "alternate agencies" as set forth in Appendix D of the reference, are also available. Commanders will ensure Military Personnel and Family members are aware of alternative reporting agencies, including higher echelons in the chain of command, equal opportunity advisors, inspectors general, chaplains, provost marshals, medical agencies, staff judge advocates and housing referral offices.
 - c. Commanders, alternative agencies and complainants will follow the procedures outlined in Appendix D of the reference, when filing equal opportunity complaints. Formal EO complaints are documented on DA Form 7279 (Equal Opportunity Complaint Form) and must be reported to the MDW Equal Opportunity office within 72 hours. Additionally, the commander will provide the MDW Equal Opportunity office with the progress of the complaint 14 calendar days after receipt of the complaint and 14 calendar days thereafter until complete.

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6. PROPONENT. The MDW EO Office is the proponent for this JFHQ-NCR/MDW policy letter. The point of contact is LTC Linwood C. Wright, MDW EO Program Manager at (202) 685-3357, DSN 325-3357 or email: Linwood.wright@jfhqncr.northcom.mil.


KARL R. HORST
Major General, US Army
Commanding

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