



417th Base Support Battalion *Commander's Policy*

Policy Number: 12-3

Proponent: AETV-WG-WL

Date: 27 August 2004

SUBJECT: Equal Employment Opportunity and Affirmative Employment

1. **REFERENCE:** AR 690-12, 9 Feb 04, and EEOC Management Directive 714.

2. **PURPOSE:** This announces the Commander's policy on equal employment opportunity (EEO) and affirmative employment.

3. **SCOPE:** This policy covers all employment practices including, but not limited to recruitment, promotions, awards, training, details, and separations within the 417th Base Support Battalion (BSB) footprint.

4. **POLICY:**

a. I am fully committed to EEO without regard to race, sex, religion, color, national origin, age, disability (mental/physical), or any other non-merit factor. This activity is also committed to the implementation of a strong affirmative employment program (AEP).

b. EEO and affirmative employment must be part of the fabric of all personnel decisions at the 417th BSB. Federal agencies are required by law to implement a program to eliminate underutilization where it exists in the workforce. Affirmative action does not mean that special treatment will be given to any group or that established qualification standards will be relaxed in an effort to overcome past employment practices that have operated to restrict employment opportunities.

c. As evidence of my commitment to affirmative employment, I expect a system of accountability that focuses on equal employment opportunity. This requires each manager and supervisor to remain vigilant in their efforts to support the AEP. Commanders, directors, managers, supervisors, EEO officials, and everyone involved in the personnel management process share responsibility for the successful implementation of the AEP. If all levels of supervisors undertake the responsibility of affirmative employment with the same leadership and zeal as other organizational responsibilities, the results should be a system of equal employment opportunity as required by law.

This policy supersedes policy # 12-3, dated 17 June 2003, and remains in effect until rescinded or superseded.

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d. EEO and affirmative employment opportunity requirements shall be enforced to the maximum extent possible. I am personally committed to the principles of equal employment within the 417th Base Support Battalion (BSB) footprint.

5. PROPONENT: 417th BSB Equal Employment Opportunity Office, DSN 355-8550.



THOMAS H. FASS
LTC, EN
Commanding