



417th Base Support Battalion *Commander's Policy*

Policy Number: 13-1

Proponent: AETV-WG-W

Date: 17 June 2003

SUBJECT: Equal Opportunity Program

1. **REFERENCE:** AR 600-20, Army Command Policy.
2. **PURPOSE:** To outline the Commander's policy and procedures for the Equal Opportunity Program.
3. **SCOPE:** This policy applies to soldiers, family members, and civilians within the 417th Base Support Battalion (BSB) community.

4. **POLICY:**

a. As the Commander of the 417th Base Support Battalion, I have the primary responsibility to ensure that all soldiers, civilians, and family members in the Kitzingen community enjoy the basic right to perform their jobs without such distracters as racism, discrimination or harassment. No member of this command will use race, color, religion, gender, or national origin as a measure of performance. In addition, no member of this command will violate acceptable standards of integrity and impartiality by committing or condoning sexual harassment. Soldiers, civilians, and their families shall be afforded opportunities based upon their merit, fitness, potential and capabilities. Additionally, soldiers will not be assessed classified, trained, assigned, promoted or otherwise managed on the basis of race, color, religion, national origin, or gender unless specifically permitted by law or regulation.

b. Commanders and Directors are EO officers for their respective units/directorates and, as such, are assisted by EO advisors and other members of the staff who can advise on EO matters in their areas of responsibility. Commanders and Directors will:

- (1) Develop and implement EO programs for their organization.
- (2) Identify discriminatory practices affecting soldiers and their families and initiate corrective actions to include follow-up.

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(3) Actively participate and support the EO program to promote EO and interpersonal harmony for all military personnel, civilian employees and family members.

(4) Conduct EO training on a continuing basis for commanders and soldiers consistent with requirements established by the Department of the Army, USAREUR, and AR 600-20.

(5) Monitor and assess the execution of EO programs and policies at all levels within their areas of responsibility.

(6) Ensure prompt follow-up and appropriate action to resolve allegations of discrimination by soldiers or their family members.

c. Equal opportunity complaints will be processed and resolved in the most expeditious manner possible. All soldiers, civilian employees assigned and attached to the 417th BSB are encouraged to use the chain of command for redress of grievances. Each unit commander and director will publish Equal Opportunity complaint procedures and ensure that each member of their command or directorate is fully aware of methods of obtaining redress for grievances.

d. I am committed to a healthy work environment. I expect full participation and support from each manager and supervisor in meeting the objectives of The Equal Opportunity Program.

e. A copy of this policy statement will be permanently displayed on unit bulletin boards.

6. PROPONENT: 417th BSB Equal Opportunity Office, 355-8122.


THOMAS H. FASS
LTC, EN
Commanding