



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, RED CLOUD AND AREA I
UNIT # 15707
APO AP 96258-5707

REPLY TO
ATTENTION OF:

IMRD-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG Red Cloud and Area I Policy Memorandum #1-7, Equal Employment Opportunity (EEO) and Affirmative Employment

1. This policy is effective immediately and remains in effect until rescinded or superseded.
2. Reference:
 - a. AR 690-12, Equal Employment Opportunity and Diversity, 22 December 2016.
 - b. AR 690-600, Equal Employment Opportunity Discrimination complaints, 9 February 2004.
 - c. Department of the Army Memorandum on Procedures for Providing Reasonable Accommodation for Individuals with Disabilities, 19 March 2009.
 - d. 29 Code of Federal Regulations, Part 1614, Federal Sector Equal Employment Opportunity.
3. This policy applies to Army civilian employees, applicants for employment, former employees, and certain contractor personnel serviced by the USAG Red Cloud Area I Employment Opportunity Office.
4. USAG Red Cloud and Area I is committed to the principles of equal employment opportunity by ensuring that all employees and applicants for employment receive fair and equitable treatment. I will not tolerate discrimination in any form. Leaders at all levels are responsible and will be held accountable for fostering and maintaining a discrimination free work environment and ensuring human capital decisions, practices, and policies are fair, appropriate and equitable.
5. The full realization of equal opportunity in employment can be achieved through continuing programs of affirmative employment within this command. Leaders should be aware of and routinely take steps to identify, examine, and remove barriers to equal participation at all levels of the workforce barriers to employment may include: policies, and or practices that limit or tend to limit employment opportunities for people of a particular race, color, religion, sex, national origin, age (40+), physical/mental disability, genetic information, and/or reprisal.

IMRD-ZA

SUBJECT: USAG Red Cloud and Area I Policy Memorandum #1-7, Equal Employment Opportunity (EEO) and Affirmative Employment

6. We must work together to identify and eliminate barriers from the work environment so that qualified applicants and employees are enabled to compete for job opportunities and participate in workforce development to the fullest extent possible. I expect all leaders across the command to adhere EEO principles and practices, as required by applicable laws, and to undertake the goals of affirmative employment with the same leadership and zeal as other organizational responsibilities.

7. When sensitive issues or systemic problems arise, I expect prompt resolution at the lowest possible level in a manner that is both fair and equitable. Adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do.

8. The point of contact of is Ms. Khalilah Ameen, EEO Manager, USAG Red Cloud and Area I, (315) 732-6273, khalilah.o.ameen.civ@mail.mil.

BRIAN A. JACOBS
LTC, AD
USAG Casey Commanding

BRANDON D. NEWTON
COL, IN
USAG Red Cloud Commanding

DISTRIBUTION:
A