DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON WIESBADEN
UNIT 29623
APO AE 09005-9623

IMWB-ZA

NOV 2 4 2015

MEMORANDUM FOR All Members of the USAG Wiesbaden Community

SUBJECT: US Army Garrison Wiesbaden Command Policy Letter #2, Equal Opportunity

1. References:

a. Army Regulation 600-20, Army Command Policy, 6 November 2014.

b. Army Directive 2015-39, Inclusion of Sexual Orientation in the Military Equal Opportunity Program, 14 October 2015.

c. Army in Europe Command Policy Letter 1, Equal Opportunity 5 November 2014.

2. This policy defines United States Army Garrison (USAG) Wiesbaden Equal Opportunity (EO) policy and the Commander's support of the equal opportunity and treatment for all Soldiers, Department of the Army (DA) Civilians, and their Family Members.

3. Applicability: This policy applies to all Civilians or military personnel, Family Members, and contract personnel assigned or attached to or within the USAG Wiesbaden community.

4. Policy:

a. The USAG Wiesbaden equal opportunity program is a comprehensive education program which targets all military and civilian personnel assigned to the USAG Wiesbaden AOR. Consideration of others (CO2) training is a key component of the Equal Opportunity Program. CO2 training formulates, directs, and sustains a comprehensive effort to maximize human potential and to ensure fair treatment for all individuals.

b. Discrimination occurs when leaders, managers, or supervisors, based solely on race, color, religion, national origin, sex or sexual orientation, deny or violate an individual's right to equal consideration and treatment.

c. Sexual harassment is defined in law and regulation as a form of gender discrimination that involves unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature between same or opposite genders when:

(1) Submission to, or rejection of, such conduct by a person is used as a basis for career employment decisions affecting that person.

(2) Submission to, or rejection of, such conduct by a person is used as a basis for career employment decisions affecting that person.

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

d. Any person in any supervisory or command position who uses or condones implicit or explicit sexual behavior or discriminatory actions to control, influence, or affect the career, pay, or job of a Soldier or Civilian employee is engaging in sexual harassment and discrimination practices. Similarly, any Soldier or Civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is engaging in sexual harassment.

e. USAG Wiesbaden will provide equal opportunity and treatment for Soldiers and DA Civilian employees, contractors, and their families, without regard to race, religion, color, national origin, sex, or sexual orientation and provide an environment free of sexual harassment. This policy applies both on and off post during duty and non-duty hours; extends to Soldiers and Civilian employees, and their Families; and applies to working, living, and recreational environments.

f. The proponent office is my Equal Opportunity Advisor. Members of the community are invited to send comments and suggested improvements to the Equal Opportunity Office, building 1025, room 105 or DSN: 548-0104/ CIV 0611-143-548-0104. This memorandum will be posted on the unit bulletin board to allow for maximum viewing. Commanders and Directors will ensure that their personnel are made aware of my policy and are educated in the Equal Opportunity complaint procedures.

g. Every leader, manager, and supervisor is responsible to set the example concerning equal opportunity, and act expeditiously and appropriately when allegations arise. Additionally, leaders, managers, and supervisors are tasked to ensure their subordinate leadership and employees are provided adequate training in accordance with AR 600–20. Consideration of Others (CO2) training provides the methodology through which equal opportunity training will be accomplished.

h. The chain of command, whether military or civilian, will develop and sustain a healthy equal opportunity climate. This climate will ensure individuals who present complaints or concerns may do so without fear of intimidation, reprisal, or harassment.

i. Soldiers, Civilians, and their Family members who feel they have been sexually harassed or discriminated against are strongly encouraged to use the chain of command first. If satisfactory results are not achieved, contact the appropriate Equal Employment Officer or Equal Opportunity Advisor for further guidance.

(1) A formal complaint must be filed within 60 days of the EO related incident.

(2) Informal complaints do not have time restrictions.

(3) An inquiry must be initiated within 72 hours of the commander's acceptance of the complaint. Command or agency response or corrective action must be provided to the complainant within 14 days.

j. It is the responsibility of every leader, military, or civilian, to examine allegations of sexual harassment or discrimination, and take necessary action to ensure that these matters are addressed swiftly, fairly, and effectively.

k. Soldiers and Civilians assigned to USAG Wiesbaden are prohibited from taking acts of reprisal against any Soldier or Civilian for filing a complaint of unlawful discrimination or sexual harassment.

l. Soldiers or Civilians who have been threatened concerning filing a complaint or preparing a protected communication must report the circumstances to the local Inspector General or DoD inspector General (Hotline 1-800-424-9098, DSN 312-664-8799 or via email hotline@dodig.osd.mil).

m. I charge each Commander and Director with attaining the highest standards of military readiness by fostering a positive command climate that treats all people with dignity and respect.

n. The contents of this policy will be reviewed and revalidated annually on the anniversary date of its publication. Revalidation will be reported in writing to the USAG Wiesbaden Director of Human Resources within two weeks of the anniversary date. Policies requiring revision will be submitted within 30 days of the anniversary date for my approval and signature.

5. Point of contact for this memo is SFC Brittney Pechie, Equal Opportunity Advisor, who may be reached at DSN 548-0104/ CIV 0611-143-548-0104 or via email: brittney.r.pechie.mil@mail.mil.

MARY L MARTIN
COL, AG
Commanding

DISTRIBUTION:
WI-C