



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 35TH AIR DEFENSE ARTILLERY BRIGADE  
UNIT # 2075  
OSAN AB, APO AP 96278-2075

EAAD-Z

24 June 15

MEMORANDUM FOR All 35th ADA BDE Assigned Soldiers and Their Family Members

SUBJECT: 35th ADA Brigade Policy Letter #3 – Equal Opportunity (EO) Program

1. References:

- a. AR 600-20, Army Command Policy, 6 Nov 14
- b. 8A Policy Letter # 13, Equal Opportunity (EO), 9 Dec 13

2. Purpose: To ensure that all members of the 35<sup>th</sup> ADA BDE, KATUSA Soldiers and their family members receive equal opportunity and fair treatment based solely on merit, fitness, and capability without regard to race, color, religion, national origin or gender. This policy applies both on and off base, during duty and non-duty hours, and to working, living, and recreational environments.

3. Discussion: Commander and leaders at all levels have the primary responsibility for developing and sustaining a healthy equal opportunity (EO) climate. The EO Program sustains a comprehensive effort to maximize human potential and to ensure fair treatment for all person based solely on merit, fitness, and capability. This philosophy is based on fairness, justice and equality and is best implemented through the promotion of programs that enhance unit cohesion. Unlawful discrimination based on race, color, religion, national origin, sexual orientation, or gender will not be practiced, condoned, or tolerated. This program prevent, address, and correct discriminatory practices, as well as take appropriate action with those who violate the Army's policy. Leaders are prohibited from taking acts of reprisal against any Soldier for filling a complaint of unlawful discrimination.

4. Policy:

a. Awareness training: Soldiers need to be aware of the Army Command Policy, AR 600-20, and how it pertains to EO. Commanders are responsible for implementing policies and programs that will heighten Soldiers awareness of EO issues and ensure their compliance with EO policies.

b. Reporting: Agencies available to process complaints are any Army EO Advisor (EOA), Inspector General, Chaplain, Provost Marshal, Medical Agency Personnel, Staff Judge Advocate and Housing Referral Office. Leaders will not preclude or hinder

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personnel from using these channels and training will include specific information so Soldiers know how to file a complaint.

c. Leadership Role: All personnel are encouraged to resolve issues of prejudicial and discriminatory comments and actions, including inconsiderate remarks, at the lowest level of command. However, prevention and resolution of inappropriate behavior is a command concern, not just the problem of the victim. A person who fails to act to resolve prejudicial and/or discriminatory behavior is tacitly condoning the behavior. Therefore, all Soldiers are obligated to report any and all perceived acts of discrimination to their chain of command so appropriate action can be taken promptly.

5. This command is committed to ensuring a strong EO environment, every commander, supervisor and member of this command must work as a team to eliminate biases and promote a healthy organizational climate to motivate and maintain Soldiers who are 'Ready in Defense.'

6. POC for the above information is the Brigade Equal Opportunity Advisor, SFC Lionel B. Escoffery, at DSN: 315-784-7877 or [lionel.b.escoffery.mil@mail.mil](mailto:lionel.b.escoffery.mil@mail.mil)



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