



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

EAAD-Z

SEP 05 2017

MEMORANDUM FOR All 35th Air Defense Artillery Brigade Soldiers and Civilians

SUBJECT: 35th Air Defense Artillery Brigade Policy Letter #5 – Equal Employment Opportunity (EEO) Program

1. References.

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

b. AR 690-600, EEO Discrimination Complaints, 9 February 2004

2. Purpose. To ensure that all members of the 35th Air Defense Artillery Brigade, KATUSAs, and civilian employees are aware of their EEO rights to work in an environment free of discriminatory practices based on race, color, religion, sex, national origin, age, sexual orientation, or disability.

3. Discussion. EEO affects all employment practices, including recruitment, hiring, promotion, training, awards, reductions-in-force, disciplinary actions, and terminations. Therefore, any employee who believes that he or she has been discriminated against in an employment matter with regard to a term, condition or privilege of employment based on race, color, religion, sex, national origin, age (40+), disability, and/or reprisal has a right to pursue a complaint of discrimination.

a. Awareness training. Soldiers need to be made aware of AR 600-20, Army Command Policy, and AR 690-600, Equal Employment Opportunity Discrimination Complaints, and how they pertain to EEO issues and complaints. Commanders are responsible for implementing policies and programs that will heighten Soldier, KATUSA Soldier and civilian employee awareness of EEO issues and ensure their compliance with EEO policies.

b. Leadership Role. Discrimination adversely affects moral and discipline, interferes with mission accomplishment, and negatively affects readiness. Leadership at every level will not tolerate acts of discrimination, and will ensure the command's climate encourages every member of this command to freely identify and report discrimination of any form without fear of intimidation, harassment or retaliation.

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4. Point of contact for this memorandum is the Brigade Equal Employment Opportunity Advisor at DSN 784-7877.

5. Ready in Defense!


RICHARD W. WRIGHT
COL, AD
Commanding