



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
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REPLY TO
ATTENTION OF:

AFZX-EOP

AUG 02 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum G1-03 - Equal Opportunity (EO)/Sexual Harassment Complaint Procedures

1. Reference Army Regulation (AR) 600-20, Army Command Policy, 13 May 2002.
2. The EO complaint processing system addresses complaints that allege unlawful discrimination or unfair treatment on the basis of race, color, religion, gender, and national origin. Attempts should always be made to solve the problem at the lowest possible level within an organization.
3. Complaints of unlawful discrimination and/or sexual harassment should be addressed to the chain of command, the office of equal opportunity program, the inspector general, the staff judge advocate, the chaplain, the provost marshal office, the housing referral office, or medical agency personnel. It is the policy of the United States Army that all Soldiers, family members, and DA civilians have the right to the following:
 - a. Present a complaint to the command without fear of intimidation, reprisal, or harassment.
 - b. Communicate with the commander concerning their complaints.
 - c. Receive assistance when submitting a complaint.
 - d. Receive training on the Army's EO complaint and appeals process.
4. Individuals are responsible for advising the command of the specifics of sexual harassment and unlawful discrimination complaints and providing the command an opportunity to take appropriate action to rectify/resolve the issue.
5. I expect leaders at every level to be committed to providing an environment free of sexual harassment and unlawful discrimination and to handle complaints against such matters in a swift, fair, and effective manner.

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6. This policy will remain in effect until superseded or rescinded.



MICHAEL D. BARBERO
Brigadier General, USA
Commanding

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