



DEPARTMENT OF THE ARMY
10TH ARMY AIR AND MISSILE DEFENSE COMMAND
UNIT 25357
APO AE 09067

AECG-AMD

6 December 2019

MEMORANDUM FOR All Personnel Assigned, Attached, or OPCON to 10th Army Air and Missile Defense Command (AAMDC), Rhine Ordnance Barracks, Germany 09067

SUBJECT: Policy Letter # 7, Processing Equal Opportunity Complaints

1. References.

- a. 10th AAMDC Policy Letter # 2, Equal Opportunity.
- b. Army Regulation (AR) 600-20 Army Command Policy, 6 November 2014.
- c. AR 15-6, Procedures for Administrative Investigations and Boards of Officers, 1 April 2016.

2. Policy.

a. A successful organization must have a robust and effective equal opportunity (EO) program. For our EO program to be effective, commanders must promptly investigate all complaints of alleged discrimination or unfair treatment based on color, national origin, race, religion, sex (including gender identity), or sexual orientation to ensure compliance with AR 600-20, appendix C.

b. Leaders should always try to resolve allegations of discrimination at the lowest level possible in the chain of command. If this is not possible, Soldiers, Civilians, and Family members should immediately report the alleged discrimination to their chain of command, an EO office, a chaplain, an equal employment opportunity office, the Inspector General, a medical provider, the provost marshal, or a Judge Advocate. Leaders will not hinder personnel from using any of these channels to report alleged discrimination. Furthermore, leaders will ensure that individuals who believe that they are being discriminated against are permitted to file complaints without fear of reprisal or intimidation.

c. Commanders who receive a complaint will adhere to the established investigative timelines and reporting procedures as follows:

(1) Commanders will conduct an investigation within 14 calendar days, either personally or by appointing an investigating officer in accordance with AR 15-6.

AECG-AMD

SUBJECT: Policy Letter # 7, Processing Equal Opportunity Complaints

(2) If extenuating circumstances make it impossible to conduct and complete an investigation within 14 calendar days, the commander may request an extension of no more than 30 calendar days from the next higher commander.

3. I fully support the EO program and expect our leaders at all levels to support it as well.

4. A copy of this letter will be posted on all unit bulletin boards.

5. The point of contact for this memorandum is the 10th AAMDC Equal Opportunity Advisor SFC Carlos X. Retana at carlos.x.retana.mil@mail.mil and 314-493-2226.



GREGORY J. BRADY
Brigadier General, USA
Commanding