



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
U.S. ARMY GARRISON ABERDEEN PROVING GROUND
4510 BOOTHBY HILL AVENUE
ABERDEEN PROVING GROUND MARYLAND 21005-5001

IMAP-ZA

OCT 02 2017

MEMORANDUM FOR U.S. Army Garrison Aberdeen Proving Ground Personnel

SUBJECT: U.S. Army Garrison Command Policy CO-10, Equal Opportunity (EO)
Complaint Procedures

1. REFERENCE. AR 600-20, Army Command Policy, Chapter 6 and Appendix D.
2. I am committed to the EO program. I expect all directors to establish and implement a plan to protect the complainant, any named witnesses and the alleged perpetrator from acts of reprisal. The plan will include, as a minimum, specified meeting and discussions with the complainant, named witnesses and selected members of the chain of command co-workers. Unlawful discrimination and sexual harassment is unacceptable conduct. Personnel have the right to inform their chain of command of all EO and sexual harassment complaints.
3. Managers and supervisors will report all formal complaints on DA Form 7279 (Equal Opportunity Complaint Form) within three calendar days through the appropriate IMCOM channels, as well as to the first general court martial convening authority (GCMCA) in their chain of command. Providing information to the GCMCA does not limit the subordinate commander's ability to exercise the full administrative and disciplinary action in substantiated cases. Commanders will provide a progress report to IMCOM and the GCMCA 21 days after the date the investigation commenced and every 14 days thereafter until completion.
4. Any Soldier, Civilian, or Family member who feels they are a victim of unfair treatment should initially approach the subject with the offending individual directly to address their concerns. This may resolve the concern at the lowest level. However, all personnel have the right to contact their chain of command, the Installation EO Advisor, the Office of Equal Employment Opportunity, or any other agency listed in AR 600-20, appendix d, paragraph d-1a for assistance.

ROBERT L. PHILLIPS
COL, FI
Commanding