



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114

AMIM-BAG-EE (100)

MEMORANDUM FOR All USAG Bavaria Military and Civilian Personnel

SUBJECT: USAG Bavaria Memorandum #4, Alternative Dispute Resolution (ADR) for Workplace Disputes

1. Reference: Reference AR 690-600, (Equal Employment Opportunity Discrimination).
2. The USAG Bavaria offers voluntary ADR to address conflicts, disputes, complaints, grievances, or other dissatisfactions arising in the workplace. Voluntary participation in this process will not adversely affect any individual's statutory and/or regulatory avenues of redress such as EEO complaints, Inspector General complaints, formal grievances, appeals, or etc.... The USAG Bavaria EEO Office is responsible for providing additional program guidance and will coordinate the voluntary ADR program.
3. Voluntary ADR is an effective method of resolving workplace disputes. It is best described as assisted negotiations between two (or more) parties with impartial/neutral mediators facilitating the process but representing neither side of the dispute. ADR is one of the most powerful tools in resolving conflict because the two parties retain control over decisions and agreements rather than relinquishing that power to a third party adjudicator. It is particularly useful when the parties must continue some type of relationship (e.g. subordinate/supervisor or coworkers).
4. To ensure prompt resolution of disputes at the earliest stage, I direct all supervisors and managers to engage in ADR efforts when requested by employees. Likewise, I strongly encourage all employees to consider voluntary ADR as a means of resolving workplace disputes as they arise.
5. Civilians should report conflicts, disputes, complaints, or grievances arising in the workplace through their chain-of-command or to the EEO Office.
6. POC for this policy is the USAG Bavaria EEO Office at (314) 526-3117, 09641-70-526-3117, or usarmy.bavaria.id-europe.mesg.mac-admin-eeo@army.mil

A handwritten signature in black ink, appearing to read "S. C. Flanagan", is positioned above the typed name.

STEPHEN C. FLANAGAN
COL, SF
Commanding