DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114-8130

AMIM-BAG-EE

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. USAG Bavaria offers voluntary Alternative Dispute Resolution (ADR) to address conflicts, disputes, complaints, grievances, or other issues that arise in the workplace. Your voluntary participation in this process will not negatively impact your right to pursue other avenues of redress, such as EEO complaints, Inspector General complaints, or formal grievances and appeals. The USAG Bavaria EEO Office provides additional program guidance and coordinates the voluntary ADR program.

3. Voluntary ADR is an effective method for resolving workplace disputes. It is best described as an assisted negotiation between two or more parties, facilitated by an impartial mediator who does not represent either side. ADR is a powerful conflict resolution tool because the parties involved retain control over the decisions and final agreement, rather than giving that power to a third-party adjudicator. It is particularly useful when the parties, such as a supervisor and subordinate or coworkers, must maintain an ongoing professional relationship.

4. To ensure the prompt resolution of disputes at the earliest possible stage, I direct all supervisors and managers to participate in ADR when an employee requests it. Likewise, I strongly encourage all employees to consider voluntary ADR as a means of resolving workplace disputes as they arise.

5. Civilians should report workplace conflicts, disputes, complaints, or grievances through their chain of command or directly 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

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