



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, BATTALION  
UNITED STATES ARMY GARRISON, FORT BELVOIR  
6089 ABBOTT ROAD, SUITE 2118  
FORT BELVOIR, VIRGINIA 22060-5928

IMBV-HB

MEMORANDUM FOR Headquarters Battalion, US Army Garrison, Fort Belvoir, Virginia  
22060

SUBJECT: Battalion Equal Opportunity Program Policy Letter #2

1. Reference: AR 600-20, Army Command Policy, Chapter 6, Equal Opportunity
2. Applicability: This policy applies to all military and civilian assigned, attached, or on temporary duty, to HQBN USAG. The term "civilian" includes Department of the Defense, Department of the Army, and other U.S. government employees. Conduct in violation of this policy letter can result in adverse administrative action, including revocation of the privileges to work on or live at this Base.
3. Policy:
  - a. Headquarters Battalion will provide equal opportunity and fair treatment to all individuals. Each member of Headquarters Battalion will be treated with dignity and respect. The Equal Opportunity (EO) program directs a comprehensive effort to maximize human potential and to ensure fair treatment for all Soldiers, civilian employees, and their Family members.
  - b. I am committed to ensuring that a proactive EO program is in place within this command. I encourage all leaders to be committed to the preservation of dignity, upward mobility, as well as fair and impartial treatment of all personnel regardless of race, color, religion, gender, or national origin.
  - c. Accomplishment of our sensitive mission demands, total devotion to the goals and principles of this program. I challenge each of you to become more involved in the equal opportunity program and promote fair and unbiased treatment for everyone.

**“LEADERS IN EXCELLENCE”**

IMBV-HB  
Battalion Equal Opportunity Program Policy Letter #2

4. The Headquarters Battalion EO Representative is SSG Richard Mantanona. He's available to assist Soldiers in assuring this program is enforced. SSG Mantanona can be reached at (703) 806-5893 or richard.a.mantanona.mil@mail.mil.

DAVID P. FLEMING  
LTC, AG  
Commanding