



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BLISS  
1741 MARSHALL ROAD  
FORT BLISS, TX 79916

AMIM-BLG-ZA (690-12a)

OCT 05 2023

POLICY MEMORANDUM #9

SUBJECT: Command Policy on Equal Employment Opportunity (EEO), Individuals with a Disability, and Reasonable Accommodation

1. References:

a. Army Regulation (AR) 690-600, Equal Employment Opportunity Discrimination Complaints, 09 February 2004.

b. AR 690-12, Equal Employment Opportunity and Diversity, Appendix C, 12 December 2019.

c. Secretary of the Army, Equal Employment Opportunity Policy and Anti-Harassment Prevention Policy for the Workplace, 30 March 2020.

2. Purpose. To support the United States Army Garrison (USAG) Fort Bliss Integrated Priority List (IPL) Line of Effort (LOE) 1: Soldier, Civilian, and Family Readiness.

3. Applicability. This policy applies to all USAG Fort Bliss Civilian personnel and applicants for employment serviced by the Fort Bliss EEO Office.

4. Policy. This Command is committed to the principles of EEO by ensuring that all employees and applicants for employment receive fair and equitable treatment without regard to race, color, religion, age, sex, national origin, disability, sexual orientation, gender identity, or genetic information as well protection from reprisal for participating in EEO activities. I will not tolerate any form of discrimination in any terms and conditions of employment. Leaders at all levels have the responsibility and are accountable for fostering and maintaining a discrimination-free work environment by making certain that their human capital decisions, practices, and policies are fair, appropriate, and equitable. Managers and supervisors are responsible for the employment and advancement of individuals with disabilities, especially individuals with targeted disabilities, and Disabled Veterans. This includes recruitment, hiring, training, career development, mentoring, support, and providing reasonable accommodations when necessary.

5. Procedures.

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a. Individuals who perceive they are victims of discrimination, including sexual harassment, should report these incidents to their chain of command or the EEO Office. Complaints of discrimination will receive immediate attention and response from those involved, ensuring the rights of both the victim and the accused are protected. All employees are free to raise EEO issues and concerns, participate in the EEO complaint process, or seek EEO guidance without fear of intimidation or retaliation.

b. Supervisors and managers (military and Civilian) must demonstrate the same dedication and involvement in achieving the Command's EEO goals as they display in accomplishing other missions and objectives. Adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do. I expect performance evaluations of military and civilian leaders to reflect their level of success in compliance with this policy.

c. As a model employer, our goal is to have a workforce that reflects our Nation's diversity. To accomplish our goal, the affirmative employment program is designed to identify and remove any remaining barriers to achieving and maintaining a highly qualified, diverse, and representative workforce. Leaders, managers, and supervisors are responsible for the successful attainment of this goal. We must work together to identify and eliminate barriers from the work environment so that qualified applicants and employees are free to compete for job opportunities and take part in career development to the fullest extent possible.

d. Another part of our commitment to a diverse workforce is to provide reasonable accommodation for individuals with disabilities to perform the essential functions of their position. Supervisors will work jointly with employees on effective strategies in compliance with the Department of Army's Procedures on Reasonable Accommodation. Complete instructions for accommodating individuals with disabilities can be found in reference 1.b.

e. I strongly encourage leaders to consult with the Command's EEO Officer for advice and guidance when making critical employment decisions as these decisions may have EEO implications. When sensitive EEO issues or systemic problems arise, I expect prompt resolution at the lowest possible level.

6. This policy is effective upon signature and remains in effect until superseded or rescinded. A copy of this policy will be posted on all official bulletin boards and official websites and made available upon request.

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7. The point of contact for this policy is the USAG Fort Bliss EEO Office at (915) 568-3510.

A handwritten signature in black ink, appearing to read "B. Gallagher", with a long horizontal flourish extending to the right.

BRENDAN R. GALLAGHER  
COL, IN  
Commanding