



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

AMIM-BLG-ZA (20-1h)

20 July 2021

**POLICY MEMORANDUM #2**

**SUBJECT: The Right of Soldiers and Civilians to Present Complaints or Request Assistance from the Inspector General**

1. All Soldiers and Civilians have the right to present complaints, grievances, or requests for assistance to the Inspector General. These complaints or grievances may include what Soldiers and Civilians reasonably believe to be evidence of fraud, waste and abuse.
2. Military personnel before visiting the Inspector General, you should consider whether your chain of command can address your concerns in a more prompt manner. However, you are not required to present your concerns to your chain of command before contacting the Inspector General. Remember to obtain permission to be absent from your duties if you wish to visit the Inspector General during duty hours. You are not required to tell anyone why you want to speak to an Inspector General.
3. Civilian personnel before visiting the Inspector General, you should consider whether your immediate supervisor can address your concerns in a more prompt manner or follow one of the procedures outlined in paragraph 4 below. Remember to obtain permission to be absent from your duties if you wish to visit the Inspector General during duty hours. You are not required to tell anyone why you want to speak to an Inspector General.
4. Civilian personnel laws and regulations prescribe procedures for Civilian employees to use in submitting complaints related to employment. If you are a bargaining-unit employee, your complaint may be covered by a negotiated grievance procedure. Your servicing Civilian Personnel Advisory Center (CPAC) can provide you with further information. If you want to submit a complaint about employment discrimination due to race, color, religion, sex, age, national origin or disability, contact the Equal Employment Opportunity (EEO) Director at 114 Pershing Road, Fort Bliss, TX 79916 or call the EEO at 915-568-3510. Appropriated fund employees' complaints regarding whistleblower reprisal or prohibited personnel practices may also be addresses to the Office of Special Counsel; non-appropriated fund (NAF) employees should address such complaints to the Office of the Inspector General, Department of Defense.
5. If you have a complaint about matters other than Civilian employment or a complaint about possible regulatory or procedural violations concerning personnel actions that you feel your supervisor has failed to (or cannot) resolve, you may visit, call or write your local Inspector General using the following contact information:

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Name: 1<sup>st</sup> Armored Division and Fort Bliss, Inspector General Office

Office Hours: Monday-Wednesday 0830-1630

Thursdays 1300-1630

Friday 0830-1530

Location: 21 Pershing Road

Fort Bliss, Texas 79916

Phone: (915) 568-1241

6. If you believe that your local Inspector General's response to your concerns are not fair, complete, or in accordance with the law or regulation, or if you believe that contacting your local Inspector General may jeopardize your interest you may write to the FORSCOM Office of the Inspector General, 4700 Knox Street, Fort Bragg, NC 28310-5000. You may also call the Department of Defense Hotline. Their telephone numbers are as follows.

DAIG Assistance Line: (800) 752-9747 (toll free)

IG, DoD, Hotline: (800) 424-9098 (toll free)

7. You may also report complaints about hazardous work conditions (unsafe or unhealthy) by following the procedures outlined in paragraph 8-4, DA Pam 385-10.

8. Department of the Army personnel are prohibited from taking any action that restricts you from filing a complaint, seeking assistance, or cooperating with the Inspector General or a Member of Congress. These same individuals are prohibited from taking any disciplinary or adverse action against you for filing a complaint, seeking assistance or cooperating with the Inspector General, a Member of Congress, or any agency established to receive such complaints. However, if you lie or knowingly make false accusations to the Inspector General, you will be subject to disciplinary action.

9. In accordance with Army Regulation 20-1, paragraph 1-12, the Inspector General has a duty to protect confidentiality to the maximum extent possible. This requirement to protect confidentiality is true for all persons who ask the Inspector General for help, make a complaint, contact or assist an Inspector General during an inspection or Investigation, or otherwise interact with an Inspector General.

//Original Signed//

JAMES A. BRADY

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Commanding