



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT DRUM
10000 10TH MOUNTAIN DIVISION DRIVE
FORT DRUM, NEW YORK 13602-5046

AMIM-DRG-ZA

23 July 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Memorandum 21-02, Equal Employment Opportunity (EEO)

1. References:

- a. 29 CFR 1614.201 (b) (5).
- b. Army Regulation (AR) 690-12, Equal Employment Opportunity and Diversity, 12 December 2019.
- c. AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004.
- d. EEOC Management Directive 715, part G.

2. Supersession: This policy supersedes and replaces Garrison Policy memo 19-02, Equal Employment Opportunity, 26 August 2020.

3. Applicability: This policy applies to all Department of the Army Civilians, and active duty military personnel assigned or attached to any unit or element subordinate to the authority of the Commander, United States Army Garrison-Fort Drum.

4. I am personally committed to EEO principles and to maintaining a work environment free of harassment and discrimination. Both of these actions violate federal law and will not be tolerated, whether the discriminatory action is based on race, color, gender, religion, national origin, age (40 or older), disability, (mental or physical), genetic information, sex (including pregnancy, gender identity, and sexual orientation when based on sex stereotyping), or reprisal for engaging previous EEO activity. Offensive conduct constitutes harassment when it alters the conditions of an individual's employment either by culminating in a tangible employment action or by being sufficiently severe or pervasive as to create a hostile environment.

5. Discrimination of any kind is detrimental to accomplishing the mission and negatively affects the morale of the workforce. Managers and supervisors at all levels will promote EEO by complying with EEO and ensuring that all EEO policies are posted on official bulletin boards. I expect every supervisor to address any allegation of discrimination and/or harassment promptly, effectively, fairly and ensure employees are not subjected to retaliation for participating in the EEO process.

AMIM-DRG-ZA

SUBJECT: Garrison Policy Memorandum 21-02, Equal Employment Opportunity (EEO)

6. EEO is a critical readiness issue, and I will enforce AR 690-12, to maintain and enhance a diverse workforce at this installation. All personnel should give their chain of command and the EEO officials the opportunity to resolve discrimination allegations informally at the lowest level possible. I will ensure Civilian discrimination complaints receive fair and impartial processing in accordance with AR 690-600.

7. Employees who feel they are being discriminated against or harassed in an employment matter have the right to contact the EEO office at (315) 772-6565. Employees who witness inappropriate behavior in the workplace should immediately report it through their chain of command.

JAMES J. ZACCHINO, JR.
Colonel, LG
Garrison Commander

DISTRIBUTION: A