



DEPARTMENT OF DEFENSE
HEADQUARTERS
JOINT TASK FORCE-SOUTHERN BORDER
FORT HUACHUCA, ARIZONA

AFDR-CG

14 March 2025

MEMORANDUM FOR Joint Task Force-Southern Border Personnel

SUBJECT: Policy Memorandum #2: Military Equal Opportunity Program

1. References.

a. Department of Defense Instruction (DoDI) 1350.02, Military Equal Opportunity Program, 4 September 2020.

b. Army Regulation (AR) 600-20 (Army Command Policy), 6 February 2025.

c. AR 690-12 (Equal Employment Opportunity and Diversity), 6 February 2025.

d. AR 690-600 (Equal Opportunity Discrimination Complaints), 6 February 2025.

2. Purpose. To provide guidance and establish Military Equal Opportunity (MEO) and Equal Employment Opportunity (EEO) policies for Joint Task Force-Southern Border (JTF-SB).

3. Applicability. This policy applies to all Department of Defense (DoD) personnel assigned or attached to JTF-SB at all times, regardless of location.

4. Policy.

a. JTF-SB will treat all personnel with dignity and respect without regard to race, color, religion, sex, sexual orientation, or national origin. We must provide working, living, and recreational environments (both on and off post) free of prejudice, verbal abuse, discrimination, insensitivity, offensive behavior, hazing, and bullying.

b. As the JTF-SB Commander, I am charged with establishing an open, positive command climate where personnel are evaluated based on their own individual merit, performance, and potential in support of readiness so they may be allowed to thrive without personal, social, or institutional barriers. Each of us has the right to participate in and benefit from programs and activities for which we are qualified. Commanders are MEO and EEO Officers within their commands and will be held accountable for ensuring compliance with this policy. I fully support the Army's MEO and EEO programs and direct the same level of support from subordinate commanders. Leaders must proactively communicate, educate, and train the members of their commands to ensure maximum awareness of this policy.

5. Military Equal Opportunity.

a. The MEO complaint process. All DoD personnel will be provided equal opportunity and an environment free of harassment and discrimination. MEO complaint procedures address complaints alleging unlawful discrimination or unfair treatment on the basis of race, color, religion, sex, sexual orientation, national origin and harassment to include hazing, bullying, and other discriminatory harassment. All complaints should be reported immediately up the chain of command with full protection from reprisal for the complainant, alleged offender, and witnesses. Commanders, directors, and supervisors will not preclude Servicemembers from using alternate channels to lodge a complaint, such as the Inspector General, Chaplain, Staff Judge Advocate, or someone in a higher echelon of the complainant's chain of command. All personnel should attempt to resolve the problem at the lowest level; however, no one will be dissuaded from filing a complaint. Complaints may be anonymous, informal, or formal.

b. An anonymous complaint is any complaint where a Servicemember or DoD Civilian wishes to remain unidentified. Anonymous complaints may be handled as either an informal or a formal complaint if the Commander determines sufficient information is provided to proceed as either an informal or formal complaint. Commanders will be identified as the complainant on the DA Form 7279 (EO and Harassment Complaint Form) and in the MEO database.

c. An informal complaint is a complaint that a Servicemember or DoD Civilian does not wish to file in writing on a DA Form 7279. Informal complaints may be resolved directly by the complainant addressing the offending party, a peer, or another person in or outside the complainant's chain of command or NCO chain of command, or the MEO professional. Those issues that can be taken care of informally may be resolved through problem identification and clarification of issues, discussion, recognition of inappropriate or misleading behavior, and a willingness to change. Actions and resolutions taken with others before involving commanders or MEO professionals are not tracked in the MEO database nor reviewed by the MEO professional. When practical, an informal complaint should be resolved within 60 calendar days.

d. A formal complaint is one that a complainant files in writing using a DA Form 7279 and swears to the accuracy of the information. Formal complaints require specific actions, are subject to timelines, and require documentation of the actions taken, and are entered in the MEO database. Only Task Force Headquarters or Brigade Equal Opportunity Advisors (EOAs) may take formal EO complaints.

e. Individuals are responsible for advising their chain of command of any incidents of alleged unlawful discrimination and will provide the chain of command an opportunity to take appropriate action to resolve the problem. Personnel should only submit legitimate complaints and should exercise caution against unfounded or reckless charges.

f. Commanders and other leaders are responsible for taking appropriate action when an allegation of discrimination is substantiated. When an inquiry or investigation provides evidence to indicate the complainant was more likely than not treated differently because of his/her race, color, religion, sex, sexual orientation, or national origin, the Commander must decide what action to take. Such action may be punitive.

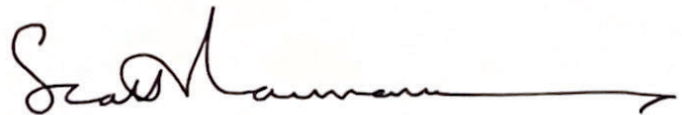
6. Civilian Equal Employment Opportunity.

a. DoD Civilian employees will report employee discrimination to their EEO representative. Complaints from DoD Civilians alleging discrimination and/or harassment will be handled in accordance with the policies and procedures contained in AR 690-600, or as described in separate DoD and Department of the Army policy, or as provided for in any applicable bargaining agreement.

b. The EEO complaint process. Employees, former employees, applicants for employment, or employees of contractors in cases involving joint employer issues or allegations covered by AR 690-600, who believe they have been discriminated against because of race, color, religion, sex, national origin, age, genetic information, physical or mental disability, and/or reprisal in an employment matter subject to the control of the Army, may initiate the EEO complaint process. DoD civilians should first contact their servicing EEO official, to learn more about the EEO complaint process and the related rights and responsibilities. Formal complaints may be submitted to the servicing EEO officer, the servicing activity commander, the Army director of EEO, the SECARMY.

7. All personnel serving under JTF-SB have the right to present a complaint without fear of intimidation, reprisal, or retaliation. Individuals who believe they have been subjected to reprisal or retaliation should report the matter through their chain of command, Military Equal Opportunity professional, Sexual Harassment/Assault Response and Prevention Coordinator, or their IG office. Commanders will ensure that complainants are protected from reprisal.

8. Point of contact for this policy is the MEO Office at (315) 772-6711 or the MEO Hotline (24/7) at (315) 774-3793.



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Commanding