

DEPARTMENT OF THE ARMY
Headquarters, United States Army Training Center and Fort Jackson
Fort Jackson, South Carolina 29207

REGULATION
NUMBER 600-13

1 July 2005

Personnel - General
EQUAL OPPORTUNITY ACTION PLAN (EOAP)

1. **PURPOSE.** This regulation identifies and establishes goals, milestones, responsibilities and policies that directly enhance readiness and supports the Fort Jackson Equal Opportunity (EO) Program.
2. **APPLICABILITY.** This regulation applies to all military personnel and civilian supervisors of military personnel on Fort Jackson.
3. **OBJECTIVES.**
 - a. To infuse Equal Opportunity actions into the traditional management system by placing the responsibility for Equal Opportunity actions with commanders and heads of staff agencies, who in turn implement the actions through their functional managers.
 - b. To provide a management tool to assess Fort Jackson's Equal Opportunity Program.
 - c. To ensure fairness, justice and equity for all soldiers regardless of race, color, national origin, gender, or religion by enforcing equal opportunity as an obligation of leadership and function of command.
 - d. Foster a command climate that provides the opportunity for growth and effective utilization of individual capabilities.
4. **POLICY.** It is the policy of Fort Jackson to provide equal opportunity and fair treatment for all Soldiers, family members and DA civilians regardless of race, color, national origin, gender, or religion.
5. **RESPONSIBILITIES.**
 - a. Chief of Staff will:
 - (1) Chair the Equal Opportunity Actions Panel that will provide a forum for chiefs of general and special staffs to report on EO matters within their functional areas of responsibility and Equal Opportunity goal attainment.

*This regulation supersedes FJ Reg 600-13, 17 May 2004, including changes.
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(2) Involve staff agencies in the development, implementation, and evaluation of Equal Opportunity actions. Foster a command climate that provides the opportunity for growth and effective utilization of individual capabilities.

(3) Provide the Commanding General with a formal program assessment of Equal Opportunity goal attainment and the EO environment within Fort Jackson.

b. Fort Jackson general/special staff and Equal Opportunity proponent agency chiefs will:

(1) Develop and implement Equal Opportunity actions and milestones.

(2) Manage functional areas of responsibility to identify those areas where discrimination and sexual harassment exists. Once discrimination and/or sexual harassment are identified, take appropriate actions to remedy the situation where possible.

(3) Collect data in their functional area and provide the data to the Equal Opportunity Staff Office (EOSO).

(4) Brief on Equal Opportunity actions status in their functional area during Equal Opportunity Actions Panel (EOAP) meetings.

(5) Serve as Equal Opportunity Panel members. The following staff offices are currently proponents/panel members for Equal Opportunity Action goals.

- (a) Post Command Sergeant Major (PCSM).
- (b) Adjutant General (AG).
- (c) Equal Opportunity Staff Office (EOSO).
- (d) Equal Employment Opportunity (EEO).
- (e) Civilian Personnel Advisory Center (CPAC).
- (f) Staff Judge Advocate (SJA).
- (g) Public Affairs Office (PAO).
- (h) AG, Retention Branch.
- (i) Provost Marshall (PM).
- (j) 37th MP Detachment (Criminal Investigation Division).
- (k) Directorate of Logistics and Engineering, Housing Services.
- (l) Installation Chaplain's Office (ICO).

c. Commanders of major subordinate commands will:

(1) Develop an effective Equal Opportunity Action Plan at each brigade and equivalent unit levels using this regulation as a guide.

(2) Ensure plan is developed to support and achieve designated goals.

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(3) Conduct Equal Opportunity Action Plan Panel meetings at least once annually and ensure the minutes of the meeting are recorded and kept on file.

(4) Ensure that the initial Equal Opportunity Action Plan or revisions are submitted to the Equal Opportunity Staff Office (EOSO) for review prior to publication and a final copy furnished EOSO upon publication.

d. Equal Opportunity Staff Office will:

(1) Include Equal Opportunity actions progress in the Quarterly Narrative Statistical Report (QNSR) and completed in conjunction with the QNSR.

(2) Coordinate the revision and update of the Equal Opportunity Action Plan as required. Set up installation Equal Opportunity Action Plan Panel meetings and be responsible for maintaining the minutes.

(3) Analyze goal assessment and recommend revisions where appropriate.

6. REPORTS.

a. All brigade EOAs must submit required reports on a quarterly basis via the internet to TRADOC Equal Opportunity Staff Office with availability to the FJ Equal Opportunity Staff Office not later than the 15th of the following month.

b. A report period is designated in the milestone column of the Equal Opportunity actions requirement form.

7. CHANGES. The following procedures will be used when submitting an action for change, deletion, or addition.

a. Forward a memorandum noting action to ATZJ-EO for concurrence/non-concurrence.

b. Extracting and destroying the old page and adding the new page will effect approved changes to the Equal Opportunity Action Plan.

8. MANAGEMENT INFORMATION REQUIREMENTS (MIR). RCS exempt para 5-2d, AR 335-15.

9. REFERENCES.

- a. AR 600-20, Army Command Policy.

FJ Reg 600-13

- b. DA Pam 600-26, The Department of the Equal Opportunity Action Plan.
- c. TRADOC Reg 600-11, Equal Opportunity Action Plan.

FOR THE COMMANDER:

/signed/

OFFICIAL:

LEVI R. MARTIN, JR.
Colonel, General Staff
Chief of Staff

PATRICIA KELLY-JOHNSON
DHR Records Management

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20-EOSO

1-HQ, TRADOC, ATTN: ATBO-BPE, Fort Monroe, VA 23651-5000

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: 70-01170-00	NUMBER: 1
OFFICE: [Blank]	
NAME FOR SIGNAL: 70-01170-00	
POSITIVE ACTIONS	MILESTONES
1. Review and report on current status of Equal Opportunity Program	1/1/00
2. All employees	1/1/00
3. All employees	1/1/00
4. Review Equal Opportunity	1/1/00
5. All employees	1/1/00
6. All employees	1/1/00
7. Review and report on current status of Equal Opportunity Program	1/1/00
8. Review and report on current status of Equal Opportunity Program	1/1/00
PREPARED BY: [Blank]	
DATE: [Blank]	

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: (PRINT)	NUMBER:
DATE:	
NAME FOR SIGNATURE:	
POSITIVE ACTIONS	MILESTONES
<p>1. Review and update policies and procedures to ensure compliance with Title IX, ADA, and other applicable laws.</p> <p>2. Provide training to all employees and students on equal opportunity and anti-harassment policies.</p>	<p>1. Complete policy review by 12/31/2023.</p> <p>2. Complete training by 03/31/2024.</p>
PREPARED BY:	
DATE:	

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: [Blank]	NUMBER: [Blank]
DATE: [Blank]	
NAME FOR SIGNATURE: [Blank]	
POSITIVE ACTIONS	MILESTONES
1. [Blank]	[Blank]
2. [Blank]	[Blank]
3. [Blank]	[Blank]
4. [Blank]	[Blank]
PREPARED BY: [Blank]	
DATE: [Blank]	

EQUAL OPPORTUNITY ACTION PLAN	
NAME:	
DATE:	
NAME FOR SIGNATURE:	
POSITIVE ACTIONS	MILESTONES
<p>1. Review and update the Equal Opportunity Policy and Procedures.</p> <p>2. Review and update the Equal Opportunity Training Program.</p> <p>3. Review and update the Equal Opportunity Complaint Process.</p>	<p>1. Review and update the Equal Opportunity Policy and Procedures.</p> <p>2. Review and update the Equal Opportunity Training Program.</p> <p>3. Review and update the Equal Opportunity Complaint Process.</p>
PREPARED BY:	
DATE:	

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: [Blank]	NUMBER: [Blank]
DATE: [Blank]	
NAME FOR SIGNATURE: [Blank]	
POSITIVE ACTIONS	MILESTONES
[Blank]	[Blank]
PREPARED BY: [Blank]	
DATE: [Blank]	

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: (Type contract title)	NUMBER:
SCOPE:	
NAME FOR SOURCE:	
POSITIVE ACTIONS	MILESTONES
1. Review all contracts for compliance with E.O. 11246	100%
2. Conduct all contract work	100%
3. Conduct all contract work	100%
4. Conduct all contract work	100%
5. Conduct all contract work	100%
6. Conduct all contract work	100%
7. Conduct all contract work	100%
PREPARED BY:	
DATE:	

EQUAL OPPORTUNITY ACTION PLAN	
SUBJECT: 1997-1998	NUMBER: 1
DATE: 1997-1998	
NAME FOR SOURCE: 1997-1998	
POSITIVE ACTIONS	MILESTONES
<ul style="list-style-type: none"> 1. Review and evaluate current Equal Opportunity policies. 2. Review and evaluate current Equal Opportunity procedures. 3. Review and evaluate current Equal Opportunity training. 4. Review and evaluate current Equal Opportunity reporting. 5. Review and evaluate current Equal Opportunity enforcement. 	
PREPARED BY: 1997-1998	
DATE: 1997-1998	