



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U. S. ARMY GARRISON FORT MEADE
4651 LLEWELLYN AVENUE
FORT GEORGE G. MEADE, MARYLAND 20755-5000

AMIM-MEG-EE (RN 690-12a)

AUG 18 2022

MEMORANDUM FOR All Department of the Army Civilians Assigned to, or under the Operational Control of, U.S. Army Garrison, Fort Meade

SUBJECT: Command Policy Memorandum #3-Equal Employment Opportunity and Diversity

1. References:

- a. AR 690-12 (Equal Employment Opportunity and Diversity), 12 December 2019.
- b. AR 600-20 (Army Command Policy), 24 July 2020.
- c. AR 690-600 (Equal Employment Opportunity Discrimination Complaints), 9 February 2004.

2. I am committed to ensuring leaders, managers, supervisors and employees adhere to Civilian Equal Employment Opportunity (EEO) laws, regulations, and guidance set forth by the Equal Employment Opportunity Commission (EEOC), the Department of Defense (DoD), the Department of the Army (DA) and the Installation Management Command (IMCOM). I strongly promote the full realization of equal employment opportunity. USAG Fort Meade will strive to create a diverse and inclusive workforce free of harassment and discrimination.

3. The Civilian EEO Program provides equal opportunity in employment for all DA Civilians and prohibits discrimination in employment because of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, status as a parent, genetic information, reprisal or other impermissible basis, and will promote the full realization of EEO through a continuing diversity and inclusion program. Commanders are responsible for sustaining a positive EEO climate within their workplace in accordance with applicable law and Federal regulations.

4. Military and Civilian leaders, managers, and supervisors must ensure a workplace where every employee is valued, treated with dignity and respect, and given an opportunity to contribute fully to the mission. Leaders must:

- a. Base decisions affecting promotion, training, awards, duty assignments, and all other personnel actions on merit principles, ability, and performance of

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the individual.

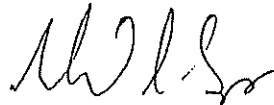
b. Ensure that employees have the opportunity to contribute fully by providing workplace accommodations when reasonable and appropriate.

c. Ensure supervisors and employees are trained and aware of reporting procedures and complaint processes. Immediately address concerns raised in the workplace. Promptly investigate allegations of discrimination and take appropriate action. Promote resolution of conflicts at the lowest level and opening the lines of communication.

d. Acknowledge and support employees' choice to exercise their legal and regulatory rights without retaliation. Reprisal of any kind against employees or customers for filing an EEO complaint, supporting others who have done so, or for opposing unlawful employment practices, is prohibited.

5. A diverse workplace free of discriminatory practices and harassment is vital to developing and maintaining a mission-ready workforce. All leaders, managers, and supervisors must understand and identify unlawful conduct and be proactive in our obligation to prevent prohibited discrimination. Adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do.

6. POC for this policy is the USAG Fort Meade EEO Office at (301) 677-6298.



MICHAEL A. SAPP
COL, MI
Commanding