



DEPARTMENT OF THE ARMY
DEFENSE LANGUAGE INSTITUTE FOREIGN LANGUAGE CENTER
PRESIDIO OF MONTEREY
MONTEREY, CALIFORNIA 93944-5000

ATZP-CDR

20 July 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy # 3 – Equal Opportunity Complaint Processing

1. References:

a. Department of Defense Directive 1350.2, Military Equal Opportunity Program, 8 June 2015.

b. Department of Defense 1020.02e, Diversity Management and Equal Opportunity, 8 June 2018.

c. Army Regulation 600-20, Army Command Policy, 24 July 2020.

d. CAC Policy Letter 3, Military Equal Opportunity, Sexual Harassment/Assault Response and Prevention Program and Treatment of Persons, 29 January 2021.

e. Marine Corps Order 5354.1E, Marine Corps Prohibited Activities and Conduct Prevention and Response, 27 June 2018.

f. OPNAVINST 5354.1G, Navy Equal Opportunity Program, 24 July 2017.

g. Air Force Instruction 36-2706, Equal Opportunity Program, 18 June 2020

2. Purpose: To provide expeditious means of reporting and ending Equal Opportunity violations at the Defense Language Institute Foreign Language Center and Presidio of Monterey (DLIFLC and POM).

3. Applicability: This policy letter applies to all military personnel and their Family members assigned or attached to DLIFLC and POM.

4. Proponent: The proponent for this policy is the installation Equal Opportunity Advisor's Office, ATZP-EOA at (831) 242-5442/4431. This policy supersedes Command Policy # 2 – Equal Opportunity, 24 November 2018.

5. I am fully committed to the Equal Opportunity Program; therefore, unlawful discrimination will not be practiced, condoned, or tolerated.

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6. Individuals who feel they have been discriminated against because of race, color, national origin, religion, sex (including gender identity), or sexual orientation, have the right to file a complaint without fear, intimidation, reprisal, or harassment. It is our duty to report this dangerous behavior in order to maintain a positive environment. Reprisal is taking or threatening to take an unfavorable personnel action, or withholding or threatening to withhold a favorable personnel action, or any other act of retaliation, against a military member for making or preparing a protected communication.

7. I encourage processing equal opportunity complaints through the chain of command, but this is not the only channel available. If you feel uncomfortable filing a complaint with your chain of command, you may take this issue to the Installation Equal Opportunity Advisor, Bldg. 634, Room 8, the Office of the Inspector General, a Chaplain, medical agency personnel, the Office of the Staff Judge Advocate, or a higher echelon within your chain of command.

8. Formal complaints regarding equal opportunity will be referred to the Equal Opportunity Advisor at which the complaint may be assured of receiving a thorough, expeditious, and unbiased investigation of the situation. All formal complaints will be processed IAW Army Regulation 600-20, Army Command Policy, or as directed by the above reference pertaining to other tenant services. When a complaint involves more than one branch of service, the Commander who has UCMJ authority over the subject of the complaint, will be responsible for conducting the investigation.

9. The point of contact for this memorandum is the installation equal opportunity advisors, MSG Stephen Martinez at (831) 242-5442 or stephen.martinez.mil@mail.mil and SFC Marlo S. Almeida at (831) 242-4431 or email marlo.s.almeida.mil@mail.mil.



JAMES A. KIEVIT
COL, CA
Commanding

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