



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
UNIT 23152
APO AE 09067-3152

AMIM-RPG-ZA

26 April 2023

MEMORANDUM FOR All Personnel Assigned or Attached to United States Army Garrison Rheinland-Pfalz and subordinate units.

SUBJECT: Alternative Dispute Resolution (Cmd Memo 2023-004)

1. References:

- a. AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 March 2004.
- b. EEOC Management Directive 715 for a Model EEO Program.
- c. 29 CFR 1614.603, Voluntary Settlement Attempts.

2. I support the Alternative Dispute Resolution (ADR) Program and encourage all Garrison Directorates and managers to use ADR as a means of resolving labor and equal employment opportunity complaints at the lowest level possible. Garrison Directorates and managers will give all employees the opportunity to use ADR in Equal Employment Opportunity (EEO) and workforce disputes.

3. Mediation is the Army's preferred method of ADR. The ADR process is designed to permit impartial intervention through mediation during the informal and formal processing of EEO complaints. ADR gives the parties the opportunity to resolve the issues with the assistance of a neutral third-party mediator to guide the conflicting parties to resolution in a non-adversarial environment. ADR reduces the expenses of lengthily and costly litigation.

4. The Garrison maintains a cadre of certified mediators. Mediation can be requested by either party through the Garrison EEO Office.

5. ADR is not appropriate in every case, therefore, Directorates and managers on concert with EEO and supported by civilian personnel staff and legal counsel, must decide on a case-by-case basis whether or not to offer ADR to an aggrieved individual. We will implement and sustain a viable ADR program within the Garrison. The ADR program must conform to the following corps principles as outlined in AR-690-600:

- a. Voluntariness. Parties must enter mediation knowingly and voluntarily. Participation in ADR is voluntary for the aggrieved. Supervisors and managers must be aware that they have an affirmative duty to cooperate in the ADR process once the decision is made to offer ADR to an aggrieved employee and the employee accepts the offer.

- b. Neutrality. The ADR mediator must not have any official or personal interests in the disputed issue or in the outcome of the dispute.

c. Enforceability. Each management official designated to represent the agency in the ADR process will have the authority to resolve the issue. If a resolution is achieved, the terms of the resolution will be set forth in a written negotiated settlement agreement that is binding for both parties.

6. This policy memorandum will be placed on all official bulletin boards, made available to all personnel assigned to the Garrison, and included in orientation packets for all new employees.

7. This policy will remain in effect until it is officially rescinded.

8. The POC is the Garrison EEO office at DSN: 314-541-2200.



REID E. FURMAN
COL, SF
Commanding