



DEPARTMENT OF THE ARMY
U.S. ARMY WHITE SANDS MISSILE RANGE
100 HEADQUARTERS AVENUE
WHITE SANDS MISSILE RANGE, NEW MEXICO 88002-5000

17 JUN 2024

AMIM-WSG-EE (800-100)

MEMORANDUM FOR U.S. Army Garrison, White Sands Missile Range Personnel

SUBJECT: Garrison Command Policy Letter # 4 Equal Employment Opportunity,
Prevention of Unlawful Harassment

1. REFERENCES. The Notification of Federal Employees Anti-Discrimination and Retaliation Act (No FEAR Act) (Public Law No. 107-174), effective 1 October 2003.

2. PURPOSE. To state the installation's policy regarding Anti-Discrimination and Unlawful Harassment.

3. APPLICABILITY. This policy applies to all personnel assigned to or under the operation control of, applicants for employment with, and former employees of the U.S. Army Garrison (USAG), White Sands Missile Range (WSMR), New Mexico, under Installation management Command (IMCOM).

4. POLICY.

a. Discrimination, retaliation and/or harassment in any form is unlawful and will not be tolerated at USAG WSMR. Harassment is defined as any offensive conduct, which alters the conditions of the victim's employment, either by culminating in a tangible employment action or by being sufficiently severe or pervasive to create a hostile work environment. I am dedicated to ensuring a safe and hostile-free work environment for all employees and anyone affiliated with USAG WSMR.

b. All forms of harassment based on sex, race, color, religion, national origin, age, disability, genetics, and reprisal that violate the civil rights of others are detrimental to mission accomplishment and are contrary the Army's core values.

c. Compliance with anti-discrimination statutes requires the initiative of individuals to freely question discriminatory behavior. Retaliation against those who seek relief from discrimination, if permitted to go unaddressed, would diminish the willingness of employees to speak out or participate in proceedings established to eliminate the unlawful conduct.

d. Supervisors must continue to manage and not be intimidated by the protected activities of their employees. The legal right to protest discrimination or to participate in the administrative complaint process as complainants, counselors, or witnesses is mandated by applicable laws and regulations. It is crucial that supervisors remain

professional in all dealings with employees and ensure that their actions are not improperly motivated.

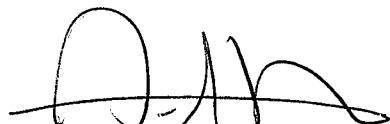
e. Anyone in a supervisory position has a special responsibility to prevent and promptly correct harassment in the work force. However, we all have a moral responsibility and must do our part in the prevention of harassment before it escalates to the level of a violation of federal law. Together we can prevent harassment and maintain the high level of professionalism and pride that sets us above and apart from other Army installations.

5. PROCEDURES. Employees should immediately report any harassment that they experience or observe to an appropriate management official to include the Office of EEO. Early reporting and intervention have proven to be the most effective methods of resolving actual or perceived incidents of harassment. Individuals who report harassment are protected from retaliation or reprisal. Leaders at all levels are responsible to ensuring compliance with this mandate.

6. This policy is effective upon signature and remains in effect until superseded or rescinded. A copy of this policy will be posted on all official bulletin boards and official websites and made available upon request.

7. The proponent for this policy is the USAG WSMR EEO office, located at 124 Crozier, 2d Floor, White Sands Missile Range, New Mexico 88002.

8. The POC for the Installation is the EEO Director at (575) 678-2831.



DONYEILL A. MOZER
COL, LG
Commanding

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