



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON YONGSAN - CASEY
UNIT #15333
APO AP 96205-5333

IMYN-ZA

09 OCT. 2018.

UNITED STATES ARMY GARRISON YONGSAN - CASEY POLICY LETTER # 8

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Equal Employment Opportunity (EEO) and Affirmative Employment

1. REFERENCES:

a. Army Regulation (AR) 690-12, Equal Employment Opportunity and Diversity, 22 December 2016.

b. AR 690-600, Equal Employment Opportunity Discrimination complaints, 9 February 2004.

c. Department of the Army Memorandum on Procedures for Providing Reasonable Accommodation for Individuals with Disabilities, 19 March 2009.

d. 29 Code of Federal Regulations; Part 1614, Federal Sector Equal Employment Opportunity.

2. APPLICABILITY: This policy applies to Army civilian employees, applicants for employment, former employees, and certain contractor personnel serviced by the USAG Yongsan-Casey Equal Employment Opportunity Offices.

3. USAG Yongsan-Casey is committed to the principles of equal employment opportunity by ensuring that all employees and applicants for employment receive fair and equitable treatment. I will not tolerate discrimination in any form. Leaders at all levels are responsible and will be held accountable for fostering and maintaining a discrimination free work environment and ensuring human capital decisions, practices, and policies are fair, appropriate and equitable.

4. The full realization of equal opportunity in employment can be achieved through continuing programs of affirmative employment within this command. Leaders should be aware of and routinely take steps to identify, examine, and remove barriers to equal participation at all levels of the workforce barriers to employment may include: policies, and or practices that limit or tend to limit employment opportunities for people of particular race, color, religion, sex, national origin, age (40+), physical/mental disability, genetic information, and/or reprisal.


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5. We must work together to identify and eliminate barriers from the work environment so that qualified applicants and employees are enabled to compete for job opportunities and participate in workforce development to the fullest extent possible. I expect all leaders across the command to adhere EEO principles and practices, as required by applicable laws, and to undertake the goals of affirmative employment with the same leadership and zeal as other organizational responsibilities.

6. When sensitive issues or systemic problems arise, I expect prompt resolution at the lowest possible level in a manner that is both fair and equitable. Adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do.

7. Point of contact is the USAG Yongsan-Casey, EEO Manager, Mr. Adam Morrison at DSN: 315-730-3922 or commercial: 0503-330-3922 or email: adam.l.morrison.civ@mail.mil.



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