DEPARTMENT OF THE ARMY
HEADQUARTERS, 18TH MILITARY POLICE BRIGADE
CMR 418
APO AE 09058

REPLY TO
ATTENTION OF

AETV-MP-H

26 October 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 18th Military Police Brigade Command Policy Memorandum #7, Equal Opportunity Complaint Procedures

1. References:

a. AR 600-20, Chapter 6, Equal Opportunity Program in the Army, 13 May 2002.

b. Army in Europe Command Policy Letter #26, Processing Equal Opportunity Complaints, 4 May 2003.

c. V Corps Policy Memorandum #3, Equal Opportunity Complaint Process, 26 November 2001.

2. Equal Opportunity is a fundamental prerequisite for teamwork success, mission accomplishment and unit moral. It is important leader business. We must create and sustain a commitment to equal and fair treatment for all soldiers, civilian employees and family members. Equal opportunity is the expectation of everyone in the command. All personnel will receive consideration and treatment based solely on merit, fitness and capability. Every leader within the 18th Military Police Brigade is responsible for establishing a working environment that is free of discrimination of any kind.

3. It is the policy of the United States Army to provide Equal Opportunity and treatment to all soldiers and their family members without regard to race, color, gender, religion or national origin. Our nation's military readiness depends on Equal Opportunity; therefore, it is the responsibility of all personnel to identify, report, and eliminate discrimination through swift and firm corrective action. Anyone who feels they have been discriminated against or who has an equal opportunity complaint should report it immediately.

4. Individuals should first use their chain of command for grievances. However, other agencies are available for further assistance and guidance. These agencies include EO Advisors, the Chaplain, Inspector General, Staff Judge Advocate, Provost Marshal, Criminal Investigation Division, medical agencies, or the Chief, Housing Division.

a. The chain of command has primary responsibility to resolve a complaint at the lowest level possible. If complaints are not within the jurisdiction of the immediate command chain, they will be referred to the next higher command.

5. Complainants may file either an informal or formal complaint. Regardless of what type of complaint is filed, the agency that receives the complaint will tell the complainant what role the agency has, how the complaint will be processed, and will assist the commander in resolving the complaint at the lowest level possible. All complaints will be dealt with IAW provisions provided in AR 600-20.

6. If an investigation of a formal EO complaint is filed against a field grade officer or command sergeant major, the command will notify the Chief, Equal Opportunity Office, HQ, USAREUR/7A. Formal complaints filed against general officers, promotable colonels, inspectors general, and high-ranking civilians will be referred through the Inspector General, USAREUR, to the Department of the Army Inspector General.

7. The chain of command will ensure that complainants and witnesses are protected from reprisal and retaliation. The Inspector General will investigate all threats or acts of reprisal.

8. This policy will be posted on every unit's and outlying platoon bulletin boards.

9. POC for this memorandum is the undersigned at DSN 382-5656.

10. "EVER VIGILANT!"

JAMES B. BROWN
COL, MP
Commanding

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