



DEPARTMENT OF THE ARMY
UNITED STATES ARMY JAPAN AND I CORPS (FORWARD)
UNIT 45005
APO AREA PACIFIC 96343-5005

REPLY TO
ATTENTION OF

APAJ-EO

24 JUL 2015

COMMAND POLICY MEMORANDUM 15-07

FOR SEE DISTRIBUTION

SUBJECT: Equal Opportunity (EO) Complaint Procedures

1. References:

- a. Army Regulation (AR) 600-20, Army Command Policy, 06 November 2014
- b. Army Regulation (AR) 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004.

2. Every member of the United States Army Japan (USARJ) and I Corps (Forward) has the right to present complaints alleging unlawful acts of discrimination without fear of reprisal. Each member of the chain of command will ensure complainants are protected from threats or acts of reprisal for filing an EO complaint.

3. I encourage the processing of EO complaints through the chain of command. Soldiers, Civilian employees, and their Family members who perceive that they are victims of unlawful discrimination have the right to seek redress of their grievance from their immediate chain of command. However, other channels are also available. Commanders must ensure that their Soldiers and Family members are familiar with the appropriate channels and understand the EO complaint process under the provisions of AR 600-20, Army Command Policy, 06 November 2014 and are given ample opportunity and freedom to present grievances without fear of reprisal, coercion, or other adverse consequences.

4. Soldiers and Family members who feel that their complaints are not being properly addressed may seek further assistance from the USARJ EO Advisor, Inspector General, Staff Judge Advocate, Provost Marshal/Criminal Investigation Command, Chaplain, medical agencies, housing referral office, or a higher echelon in the chain of command. Department of the Army Civilian personnel may also contact the United States Army Garrison, Japan Equal Employment Opportunity (EEO) Officer.

5. The rapid identification and resolution of EO issues is critical to cohesiveness and teamwork within our work areas and units. I have full confidence that leaders at all levels will act appropriately when presented with complaints.

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6. This memorandum supersedes Command Policy Memorandum 13-05, dated 29 August 2013.
7. Anyone needing assistance in filing an EO complaint may contact the USARJ EO Advisor at Defense Switched Network 263-8630 or the USARJ EO Hotline at 263-4882.
8. The point of contact is the USARJ EO Advisor at 263-8630.



JAMES F. PASQUARETTE
MG, USA
Commanding

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