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

REPLY TO
ATTENTION OF

25 NOV 2009

TEDT-WS-CG

MEMORANDUM FOR Commanders, Directors, Office Chiefs of Team White Sands

SUBJECT: Policy Letter #3: Civilian Equal Employment Opportunity (EEO) Policy

1. I enthusiastically support the goals and objectives of White Sands Missile Range (WSMR) Equal Employment Opportunity (EEO) Program. I am confident commanders, leaders, directors, and managers at all levels will support and implement this program ensuring Team White Sands Army Civilians work in an environment free from discrimination and offensive behavior. Proactive actions regarding this program ensure each individual is afforded the opportunity to achieve their full potential in support of the White Sands mission.

2. Commanders, leaders, directors, and supervisors should encourage individuals desiring to file complaints to use their chain of command to resolve the issue. Alternative means and resources exist and are available, such as mediation, through the EEO Office. Commanders, leaders, and managers must protect anyone filing a complaint from acts or threats of reprisal or retaliation. Employees that desire to file a complaint must do so within 45 calendar days of the occurrence.

3. Our Civilian workforce contributes highly to the overall readiness of this installation. Every member of this command has the right to live, prosper, and excel in his/her job. Violations of EEO standards deter that right. With all that our Civilian employees contribute, each member deserves nothing less than equal opportunity and fair treatment. I expect commanders, leaders, and supervisors to embrace this program and ensure that information and knowledge regarding EEO is disseminated down to every member of their workplace.

4. This policy will be disseminated to all employees and a copy posted on all official bulletin boards.

JOHN S. REGAN
Brigadier General, USA
Commanding

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