



**DEPARTMENT OF THE ARMY
HEADQUARTERS, 4TH INFANTRY DIVISION AND FORT CARSON
6105 WETZEL AVENUE, BLDG 1435
FORT CARSON, COLORADO 80913-4289**

AFYB-CG

13 -10- 2017

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commanding General's Equal Employment Opportunity Program

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. Army Directive (AD) 2015-40, Implementing Procedures for Anti-Harassment Policy, 30 October 2015.

d. FORSCOM Commanding General Policy Memo 3, Equal Employment Opportunity (EEO) Program, 11 January 2016.

2. Applicability.

a. This policy applies to civilian employees including all applicants for employment, employed civilians, and certain contractor personnel serviced by the Fort Carson Equal Employment Opportunity Office. Additionally, formerly employed civilians have the right to file complaints.

b. This policy further applies to all military personnel, active or reserve, assigned or attached to 4th Infantry Division and Fort Carson units, and tenant activities, regardless of location.

c. This policy applies both on and off post and during duty and non-duty hours. It further applies to working, living, and recreational environments including on and off-post housing and online.

3. Purpose. To ensure every 4ID and Fort Carson service member and Civilian employee has the opportunity to reach his or her potential free of unlawful discrimination or offensive behavior.

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4. Policy.

a. I am firmly committed to ensuring fair and equal treatment for all Fort Carson service members and Civilian employees based on merit, fitness, and capability. I fully support the EEO Program and direct the same level of support from subordinate commanders.

b. It is 4ID and Fort Carson Policy to maintain a model workplace free from harassment and other forms of discrimination on the basis of race, color, religion, sex (including harassment of a sexual or non-sexual nature, pregnancy, gender identity, and sexual orientation), national origin, age, disability, genetic information, or on the basis of reprisal for previous EEO activity or any other legally protected activities.

c. Every commander, manager, director and supervisor is expected to ensure EEO is a fundamental part of all personnel management policies, procedures, decisions and actions that affect employment, including recruitment, hiring, transfers, awards, training, career development, separation and recognition. Adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do. I expect performance evaluations of military and civilian leaders to reflect their level of success in compliance with this policy.

d. Another part of our commitment to a diverse workforce is to provide reasonable accommodation for individuals with disabilities to perform the essential functions of their position. Supervisors will work jointly with employees and the Fort Carson Disability Program Manager (Ms. Ramirez, 719-526-9673) on effective strategies in compliance with the Department of the Army's Procedures on Reasonable Accommodation. Complete instructions for accommodating individuals with disabilities can be found on the Fort Carson EEO website <http://www.carson.army.mil/EEO/> under the Equal Employment Opportunity Office "Reasonable Accommodation" section.

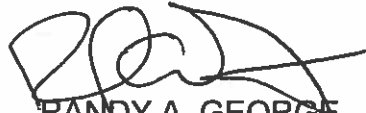
e. Civilian employees perceiving issues of equal employment opportunity discrimination may report them to any management official in their chain of command or consult the garrison EEO office for guidance without fear of intimidation, reprisal, or retaliation. For the complaint process, they should refer to the Garrison Commander's Policy Letter #4, Right to File a Discrimination Complaint and Commitment to Alternative Dispute Resolution. The garrison policy can be found at http://www.carson.army.mil/EEO/sub_pages/policies.html.

5. Proponent. The Fort Carson EEO Office is the proponent for the EEO program and can be contacted at (719) 526-9673/5818.

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6. Expiration. This policy will remain in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read 'Randy A. George', is written over the typed name below.

RANDY A. GEORGE
Major General, USA
Commanding

DISTRIBUTION: A

