



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON KAISERSLAUTERN  
UNIT 23152  
APO AE 09227-3152

REPLY TO  
ATTENTION OF

SEP 27 2011

IMEU-KAI-EEO

MEMORANDUM FOR SEE DISTRIBUTION

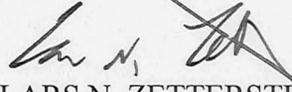
SUBJECT: United States Army Garrison Kaiserslautern (USAGK) Command Policy Letter #24-Equal Employment Opportunity

1. Equal employment opportunity is a fundamental entitlement within the Federal government. I fully support the tenets of Army's Equal Employment Opportunity (EEO) Program and therefore I reaffirm my commitment to proactively prevent unlawful discrimination and eliminate barriers that impede free and open competition in the Garrison workplace. The U.S. Army Garrison – Kaiserslautern is well on its way toward attaining Model EEO Program status and I intend to uphold that goal.
2. I expect this same level of commitment from the Garrison leadership. With your full support, that is an attainable objective. I hold each leader within the Garrison footprint accountable for creating and maintaining an environment free of discrimination, bias, stereotyping and any other activity that demeans any member of the command. I expect them to ensure that EEO principles are applied in all decisions impacting personnel policies and practices, particularly in those areas of recruitment and hiring that have been identified as focus areas.
3. If any employee, applicant for employment or former employee feels they are a victim of discrimination, report the incident within 45 days to the Equal Employment Opportunity Office. Complaints of discrimination will receive immediate attention and response from those involved, ensuring the rights of both the victim and the accused are protected.
4. Respecting these fundamental rights helps to maximize command readiness. Also, I strongly believe that adherence to the principles of EEO exemplifies prudent leadership and is the right thing to do.
5. I suggest that all leaders periodically readdress the purpose of this memorandum with their civilian employees and military subordinates. This memorandum will be permanently displayed on official bulletin boards.

IMEU-KAI-ZA

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Equal Employment Opportunity Policy

6. Point of contact is the EEO Officer at 493-4277.



LARS N. ZETTERSTROM  
LTC, EN  
Commanding

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