

ANNEX B,

Office Symbol (600-20)

DATE

MEMORANDUM FOR Commander, USAARMC and Fort Knox, Fort Knox, Kentucky 40121-5000

SUBJECT: Quarterly Narrative and Statistical Report

1. References.

- a. AR 600-20, Army Command Policy.
- b. DA Pam 600-26, Department of the Army Affirmative Action Plan.
- c. TC 26-6, Commander's Equal Opportunity Handbook.

2. EO climate statement. A short paragraph stating the EO climate based on trend identification from the enclosed reports and previous quarterly reports.

3. Overall assessment.

- a. Summarize Assessment and EO Staffing Report. Comment on assessment status and impact and state the total EOL requirements and EOL training status.
- b. Summarize Training Report focusing on Consideration of Others compliance and SGI status and impact.
- c. Summarize Career Development Report discussing discrimination issues or observations based on promotion and award activity.
- d. Summarize Retention Report commenting on trends by REDCAT and gender of soldiers **not re-enlisting** (coordinate this statement with the Retention NCO).
- e. Summarize Unfavorable Action Report discussing discrimination issues or observations regarding non-judicial punishment, courts martial, bars to reenlistment and flagging actions.
- f. Summarize Complaint Report.
- g. Summarize Demographic Report comparing population and key leader demographics.

4. Point of contact is (as appropriate) DSN xxx-xxxx.

"STRIKE HARD"

Encl

I'M A. CDR
LTC, QM
Commanding

EQUAL OPPORTUNITY REPRESENTATIVES

UNIT	RANK	FULL NAME	REDCAT	PCS/ETS	DATE OF TRNG	DATE ASSIGN EOL	GENDER M / F

CONSIDERATION OF OTHERS/FACILITATORS

UNIT	RANK	FULL NAME	REDCAT	PCS/ETS	DATE OF TRNG	GENDER M / F

ETHNIC OBSERVANCE COMMITTEE MEETINGS

UNIT PERFORMING COMMITTEE MEETING	DATE COMMITTEE MEETING WAS HELD

**Equal Opportunity Training Assessment
QNSR Input Screen**

*Completed all that apply for each training event conducted
Write in or circle choice*

1. Date of Training: _____

2. Unit UIC: _____

3. Level of Training: _____

Company/Troop Division/COSCOM	Battalion/Squadron MACOM	Brigade/Group	Squad	Corps
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4. Type of Training: _____

EO Overview	Hate/Extremist Group	Complaint Procedure	Sexism
Racism	Cultural Awareness	Affirmative Action Plan	Self Awareness
Effective Communication	Institutional Discrimination	Consideration of Others	Other
Senior Leader Training	CO2 – Alcohol & Drug Abuse	CO2 – Weather Injuries	CO2 – The Medal
CO2 – Cultural Diversity	CO2 – Communication Process	CO2 – The Drink	CO2 – Complaint Proc
CO2 – Identify Extremism	CO2 – Group Development	CO2- HIV & Safe Sex	CO2 – POSH
CO2 – Professional Ethics	CO2 – Racism and Sexism	CO2 – Religious Accommodation	
CO2 – Would Have Issued You One		CO2 – Values, Attitudes, and Beliefs	

5. Number of Hours: _____

6. Number of Leaders Present: _____

7. Number of Soldiers Trained: _____

8. Assessment Comments: _____

Name and Telephone of Individual Submitting Data: _____

