



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND AND FORT KNOX
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

REPLY TO
ATTENTION OF

ATCC-EO

OCT 19 2016

MEMORANDUM FOR

Commanders, Fort Knox Partners in Excellence
Commanders, All Units Reporting Directly to this Headquarters
Deputy Chiefs of General Staff and Chiefs of Special Staff Offices, HQ USACC

SUBJECT: Policy Letter 3 – Equal Opportunity Complaint Procedures

1. Reference: Army Regulation 600-20 (Army Command Policy), Chapter 6 and Appendix C, 6 November 2014
2. I want all Soldiers, Family members and DA Civilians, to know that I am committed to ensuring their Equal Opportunity (EO) complaints will be addressed in a prompt and professional manner. The EO complaints processing system addresses complaints which allege discrimination or unfair treatment on the basis of race, color, religion, gender, national origin, or sexual orientation. Soldiers, Family members and DA Civilians who believe they have been discriminated against have the right to file a complaint. Our Soldiers, Family members and DA Civilians have the additional right to thorough and expedient investigations of their grievances when they perceive an injustice, incident, or unfair treatment. The chain of command will ensure complainants and witnesses are protected from acts or threats of intimidation, harassment, or reprisal. I expect leaders at all levels to take appropriate action when presented with complaints.
3. Unlawful discrimination will not be practiced, condoned, or tolerated. If you believe you have an EO complaint, I recommend you inform your chain of command to provide them the first opportunity to resolve the issue. Although the processing of EO complaints through your chain of command is encouraged, it will not serve as the only channel available to resolve complaints. Other alternative agencies available to assist in resolving complaints include the Equal Opportunity Office, Chaplain, Inspector General, Staff Judge Advocate, Provost Marshal, Medical Agencies, and the Housing Referral Office.
4. Any person wanting to file an EO complaint will immediately contact the Cadet Command and Fort Knox EO Office at (502) 624-3565/4019, or DSN 464-3565/4019. Commanders at all levels will work to establish and sustain a healthy command climate.
5. The proponent for this policy is the Equal Opportunity office at 502-624-4019.

CHRISTOPHER P. HUGHES
Major General, USA
Commanding