



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
HEADQUARTERS, INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON COMMAND, FORT KNOX
127 6TH AVENUE, SUITE 202
FORT KNOX, KENTUCKY 40121-5719
Expires 24 October 2013

IMSE-KNX-EEO

24 October 2011

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: Fort Knox Policy Memo No. 30-11 - Prevention of Discrimination and Harassment (EEO)

1. References: EEO Commission Management Directive 715, Equal Employment Opportunity, 1 October 2003.
2. Unlawful discrimination or harassment will not be tolerated. This policy applies to everyone at Fort Knox, whether supervisor, co-worker, contractor, or others. Any incidents of harassment should be promptly reported through your supervisor, chain of command, or to the Equal Employment Opportunity (EEO) Office, if you are a civilian employee. If you are a military member, you should report incidents to the Equal Opportunity (EO) Office. Contract employees should report incidents of harassment to their employer or contact the EEO Office for information.
3. Commanders and leaders will ensure their workforce is trained to ensure all personnel are aware that prohibited forms of harassment and discrimination are against the law and will not be tolerated. Through their leadership and participation in training, commanders, directors, and supervisors will demonstrate that harassment and discrimination will not be tolerated.
4. All complaints will be investigated promptly, thoroughly, and impartially. Allegations of discrimination or harassment will be treated as confidential and shared only with those who need to know about them. Immediate and appropriate corrective action will be taken when it is determined that harassment has occurred. An employee will be protected from any adverse treatment if they report harassment or discrimination or provide information related to such a complaint.
5. The EEO complaint procedures are described on the EEO poster located on employee bulletin boards. Information is also available from the Fort Knox EEO Office, phone 624-6196, 3171 or 1325. Information on the EO complaint procedure is available through the installation EO Office, phone 624-3510.

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6. A copy of this correspondence will be posted on bulletin boards until superseded.


BRUCE D. JENKINS
COL, AG
Garrison Commander

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