



DEPARTMENT OF THE ARMY
U.S. ARMY AVIATION AND MISSILE COMMAND
5300 MARTIN ROAD
REDSTONE ARSENAL, AL 35898-5000

CPM 690-600

AMAM-EE (RN 100)

28 AUG 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum – Equal Employment Opportunity Policy

1. References:

- a. Army Regulation (AR) 690-12, (Equal Employment Opportunity and Diversity)
- b. AR 690-600, (Equal Employment Opportunity Discrimination Complaints)
- c. Equal Employment Opportunity Commission (EEOC) EEO MD-715, (EEOC Equal Employment Opportunity), Management Directive 715
- d. Department of Defense Instruction 5145.05, (Alternative Dispute Resolution and Conflict Management)
- e. 29 Code of Federal Regulation 1614.603, (Voluntary Settlement Attempts)

2. The U.S. Army Aviation and Missile Command (AMCOM) is fully committed to Equal Employment Opportunity (EEO) and a workplace free of discrimination. This policy statement is a reminder that all Army employees are protected from unlawful discrimination. Army employees and applicants for employment are covered by Federal laws and Presidential Executive Orders designed to safeguard them from discrimination based on race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age (40 or older), disability (mental and physical), conditions related to pregnancy and childbirth, genetic information (individual or family medical history), political affiliation or other non-merit-based factors and from actions taken in retaliation or reprisal for protected EEO activity or that create a "chilling effect" on EEO activity ("per se reprisal").

3. Applicability. This policy is applicable to all AMCOM personnel to include Depots and separate reporting activities.

4. EEO is a fundamental tenet of our command culture. Adherence to its principles allows us to recruit, develop and retain a diverse, qualified workforce focused on our mission as the Army's materiel integrator. Managers and supervisors are accountable for ensuring equality of opportunity (for example, training, career development, merit promotions, awards and recognition) for all employees. Consistent with these obligations, the Army provides reasonable accommodations to employees and

applicants for functional limitations caused by disabilities; for known limitations related to pregnancy, childbirth or related medical conditions; and for sincerely held religious beliefs, observances and practices.


5. Managers, supervisors, leaders and employees must treat each other with dignity and respect and communicate effectively. Unacceptable behavior detracts from our ability to execute the Army's mission. Individuals who perceive they are being subjected to unlawful discrimination should report the matter to their servicing EEO Office within 45 calendar days of the event or incident for administrative processing or through appropriate grievance procedures.

6. When complaints arise, supervisors, leaders and employees should work to resolve them fairly and promptly, starting at the lowest possible level. Employees are encouraged to participate in mediation, the Army's preferred method of Alternate Dispute Resolution (ADR). A mediator is an objective and impartial person who facilitates communication between the aggrieved person and responsible management official, thereby avoiding excessive costs, delays and uncertain outcomes. Commanders are strongly encouraged to use ADR as an option in all complaints of discrimination in both the pre-complaint and formal complaint stages to the maximum extent practicable. The AMCOM management officials should participate in ADR when requested by an aggrieved person in the EEO complaint process. The Commander is the only person that has the authority to waive or deny a request for ADR.

7. Each staff section and supporting organizations will post a copy of this policy on all official bulletin boards within their designated office areas and make the policy available to all AMCOM personnel. The AMCOM EEO Office will post a copy of this policy on the Command Information Portal/SharePoint.

8. This policy supersedes CPM 690-600, signed 13 February 2024 and is in effect upon receipt until superseded or rescinded. The Command will take corrective action on any violation of this policy.

9. The proponent for this policy is the AMCOM Equal Employment Office at (256) 955-7040 or DSN 955-7040.



LORI L. ROBINSON
Major General, USA
Commanding

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