



DEPARTMENT OF THE ARMY
284TH BASE SUPPORT BATTALION
UNIT 20911
APO AE 09169-0001

AETV-GSN-EEO

10 July 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Letter 13, Command Equal Employment Opportunity (EEO) and Affirmative Employment Policy

1. I fully support the EEO and Affirmative Action Policy of the Department of the Army. I am personally committed to ensuring that the 284th Base Support Battalion continues to provide equal employment opportunity for all employees and applicants and a workplace free of discrimination.
2. Equal employment opportunity means fair treatment for all people. Team members will work in an environment free of any form of discrimination based on race, color, age, religion, national origin, mental/physical handicap, sex, including sexual harassment or reprisal. Discrimination and sexual harassment will not be tolerated.
3. Any proven act of discrimination will be dealt with in accordance with AR 690-700, Chapter 751, which prescribes a Table of Penalties for various offenses. I fully support the Department of the Army's policy of "zero tolerance" for any form of discrimination, harassment, and/or retaliation based upon race or sex.
4. Affirmative action requires management to develop and implement policies and practices to eliminate under representation and underutilization of minorities and women in the workforce. Our affirmative action plan is designed to accomplish these goals.
5. The responsibility for making the EEO Program a success rests with all team members. Let's work together to make equal employment opportunity happen.
6. The 284th BSB proponent for this policy is the Equal Employment Opportunity Office DSN 343-8520/8422 or civilian 0641-402-8520/8422.

A handwritten signature in black ink, reading "Bart U. Shreve".

BART U. SHREVE
LTC, SF
Commanding

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