



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, FORT HOOD  
1001 761ST TANK BATTALION AVENUE  
FORT HOOD, TEXAS 76544-5000

## **COMMAND POLICY**

### **EO-3**

AFZF-EO

13 April 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Equal Opportunity (EO) Complaint Procedures

1. REFERENCE. AR 600-20, Chapter 6, Army Command Policy, 13 May 2002.

2. APPLICABILITY. This policy applies to all Fort Hood units and tenant activities and Partners in Excellence organizations/activities, regardless of location, as well as their family members, civilian employees, and contract personnel.

3. POLICY.

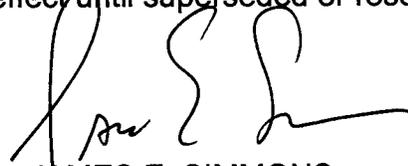
a. I want all soldiers and their family members to know that their Equal Opportunity complaints will be addressed in a prompt, professional manner regardless of race, color, gender, religion, or national origin. I also want to emphasize that I will not tolerate any acts of reprisal or attempts to discourage the filing of an EO complaint. Any commander or agency receiving an Equal Opportunity complaint will immediately contact their unit EO advisor for guidance and assistance.

b. If you believe you have an EO complaint, the best way to resolve your complaint is to inform the alleged offender that the unwanted behavior must stop. If this action fails, inform your chain of command to afford them the opportunity to resolve the issue. Although I strongly encourage the processing of EO complaints through the chain of command, other channels are available. If you have a complaint against a member of your chain of command, use the next higher echelon in the chain of command, your EO advisor, the Fort Hood EO Office, the EO Hotline at (254) 287-6242, the Inspector General Office, the Provost Marshal Office, or the Chaplain's Office.

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4. EXPIRATION. This Fort Hood Command Policy Memorandum supersedes the 7 February 2003 policy and will remain in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read 'J. Simmons', written over a horizontal line.

JAMES E. SIMMONS  
Brigadier General, USA  
Commanding

DISTRIBUTION:

IAW FH Form 1853: A