



DEPARTMENT OF THE ARMY
UNITED STATES ARMY EUROPE
UNIT 29351
APO AE 09014-9351

AEPE-UEO

7 February 2018

MEMORANDUM FOR All Army in Europe Military and Civilian Personnel and Their Family Members

SUBJECT: Processing Equal Opportunity Complaints (AE Cmd Memo 2018-006)

1. References:

- a. AR 15-6, Procedures for Administrative Investigations and Boards of Officers.
- b. AR 600-20, Army Command Policy.
- c. Army Directive (AD) 2015-39, Inclusion of Sexual Orientation in the Military Equal Opportunity Program.
- d. AD 2016-35, Army Policy on Military Service of Transgender Soldiers.

2. A successful organization must have a robust and effective equal opportunity (EO) program. For the EO program to be effective, commanders must promptly investigate all complaints of alleged discrimination or unfair treatment based on color, national origin, race, religion, sex (including gender identity), or sexual orientation to ensure compliance with AR 600-20, appendix C.

3. Leaders should always try to resolve allegations of discrimination at the lowest level possible in the chain of command. If this is not possible, Soldiers, Civilians, and Family members should immediately report the alleged discrimination to their chain of command, an EO office, a chaplain, an equal employment opportunity office, the inspector general, a medical provider, the provost marshal, or a staff judge advocate. Leaders will not hinder personnel from using any of these channels to report any alleged discrimination. Furthermore, leaders will ensure that individuals who believe that they are being discriminated against are permitted to file complaints without fear of reprisal or intimidation.

4. Commanders who receive a complaint will adhere to the established investigative timelines and reporting procedures as follows:

- a. Commanders will conduct an investigation within 14 calendar days, either personally or by appointing an investigating officer in accordance with AR 15-6.

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b. If extenuating circumstances make it impossible to conduct and complete an investigation within 14 calendar days, the commander may request an extension of no more than 30 calendar days from the next higher commander.

5. I fully support the EO program and expect leaders at all levels to support it as well.



CHRISTOPHER G. CAVOLI
Lieutenant General, USA
Commanding