



REPLY TO
ATTENTION OF

ATSS-CD

DEPARTMENT OF THE ARMY
UNITED STATES ARMY SERGEANTS MAJOR ACADEMY
11291 SGT E. CHURCHILL STREET
FORT BLISS, TEXAS 79918

23 January 2012

MEMORANDUM FOR ALL ASSIGNED/ATTACHED PERSONNEL, US ARMY SERGEANTS MAJOR ACADEMY, FORT BLISS, TX 79918

SUBJECT: Policy Memorandum # 14, **Equal Opportunity (EO)**

1. Reference: AR 600-20, Army Command Policy, 7 June 2006.
2. Purpose: To outline the Commandant's Equal Opportunity policy.
3. The US Army Sergeants Major Academy's Equal Opportunity Program is a comprehensive education program which targets all assigned/attached military and civilian personnel. Consideration of Others (CO2) training is a key component of the EO program which formulates, directs, and sustains a comprehensive effort to maximize human potential and to ensure fair treatment for all persons based solely on merit, fitness, and capability in support of readiness. Discrimination occurs when leaders, managers, or supervisors deny or violate an individual's rights to equal consideration and treatment, based solely on race, color, religion, gender, or national origin.
4. USASMA will provide equal opportunity and treatment for Soldiers, DA civilian employees, and their families without regard to race, color, religion, gender, or national origin and provide an environment free of sexual harassment. This policy applies both on and off post, during duty and nonduty hours. This policy applies to working, living and recreational environments (including both on and off-post housing).
 - a. Every leader, manager, and supervisor is responsible to set the example concerning equal opportunity and act expeditiously and appropriately when allegations arise. Additionally, leaders, managers and supervisors are tasked to ensure their subordinate leadership and employees are provided adequate training in accordance with AR 600-20 to prevent equal opportunity violations. Leaders will conduct mandatory Equal Opportunity training quarterly. At a minimum, two quarters will consist of Prevention of Sexual Harassment training.
 - b. The Consideration of Others program requires eight hours of training each year, broken down into two hours per quarter. Training will be small group, interactive and discussion-based. Leaders will document training. In their training documentation, leaders must include type of training, instructor, date, and time, roster of attendees and issues covered in the session. Consideration of Others training provides the methodology through which equal opportunity training can be accomplished. Equal Opportunity Representatives (EORs) and Small Group Facilitators (SGFs) are available to facilitate training sessions.
 - c. The Equal Opportunity Staff Office will develop and conduct the Equal Opportunity Leader Course and CO2 Small Group Facilitator Course. They will also plan and conduct an annual EO Senior Leader Seminar.

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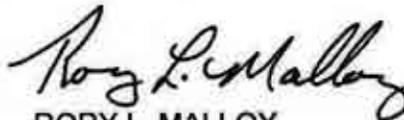
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d. Individuals are strongly encouraged to use the chain of command first; they have the ability to resolve issues quickly and decisively. Other offices available to resolve complaints include the EO Office, the Staff Judge Advocate, and the Equal Employment Opportunity Office.

e. Intimidation, harassment, or retaliation against those exercising their lawful rights to address their concerns will not be tolerated.

5. Questions concerning the EO Policy may be addressed to the USASMA EO Advisor directly or through the Chain of Command and my Open Door Policy.

"Ultima Strong!"



RORY L. MALLOY
CSM, USA
Commandant