



COMMANDING OFFICER'S STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY FOR CIVILIAN PERSONNEL



Equal Employment Opportunity (EEO) is an integral part of the Command's culture, embraced by the leadership, and communicated from the top down to maintain a workplace that is free of harassment and discrimination in any management policies, practices, or procedures in support of readiness.

Today's EEO laws and regulations are rooted in the Constitution and the Bill of Rights. Individuals are entitled to an equal opportunity to enjoy benefits of democracy and the protection of its laws. It is incumbent upon all personnel to support the EEO program and strive to identify, prevent, and eliminate any policies or practices that impact or prevent individuals from achieving their highest potential. Everyone has the inherent right to fair treatment, equal employment opportunities, and a workplace that is free of unlawful discrimination or harassment (sexual and non-sexual).

Federal laws make it illegal to discriminate against a job applicant, former and/or current employee because of race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, genetic information, or reprisal. These laws apply to all types of work situations, including hiring, termination, promotion, harassment, training, wages, and/or benefits.

I will not tolerate any form of discrimination, harassment, reprisal, or any other conduct that degrades the dignity of another person—these behaviors are not only inconsistent with our core values but are also against the law.

All civilian employees have rights and responsibilities under the law; seek assistance if you believe you have been subjected to employment discrimination. To file a discrimination complaint, you must contact an Equal Employment Opportunity (EEO) counselor within 45 calendar days following the alleged discriminatory act. The complaint process is posted on official bulletin boards throughout Marine Corps Logistics Base Albany. I encourage you to use the Alternative Dispute Resolution process. **For advice or assistance, civilian personnel may contact an EEO Counselor at (229) 639- 5250/7268.**

Semper Fidelis.

STEPHEN A. RITCHIE
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Commanding Officer
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