

**COMMANDING OFFICERS STATEMENT
ON EQUAL EMPLOYMENT OPPORTUNITY FOR CIVILIAN PERSONNEL**

As Commanding Officer of Marine Corps Logistics Base Albany, I am strongly committed to ensuring equal employment opportunity to all employees, former employees, and applicants regardless of their race, color, sex, age, religion, national origin, genetic information, or conditions of physical or mental disability, without reprisal.

Discrimination, to include sexual harassment, reprisal, or any other conduct that demeans the dignity of another person, will not be tolerated. Such conduct affects the workforce as a whole. Not only is discrimination inconsistent with our core values, it is against the law.

I charge leaders at all levels to promote a work environment that enables everyone to be productive and work to the best of their ability without fear of discrimination or harassment. The cooperation of all employees is essential in maintaining a discrimination and harassment-free atmosphere.

I am reminding all civilian employees of their rights and responsibilities under the law and how to seek assistance if they believe they have been subjected to employment discrimination. To file a discrimination complaint, the complainant 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. Civilian personnel are encouraged to use the Alternative Dispute Resolution process for possible resolution. For advice or assistance, civilian personnel may contact an EEO Counselor at (229)639-5250.

I am committed to ensuring a work environment that fosters equal opportunity for all Marine Corps Logistics Base Albany employees. This policy will be an integral part of every aspect of our personnel policies and practices. Let us resolve to make this happen, both individually and collectively, and appreciate the strength found in our diversity.



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