DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL
AND FORT SAM HOUSTON
2250 STANLEY ROAD
FORT SAM HOUSTON, TEXAS 78234-6100

REPLY TO
ATTENTION OF
MCCS-BEO

19 JAN 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Right of Military Personnel to Present Complaints to the Equal Opportunity Office

1. Military personnel and their family members have the right to present Equal Opportunity complaints for any perceived discriminatory action based on race, color, gender, religion, national origin, or perceived sexual harassment. Commanders, directors, managers, and supervisors will ensure freedom from retaliation, harassment, and intimidation for individuals who choose to exercise this right.

2. The chain of command has the primary responsibility for handling all complaints and will be accountable for their prompt processing and resolution. I encourage each of you to thoroughly utilize your chain of command. However, you may seek assistance directly from the Equal Opportunity Office.

Office Hours:	0800-1630, Monday through Friday
Location:	Building 141
Telephone:	295-0561

3. If you do not wish to file a complaint in person, you may write your complaint and forward it to: Equal Opportunity Office, 1400 Stanley Road, Fort Sam Houston, TX 78234-5021.

4. This policy will be posted on all official bulletin boards.

GEORGE W. WEIGHTMAN
Major General, MC
Commanding

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