

341st Missile Wing Equal Opportunity Malmstrom AFB, MT







WE ARE LOCATED: Bldg. 770 Rm 22 DSN: 632.4525 Comm: 406. 731. or HQ AFPC Complaint Hotline: DSN 665.5214 341mw.eo@us.af.mil



Director, EO/ADR/NDR Manager Ms. Yorshia E. Houseal

Specialist,EO/Mediator TSgt Roxanne A. Smith NCOIC,EO/Mediator TSgt David H. Hannon

Mission: It is the policy of the Air Force to provide equal treatment and employment opportunity by enhancing unit cohesiveness, mission readiness & mission accomplishment.

## EO Program Objective:

To educate, and assist ALL base personnel in making workplace professionalism a top priority. Take proactive steps to prevent, correct, and eliminate unlawful discriminatory behavior(s) to include sexual or any type of harassment.

| Services Provided:  | Who Do We Serve:   | Areas We Address:  |   |
|---|--|--|---|
| <ul> <li>Informal &amp; Formal Complaint<br/>Processing</li> <li>Conflict Resolution through<br/>Mediation/Facilitation</li> <li>Human Relations Education</li> <li>DEOC Surveys</li> <li>Special Observances Advisors</li> </ul> | <ul> <li>Active Duty Military</li> <li>Retirees</li> <li>DOD Civilian -<br/>Employees</li> <li>Family Members</li> </ul> | ian –<br>Military Personnel<br>• Race<br>• Color<br>• Sex (including | Applicable to<br>DOD Civilian<br>• Race, Color<br>• Religion<br>• Sex (including<br>pregnancy,gender<br>identity, & sexual<br>orientation)<br>• National Origin<br>• Age(40 & Older)<br>• Reprisal<br>• Disability<br>(Mental/Physical)<br>• Genetic Info |
| Do not wait for the conduct to become<br>pervasive; instead, report it early as po<br>one is exempt from these laws and/or  | ssible. No   |  |   |

Do you face concerns of unlawful discrimination or sexual harassment? If so, Malmstrom AFB leadership maintains a strict "zero-tolerance" policy pertaining to discriminatory behavior. If you feel you are being unlawfully discriminated against, to include sexual harassment, take action. We encourage members to use the chain of command first to resolve issues at the lowest level. However, you may also contact the EO office to set up an appointment; or you may visit our office. Please note time limits you must contact the EEO Counselor to file a Formal Complaint for <u>Military within 60 calendar days</u>; and for <u>Civilian within 45 days</u> from the day the discrimination occurred. Ref: AFI 36-2710