



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 341st MISSILE WING (AFGSC)**

MEMORANDUM FOR ALL PERSONNEL

FROM: 341 MW/CC

SUBJECT: 341 Equal Opportunity and Treatment (EOT) and Anti-Harassment Message

1. To maintain mission readiness, it is imperative that every member of our team is provided equal opportunity and treatment. Both military and civilian play a role in creating and maintaining a positive work environment that values human dignity and is free of discrimination. Every member regardless of race, color, religion, national origin, sex, age, disability or genetic information and to include sexual orientation be afforded the opportunity to contribute to our mission and reach his or her maximum potential. Human resources are our greatest resources.
2. My message is simple: “Zero Tolerance”. There is no place at Malmstrom AFB for substandard behaviors or activities that produce or condone unlawful discrimination and harassment of any kind, to include sexual harassment. Our mission requires the talents of motivated, productive and dedicated people--professionals who aren't subjected to distractions of discrimination or harassment. It is also our duty to ensure our personnel can present complaints freely to anyone without the fear of reprisal. Thus, leaders at all levels, including immediate supervisors, are expected to deal swiftly and decisively with those who violate this message or any other higher-level EO policies. We will vigorously pursue incidents of discrimination or sexual harassment and take decisive action to stop the behaviors and neutralize the effects.
3. Dissident hate groups and extremist groups which advocate supremacist ideologies or other discriminatory causes have no place in the military and are inconsistent with our core values. Membership alone is strongly discouraged. Active participation, such as publicly demonstrating or rallying, fund raising, recruiting and training members, organizing or leading such organizations is expressly prohibited for military members. Active participation for civilian employees is discouraged and if it creates an offensive workplace, leadership must immediately take action to eliminate the adverse effects, which can include appropriate disciplinary measures.
4. I expect all commanders, leaders and supervisors to resolve EO issues at their levels within your organizations utilizing all the resources at your disposal, including the Equal Opportunity office at DSN 632-4525.
5. This memo supersedes all previous memorandums with the same subject.

JENNIFER K. REEVES, Colonel, USAF
Commander