



DEPARTMENT OF THE ARMY  
208<sup>TH</sup> FINANCE BATTALION  
UNIT 30041  
APO AE 09166



AEUFC-FBS-AG

1 October 2000

MEMORANDUM FOR See Distribution

**SUBJECT: Policy Letter 3 – Equal Opportunity**

1. **PURPOSE:** To define the policy concerning Equal Opportunity (EO) and to publicize my commitment to its enforcement by the chain of command.

2. **APPLICABILITY:** This policy applies to all 208<sup>TH</sup> Finance Battalion (FB) personnel.

3. **BACKGROUND:**

a. Equal Opportunity is defined as affording each individual equal consideration and fair treatment based solely on merit, fitness, and capability.

b. Discrimination occurs when leaders or supervisors deny or violate an individual's right to equal consideration and fair treatment based on race, color, religion, gender, and/or national origin.

4. **POLICY:**

a. I am firmly committed to provide equal opportunity to all 208<sup>TH</sup> FB soldiers, civilians and family members and ensure an environment free of sexual harassment. I expect all commanders, supervisors and members of the 208<sup>th</sup> FB to be equally committed.

b. I will ask all people in this unit how they are being treated and whether equal opportunity truly exists in their opinion. I will ask people whether they know what to do if they experience or see discrimination. Everyone must know the answers to these questions and I will give detachment commanders feedback on the discussions I have with your people.

c. Everyone in the chain of command is responsible for setting the example concerning equal opportunity and will act expeditiously and appropriately when allegations arise. Detachment commanders and supervisors must ensure their subordinate leadership; civilians and soldiers are provided adequate training, per AR 600-20, chapter 6, to prevent equal opportunity violations.

d. Intimidation, harassment, or retaliation against those exercising their rights to address their concerns will not be tolerated in any form. We owe our soldiers, civilians and family members the dignity and respect they deserve.

**SERVICE, PAY, SUPPORT!**

STEPHEN J. RIVIERE  
LTC, FC  
Commanding

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