

Frequently Asked Questions

Who may file a MEO complaint?

Active-Duty Airmen and Guardians, United States Air Force Academy Cadets as well as Air Force Reserve and Air National Guard (ANG) members under Title 10 status.

Does the EO office have confidentiality?

No, EO personnel are mandatory reporters and must inform commanders of ANY issues that may adversely affect military members' behavior, health, duty performance or the mission.

Do I have to utilize my chain of command before speaking with the EO office?

No. utilizing your chain of command is highly encouraged but not mandatory.

I feel that I have been discriminated against, but I am not 100% sure. Can the EO office assist me? Yes. A complaint clarification will allow the EO office to determine if an EO violation has occurred based upon the preponderance of credible evidence.

Whose responsibility is it to eradicate unlawful discrimination, and harassment (bullying, hazing, and sexual)?

Everyone's!

Your Responsibilities

- Confront inappropriate behavior
- Set a positive example on/off duty
- Utilize your chain of command to resolve issues at the lowest level
- Clarify perception vs. fact
- Notify the EO office of any EO violations within specified timeline



78 ABW Military Equal Opportunity Program



Equal Employment Opportunity Strategy and Integration

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Program Overview

It is the policy of the United States Government, the Department of War, and the Air Force not to condone or tolerate unlawful discrimination or harassment of any kind. This zero-tolerance policy ensures that once unlawful discrimination or harassment is alleged, immediate and appropriate action is taken to investigate, resolve the allegations, and ensure the unlawful behavior is stopped.

Program Purpose

The purpose of the military equal opportunity formal and informal complaint process is to provide prompt, fair, and impartial processing and resolution of complaints of unlawful discrimination and harassment. The objective is to seek opportunities to resolve issues at the lowest organizational level at the earliest possible time.

Facilitation

Facilitation is a method of alternative dispute resolution (ADR) which enables people in conflict an opportunity to reach a mutually agreeable solution to their problem(s) with the assistance of a neutral party. A facilitator helps parties realize and explain their needs, clarify issues, explore solutions and negotiate an agreement. The purpose of facilitation is to help parties find a solution that will work for them.

Informal Complaints

The informal complaint process attempts to resolve issues at the lowest level possible. There is no time limit for filing an informal complaint. To resolve complaints informally individuals may elect to utilize their chain of command, orally address or prepare a written correspondence to the alleged offender, request intervention, or opt for facilitation led by the Alternative Dispute Resolution team.

Formal Complaints

The formal complaint process allows the EO office to conduct a complaint clarification and determine if there is an EO violation based on the preponderance of credible evidence. The complaint clarification process includes interviewing or taking statements from persons who may have information relevant to the complaint and gathering data from records or reports. To file a formal complaint, you must contact the EO office within 90 duty days of the alleged offense or when you became aware of the alleged offense.

Sexual Harassment Complaints

Informal complaints of sexual harassment may be filed with the EO office or reported directly to a military member's chain of command. If a first line supervisor or management official is made aware of a sexual harassment allegation, they must notify the unit commander. Failure to do so can result in disciplinary action.

Formal complaints of sexual harassment filed with the EO office will be referred to Security Forces.

Protections for Military Members

National Origin: Unequal treatment due to an individual's ancestry, physical, cultural, or linguistic characteristics.

Race: Unequal treatment due to unalterable characteristics; physical features indigenous to their race.

Color: Unequal treatment due to lightness/darkness of an individual's skin.

Religion: Unequal treatment due to person's religious beliefs.

Sex: Unequal treatment due to someone's gender.

Pregnancy: Unequal treatment due to pregnancy, childbirth, or a medical condition related to pregnancy or childbirth.

Sexual Orientation: Unequal treatment due to an individual's sexual orientation.

Harassment: Unwelcome behavior that creates an intimidating or hostile working environment for another person.

Harassment includes:

Hazing: Conduct that physically or psychologically injures or creates a risk of injury without a proper military or governmental purpose for the initiation into, admission into, affiliation with, change in status or position within, or a condition for continued membership in any military or DoW civilian organization.

Bullying: Acts of aggression with the intent of physically or psychological harm without proper military or other governmental purposes. Bullying can be conducted through many channels such as electronic devices, electronic communications, in person, or social media.

Sexual Harassment: Conduct that involves unwelcome sexual advances, requests for sexual favors, and or deliberate or repeated offensive comments or gestures of a sexual nature.