

87TH AIR BASE WING EQUAL OPPORTUNITY OFFICE



The primary objective of the **87th Air Base Wing Equal Opportunity (EO)** office is to assist Air Force Civilian employees, retirees, and Active Duty members (including their dependents) in addressing and resolving complaints of discrimination at the lowest level possible.



Human Relations Education:

Newcomer's Orientation Briefing: Mandatory briefing within 30 days of arrival for all Air Force members and DoD Civilian employees that are new to the Joint Base, but not new to the Air Force. Held every Monday (except holidays) from 0900-0930.

First Duty Station Briefing: Mandatory within 30 days of arrival for all First Term Airmen and DoD civilians employees that are new to the Air Force. Contact the EO office for the next training date.

Key Personnel Briefings: Mandatory for the Installation Commander, Group Commanders, Squadron Commanders, Command Chiefs and First Sergeants within 30 days of appointment to their position. This briefing is scheduled by an EO representative to take place at the members office on an as-needed basis.

Notification of Federal Employee Antidiscrimination and Retaliation (No Fear) Act: Mandatory for all DoD civilians and their supervisors within 90 days of appointment and every 2 years thereafter. Training is located and tracked on ADLS as No FEAR Act Training (ZZ133081).

Complaints Processing

Civilian

An aggrieved DoD Civilian Employee who believes she/he has been discriminated against must consult an EO Counselor within **45 calendar days** of the effective date when he/she becomes aware of the personnel or discriminatory action. The protected categories for DoD civilians include: race, color, religion, sex, national origin, age (over 40), genetic information, and disability. Additionally, their protection includes sexual harassment and/or retaliation for opposing discrimination or for participating in the complaint process.

Military

An Active Duty Member (including their dependents) and retirees who believe that they have been discriminated against on the basis of race, color, religion, sex, national origin, or believe that they have been subjected to sexual harassment may seek the assistance of the EO office. There is no time limit for filing an informal complaint, however, if the alleged offense is older than **60 calendar days**, a waiver coordinated through the EO office and signed by the Installation Commander will be required.

NEED HELP?

2906 Tuskegee Airman Ave (Comptroller/Finance Bldg), 2nd Floor, Rooms 201-207

DSN: 754-2657 or Commercial: 609-754-2657 /// 87ABW.EO@mcguire.af.mil

We are happy to accommodate physically disabled persons either on the 1st floor or any appropriate alternate locations.

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There are no releaseability restrictions on this publication.



USAF Discrimination & Sexual Harassment Hotline:

Toll Free: 1-888-231-4058
Commercial: 210-565-5214
DSN: 312-665-5214