



Space Launch Delta 45
Equal Opportunity Office
Patrick Space Force Base, FL
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Who We Are And How We Help: The EO Office is a command directed program focused on fostering a positive human relations climate and eradicating unlawful discrimination. EO personnel are authorized to provide proactive services such as informal/formal lectures or guided discussions about harassment prevention, communication, and self-awareness. We also provide Team Patrick-Cape, as well as other geographically separated units, EO counseling services. Education is our best weapon to eliminate fear, which ultimately leads to harassment/discrimination. EO counselors are neutral parties and are not representatives of complainants/aggrieved or of management personnel. We are not investigators, advocates, or attorneys. We provide prompt, fair, and impartial processing and resolution of complaints of unlawful discrimination and harassment. The objective of the complaint process is to seek opportunities to resolve issues at the lowest level at the earliest possible time.

EO Program Goal:

To ensure Active-Duty Airmen and Guardians (incl. AFR & ANG under Title 10 status), are able to report unlawful discrimination and harassment based on race, color, national origin, religion, sex (to include pregnancy, sexual orientation, gender identity), and sexual harassment. DAF civilian employees, former employees, and applicants have the option to report unlawful discrimination and harassment based on race, color, national origin, religion, sex (to include pregnancy, gender identity and sexual orientation), sexual harassment, age (40 or older), disability (mental or physical), genetic information. Communications with the EO Office are protected. Reprisal and retaliatory acts are prohibited. Please contact the EO office utilizing the information above or the Inspector General's (IG) office if you feel you are the recipient of reprisal or retaliation. EO specialists will determine if complaints can be accepted per DAFI 36-2710.

Who We Serve:

- Active-Duty Airmen and Guardians (incl. AFR & ANG under Title 10 status)
- DAF Civilian Employees, Former Employees, and Applicants

Areas of Assistance:

Unlawful Discrimination with a basis of:
Race, Color, Religion, Sex (to include pregnancy, Sexual Orientation, and Gender Identity), National Origin, Sexual Harassment, *Age, *Disability, *Genetic Information, and *Reprisal.
**Only applicable to DAF Civilians*

Hostile Work Environment:
Discriminatory Harassment, to include Bullying & Hazing (*Discriminatory/Protected category basis not required for Military complaints*)

Services Offered:

- Informal & Formal Complaint Assistance
- Conflict Resolution through:
Negotiated Dispute Resolution (NDR)
 - Mediation / Facilitation / Assisted Negotiation
- Human Relations Education Training & Briefings

Civilian Complaints:

Title VII of the Civil Rights Act of 1964, as amended, prohibits employment discrimination based on race, color, national origin, age (40 or older), religion, genetic information, sex (to include pregnancy, sexual orientation, and gender identity), sexual harassment, physical and/or mental disability, and reprisal against a person who files a complaint, participates in the EO process or opposes an unlawful employment practice. **Civilian** employees or applicants for employment who believe they have been discriminated against must contact the EO Office within **45 calendar days** of the event they believe was discriminatory, of the effective date of a personnel action, or from when they became aware of the prohibited action(s).

Military Complaints:

Unlawful discrimination and sexual harassment are contrary to good order and discipline and are counterproductive to mission readiness and mission accomplishment. Active-Duty Airmen and Guardians (incl. AFR & ANG under Title 10 status) who feel they are discriminated against based on race, color, national origin, religious, sex (to include pregnancy, sexual orientation, and gender identity), sexual harassment, or harassment (bullying or hazing) may contact the EO Office at any time to file an informal complaint. However, the individual must contact the EO office within **90 Duty days** of the alleged offense to file a formal complaint. The chain of command (i.e. Supervisor, Flight Chief, Superintendent, First Sergeant, Commander, etc.) remains the primary and preferred method to address issues and is the best course of action for immediate relief. Members are encouraged to attempt to resolve their issues/concerns with their respective chain of command first. In accordance with DAFI 36-2710, Leaders and commanders will ensure all types of unlawful discrimination or harassment are stopped, and behavior corrected as soon as possible once they are made aware.

Complaints Involving All Officers and Senior Officials:

Complaints against senior officials of the grade O-7 or above, to include civilian equivalents, will be reported to SAF/IG to meet AF/A1 and DoD reporting requirements. All open investigations against any officer (or civil servant Grade 15 or equivalent) to the IG. The EO office will immediately notify the Installation Commander and Installation IG of military EO complaints against Colonels, Colonels-Select, and civilian equivalents. The EO office will conduct a complaint clarification and forward the clarification report, legal sufficiency review, a copy of any command, actions, rebuttals, and statements provided to the IG and SAF IGQ.

DoDI 1020.03, Harassment Prevention and Response in the Armed Forces

DoDI 1020.03 establishes a comprehensive DoD-wide military harassment prevention and response program. The DoD does not tolerate or condone harassment. Harassment jeopardizes combat readiness and mission accomplishment, weakens trust within the ranks, and erodes unit cohesion. Harassment is fundamentally at odds with the obligations of Service members to treat others with dignity and respect.

Types of Harassment Covered by this Issuance:

- **Harassment:** Behavior that is unwelcome or offensive to a reasonable person, whether oral, written, or physical, that creates an intimidating, hostile, or offensive environment. May include offensive jokes, epithets, ridicule or mockery, insults or put-downs, displays of offensive objects or imagery, stereotyping, intimidating acts, veiled threats of violence, threatening or provoking remarks, racial or other slurs, derogatory remarks about a person's accent, or displays of racially offensive symbols. Types of harassment include, but are not limited to, discriminatory harassment, sexual harassment, hazing, bullying, and stalking. Stalking must be reported to the appropriate Military Criminal Investigative Organization. It can occur in person, through electronic communications, including social media; through wrongful broadcast or distribution of intimate visual images and other forms of communication.
- **Discriminatory Harassment:** A form of harassment that is unwelcome conduct based on race, color, national origin, religion, sex (including pregnancy, gender-identity or sexual orientation).
- **Sexual Harassment:** A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, to include quid pro quo, and deliberate or repeated offensive comments or gestures of a sexual nature. This can occur through electronic communications, including social media. Behavior is sufficient to constitute sexual harassment if it is so severe or pervasive that a reasonable person would perceive, and the victim does perceive, the environment as hostile or offensive.
- **Bullying:** Acts of aggression by Service members or civilian employees (connected to military service) with the intent of harming a Service member either physically or psychologically, without a proper military or other governmental purpose. This may involve singling out an individual for ridicule or berating of a person with the purpose of belittling or humiliating. This can be conducted through use of electronic devices or communications.
- **Hazing:** Conduct through which Service members or employees (connected to military service), without a proper military or other governmental purpose, physically or psychologically injures or creates a risk of injury to Service members for the purpose of: initiation into, admission into, affiliation with, change in status or position within, or continued membership in any military or DoD civilian organization.
- **Retaliation:** Encompasses illegal, impermissible, or hostile actions taken by a Service member's chain of command, peers, or coworkers as a result of making or being suspected of making a protected communication in accordance with DoDD 7050.06. Additional retaliatory behaviors include ostracism and maltreatment. Retaliation allegations associated with harassment will be referred to the SARC when in connection with an alleged sex-related offense, sexual assault, or sexual harassment.
- **Reprisal:** In accordance with Section 1034 of Title 10, U.S. C., as implemented by DoDD 7050.06, it is taking or threatening to take an unfavorable personnel action, or withholding, or threatening to withhold a favorable personnel action, for making, preparing to make, or being perceived as making or preparing to make a protected communication. Allegations of reprisal will be referred to the Inspector General (IG).

Anonymous Complaints:

Actions taken regarding anonymous complaints will depend upon the extent of information provided by complainants. If sufficient information is provided to permit the initiation of an investigation, the investigation will be initiated by the commanding officer or supervisor. If there is not sufficient information available to initiate an investigation, the information will be documented in a Memorandum for Record (MFR) and maintained on file with disposition instructions and the central point of contact responsible for processing harassment complaints.

Harassment, Bullying and Hazing Complaints and Appeals:

In accordance with DAFI 36-2710, *Equal Opportunity Program*, members are encouraged to address allegations of bullying or hazing at the lowest level utilizing their chain of command (supervisor, CCF, CC). Commanders and supervisors should initiate contact with servicing EO Offices to report allegations of bullying or hazing. EO personnel will utilize the existing complaint clarification process, allowing members the option of informal or formal processing. There is no timeline for military members to file an informal complaint, but to file a formal complaint military members must contact the EO Office within **90 Duty days**. Regardless of timeliness, members are still able to attempt to resolve their concerns with the EO Office. The complainant's commander has 5 duty days from the receipt of a harassment complaint, to the extent practicable, to forward the complaint, with a detailed description of the facts and circumstances, to the next superior officer in the chain of command who is authorized to convene a general court-martial; and commence, or cause the commencement of, an investigation of the complaint. The complainants will be notified when the investigation begins, be provided with information about the investigation process, be informed of victim support resources (on and off base), and any appeal rights. When the investigation is complete, the complainant must be notified whether the complaint was substantiated or unsubstantiated. An administrative finding concerning a complaint resolve through the formal process may be appealed by the complainant or an alleged offender within 30 duty days of receiving notice of the finding. Commanders are not required to withhold command action while an appeal is pending. The military equal opportunity appeals process is not applicable to command action rendered under UCMJ or any administrative process as a result of a substantiated complaint.

Questions:

For any additional questions, concerns, or any additional information, please utilize the information in the header to contact the EO Office.