MEMORANDUM FOR DISTRIBUTION F


1. As Savannah District's Commander, I am committed to ensure all employees and applicants for employment have equal opportunity, regardless of race, color, religion, sex or gender, national origin, age, disability, reprisal or genetic information. Fair treatment of Savannah District's most important resource, its people, is essential to successful mission accomplishment. Savannah District thrives on the diversity of its people and equal employment opportunity must be an integral part of daily operations.

2. All employees in Savannah District have the right to fair employment practices and acceptable workplace conduct. All employment decisions should be based on the relative knowledge, skills, and abilities of a candidate. These decisions will also be combined with an effort to achieve a diverse workforce by active participation in identification and correction of business that may impede equal employment opportunity.

3. Savannah District has set the pace for the Corps of Engineers in many areas. Employees and supervisors play an important role in fostering a climate in which diversity is appreciated and EEO is realized. All leaders, managers and supervisors will share a commitment to sound management practices and EEO principles. The Equal Employment Opportunity Office is charged with providing technical guidance and training in equal employment opportunity. All personnel will participate in training and demonstrate personal commitment to equal opportunity for all personnel.

4. I fully expect all Savannah District team members to share the responsibility of creating an atmosphere in which all have the opportunity to succeed, combined with their ability, effort, and desire to do so. Every employee will be treated fairly, with dignity and respect in all interactions.

5. Any employee who believes they have been subjected to unlawful discrimination should consult the Equal Employment Opportunity Office regarding your rights under Army Regulation 690-600, Equal Employment Opportunity Discrimination Complaints.

MARVIN L. GRIFFIN
COL, EN
Commanding