



DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
JOINT FORCE HEADQUARTERS, MAINE NATIONAL GUARD
33 STATE HOUSE STATION
AUGUSTA, ME 04333-0033

NGME-Z

20 December 2012
TAG 13-09

MEMORANDUM FOR ALL Maine National Guard Employees

SUBJECT: Equal Employment Opportunity/Equal Opportunity (EEO/EO) Policy Statement

1. As the Adjutant General of the Maine National Guard (MENG), I want to affirm my commitment to the principles of the Equal Employment Opportunity/Equal Opportunity (EEO/EO) Program and want to make known my policies concerning Equal Employment Opportunity.
2. We must strive to make the Maine National Guard a model of equal opportunity for all. The law guarantees equal opportunity to all employees and applicants for employment without regard to race, color, religion, gender, age, national origin, disability or reprisal for involvement in an EEO/EO matter, as well as guaranteeing a work environment free of sexual harassment. This includes, but is not limited to, equal treatment in recruitment, hiring, promotions, awards and disciplinary actions.
3. The success of our EEO/EO Program depends on the positive attitude and actions of all employees. Everyone affiliated with the MENG should strive to make the work environment professional and free from illegal discrimination and harassment. Managers and supervisors will be evaluated on their commitment to our EEO/EO policies and principles, their efforts to resolve problems or disagreements that may arise in their respective work areas, and address concerns, whether perceived or real, raised by employees and their follow-up with appropriate action to correct or eliminate tension in the workplace.
4. Any MENG employees who feel they have been victims of discriminatory actions are encouraged to immediately bring the matter to their supervisor/commander, and if so desired, to file a complaint with an EEO Counselor for technician complaints; or with a commander, the ANG Equal Opportunity Office or the ARNG Human Relations/Equal Opportunity (HR/EO) Office for military complaints.
5. I expect all EEO/EO complaints to be expeditiously, fairly, and thoroughly addressed. Any MENG personnel found to have discriminated against another member will be subject to disciplinary action, up to and including dismissal.
6. All MENG personnel deserve to be recognized based upon their service, performance and dedication. Everyone will have equal opportunity to succeed in the Maine National Guard. I will commit the necessary time and resources to achieve the goals of this policy.
7. Any questions regarding this memorandum may be directed to Stephanie Leet, State Equal Employment Manager (SEEM) at 430-6014.
8. This Policy Statement is to be posted on all official bulletin boards.


JAMES D. CAMPBELL
Brigadier General, MENG
The Adjutant General