



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 633D AIR BASE WING
JOINT BASE LANGLEY-EUSTIS VA

NOV 23 2015

OFFICE OF THE COMMANDER
125 Mabry Avenue
Joint Base Langley-Eustis VA 23665

MEMORANDUM FOR ALL 633 ABW – UNLIMITED
ALL ASSOCIATES/TENANTS - UNLIMITED

SUBJECT: Equal Opportunity (EO) and Non-Discrimination

1. To effectively accomplish the mission, it's imperative that all Airmen, both military and civilian, fully adhere to and promote Equal Opportunity (EO). Air Force members have the right to use their talents and abilities to achieve their highest level of success regardless of their race, color, national origin, religion, sex (to include pregnancy, gender identity and sexual orientation), age, disability, reprisal, and genetic information included for civilian employees. This will promote and create an environment free from unlawful discrimination and sexual harassment.
2. Commanders, agency chiefs, supervisors and subordinates must comply with EO policies. I expect leaders at all levels to communicate the Air Force's zero tolerance policy, make it a top priority to gauge the human relations climate in their sphere of influence, and enforce EO policies accordingly. Commanders are to promptly investigate allegations of unlawful discrimination, take action to end it, and discipline those who violate or ignore Air Force Equal Opportunity standards. Commanders are required to provide the local EO office with information concerning EO-related issues that occur within their unit(s).
3. Discrimination and sexual harassment are demeaning to our people, disruptive to the mission, and detrimental to an atmosphere in which innovation can thrive. Inappropriate jokes, comments, pictures, e-mails or gestures should be offensive to us all. Ignoring discrimination and harassment condones these behaviors and is as wrong as active participation. Be part of the solution, not the problem. By working to ensure we create an environment of dignity and respect for everyone, we keep Joint Base Langley-Eustis strong and ready to overcome any challenge.
4. If you have any questions please contact the Equal Opportunity Office at (757) 764-5877/5878.

A handwritten signature in blue ink, appearing to read "C. Miller", with a long horizontal flourish extending to the right.

CAROLINE M. MILLER, Colonel, USAF
Commander