



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

OCT -7 2011

OFFICE OF THE COMMANDER

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

SUBJECT: Equal Opportunity (EO) and Non-discrimination

1. The 633d Air Base Wing at Joint Base Langley-Eustis is uniquely postured as one of DoD's Joint Base installations. As such, it is imperative that we create and maintain an environment that fosters mutual respect and dignity for our diverse workforce at all levels. Commanders, military and civilian leaders will promptly address and eliminate all workplace issues involving unlawful discrimination on the basis of race, color, religion, national origin, sex; to include sexual harassment. The civilian workforce and applicants for employment are further protected against discrimination based on age, physical or mental disability, genetic information, pregnancy, reprisal, or prior EO activity.
2. Enhancing mission effectiveness by assisting commanders/directors at all levels with EO issues and Human Relations Education training is the primary responsibility of the 633 ABW/EO staff. Diversity, when properly harnessed, allows everyone the opportunity to reach their fullest potential. Furthermore, recognizing and valuing the diverse backgrounds of our workforce provides an opportunity to capitalize on individual experiences and creativity in order to accomplish the mission.
3. Equal Opportunity continues to be a readiness issue and there is an individual responsibility to support and enforce the "Zero-Tolerance" policy when it comes to unlawful discrimination and harassment. Everyone has the right to present complaints through their chain of command or the EO offices without fear of reprisal or retaliation. This letter serves as the installation EO policy; however, it does not preclude commanders from issuing their own internal policies which promote and adhere to the principles of EO. If you need assistance, contact the Ft Eustis EO office at 878-3727, ext. 260 or the Langley EO office at 764-5878.

A handwritten signature in black ink, appearing to read "KORVIN D. AUCH".

KORVIN D. AUCH, Colonel, USAF
Commander