

UNCLASSIFIED



THE JOINT STAFF

WASHINGTON, DC

DJSM 0067-20

08 June 2020

Reply Zip Code:
20318-0300

MEMORANDUM FOR ALL JOINT STAFF PERSONNEL

SUBJECT: Policy on Equal Employment Opportunity

1. Providing Equal Employment Opportunity (EEO) to Joint Staff employees and applicants for employment assures that all will have the freedom to compete on a fair and level playing field. EEO enhances the Joint Staff's readiness and our ability to support the Chairman of the Joint Chiefs of Staff's role as the principal military advisor to the President of the United States and the Secretary of Defense. The Joint Staff EEO program covers all personnel/employment programs, management practices, and decisions, including, but not limited to, recruitment, hiring, merit promotions, transfers, reassignments, training and career development, benefits, and separations.
2. The Joint Staff will not tolerate discrimination in any form. We will continue to foster a culture that values equality of opportunity, diversity, and inclusion for all employees and applicants for employment regardless of their race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 and over), disability, or genetic information. Managers and supervisors will maintain a workplace free of harassment and discriminatory practices and policies, and will take appropriate action in response to allegations of harassment or discrimination. When workplace disputes arise, supervisors and employees are expected to make a good faith, constructive effort to resolve the matter at the earliest possible stage.
3. The Joint Staff is committed to the principle of EEO. Integrity defines us, diversity strengthens us, and excellence inspires us. All Joint Staff managers, supervisors, and employees must do their part to uphold the tenets of EEO.
4. Employees and applicants who want more information, or feel they have been subjected to discrimination, may contact the Joint Staff EEO and Diversity (EEOD) Office at 757-203-5456, 703-692-2471, or via e-mail atjs.pentagon.dom.mbx.eeod-mailbox@mail.mil to initiate an EEO complaint. Individuals should contact EEOD within 45 days of the alleged incident of harassment.

A handwritten signature in black ink, appearing to read "W.D. Byrne, Jr.", is positioned above the typed name.

WILLIAM D. BYRNE, JR., RADM, USN
Vice Director, Joint Staff

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