

## DEPARTMENT OF THE NAVY

COMMANDER NAVY REGION HAWAII 850 TICONDEROGA ST STE 110 JBPHH, HAWAII 96860-5101

> 12700 N00 17 Jun 23

From: Commander, Navy Region Hawaii

To: All Hands

Subj: NAVY REGION HAWAII EQUAL OPPORTUNITY AND EQUAL

EMPLOYMENT OPPORTUNITY POLICY STATEMENT

- 1. As Commander, Navy Region Hawaii and the Equal Employment Opportunity (EEO) Officer, I am personally committed to the principles of Equal Opportunity (EO) and Equal Employment Opportunity (EEO). My responsibility is to ensure all personnel have the opportunity to perform their jobs and advance in their career based on merit and ability without fear of unlawful discrimination.
- 2. Unlawful discrimination is when decisions and or behaviors are based on an individual or groups protected status of: race, color, national origin, sex (to include pregnancy, sexual orientation and gender identity), religion, and reprisal for prior EO/EEO activities. Additionally, civilian staff are covered from discrimination based on age, disability status, and genetic information.
- 3. Unlawful discrimination undermines morale, efficiency, and ultimately mission effectiveness. Such practices are contrary to Navy Region Hawaii (NRH) and the Department of the Navy's EO/EEO mission.
- 4. Every member of the NRH team is responsible to take prompt and effective action to prevent and address unlawful discrimination. Rapid identification and elimination of unlawful discrimination is essential to the success of our command.
- 5. Supervisors and management officials have the responsibility to act promptly and appropriately to prevent and address unlawful discrimination in the workplace.
- 6. Achieving and maintaining a work environment free from discrimination is paramount for Team Hawaii to achieve its mission. All civilian employees and military members are encouraged to report allegations of unlawful discrimination as soon as possible. Civilian employees who believe they have been subjected to unlawful discrimination and want to initiate the EEO complaint process must contact the EEO Office within 45 calendar days of the alleged incident or 45 calendar days of becoming aware of the alleged incident. Military members who believe they have been subjected to unlawful discrimination and want to initiate the EO complaint process must contact their local Command Managed Equal Opportunity (CMEO) Program Manager or Command Climate Specialist (CCS) within 60 calendar days of the alleged incident or becoming aware of the alleged incident.
- 7. Civilian employees may contact the EEO Office for guidance and assistance. Military members may contact their local CMEO Program Manager or CCS for guidance and assistance.

S. D. BARNETT