47th Flying Training Wing

Laughlin AFB TX

Equal Opportunity and Treatment Program

AFI 36-2706, *Equal Opportunity Program Military and Civilian*, Paragraph 1.1 states; It is the policy of the United States Government, the Department of Defense, and the Air Force, not to condone or tolerate unlawful discrimination, to include sexual harassment, of any kind. This Zero Tolerance policy ensures that once unlawful discrimination or sexual harassment is alleged, immediate and appropriate action will be taken to investigate/resolve the allegations and ensure any proven unlawful behavior stops. Further, appropriate disciplinary action will be taken against any Airman, military or civilian, who engages in unlawful discriminatory practices.

The Wing Equal Opportunity (EO) Office provides a safe avenue to address on-/off-base incidents which may negatively disrupt the installation Human Relations Climate i.e. personality conflicts, ineffective communication, favoritism, hostile work environments, etc. The Equal Opportunity and Treatment mission is supported by the 47 FTW Commander, DoD, Title VII of the Civil Rights Act of 1964 and the Equal Employment Opportunity Commission (EEOC). The EO Office's primary objective is ensuring 100% mission effectiveness by eliminating unlawful discrimination against all DoD military, civil service, retirees, separated, contractors and their family members where the individual was denied an opportunity, right, privilege or treated disparately based upon any of the following: **Race, Color, Sex, Pregnancy, National Origin, Religion, Age (40), Retaliation, Disability (mental/physical), Sexual Harassment, Genetic Information or Equal Compensation.**

Our office promotes a workplace environment free from personal, social or institutional barriers by conducting **Human Relations Education, Teambuilding, Assessments (Informal/Formal), Diversity Training and Complaint Processing (Informal/Formal).** The EO Office, along with the Investigative Resolution Division, resolves complaints by using various "Lowest Level Resolution" techniques i.e. **Counseling, Facilitations, Mediations, Investigations, Surveys,** etc. The EO complaint/appeal initial filing requirements vary between 15-90 days based upon pertinent data i.e. complainant DoD status. For Lowest Level Resolution, individuals are expected to comply with the DoD EOT "Zero Tolerance" policy, eliminate unlawful discrimination immediately, attempt to resolve the issue directly, seek assistance from a friend, co-worker, chain of command (all levels are encouraged) or report the incident to the EO Office.

EO Director: Mr. Bryan Osborne

47 FTW/EO
561 Liberty Drive, Suite 1
Laughlin AFB, TX 78843-5230

Commercial: (830) 298-5400
DSN: 732-5400
Fax: (830) 298-5446

Bldg. 77, Room 142

LAUGHLINAFBVA 36-2706, 1 March 2012 (Per AFI 36-2706) OPR: 47 FTW/EO
Supersedes LAUGHLINAFBVA 36-2701, 6 July 2011

RELEASBILITY – There are no releasability restrictions on this publication

DEPARTMENT OF THE AIR FORCE
47TH FLYING TRAINING WING (AETC)

MEMORANDUM FOR ALL 47 FTW PERSONNEL

SEP 28 2011

FROM: 47 FTW/CC

SUBJECT: Equal Opportunity and Treatment Policy

1. The wing's success depends on effective use of its most valuable resource; its people. We must recognize, understand and respect the cultural differences among team members and capitalize on our individual diversity. The DoD and Air Force unlawful discrimination Equal Opportunity and Treatment (EOT) policies are clear--Zero Tolerance! Unlawful discrimination is based on Race, Color, Sex, Pregnancy, National Origin, Religion, Age, Retaliation, Disability, Sexual Harassment and the Genetic Information Non-discrimination Act. The success of our mission requires that everyone be evaluated based on individual fitness, merit, and capability. I am committed to creating and sustaining working, living and social environments where Team XL members and their families are free from unlawful discrimination and sexual harassment—an environment grounded on respect and dignity.

2. Together we must be proactive in our efforts to combat unlawful discrimination and sexual harassment. I expect commanders and supervisors to take immediate, fair and appropriate actions to address allegations of unlawful discrimination or sexual harassment. I will not tolerate unlawful discrimination or sexual harassment at Laughlin AFB; nor will I tolerate threats or acts of reprisal/retaliation against those presenting complaints. Therefore, I expect personnel to adhere to this policy, attempt lowest level resolution and report all concerns to the wing EO office.

3. For further questions, contact 47 FTW EO at DSN 732-5400.

THOMAS E. MURPHY, Colonel, USAF
Commander

DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND

6 JAN 2011

MEMORANDUM FOR SEE DISTRIBUTION

FROM: AETC/CC
1 F Street, Suite 1
Randolph AFB TX 78150-4324

SUBJECT: AETC Alternative Dispute Resolution (ADR) Program

1. Unresolved workplace disputes are counterproductive to mission readiness. Learning to deal with conflict in its early stages is an attribute and requires not only commitment and leadership but also communication and innovation. ADR is a proven system for resolving workplace disputes, achieving win-win solutions, and improving interpersonal communication.

2. ADR allows the parties involved in a dispute to voluntarily come together with a trained mediator, neutral third party, or other official, to work out a mutually agreeable solution as an alternative to time-consuming and costly complaint processes. A system that facilitates resolution of disputes at the lowest possible level, by the least expensive means, in a way that preserves the integrity of the workplace and furthers mission accomplishment is a force multiplier.

3. I strongly encourage all employees to use ADR to help resolve workplace disputes irrespective of their position, grade level, or the stage of dispute. I expect Commanders and staff at every level to fully support the ADR Program and make every reasonable effort to ensure supervisors and employees have the tools to make ADR a model program in AETC.

4. The AETC ADR Manager is Mr. William W. Fults, HQ AETC/A1KQ, DSN 487-7733. He and his staff stand ready to assist you with your ADR Program.

EDWARD A. RICE, JR.
General, USAF
Commander

DISTRIBUTION: (listed on next page)

DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND

6 JAN 2011

MEMORANDUM FOR SEE DISTRIBUTION

FROM: AETC/CC
1 F Street, Suite 1
Randolph AFB TX 78150-4324

SUBJECT: Equal Opportunity Memorandum

1. As the "First Command," AETC plays a unique role in educating and training current and future Air Force leaders. Respect is a core value we seek to instill in those who come through our doors. Our people are our top priority and deserve to work in an environment where everyone is treated with dignity and respect, both on and off duty.

2. Discrimination, to include harassment (sexual or non-sexual) and mistreatment based on a person's race, color, religion, sex (including pregnancy), or national origin is illegal; and for civilian employees, it is also illegal to discriminate based on age, disability, or genetic information. Retaliation against a person who opposed discrimination, engaged the complaint process, or was involved in a discrimination investigation or lawsuit is also illegal.

3. Leadership involvement is key to combating discrimination. Commanders must ensure all personnel understand the anti-discrimination policy, properly investigate reports of discrimination, and take prompt, appropriate action against individuals who engage in, condone, or ignore harassment and discrimination.

4. We have the best people in the world in our Air Force, and they deserve to be treated as such. Your personal and continued attention to combating harassment and discrimination is vital--it is part of our culture you cannot afford to ignore it. The Air Force is committed to this basic principle and I expect all members of the First Command to join the effort.

EDWARD A. RICE JR
General, USAF
Commander

DISTRIBUTION: (listed on next page)

DISTRIBUTION:
AETC HQ Directors/Chiefs of Special Staff

AU/CC
55 LeMay Plaza South, Suite 120
Maxwell AFB AL 36112-6335

2 AF/CC
721 Hangar Road, Suite 102
Keesler AFB MS 39534-2804

19 AF/CC
73 Main Circle, Suite 1
Randolph AFB TX 78150-4549

AFRS/CC
550 D Street West, Suite 1
Randolph AFB TX 78150-4527

12 FTW/CC
1 Washington Circle, Suite 1
Randolph AFB TX 78150-4559

14 FTW/CC
555 7th Street, Suite 201
Columbus AFB MS 39710-1000

17 TRW/CC
351 Kearney Blvd, Suite 220
Goodfellow AFB TX 76908-4412

33 FW/CC
1007 Nomad Way
Eglin AFB FL 32542-6018

37 TRW/CC
1701 Kenly Avenue, Suite 201
Lackland AFB TX 78236-5103

42 ABW/CC
50 LeMay Plaza South
Maxwell AFB AL 36112-6334

47 FTW/CC
561 Liberty Drive, Suite 1
Laughlin AFB TX 78843-5230

56 FW/CC
14185 W. Falcon Street
Luke AFB AZ 85309-1629

58 SOW/CC
4249 Hercules Way SE
Kirtland AFB NM 87117-5861

59 MDW/CC
2200 Bergquist Drive, Suite 1
Lackland AFB TX 78236-5300

71 FTW/CC
246 Brown Parkway, Suite 224
Vance AFB OK 73705-5015

80 FTW/CC
1911 J Avenue, Suite 1
Sheppard AFB TX 76311-2051

81 TRW/CC
720 Chappie James Avenue, Suite 204
Keesler AFB MS 39534-2604

82 TRW/CC
419 G Avenue, Suite 1
Sheppard AFB TX 76311-2941

94 AW/CC
1430 First Street, Suite 2103
Dobbins AFB GA 30069-5011

97 AMW/CC
100 Inez Blvd, Suite 1
Altus AFB OK 73523-5047

118 AW/CC
240 Knapp Blvd
Nashville TN 37217-2538

149 FW/CC
107 Hensley Street, Suite 1
Lackland AFB TX 78236-0103

162 FW/CC
1650 E Perimeter Way
Tucson AZ 85706-6052

173 FW/CC
211 Arnold Avenue, Suite 11
Klamath Falls OR 97603-2111

178 FW/CC
5319 Regula Avenue
Springfield-Beckley Airport OH 45502-8784

189 AW/CC
112 CMSgt Williams Drive, Suite 103
Little Rock AFB AR 72099-4802

306 FTG/CC
9206 Airfield Drive, Suite 1
USAF Academy CO 80840-2060

314 AW/CC
370 Cannon Drive, Suite 108
Little Rock AFB AR 72099-4983

325 FW/CC
501 Illinois Avenue, Suite 1
Tyndall AFB FL 32403-5553

336 TRG/CC
811 W Los Angeles Avenue, Suite 101
Fairchild AFB WA 99011-8648

340 FTG/CC
555 East Street West, Suite 4
Randolph AFB TX 78150-4532

381 TRG/CC
1472 Nevada Avenue, Suite 112
Vandenberg AFB CA 93437-5327

502 ABW/CC
2270 Rattlesnake
Fort Sam Houston TX 78234-1800

944 FW/CC
14708 W Super Sabre Street
Luke AFB AZ 85309-1722