DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5000

REPLY TO
ATTENTION OF:

IMGO-ZA

NOV 1 2 2013

MEMORANDUM FOR All Garrison Personnel

SUBJECT: Garrison Commander's Policy Memorandum No.7 - Equal Employment Opportunity (EEO) Program for Individuals with Disabilities (IWD)

1. Managers, and supervisors are responsible for the employment and advancement of individuals with disabilities, especially individuals with targeted disabilities, employees injured on or off the job and Disabled Veterans. This includes recruitment, hiring, training, career development, mentoring, support, and providing reasonable accommodations when necessary.

2. The IMCOM Garrison Program for Individuals with Disabilities, the Equal Employment Opportunity Commission (EEOC) Management Directive (MD) 715, dated 1 October 2003, and Army Regulation 690-12, Equal Employment Opportunity and Affirmative Action, dated March 1998, outline the policies, responsibilities, and procedures for developing, implementing and managing the program. This program applies to appropriated fund and non-appropriated fund employees under Title 5 US Code.

3. The Garrison has established standard operating procedures (SOP) to ensure compliance with implementing instructions issued by EEOC in accordance with existing law and authority. The procedure requires accommodations to individuals with disabilities, unless such accommodations would pose an undue hardship (e.g. costly, too expensive or too disruptive). Employees will find detailed information on the SOP by accessing the Fort Gordon EEO webpage at www.gordon.army.mil/eeo.

4. It is the policy of Department of the Army and IMCOM not to discriminate against an individual on the basis of a disability. I am reaffirming my personal commitment to the establishment of a working environment free of discrimination against an individual on the bias of a disability, and to make reasonable accommodations, to the extent consistent with law and regulation, where all personnel can perform to their full potential.

5. The proponent for this action is the Equal Employment Opportunity Office, (706) 791-4551.

SAMUEL G. ANDERSON
COL, SC
Commanding

This memorandum rescinds the Garrison's Policy Memorandum No. 7- Equal Employment Opportunity (EEO) Program for Individuals with Disabilities (IWD), dated 15 November 2011.