



**DEPARTMENT OF THE NAVY**  
MILITARY SEALIFT COMMAND  
AFLOAT PERSONNEL MANAGEMENT CENTER  
P.O. BOX 120  
VIRGINIA BEACH, VA 23458-0120

IN REPLY REFER TO:  
**12713**  
**APMC 00**  
**18 Mar 04**

**MEMORANDUM**

**From: Director, Afloat Personnel Management Center**  
**To: All Civil Service Civilian Mariners**

**Subj: EQUAL EMPLOYMENT OPPORTUNITY POLICY**

**As Director, Afloat Personnel Management Center, I would like to reiterate the policy of Commander, Military Sealift Command to provide equal employment opportunity to all employees and applicants for employment regardless of race, color, religion, sex, national origin, age, disability or reprisal for prior participation in protected EEO activity.**

**If any civilian mariner perceives they have been discriminated against on the basis of the prohibiting factors identified above, they shall be free from restraint, coercion, interference and harassment and provided the opportunity to request that an inquiry be conducted into the alleged discriminatory activity.**

**All civilian mariners will be treated with dignity and respect and afforded equal opportunity to develop and progress consistent with their abilities. I pledge my full support and cooperation to ensure a working environment that is free of discrimination, reprisal and harassment.**

**If you believe you have been discriminated against because of any of the above reasons, you must seek EEO counseling on the matter within 45 calendar days of the alleged discriminatory action or within 45 days of the effective date of an alleged discriminatory personnel action. The point of contact for all civilian mariner EEO complaints is Ms. Laudess M. Scales, EEO Manager, Afloat Personnel Management Center at 757-417-4266.**

  
**PHYLLIS B. SPANO**  
Director