



DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
471 EAST C STREET
NORFOLK VA 23511-2419

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N00
13 Feb 18

MEMORANDUM

Subj: COMMANDER'S POLICY ON EQUAL EMPLOYMENT OPPORTUNITY, EQUAL OPPORTUNITY, AND DIVERSITY

Ref: (a) Executive Order 13672
(b) SECNAVINST 5354.2
(c) SECNAVINST 12250.6A
(d) SECNAVINST 5350.16A
(e) DON Discrimination Complaints Program Management Manual
(f) OPNAVINST 5354.1 F

1. As Commander, Military Sealift Command (MSC), and the Equal Employment Opportunity (EEO)/Equal Opportunity (EO) Officer, I am personally committed to MSC being a model employer with a diverse, high-performing workforce where all individuals are treated with dignity and respect. This commitment must be exemplified through employment policies, practices, and procedures found in references (a) through (f).

2. MSC policy is to:

a. Ensure equality of opportunity in the employment and development of a workforce without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, reprisal, and additional bases of age, disability (physical or mental), and genetic information (GINA) for civilian employees.

b. Afford civilian employees the opportunity to seek EEO counseling within 45 calendar days of an alleged discriminatory incident and to ensure that those who use the EEO complaint system may do so without fear of reprisal per reference (d). Military complaint procedures shall be timely and in accordance with the procedures in reference (f).

c. Support diversity by inviting new perspectives and diversities of thought to resolve concerns. Embracing individual characteristics and attributes of our employees can only enhance MSC's capabilities and mission readiness.

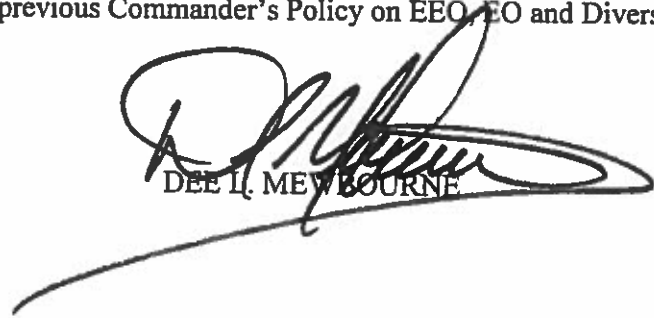
3. Every member of our workforce is responsible for ensuring the enforcement of this policy. If you encounter EEO/EO issues or concerns, I urge you to immediately talk with your supervisor, EEO official or counselor, Equal Opportunity Advisor (EOA) or Command Managed Equal Opportunity (CMEO) Manager.

Enclosure (1)

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4. This memorandum will be widely disseminated and prominently posted on official bulletin boards throughout MSC's workspaces and website
<https://msc.navy.deps.mil/SitePages/EEO%20and%20Diversity.aspx> for viewing.

5. This memorandum supersedes previous Commander's Policy on EEO, EO and Diversity dated 23 November 2016.



DEE L. MEWBORNE