



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
JOINT FORCE HEADQUARTERS, KENTUCKY NATIONAL GUARD
BOONE NATIONAL GUARD CENTER, 100 MINUTEMAN PARKWAY
FRANKFORT, KENTUCKY 40601-6168

NGKY-TAG

16 February 2022

MEMORANDUM FOR All T32 Technician and T5 Employees, Managers and Supervisors, Kentucky Army and Air National Guard

SUBJECT: Equal Employment Opportunity

1. This policy memorandum supersedes all previous editions.

2. References:

a. DoDI 1020.04 Harassment Prevention and Responses for DoD Civilian Employees, 30 June 2020.

b. KYNGI 9600.01 Kentucky National Guard Joint Discrimination Complaint Instruction, 10 December 2019.

c. 29 C.F.R. Part 1614, 27 November 2017.

d. Equal Employment Opportunity Management Directive 110, 5 August 2015.

e. PL 110-233 Genetic Information Nondiscrimination Act of 2008 (GINA), 21 May 2008.

f. Management Directive 715 EEO Reporting Requirements for Federal Agencies, 1 October 2003.

3. It is my policy to vigorously promote the Equal Employment Opportunity (EEO) Program. Discrimination is prohibited on all protected bases, including race, sex, (includes pregnancy), gender identity and sexual orientation, color, national origin, religion, age, disability (mental or physical), genetic information or reprisal/retaliation. All T32 Technicians and T5 Employees will have the freedom to compete on a fair and level playing field. EEO covers all personnel/employment programs, management practices, and decisions, including, but not limited to, recruitment, hiring, merit promotions, transfers, reassignments, training and career development, benefits and separations. This agency will not tolerate workplace harassment or reprisal against anyone who engages in protected activity.


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4. The KYNG has an established discrimination complaint process for National Guard employees, former employees and applicants for employment. Within 45 days of the date that a person knows or should have known that they were being discriminated against, all employees have the opportunity to be referred to an EEO Counselor. The EEO Counselor will conduct an initial inquiry into the allegation of discrimination. A report will then be accomplished in accordance with regulatory guidance, or be referred by the counselor or State Equal Employment Manager (SEEM) to participate in alternate dispute resolution or mediation. At the conclusion of the dispute resolution, mediation or traditional counseling session, the complainant will have the opportunity to withdraw the complaint, settle the complaint, or present a formal complaint to the SEEM for investigation.

5. In the event you feel that your concerns are not being adequately addressed, do not hesitate to bring any and all matters in the workplace to my personal attention in accordance with my open door policy.

6. Point of contact for this policy is Ms. Sheila Lawson, State Equal Employment Manager at DSN 667-1274 or commercial (502) 607-1274.


HALDANE B. LAMBERTSON
Major General, KYNG
The Adjutant General