



3D BATTALION, 3D MARINES COMMANDER'S EQUAL OPPORTUNITY POLICY

The purpose of this policy statement is to ensure that every Marine, Sailor, and civilian employee in 3d Battalion, 3d Marines understands that discrimination, sexual harassment, or any action that demeans the dignity of another person will not be tolerated. Equal Opportunity is a leadership issue that promotes teamwork in the work environment and contributes to mission-accomplishment.

Those who violate our core values by participating in or advocating discriminatory behavior are attacking our unit cohesion and eroding our ability to accomplish our wartime mission. Any word or action that reflect prejudice based on race, color, gender, age, national origin, or religion is unacceptable and is punishable by administrative action or non-judicial punishment.

Complaints or allegation of discrimination or sexual harassment will be taken seriously and handled on a case-by-case basis. Action will be taken to address and eliminate the behavior, whether real or perceived. Leaders will ensure all complaints and incidents are promptly addressed, effectively resolved and accurately reported in accordance with the current directives and regulations.

Instances of inappropriate remarks or behavior that are not criminal in nature should be handled via the Informal Resolution System (IRS). The IRS allows individuals to resolve issues at the lowest possible level. If you are a victim of discrimination or sexual harassment, notify the offender, verbally or in writing, that the conduct was offensive. If this fails to resolve the issue, notify your chain-of-command or Equal Opportunity Representative.

If you observe discrimination or sexual harassment against others, take appropriate action. Marines and Sailors should address formal complaints of discrimination, including sexual harassment, via Request Mast procedures. The Equal Opportunity Complaint Grievance Process is available for civilian personnel.

Any alleged case of discrimination is serious. False allegations are equally serious. Both acts of discrimination/harassment and false allegations will receive immediate command attention. Intimidation, reprisal, or further harassment as a result of a complaint will not be tolerated.

I expect all hands to adhere to the highest standards of personal conduct. Treat each other with dignity and respect to ensure our work environment remains professional, productive, and free of discrimination.

A handwritten signature in black ink that reads "S. J. Eastin".

S. J. EASTIN

Lieutenant Colonel, U.S. Marine Corps
Commanding Officer, 3d Battalion, 3d Marines