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DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD
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NGHI-HRO-SEEM

1 February 2015

MEMORANDUM FOR All Members of the State of Hawaii, Department of Defense

SUBJECT: Equal Opportunity / Equal Employment Opportunity Policy

1. I am committed to the Equal Opportunity (EO) and the Equal Employment Opportunity (EEO) Programs. This command will provide equal opportunity and fair treatment to all military and civilian personnel and their families without regard to race, color, religion, gender, or national origin, and will also provide an environment free of unlawful discrimination and offensive behaviors.
2. Discrimination, whether real or perceived, can destroy cohesion, undercut morale and discipline, interfere with mission accomplishment, and have a negative impact on our organizations readiness. Every individual has a right to work in an environment free of discrimination and harassment.
3. Commanders, leaders and supervisors must establish and sustain a climate that fosters human dignity, fairness, and respect for individual goals and aspirations while eliminating attitudes, behaviors, and practices that impact adversely on our organizations cohesiveness.
4. No Soldier, Airman, or employee may take or threaten to take an unfavorable action, or withhold or threaten to withhold a favorable personnel action, in reprisal against any person for filing a complaint. If an allegation of reprisal is made known to any agency authorized to receive complaints, the agency will refer the complaint to either the State Equal Employment Manager (SEEM) or the Inspector General (IG). Retaliating against anyone for participating in the EO/EEO process is in violation of the Title VII Civil Rights Act of 1964 and will not be tolerated.
5. Individuals who believe they have been discriminated against have a responsibility to inform the chain of command and/or use the EO/EEO complaint process. Every allegation will be investigated and appropriate action will be taken based on the individual merits of each allegation.

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6. Questions will be addressed through the SEEM office at (808) 672-1245.



ARTHUR J. LOGAN
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