



MILITARY DEPARTMENT  
OFFICE OF THE ADJUTANT GENERAL  
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Sacramento, California 95826-9101

NGCA-TAG

18 November 2015

MEMORANDUM FOR Employees, California Military Department

SUBJECT: Policy Memorandum 2015-05, Equal Employment Opportunity (EEO)

1. Our nation was founded on the principle that every individual has infinite dignity and worth. The California Military Department (CMD) must always be guided by this principle.
2. We must show respect in all that we do for our Servicemembers and employees. We must strive to make the CMD a model of equal opportunity for all, in accordance with Title VII of the Civil Rights Act of 1964, as amended.
3. Today, the challenges of unit readiness are greater than at any other time in history. The relationship of equal opportunity and development of a strong cohesive organization cannot be underestimated. I am proud of the men and women serving the State of California. Therefore, I will not tolerate discrimination in any form.
4. Employees who feel they have been victims of discriminatory actions are encouraged to immediately bring the matter to his or her supervisor or EEO counselor. Contact the EEO Office directly to process a complaint. All complaints are initiated as informal.
5. I expect all EEO complaints to be expeditiously, fairly, and thoroughly addressed. If the CMD finds any military or civilian members have discriminated against another member, they will be subject to disciplinary action, up to and including dismissal. Commanders and managers will support, disseminate, and post this policy prominently.
6. Questions regarding this policy may be addressed through the EEO Office at (916) 854-4451/3417.

  
David S. Baldwin  
Major General  
The Adjutant General