



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF MILITARY & VETERANS AFFAIRS
LANSING

MG GREGORY J. VADNAIS
THE ADJUTANT GENERAL AND DIRECTOR

NGMI-TAG

17 February 2012

MEMORANDUM FOR All Commanders, Directors, Managers, Supervisors, and Employees/Members of all Units, Activities, and Departments, Michigan National Guard

SUBJECT: Discrimination Complaints and Sexual Harassment "Hotline" – **1-800-371-0617**

1. The National Guard Bureau Office of Equal Opportunity and Civil Rights has a twenty-four hour "hotline" service. The number is 1-800-271-0617. The "hotline" can be used for inquiries, and/or information regarding complaints of discrimination, including sexual harassment complaints. When placing a call, an Equal Employment Analyst will provide procedural information regarding discrimination complaints within the National Guard. If an Analyst is unavailable, you may leave a message
2. The "hotline" service is available to all National Guard employees (traditional, full-time, FTNGD and temporary duty status) throughout the United States and its Territories. NGB-EO Poster 2004-160 contains "hotline" information and is to be posted on bulletin boards throughout the organization. If your work area does not have the poster, please notify the Equal Employment Opportunity Office at (517) 481-7726/7725 or email one of the following individuals: jody.youngwoodbury@us.army.mil
oscar.flores@us.army.mil
3. The "hotline" may be used to obtain information regarding the filing of a military or technician discrimination complaint (including sexual harassment) within the Air or Army National Guard. It can also be used to obtain information on appeals or other specific complaint procedures. You are not able to actually file a discrimination/sexual harassment claim or an appeal of a decision via the "hotline". You must file a complaint with the ARNG/ANG-EO/EEO.
4. POC for this information is the Equal Employment Opportunity Office at the above listed numbers and email addresses.

**THIS POLICY WILL BE POSTED ON UNIT
AND WORKPLACE BULLETIN BOARDS**



GREGORY J. VADNAIS
Major General, MI ARNG
The Adjutant General



National Guard Bureau
Office of
Equal Opportunity
and
Civil Rights

For Inquiries
or
Complaints of
Discrimination
or
Sexual
Harassment

HOTLINE
800/371-0617

OR WRITE:

National Guard Bureau
Office of Equal Opportunity and Civil Rights, NGB-EO/CR
1411 Jefferson Davis Highway, Room 2400
Arlington, Virginia 22202-3231