



DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
JOINT FORCE HEADQUARTERS, MAINE NATIONAL GUARD
33 STATE HOUSE STATION
AUGUSTA, ME 04333-0033

NGME-Z (690-12b1)

15 April 2025
TAG 25-11

MEMORANDUM FOR All Maine National Guard Federal Civilian Employees

SUBJECT: Equal Employment Opportunity (EEO)

1. This policy supersedes TAG 21-04, dated 11 September 2021, subject as above. This policy is effective immediately and will remain in effect until rescinded or superseded.

2. References:

a. 29 Code of Federal Regulations Title 29, § 1614.102 Agency program, Agency Program to Promote Equal Employment Opportunity, 24 August 2023

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

c. Chief National Guard Bureau Instruction 9601.01, National Guard Discrimination Complaint Program, dated 27 September 2015

d. Civilian Discrimination Complaint Instruction, 25 June 2020

e. TAG Policy 25-13, Alternate Dispute Resolution (ADR) Program, 12 March 2025

3. Title VII of the Civil Rights Act of 1964, as amended, guarantees equal employment opportunity for all employees and applicants regardless of race, color, religion, sex (to include pregnancy), national origin, age (40 and older), disability (physical or mental handicap), genetic information, or reprisal resulting from using the Equal Employment Opportunity (EEO) process to resolve a complaint.

4. The MENG does not condone or tolerate unlawful discrimination or sexual harassment of any kind. No Service member or civilian employee may unlawfully discriminate against, harass, intimidate, or threaten another person based on the protected categories listed above.

5. Supervisors will:

a. Identify unlawful discriminatory practices affecting personnel, act promptly to initiate corrective action, and provide follow-up and feedback throughout problem resolution.

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- b. Take appropriate action to prevent incidents of intimidation, harassment, and/or reprisal against individuals who file an EEO complaint.
 - c. Ensure personnel are fully aware of procedures for obtaining redress of complaints, including those against members of the chain of command. Procedures will be in writing and prominently displayed.
 - d. Employees and supervisors will have a performance standard evaluating their adherence to, role in the prevention of unlawful discrimination and harassment. Employees and supervisors who do not address issues they see or contribute to issues cannot be rated as successful in this category for an appraisal period.
6. A work environment that appreciates individual differences and contributions greatly improves mission readiness. Members of the MENG deserve to be evaluated on merit and given an equal chance in all competitive circumstances. The success of our EEO program depends upon every member of our organization.
7. This policy is to be posted on all official bulletin boards.
8. Point of contact for this policy is Mr. Daniel Dubay, State Equal Employment Manager (SEEM), (207) 430-6149, daniel.s.dubay.ml@army.mil.


DIANE L. DUNN
BG, MENG
The Adjutant General