



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON RED CLOUD AND AREA I
UNIT # 15707
APO AP 96258-5707

REPLY TO
ATTENTION OF:

POLICY LETTER #1-9

IMRD-ZA

03 NOV. 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Alternative Dispute Resolution (ADR) Program

1. References:

- a. Civil Rights Act of 1991.
- b. Title 29 Code of Federal Regulations (C.F.R), Part 1614, revised 9 Nov 99.
- c. Alternative Dispute Resolution Act of 1990.
- d. AR 690-600, Equal Employment Opportunity Discrimination Complaints, revised 9 Mar 04 .
- e. Installation Management Agency (IMA) ADR Policy dated 13 May 04

2. POLICY. I encourage the use of ADR to resolve complaints and grievances at the earliest possible stage. Participation is voluntary for the employee and management official regarding Equal Employment Opportunity (EEO) complaints. Although participation is voluntary for management, I recommend you adopt this policy to ensure maximum utilization of this program.

3. I expect total support for the ADR program and wholeheartedly encourage its use. Use of mediation and alternative forms of problem resolution will enhance mission readiness, eliminate wasted time and expenditures through drawn-out litigation processes, and benefit management and employee relations. I am totally committed to this program in Area I. Such program helps create a work environment conducive to personal and professional excellence.

4. The US Army Garrison Red Cloud and Area I ADR Team is comprised of the Installation EEO Manager, Civilian Personnel Advisory Center (CAPC) Management-Employee Relations (MER) official, and the 2nd Infantry Labor Attorney. Where applicable, management and union officials may participate in the ADR process.

5. A copy of this memorandum will be posted on all official bulletin boards.

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6. Point of Contact for this policy is the EEO Office, USAG Red Cloud and Area I,
at 732-6273.



JOHN W. HAEFNER
COL, EN
Commanding

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