



**MARINE DEPOT MAINTENANCE  
COMMAND**  
COMMANDING OFFICER'S POLICY STATEMENT  
ON EQUAL OPPORTUNITY



The Marine Corps policy on Equal Opportunity is clear: The Marine Corps will provide equal opportunity for all military members and DOD civilians without regard to race, color, religion, gender, age, or national origin. We will ensure that there is no discrimination on the basis of disability or genetics among our Civilians. We will also provide an environment free of sexual harassment. I am personally committed to creating and ensuring that an equal opportunity environment exists for all military & DOD civilian personnel within MDMC.

This command is focused on providing the operating forces across our Marine Corps with the best maintenance support, ground combat & combat support weapons systems available. Our success depends on the patriotism, professionalism, loyalty, intellect, enthusiasm, and character of our Marines and Civilian Marines. We must embrace our core values: Honor, Courage, and Commitment. I am committed to creating and promoting an open and accessible environment with fair, impartial and unbiased treatment for all. There is no room in our ranks for any form of unlawful discrimination, to include sexual harassment, hazing, unfair hiring practices or any similar activity that is not in the best interests of our people and mission accomplishment. All substantiated cases of discrimination will be dealt with swiftly and decisively.

I expect all leaders and supervisors to closely monitor their areas of responsibility and immediately take corrective action as required. We must strive to solve complaints at the lowest level, using the chain of command. For military members, in cases of inappropriate comments or behavior, that are not criminal in nature, the preferred method is through the Informal Resolution System. Civilian Marines are encouraged to use the Alternative Dispute Resolution process. If necessary, formal complaints can be filed via Request Mast or other Equal Employment Opportunity processes. Reprisals related to such complaints will not be tolerated under any circumstances. All reports of misconduct will be taken seriously, promptly investigated and handled with the utmost professionalism, dignity and fairness.

Whether in Albany, Georgia or Barstow, California, all Marines and Civilian Marines must have an equal opportunity to contribute to the success of our mission while growing and maturing in a professional environment. Every member of this command must be alert to any bias, harassment, hazing, discrimination, to include sexual harassment or any other factor that undercuts our efficiency or violates the letter and spirit of the Marine Corps Policy on Equal Opportunity.

Developing a high level of trust among all members of the command and developing a "command harmony" throughout every work space that fosters an atmosphere of teamwork should be the ultimate goal of every member of this command!

I know that I can count on all hands to carry out the intent of this policy.

Civilian Marines in **Albany** should contact the local EEO office at 229-639-5275

Civilian Marines in **Barstow** should contact the local EEO office at 760-577-6599

*Jeffrey Q. Hooks*  
Jeffrey Q. Hooks  
Commanding Officer  
Marine Depot Maintenance Command

Military Personnel should contact The Equal Opportunity Advisor who is located in Bldg 3700, Rm 151C.  
229- 639-5046