

MARINE CORPS INSTALLATIONS EAST POLICY ON PROHIBITED ACTIVITIES AND CONDUCT



All members of Marine Corps Installations East, military and civilian, have an inherent right to an environment which enables everyone to maximize their full potential and individual merit. As the Commanding General and Sergeant Major, we are dedicated to Equal Opportunity for all members of this command regardless of race, color, religion, gender (to include gender identity), sexual orientation, or national origin. Each and every member of this culturally diverse command will be provided an



environment that promotes professional growth, dignity, and mutual respect for each other. This is paramount to ensuring the highest standards of growth and moral integrity.

Abuse (Hazing, Bullying, Retaliation), Harassment (to include Sexual Harassment), Wrongful Distribution or Broadcast of Intimate Images, Dissident and Protest Activity (including Supremacist Activity) and Unlawful Discrimination are counterproductive to mission accomplishment, as they minimize and undermine a unit's morale, good order and discipline, and overall readiness. Equal Opportunity is everyone's responsibility, regardless of rank or position. We charge each of you, as leaders, to take immediate and appropriate action when any form of discrimination is brought to your attention.

Informal Resolution is the most preferred method in resolving complaints of prohibited activities and conduct. It should be used whenever possible to resolve interpersonal conflicts in the workplace at the lowest level. Informal Resolution emphasizes each person's responsibility to be a role model of acceptable behavior and confront unacceptable behavior when observed or brought to his or her attention. If Informal Resolution does not resolve the complaint, or the member chooses to use the formal complaint process, the most expedient method for formal complaints is the Request Mast process.

Any member who engages in, or fails to report or prevent any form of prohibited activities and conduct will be subject to appropriate disciplinary actions. Reprisal or acts of retaliation, to include intimidation or ostracism, related to a complaint will not be tolerated and are also subject to disciplinary or administrative action. The Command Inspector General's Office is the avenue of redress for those who believe they have been the subject of reprisal or retaliation actions.

Our core values of Honor, Courage, and Commitment require that fair and impartial treatment is afforded to all members of the Command. When working together to achieve mission accomplishment through teamwork, professionalism, and Esprit de Corps, we build a command climate where excellence is the natural product.

A handwritten signature in black ink, appearing to read "Charles A. Metzger".

CHARLES A. METZGER

Sergeant Major, U. S. Marine Corps

A handwritten signature in black ink, appearing to read "J. D. Alford".

J. D. ALFORD

Major General, U. S. Marine Corps
Commanding General

**For further guidance or assistance related to Equal Opportunity, my point of contact is the MCIEAST -
MCB CAMLEJ Equal Opportunity Advisor at (910) 451-2129 and located in Building 1.**