



DEPARTMENT OF THE ARMY
LANDSTUHL REGIONAL MEDICAL CENTER
UNIT 33100
APO AE 09180-3100

MCEU-LCO

17 March 2025

MEMORANDUM FOR ALL PERSONNEL ASSIGNED OR ATTACHED TO
LANDSTUHL REGIONAL MEDICAL CENTER (LRMC)

SUBJECT: LRMC Command Policy Letter 9 - Military Equal Opportunity and
Harassment Complaint Procedures

1. References:

- a. AR 600-20, Army Command Policy, 6 February 2025.
- b. Medical Readiness Command Europe Command Policy Letter 25-008, Military Opportunity and Harassment Complaint Procedures, 22 February 2025.

2. This command intends to provide an environment free of discrimination and to ensure fair treatment based solely on merit, performance, and potential in support of readiness. The goal of the Military Equal Opportunity (MEO) program is to create and sustain effective units by eliminating discriminatory behaviors or practices that undermine teamwork, mutual respect, loyalty, and shared sacrifice of the men and women of the Army. Soldiers and Family Members have a right to file a complaint if they believe the MEO policy has been violated. Attempts should be made to resolve concerns at the lowest level possible within the organization.

3. The MEO and harassment complaint processing system addresses complaints that allege unlawful discrimination based on race, color, sex, national origin, religion, or sexual orientation and harassment, which includes hazing, bullying, and other forms of discriminatory harassment. Concerns raised and/or resolved outside of the complaint processing system are considered problem resolution or leadership actions and are not considered MEO or harassment complaints. Incidents involving allegations of criminal behavior (that is, violations of UCMJ) will be reported or referred to law enforcement.

4. There are three filing options for MEO complaints:

- a. Anonymous: the complainant remains unidentified, and the complaint is classified as either informal or formal and documented in the MEO data. The receiving commander will determine if sufficient information is provided to proceed as either an informal or formal complaint.

*This memorandum replaces LRMC Command Policy Letter 9, dtd 29 June 2023.

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b. Informal: a Soldier, DA Civilian, Cadet, or Family Member does not wish to file in writing on a DA Form 7279. Informal complaints may be resolved directly by the complainant addressing the offending party, a peer, or another person in or outside the complainant's chain of command or NCO support channel, or the MEO professional. Equal Opportunity Leaders and commanders must notify the servicing Equal Opportunity Advisor (EOA) of any informal complaints received below the brigade level.

c. Formal: a complaint filed in writing using a DA Form 7279, complainant swears to the accuracy of the information. Formal complaints require specific actions, are subject to timelines, and require documentation of the actions taken. Complainants have 60 calendar days from the date of the alleged incident to file a formal complaint. Complaints received after 60 days can be investigated outside of the MEO complaint processing system at the commander's discretion.

5. The point of contact for this memorandum and the lead agency for assistance with filing MEO complaints is the LPMC EOA, MSG Charles Cannon-Cherry at Charles.a.cannon-cherry.mil@health.mil or DSN 314-590-4495.



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COL, MC
Commanding