The Office of Equal Opportunity and Civil Rights
The National Guard
Military Discrimination Complaint System
Completing the Process:
NGB Form 333
MAJ Mark M. Stewart

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COMPLAINANTS REFERRED TO LOWEST LEVEL COMMANDER

6/23/97
Inquires or supplements to inquires are conducted until an investigation is ordered by a commander who has appointing authority. Each level of the chain of command attempts settlement of the complaint.
COMPLAINT PROCESS

FILING

EO COMPLAINT
IN WRITING TO THE:

• COMMANDER
• EO/MEO STAFF
• NEXT HIGHER COMMANDER
• ANY HIGHER COMMANDER
• NGB-EO HOTLINE PH: (800) 371-0617

6/23/97

COMPLAINT FORM NGB FORM 333
CHAIN OF COMMAND
INFORMAL COMPLAINTS

TIME LIMITS
LOWEST COMMAND LEVEL 30 DAYS
(or through the next scheduled drill period)

After this period, the complaint can be withdrawn by the complainant or become formal - the only appeal of an informal complaint is to formally file a complaint

6/23/97
CHAIN OF COMMAND

FORMAL COMPLAINTS

LOWEST COMMAND LEVEL 60 DAYS

Actions Required

• Procedural review to determine acceptance, dismissal, or referral

6/23/97
CHAIN OF COMMAND

FORMAL COMPLAINTS

TIME LIMITS

• All successive command levels will have 30 days to complete a procedural review and attempt resolution with the complainant.

• If no resolution is made, the complaint will automatically appeal to the next command level when the 30 days has expired.

6/23/97
The Adjutant General has **90 days** to complete the following:

- Attempt resolution
- **Order an investigation** (if one has not been completed)
- Review for legal and administrative compliance
- Provide a redacted copy of the ROI to Complaintant
CHAIN OF COMMAND
FORMAL COMPLAINTS

FULL-TIME AGR TIME LIMITS

AGR and other full-time personnel covered by this regulation will adhere with the following time limits:

• 180 days from the date of discrimination to file

• The full-time supervisory chain will process the complaint on behalf and in coordination with the commander

6/23/97
FULL-TIME AGR TIME LIMITS (cont.)

• 14 days to inquire and attempt resolution at each command level

• If unresolved, the complainant will be provided a copy of the inquiry and may rebut the inquiry with 14 days of receipt

• Process repeated until it reaches the Adjutant General Level - process IAW complaint regulation thereafter
THE PROCESS

ACTIONS BY THE AG & STAFF

• REVIEW INQUIRES
• ATTEMPT RESOLUTION
• DIRECT INVESTIGATION
• ASSURE ADEQUACY OF ROI
• PROVIDE REDACTED ROI TO COMPLAINANT
• ATTEMPT RESOLUTION

6/23/97
COMPLAINT PROCESS

NGB FINAL AGENCY DECISION

- NO DISCRIMINATION

- NO DISCRIMINATION W/CORRECTIVE OR REMEDIAL ACTION

- DISCRIMINATION (IN PART OR IN WHOLE) CORRECTIVE/REMEDIAL ACTION REQUIRED

THERE ARE NO FURTHER REVIEWS: ADMINISTRATIVE OR JUDICIAL
QUESTIONS?