



SECRETARY OF THE AIR FORCE
WASHINGTON

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MEMORANDUM FOR ALMAJCOM-ALFLDCOM-FOA-DRU
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SUBJECT: Department of the Air Force Equal Opportunity and Nondiscrimination Policy

The Department of the Air Force's (DAF) top priority is taking care of our people—the very Airmen and Guardians (military and civilian) who made the voluntary decision to join our organization in defense of our great Nation. They deserve nothing less than being treated with dignity and respect and afforded equal opportunity and the right to nondiscrimination. When our Airmen and Guardians experience unlawful/prohibited discrimination and/or discriminatory harassment (including sexual harassment), their ability to rise to their highest potential is undermined—affecting their ability to carry out the DAF's critical mission. The DAF's policy is simple; these acts will not be tolerated or condoned by anyone.

The DAF's civilian equal employment opportunity complaints program promotes and implements federal laws on unlawful discrimination and discriminatory harassment (including sexual harassment) against DAF civilian employees, former employees, and applicants for employment on the basis(es) of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, disability, age (over 40), genetic information, or retaliation for prior equal opportunity activity—each category collectively known as a protected class. Equal employment opportunity covers all personnel and employment programs, management practices, and decisions, including, but not limited to, recruitment and hiring, merit promotion, transfer, reassignments, training and career development, benefits, and separation.

DAF civilian employees, former employees, and applicants for employment who believe they have been subjected to unlawful discrimination or discriminatory harassment (including sexual harassment) should promptly report allegations to their local DAF equal opportunity office or supervisor. Delays in reporting may hinder the DAF's ability to prevent, intervene, and/or correct these discriminatory or negative behaviors and there are legal timelines to file an equal employment opportunity complaint within 45 calendar days after the alleged discrimination occurred.

The DAF's military equal opportunity program implements federal laws and Department of Defense policies on prohibited discrimination and discriminatory harassment (including sexual harassment) against military members on the basis(es) of race, color, religion, sex (including pregnancy), national origin, gender identity, or sexual orientation. The DAF's military equal opportunity program also addresses other forms of harassment (i.e., bullying and hazing).

Military members who believe they have been subjected to prohibited discrimination, discriminatory harassment, and other forms of harassment (bullying and hazing) are encouraged

to promptly resolve the matter at the lowest level, where possible. Military members, however, can report allegations to their local DAF equal opportunity office. Military members should promptly report allegations as delays in reporting may hinder the DAF's ability to prevent, intervene, and/or correct these discriminatory or negative behaviors.

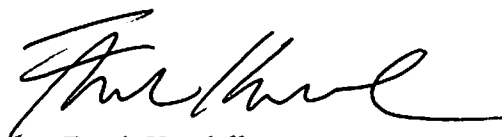
The DAF will not tolerate any workplace harassment or retaliation/reprisal against those individuals who engage in protected activity such as reporting allegations of unlawful/prohibited discrimination and/or discriminatory harassment (including sexual harassment). The DAF supports Airmen and Guardians in exercising their civil rights guaranteed by law.

I expect Air Force and Space Force leaders, commanders, managers, and supervisors at all levels to foster and maintain a workplace and environment that promotes equal opportunity and nondiscrimination for all Airmen and Guardians. This includes communicating DAF equal opportunity and anti-harassment policies; responding to allegations; correcting harassing conduct before it becomes severe or pervasive; and taking other appropriate preventative, corrective, and/or disciplinary action consistent with DAF Policy Directive (DAFPD) 36-27, *Equal Opportunity*, DAF Instruction (DAFI) 36-2710, *Equal Opportunity Program*, and DAFI 36-147, *Civilian Conduct and Responsibility* (anti-harassment program).

I expect all Airmen and Guardians to maintain the highest standards of personal and professional conduct consistent with Air Force Instruction 1-1, *Air Force Standards*, and Space Force Handbook 1-1, *Guardian Spirit*. Any Airman or Guardian who violates DAF policy on equal opportunity and nondiscrimination may be subject to corrective and/or disciplinary action, to include action under the Uniform Code of Military Justice for military members.

I encourage all Airmen and Guardians at all levels to review this policy memorandum, along with DAFPD 36-27, DAFI 36-2710, and DAFI 36-147, as well as visit the DAF Equal Opportunity website (<https://www.af.mil/Equal-Opportunity/>) for additional information. Airmen and Guardians are also encouraged to utilize the DAF Unlawful Discrimination and Harassment Hotline at 1-888-231-4058 if assistance is needed in locating your local equal opportunity office.

The DAF's mission success ultimately depends on Airmen and Guardians having trust and confidence in themselves, in one another, and in their leadership to promote equal opportunity and nondiscrimination. Airmen and Guardians must have the freedom to compete on a fair and level playing field regardless of their backgrounds and/or protected class. This ensures that the DAF can recruit and retain top talent to support force lethality and mission readiness. We all play an integral role in promoting and safeguarding equal opportunity and nondiscrimination.



Frank Kendall
Secretary of the Air Force