

DEPARTMENT OF THE AIR FORCE

HEADQUARTERS 4789TH AIR BASE GROUP (ADCOM)

HANCOCK FIELD, NEW YORK 13225



REPLY TO
ATTN OF: SL (TSgt Brown/3316)

26 Apr 78

SUBJECT: Follow-up Action on Equal Opportunity Complaint

TO: ALC Ruiz

1. The following is a summary of actions taken regarding your EOT complaint of unfair treatment, sexism, and harrassment from supervisors and co-workers. This information was obtained from Colonel Olshefski, 21AD/CV and Major Edwards, 763 RADS/CC:

a. CHANGE IN SUPERVISOR - As you probably already know, Sgt Butcher departed PCS on 10 Apr 78. A new supervisor, Mr Choltisek (WG-10) has been temporarily appointed to this position until Sgt Butcher's replacement is in place. The new supervisor is an E-4, with a line number to SSgt.

b. HUMAN RELATIONS/AWARENESS TRAINING - Your unit commander has requested Human Relations/Awareness Training for Key Personnel, beginning with supervisors in the Heating Plant (i.e. Mr Lewis). During the week of 15 May, I will return to Lockport AFS, accompanied by TSgt Estevez, Psy Tech, and SSgt Bachand, Human Relations Education (HRE) Instructor, to conduct HRE training and deal with any other equal opportunity related problems at Lockport AFS.

c. SPECIAL AWARENESS BROCHURE ON WOMEN IN THE AIR FORCE - Hancock Field Pamphlet 35-1, "Women in the Air Force; A Guide Toward Better Understanding", has been distributed to all supervisors at your site.

d. LEADERSHIP/MANAGEMENT TRAINING - Leadership/Management Training is planned for mid-managers, E-4s and E-5s during the week of 22 May 78. This training will be conducted by TSgt Fassett of the Base Education Office.

e. ADDITIONAL PUBLICITY REGARDING COMPLAINT CHANNELS - The commander has intensified publicity regarding AF complaints/grievances channels throughout the squadron. In addition, a Rumor Control Program has been established.

f. As you may know, your unit commander has already taken certain actions in response to your specific complaints and requests, which are as follows:

(1) Reprimands for Sgt Butcher and Mr Lewis: There are not sufficient grounds/specific charges to warrant reprimands for

either of these individuals.

(2) Removal of Derogatory Information File: Your commander is considering only the selective removal of certain information from the immediate supervisor's file. This does not include information maintained in the unit personnel file.

(3) Removal of "6" Airman Performance Report (APR):
This action must be undertaken by you. On 22 May 78, Colonel Olshefski, 21AD/CV, provided you with a detailed explanation of the policies and procedures for requesting removal of Airman Performance Reports from official files as well as a copy of the governing directive, AFR 31-11.

(4) Charges of Menial Tasks: An operating instruction has been developed for the Heating Plant to spell out menial tasks and provide for equal apportionment of these duties. In addition, procedures for leaving the shop have been more clearly defined and a sign-out board is presently being used.

2. This summary of information and action taken is intended to provide you with some interim feedback regarding your complaint. Hopefully, final resolution of this matter will be closer at hand by the time I make my follow-up visit to Lockport AFS during May 78. In the meantime, I would remind you that the obligations and responsibilities between the Air Force and its members is a two-way street. While the AF pledges to provide equal and fair treatment to its personnel, these same individuals are obligated to abide by certain standards in return. Your personal conduct and performance, on and off the job, should be guided by a sense of responsibility and obligation to the AF, the mission of your unit, your job, and the people with whom you work. Should you encounter similar personal difficulties in your future AF experience, do not hesitate to make prompt and proper use of established chain of command and complaint/grievance channels available to you.



WASHINGTON W. BROWN, JR., TSgt, USAF
Base Equal Opportunity and Treatment NCO

Cy to: 21AD/CV
21AD/DPZ
763RADS/CC