STATE OF CALIFORNIA Arnold Schwarzenegger, Governor

MILITARY DEPARTMENT
OFFICE OF THE ADJUTANT GENERAL
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CAAG 30 September 2009

MEMORANDUM FOR State Active Duty Service Members and State Military Reserve Members of the California Military Department

SUBJECT: Policy Memorandum 2009-06 – Military Department Equal Opportunity

1. The California Military Department is committed to maintaining a positive work environment that is productive and free from discrimination and bias. Leaders are responsible for ensuring that all **State Active Duty members and State Military Reserve members** receive fair and equitable treatment on the basis of their capability and merit without regard to age (40 and over, subject to limitations for 142 and 167 status), ancestry, color, religious creed, denial of Family and medical care leave, marital status, medical condition (cancer, genetic characteristics, HIV and AIDS), national origin, race, religion, sex, sexual orientation (subject to requirements for maintaining federal recognition, as applicable), or reprisal for having engaged in a protected Equal Opportunity (EO) activity. Leaders must ensure a command climate that encourages employees to freely identify and report injustices and discrimination of any kind, without the threat of intimidation or reprisal. I expect leaders, Soldiers, and Airmen to take swift and positive steps to eradicate bias behaviors and discriminatory practices.

2. Full command support is necessary to ensure that EO principles and practices are utilized throughout the California Military Department (CMD). To achieve this goal, I encourage employees to use the CMD EO complaint process by alerting their chain of command and reporting violations to the CMD EO office. Should there be discomfort or fear of reproach in reporting incidents to their chain of command, employees may contact the CMD EO Office directly.

3. The increasing diversity of the employment landscape suggests that a multicultural workforce is a business asset and key to mission readiness. Leaders, managers, and supervisors must take advantage of all the combined strengths of every employee in order to make the CMD the highest quality organization it can be. I am committed to maintain a culture that practices the following:

a. Provides every team member professional courtesy and respect
b. Fosters a command climate that is fair, equitable, and non-discriminatory
c. Recognizes members as our most valuable asset
d. Promotes teamwork and constructive working environment
e. Utilizes leadership as the tool to achieve results, pursue excellence, and strive to make the CMD the employer of choice for all

4. Questions or comments may be addressed to MAJ Tiffany Buethe at (916) 854-3154.

WILLIAM H. WADE II
Major General
The Adjutant General