

Department of the Army
Headquarters, United States Army
Training and Doctrine Command
Fort Monroe, Virginia 23651-1047

*TRADOC Regulation 600-11

16 May 2008

Personnel-General

EQUAL OPPORTUNITY ACTION PLAN

FOR THE COMMANDER:

OFFICIAL:

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History. This publication is a rapid action revision. The portions affected by this administrative revision are listed in the summary of change.

Summary. This regulation presents the U.S. Army Training and Doctrine Command (TRADOC) Equal Opportunity Action Plan (EOAP). It sets forth the goals, responsibilities, and policies that support the Department of the Army (DA) Equal Opportunity Program. The TRADOC EOAP is a management document; it fulfills a specific DA requirement that Army commands develop and publish a comprehensive EOAP for Soldiers. An EOAP is required for all Army organizations, commands, and agencies, to include brigade (or equivalent) level.

Applicability. This regulation applies to all TRADOC commands, agencies, and activities.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff (DCS), G-1/4. The proponent has the authority to approve exceptions or waivers to this supplement that are consistent with controlling law and regulations. The proponent may delegate this approval authority in writing, to a division chief with the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through higher headquarters to the policy proponent.

*This regulation supersedes TRADOC Reg 600-11, dated 8 April 2005, and TRADOC Form 600-11-1-R-E, dated Feb 2005.

Army management control process. This regulation is not subject to the requirements of AR 11-2. It does not contain internal control provisions.

Supplementation. Supplementation of this supplement is prohibited without prior approval from the DCS, G-1/4 (ATBO-BQ), 5D North Gate Road, Fort Monroe, VA 23651-1048.

Suggested improvements. Users send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to DCS, G-1/4 (ATBO-BQ), 5D North Gate Road, Fort Monroe, VA 23651-1048. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal).

Availability. This publication is available only on the TRADOC Homepage at <http://www.tradoc.army.mil/tpubs/supplndx.htm>.

Summary of Change

TRADOC Reg 600-11
Equal Opportunity Action Plan

This rapid action revision, dated 16 May 2008-

- o Removes reporting requirements and review and analysis paragraphs.
- o Removes references to Personnel, Infrastructure, and Logistics and replaces with Deputy Chief of Staff, G-1/4.
- o Updates reference to Army Regulation 600-20 (para 4b(5)).
- o Updates responsibilities of U.S. Army Training and Doctrine Command and subordinate commands (para 4d).
- o Removes goal #3 military justice and replaces it with U.S. Army Training and Doctrine Command equal opportunity inspections (fig B-3).
- o Updates goal #5 equal opportunity advisor training to reflect semi-annual requirements (fig B-5).
- o Updates U.S. Army Training and Doctrine Command Form 600-11-1 (sec III).

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1. Purpose

This U.S. Army Training and Doctrine Command (TRADOC) Equal Opportunity Action Plan (EOAP) sets forth the goals and objectives of the Commanding General (CG), TRADOC and staff agencies which constitute equal opportunity (EO) actions in support of the Department of the Army (DA) EO Program. The objectives of the EOAP are-

- a. Monitor structural imbalances that have EO implications and correct those imbalances where possible.
- b. Foster a command climate that provides opportunity for growth and effective utilization of individual capabilities.
- c. For commanders and heads of staff agencies to infuse positive EO actions into the traditional EO management system policies and training.
- d. Reinforce EO as an obligation of leadership and a function of command to ensure fairness, justice, and equity for all Soldiers, regardless of race, color, national origin, gender, or religion.
- e. Provide a mechanism to assess the TRADOC EO Program.

2. References

Required publications and prescribed and referenced forms are listed in appendix A.

3. Explanation of abbreviations and terms

Abbreviations and terms used in this regulation are explained in the glossary.

4. Responsibilities

a. TRADOC, Deputy Chief of Staff (DCS), G-1/4 will-

- (1) Provide CG, TRADOC with a formal assessment of EOAP goal attainment.
- (2) Maintain a lead staff responsibility for the development, publication, review, and management of the TRADOC EOAP.
- (3) Assist proponents and special staff with initiatives within functional areas.
- (4) Ensure submission of the TRADOC EOAP to Headquarters, Department of the Army (HQDA), DCS, G-1 (DAPE-HR-HRH), 300 Army Pentagon, Washington, DC 20310-0300 for review.

b. DCS, G-1/4, Military Personnel Support Division, EO Branch will-

- (1) Coordinate the revision and update of EOAP as revisions are required.
- (2) Analyze goal assessment and recommend revisions where appropriate.

c. TRADOC commanders, major subordinate commands, and agencies will-

(1) Ensure an EOAP exists for each command, separate unit, agency, and activity, brigade, or equivalent level and higher. Headquarters, TRADOC is the waiver authority for this requirement. Requests for waiver must be signed by the unit/activity commander and submitted to DCS, G-1/4 (ATBO-BQ), 5D North Gate Road, Fort Monroe, VA 23651-1048.

(2) Ensure development of plans to support and achieve designated goals. These goals must include, but are not limited to, DA goals listed in DA Pam 600-26, paragraph 2-13. Specific goals for TRADOC are found in appendix B. Commanders at brigade/brigade equivalent level or higher must develop goals to support specific local needs/problem areas. Additional topics for consideration could include, but are not limited to, EO training, personnel actions (for example, awards and promotions), unit staff assistance visits, etc.

(3) Ensure the EOAP includes plans for executing TRADOC EOAP goal numbers 3, 5, 6, and 7 (see app B).

(4) Annually submit a copy of new or revised EOAP to DCS, G-1/4 (ATBO-BE), 5D North Gate Road, Fort Monroe, VA 23651-1048.

(5) Ensure annual review of the EOAP is conducted and updated, as necessary.

(6) Choose to use TRADOC Form 600-11-1 or a locally generated form to submit EOAP goals.

d. The proponents of each goal as indicated in appendix B will-

- (1) Have staff responsibility for EO matters falling within their functional areas.
- (2) Develop goals and reporting procedures for EO actions shown in appendix B.
- (3) Manage functional areas of responsibility to identify those areas where discrimination exists. Upon identification of discrimination, take appropriate actions to remedy the situation, where possible in accordance with (IAW) Army Regulation (AR) 600-20, paragraph D-4.
- (4) Collect statistical data in functional areas and input it into the Equal Opportunity Reporting System quarterly.
- (5) Provide DCS, G-1/4, Military Personnel Support Division, EO Branch, annual roll-up of all statistical data by 20 October each year IAW AR 600-20, chapter 6, paragraph 6-16.
- (6) Prepare graphic and/or statistical analysis IAW AR 600-20, paragraph 6-17 quarterly. Narrative and statistical reports on EO progress and Department of the Army Pamphlet (Pam) 600-26, paragraph 1-6 to determine if:
 - (a) The EOAP goal is still relevant or requires revision.
 - (b) There is a requirement for a change in policy or procedure.

5. Policy

TRADOC policy is to provide EO and fair treatment for Soldiers and their families without regard to race, color, gender, religion, or national origin. This plan directs positive actions in support of this policy. It reflects the high priority afforded these important tasks and the commitment of TRADOC to achieve EO goals.

6. Goal development

- a. The functional area proponent is ultimately responsible to monitor, review, and analyze each goal. The assignment of more than one proponent to each goal, however, does not limit ownership to the proponent(s).
- b. The functional area proponent will develop goals to support all aspects of the HQDA EO Program. Requirements for EO actions may arise from a need to manage, assess, and report on the status of minority and female Soldiers. However, do not limit goals to statistical analysis. Any EO related area may become a goal (for example, training).

7. Goal revision

EOAP goals require annual review. Discard achieved goals that are no longer relevant. Goals sometimes become obsolete, are overcome by events, or simply not achievable. TRADOC proponents will review each goal and decide to maintain, revise, or delete the goal.

8. Measurement

- a. Measure quantifiable goals in order to:
 - (1) Identify trends.
 - (2) Highlight differences or discrepancies.
 - b. Present non-quantifiable goals in narrative.
-

Appendix A References

Section I Required Publications

AR 600-20
Army Command Policy

DA Pam 600-26
The Department of the Army Affirmative Action Plan

Section II Referenced Publications

This section contains no entries.

Section III Prescribed Forms

TRADOC Form 600-11-1-R-E
Equal Opportunity Action Goal

Section IV Referenced Forms

This section contains no entries.

Appendix B

TRADOC Equal Opportunity Action Goals

B-1. Development

Guidance found in DA Pam 600-26, paragraph 2-13, is the basis for development of TRADOC goals.

B-2. Specific goals

The TRADOC goals are as follows: Goal #1-Command Profile (see fig B-1); Goal #2-Officer Commissioning Programs: U.S. Army Officer Candidate School and U.S. Army Military Academy Preparatory School (see fig B-2); Goal #3-TRADOC Equal Opportunity Inspection (see fig B-3); Goal #4-EO Program Staffing (see fig B-4); Goal #5-Equal Opportunity Advisor Training (see fig B-5); Goal #6-Training and Assignment Opportunities (see fig B-6); and Goal #7-Institutional and Unit Training (see fig B-7).

EQUAL OPPORTUNITY ACTION GOAL	
(For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: COMMAND PROFILE	NUMBER: 1
GOAL(S): Provide demographics of the command.	
BASIS FOR GOAL(S): DA Pam 600-26	
POSITIVE ACTIONS	MILESTONES
Determine and report the composition of the command by rank, Racial Ethnic Designation Category (REDCAT), and gender.	Quarterly by 20 Jan, 20 Apr, 20 Jul, and 20 Oct
PROPONENT: EO	

Figure B-1. TRADOC EO Action Goal #1

EQUAL OPPORTUNITY ACTION GOAL	
(For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: OFFICER COMMISSIONING PROGRAMS - OCS AND U.S. ARMY MILITARY ACADEMY PREPARATORY SCHOOL (USAMAPS)	NUMBER: 2
GOAL(S): Ensure all qualified individuals are encouraged to apply and are considered for acceptance without regard to race or gender.	
BASIS FOR GOAL(S): DA Pam 600-26	
POSITIVE ACTIONS	MILESTONES
Encourage high-quality Soldiers to apply for officer commissioning programs.	Periodic Review
PROPONENT: G-3/5/7	

Figure B-2. TRADOC EO Action Goal #2

EQUAL OPPORTUNITY ACTION GOAL (For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: TRADOC EQUAL OPPORTUNITY (EO) INSPECTION	NUMBER: 3
GOAL(S): Ensure all levels of command are provided an assessment of their respective EO programs.	
BASIS FOR GOAL(S): AR 600-20 and TRADOC Supplement 1 to AR 600-20	
POSITIVE ACTIONS	MILESTONES
<ol style="list-style-type: none"> 1. Provide support to units/activities in the execution of their EO programs by evaluating the overall climate of each organization. 2. Conduct focus groups during the execution of the TRADOC EO Inspection. 3. Provide an official report to the unit/activity commander upon completion of the TRADOC EO Inspection. The report should include recommendations to improve the overall human relations climate of the organization. 	<ol style="list-style-type: none"> 1. Annually 2. Annually 3. Annually
PROPONENT: EO	

Figure B-3. TRADOC EO Action Goal #3

EQUAL OPPORTUNITY ACTION GOAL (For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: EO PROGRAM STAFFING	NUMBER: 4
GOAL(S): Maintain 100% fill of Defense Equal Opportunity Management Institute (DEOMI) trained Equal Opportunity Advisor positions within TRADOC.	
BASIS FOR GOAL(S): AR 600-20, DA Pam 600-26, and ACOM authorization documents	
POSITIVE ACTIONS	MILESTONES
<ol style="list-style-type: none"> 1. TRADOC EO SGM coordinate with U.S. Army Human Resources Command (HRC) 3 months prior to DEOMI class start date to fill projected vacancies. 2. Provide names, class dates, and installation assignments from HRC. 3. Installations will notify TRADOC, G-1/4 (EO Branch) of any unprogrammed losses. 	<ol style="list-style-type: none"> 1. As required IAW DEOMI classes 2. As required IAW DEOMI 3. As required
PROPONENT: HQ TRADOC and installation EO NCOIC	

Figure B-4. TRADOC EO Action Goal #4

EQUAL OPPORTUNITY ACTION GOAL (For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: EQUAL OPPORTUNITY ADVISOR (EOA) TRAINING	NUMBER: 5
GOAL(S): Conduct annual face to face training / workshop and semi-annual EOA Video Teleconference (VTC) to ensure all TRADOC EOAs understand their duties and responsibilities.	
BASIS FOR GOAL(S): TRADOC requirement - to provide professional development and standardize procedures.	
POSITIVE ACTIONS	MILESTONES
<ol style="list-style-type: none"> 1. Schedule conference site and dates in conjunction with the Department of the Army worldwide equal opportunity training conference. Select and invite guest speaker(s). Develop, staff, and distribute workshop agenda. 2. Organize and conduct VTC with all TRADOC EOAs to reinforce duties and responsibilities and discuss human relations trends across TRADOC. 	<ol style="list-style-type: none"> 1. Annually 2. Semi-annually
PROPONENT: HQ TRADOC	

Figure B-5. TRADOC EO Action Goal #5

EQUAL OPPORTUNITY ACTION GOAL	
(For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: TRAINING AND ASSIGNMENT OPPORTUNITIES	NUMBER: 6
GOAL(S): Provide equal training and career assignment opportunities by removing gender based barriers where possible.	
BASIS FOR GOAL(S): Verbal orders of the CG, TRADOC	
POSITIVE ACTIONS	MILESTONES
<p>1. Where possible, eliminate table of distribution and allowance (TDA) position codes and military occupational specialty (MOS) designators that bar assignment of females.</p> <p style="padding-left: 20px;">a. Identify positions which appear to be coded to deny assignment of females without justification. [Lead G-8]</p> <p style="padding-left: 20px;">b. Publish ACOM policy for first sergeant positions based on MOS/gender mix training base assignments. [Lead G-3/5/7]</p> <p style="padding-left: 20px;">c. Change TDA. [Lead G-3/5/7]</p> <p style="padding-left: 20px;">d. Monitor and enforce policy. [Lead G-3/5/7]</p> <p>2. Fully integrate training for initial entry training Soldiers. [Lead G-3/5/7]</p>	<p>1. As required</p> <p>1a. As required</p> <p>1b. Annually with necessary revisions</p> <p>1c. As required</p> <p>1d. Ongoing</p> <p>2. Ongoing</p>
PROPONENT: G-1/4, G-3/5/7, and G-8	

Figure B-6. TRADOC EO Action Goal #6

EQUAL OPPORTUNITY ACTION GOAL	
(For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)	
SUBJECT: INSTITUTIONAL AND UNIT TRAINING	NUMBER: 7
GOAL(S): Implement effective Equal Opportunity (EO) training to include Prevention of Sexual Harassment (POSH) training in units/activities, Equal Opportunity Leader Course (EOLC), and Senior Leader training (SLT).	
BASIS FOR GOAL(S): AR 600-20 and TRADOC Supplement 1 to AR 600-20	
POSITIVE ACTIONS	MILESTONES
<ol style="list-style-type: none"> 1. Evaluate EO/POSH training in institutional training courses and units located on TRADOC installations. [Lead HQ TRADOC-Soldier Support Institute (SSI)] 2. Update training support packages for institutional training, EOLCs, and unit training programs. [Lead SSI] 3. Develop and conduct SLT at both the installation and brigade/brigade equivalent level. [Lead EO] 	<ol style="list-style-type: none"> 1. Annually 2. As required 3. Annually
PROPONENT: HQ TRADOC, SSI, installation and brigade/brigade equivalent EOAs	

Figure B-7. TRADOC EO Action Goal #7

Glossary

Section I Abbreviations

AR	Army regulation
CG	commanding general
DA	Department of the Army
DCS	deputy chief of staff
EO	equal opportunity
EOAP	Equal Opportunity Action Plan
G-1/4	personnel and logistics
HQDA	Headquarters, Department of the Army
IAW	in accordance with
Pam	pamphlet
TRADOC	U.S. Army Training and Doctrine Command

Section II Terms

This section contains no entries.

Section III Special Abbreviations and Terms

This section contains no entries.

EQUAL OPPORTUNITY ACTION GOAL

(For use of this form see TRADOC Reg 600-11. The proponent is Deputy Chief of Staff, G-1/4.)

SUBJECT:

NUMBER:

GOAL(S):

BASIS FOR GOAL(S):

POSITIVE ACTIONS

MILESTONES

PROPONENT:

Instructions

Subject: Type the general area or title.

Number: Type the goal sequence number (for example, 1, 2, 3, . . .).

Goal: Type the statement of intent on the part of the commander/staff director which represents a desired end to attain.

Basis for goal: Type the source that established the requirement for the goal - DA, TRADOC, local intent, or other guidance.

Positive actions: Type the units/activities steps or initiatives taken to ensure EO to all Soldiers and their families.

Milestones:

1. Arrange milestones in a timetable format to facilitate management effort. They are not ceilings, nor base figures to reach at the expense of requisite qualifications. In EO efforts, milestones are not quotas.
2. Ensure milestones are realistic and within the span of control or responsibility of the commander who will sign the EOAP.
3. Milestone development responsibilities and positive action goal accountability rests with the proponent.

Proponent: Type the title of the specific agency designated for each EOAP goal. The command or staff agency must have the resources and the authority to control or influence the outcome of the goal.