



## DEPARTMENT OF THE NAVY

COMMANDER FLEET ACTIVITIES  
SASEBO, JAPAN  
PSC 476 BOX 1  
FPO AP 96322-0001

5354  
Code 00  
28 Sep 23

From: Commander, Fleet Activities Sasebo  
To: All, Fleet Activities Sasebo

Subj: EQUAL EMPLOYMENT OPPORTUNITY POLICY

1. As the Equal Employment Opportunity (EEO) Officer for Commander, Fleet Activities (COMFLEACT) Sasebo, I am personally committed to EEO principles for all. The successful attainment of our operational objectives rests on our ability to attract and retain the most qualified applicants, regardless of their race, religion, color, sex (including pregnancy, gender identity and sexual orientation), national origin, age, genetic information (including family medical history) or disability. The Department of the Navy's EEO goals and objectives fully support this policy.

2. In recent years, we have made considerable improvement in the representation of minorities, women and disabled employees in our civilian work force. We will continue that progress and provide even greater opportunities for these qualified individuals in the coming years. Effective use of all our human resources is vital if we are to maintain an efficient, highly competent civilian work force to support our mission. Managers and supervisors, civilian, military and Japanese Nationals have the responsibility for ensuring the goals and objectives of COMFLEACT Sasebo's Equal Opportunity and EEO Programs are supported.

3. The points of contact regarding this policy are the Command Equal Opportunity Officer for the military and the EEO Office, Human Resource Office Yokosuka at 243-7092 for U.S. civilians or via e-mail: [CNFJ-CNRJ-EEO@us.navy.mil](mailto:CNFJ-CNRJ-EEO@us.navy.mil). Japanese National employees should use the grievance procedures outlined in the Master Labor Contract or Indirect Hire Agreement. Any questions regarding these procedures should be referred to the Contracting Officer's Representative at 252-3661.

4. I need your full support and cooperation to ensure equal employment opportunity goals and objectives are achieved. Together, we can make it happen.

A handwritten signature in blue ink, appearing to read "M. K. Fontaine", is positioned above the printed name.

M. K. FONTAINE