News from USAG Schinnen EEO

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Where to go for help...

When employees at USAG Schinnen are faced with issues at work, it is sometimes hard to determine where to go for assistance. To aid employees in exploring options, below is a list of the various resources that are available to employees.

Supervisor: (US & HN) If you have a workplace issue, the first step is to talk to your supervisor. If the issue is between you and your direct supervisor, you may want to contact the next person in the chain of command to seek resolution.

Administrative Grievance System - CPAC (Appropriated Funds): (US) The Administrative Grievance System applies to DA APF employees, including supervisors and managers. This system provides an avenue for employees to present grievances to management and have those grievances considered expeditiously, fairly and impartially. Information regarding this system is available at http://cpol.army.mil/library/permiss/5aa.html or call CPAC at 361-5422 .

Non-Appropriated Fund (NAF) Employee Grievances: (US) NAF employees who feel they have not been treated fairly and equitably have a right to present their grievances to management officials for prompt consideration and decision. Contact CPAC at 361-5319 .

LN Civilian Personnel Office: (HN) Dutch employees experiencing workplace issues can address their concerns through the Dutch Ministry of Defense (DMOD). For additional information contact Schinnen Branch Manager at 360-7566. For safety issues contact at 360-7242. The vertrouwenspersoon can be contacted at 045-5678217.

Garrison Commander: (US & HN) For complaints of sexual harassment, civilian employees may contact and request an appointment with the Deputy to the Garrison Commander. The DGC will put the complaint in writing and forward it to the Commander within 48 hours. Within 72 hours of receipt of the complaint, the Commander will initiate an investigation. Investigations are expected to be completed in 14-days and the complainant will be advised of the results and the Commander's decision. The decision of the Commander is final, with no right of appeal to the courts and no entitlement to compensatory damages. Call 360-1510.

Equal Employment Opportunity (EEO):

(US & HN for informal complaints; US for formal complaints) The EEO office serves as a neutral party and processes complaints of discrimination. If you believe you are being treated differently or if you believe your employment opportunities are being affected by your race, color, national, sex, religion, age, disability, genetic code information or reprisal for participation in an EEO matter, then EEO is the appropriate avenue of redress. The EEO office

Help for All Employees

processes complaints for US federal employees, applicants for employment and former employees. For questions or additional information, call 360-7217 ,

Office of Special Counsel (OSC): (US & HN) OSC is an independent federal investigative and prosecutorial agency. Their primary mission is to safeguard the merit system by protecting federal employees and applicants from prohibited personnel practices, especially reprisal for whistleblowing. OSC serves as a safe and secure channel for federal workers who wish to disclose a specific danger (fraud, waste, abuse) to the public health and safety. OSC and be contacted on-line at www.osc.gov.

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Merit System Protection Board (MSPB): (US) You will be advised in writing when you have rights to appeal a decision to the MSPB. The Board is comprised of administrative law judges who hear and make rulings on employee appeals involving the followings kinds of actions: removals; suspensions of more than 14-days; reductions in grade or pay due to reclassification; furloughs of 30-days or less; performance-based removals or reductions in grade; denials of within-grade -increases, reductions-in-force actions; OPM employment practices; OPM determinations in retirement matters; denials of restoration or reemployment rights; and termination or probationary employees under certain conditions. For more information on MSPB go to http://cpol.army.mil/library/permiss/422.html.

Worker's Compensation: (US) Employees injured on the job should immediately complete a CA-12 and give it to their employer. All associated claims are handled by Workman's Comp Benefits Liaison. APF employees contact Philippe Thomas at 361-5063 or by email at Philippe.thomas1@us.army.mil. NAF employees contact CPAC at 361-5319.

Employee Assistance Program (EAP): (US) This is a primary assessment and referral service for any problem an employee experiences on or off the job that has a negative impact on job performance or safety in the workplace. EAP can offer short-term counseling depending on the specifics of the situation. Contact EPA at 361-5886 or 357-7744.

Post Chaplain: (US and HN) The post chaplain is available for pastoral counseling. Call 360-7356 for assistance.

Military & Family Life Consultant (MFLC): (US & HN) MFLC can provide non-medical counseling services including anger management, communication, relationship issues, productivity, conflict resolution and decision making skills. Call 31 (0) 629.471.920.

Interactive Customer Evaluation (ICE): (US & HN) Customers can rate service provided by organizations on post or lodge complaints on-line at http://ice.disa.mil/index.cfm?fa=service_provider_list&site_id=684