



REPLY TO
ATTENTION OF

RCNE-AL-CO

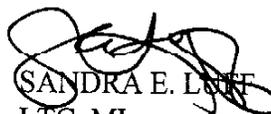
DEPARTMENT OF THE ARMY
U.S. ARMY RECRUITING BATTALION ALBANY
21 AVIATION ROAD
ALBANY, NEW YORK 12205-1131

6 June 2003

MEMORANDUM FOR All Assigned Personnel

SUBJECT: Policy Memorandum #4 - Equal Employment Opportunity

1. All actions affecting employees or applicants for employment in appropriated or nonappropriated fund positions shall be taken without regard to race, religion, color, sex, national origin, physical or mental handicap.
2. I am totally committed to the implementation of the Department of the Army's Equal Employment Opportunity (EEO) Program throughout the Albany Recruiting Battalion. I expect each manager and supervisor to share my commitment to and support of the EEO Program. Additionally, I charge all non-supervisory personnel to cooperate fully in those efforts necessary to achieve our EEO goals.
3. Additional information or assistance may be obtained from MAJ Andrew Entwistle, Equal Opportunity Officer, (518) 438-1104 or Ms. Lynne Kubis, Equal Employment Opportunity Coordinator, (518) 438-6987.


SANDRA E. LUFF
LTC, MI
Commanding