



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON  
307 CHAMBERLAIN AVENUE  
FORT GORDON, GEORGIA 30905-5000

IMGO-ZA

SEP 15 2015

MEMORANDUM FOR All Garrison Personnel

SUBJECT: Garrison Commander's Policy Memorandum No. 9 - Use of Alternative Dispute Resolution (ADR).

1. The purpose of mediation is not only to comply with Department of the Army (DA) policy on the use of ADR, but to strive for resolution of disputes in the fastest and least contentious manner.
2. Mediation provides a trained, neutral, impartial third party mediator to guide disputing parties through a structured process. It can be applied to most workplace disputes and allows both parties to maintain control over the outcome. The process is confidential, fair, low cost, and non-adversarial. The purpose of mediation is to enhance both parties' ability to resolve differences and improve dysfunctional relationships. Consequently, when an aggrieved employee accepts an offer by the servicing Equal Employment Opportunity (EEO) Office to mediate, a directorate level official or designee will participate in the mediation process.
3. During fiscal year 2014, many EEO complaints were resolved through Negotiated Settlement Agreements (NSA). However, these successes are overshadowed when an agreement is breached and DA issues a finding of non-compliance for the installation's failure to take action that was agreed upon in a NSA.
4. After each NSA is signed the EEO Office is responsible for monitoring the agreement, however, the ultimate responsibility for compliance rests with management officials. When the terms of an agreement have not been met within 45 days of its signing, the EEO Office is directed to notify me immediately so that corrective action can be taken. Directors will be held accountable for DA findings of noncompliance.
5. This policy will be brought to the attention of all personnel and a copy of this memorandum will be posted on the EEO website and on all primary bulletin boards.

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6. The proponent for this action is the Equal Employment Opportunity Office, (706) 791-4551.

A handwritten signature in black ink, appearing to read 'S.G. Anderson', written in a cursive style.

SAMUEL G. ANDERSON  
COL, SC  
Commanding

This memorandum supersedes the Garrison's Policy Memorandum No. 9 - Use of Alternative Dispute Resolution (ADR), dated 04 September 2014.