



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY CYBER CENTER OF EXCELLENCE
AND FORT EISENHOWER
419 B STREET, BUILDING 29718
FORT EISENHOWER, GA 30905-5735

ATHZ-CG (25-50)

SEP 09 2024

MEMORANDUM FOR CIVILIAN EMPLOYEES AT FORT EISENHOWER

SUBJECT: The Right of Civilian Employees to Present Complaints or Request Assistance from the Inspector General

1. All Civilian employees have the right to present complaints or request for assistance to the Inspector General (IG). These complaints or grievances may include what the Civilian employee reasonably believes to be evidence of fraud, waste, and abuse.
2. Before visiting the IG, you should consider whether your immediate supervisor can address your concerns in a more prompt manner or follow one of the procedures outlined in paragraph three below. Remember to obtain permission to be absent from your duties if you wish to visit the IG during duty hours. You are not required to tell anyone why you want to speak to an IG.
3. Civilian personnel laws and regulations prescribe procedures for Civilian employees to use in submitting complaints related to employment. If you are a bargaining-unit employee, your complaint may be covered by a negotiated grievance procedure. Your servicing Civilian Personnel Advisory Center can provide you with further information. If you want to submit a complaint about employment discrimination due to race, color, religion, sex, age, national origin, or disability, contact the local Equal Employment Opportunity Officer. Appropriated fund employees' complaints regarding whistleblower reprisal or prohibited personnel practices may also be addressed to the Office of Special Counsel; nonappropriated fund employees should address such complaints to the Office of the IG, Department of Defense.
4. If you have a complaint about matters other than Civilian employment, or a complaint about possible regulatory or procedural violations concerning personnel actions that you feel your supervisor has failed to (or cannot) resolve, you may visit, call, or write your local IG using to following contact information:

Name: LTC Scott W. Fixmer II
Office hours: 0830-1630
Building: 35201
Address: 3rd Avenue, Fort Eisenhower, GA 30905
Telephone: (706) 791-4565

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5. If you believe that your local IG's response to your concerns is not fair, complete, or in accordance with law or regulation - or if you believe that contacting your local IG may jeopardize your interest - you may write or call the TRADOC IG at 661 Sheppard Place, Rm #121, Fort Eustis, VA 23604-5708 or (757) 501-6567. You may also call the Department of the Army Inspector General (DAIG) or the Inspector General, Department of Defense Hotline. Their telephone numbers are as follows:

DAIG Assistance Line: 1-800-752-9747 (toll free)

DoD Hotline: 1-800-424-9098 (toll free)

6. In accordance with Army Regulation 20-1, paragraph 1-13, the IG has a duty to protect confidentiality to the maximum extent possible. This requirement to protect confidentiality is true for all persons who ask the IG for help, make a complaint, contact or assist an IG during an inspection or investigation, or otherwise interact with an IG.

7. Department of the Army personnel are prohibited from taking any action that restricts you from filing a complaint, seeking assistance, or cooperating with the IG or Member of Congress. These same individuals are prohibited from taking any disciplinary or adverse action against you for filing a complaint, seeking assistance, or cooperating with the IG, Special Council, or another employee designated by the head of the agency to receive such disclosures. However, if you lie or knowingly make false accusations to the IG, you will be subject to disciplinary action.



RYAN M. JANOVIC
Major General, USA
Commanding