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**CHARTER
EQUAL EMPLOYMENT OPPORTUNITY
BOARD OF DIRECTORS**

1. Name of Committee: Equal Employment Opportunity (EEO) Board of Directors (BOD).
2. Category and Type of Committee: Intra-Army.
3. Date Established: 3 October 2023.
4. Authority:
5. References:
 - a. DoD Instruction 5105.18 (DoD Intergovernmental and Intragovernmental Committee Management Program), Incorporating Change 2, 8 Apr 19
 - b. DoD Diversity, Equity, Inclusion, and Accessibility Strategic Plan (2022-2023).
 - c. Army Regulation 15-39 (Department of the Army Intergovernmental and Intragovernmental Committee Management Program), 13 Jul 18.
 - d. AR 350-1, Army Training and Leader Development, 10 December 2017.
 - e. AR 690-12, Equal Employment Opportunity and Diversity, 12 December 2019.
 - f. AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004.
 - g. Equal Employment Opportunity Commission, Equal Employment Opportunity Management Directive 715, 1 October 2003.
 - h. Equal Employment Opportunity Board of Directors Charter, 19 March 2018 (hereby superseded).
6. Date to be Terminated: This advisory function is needed on a continuing basis. It will terminate upon mission completion or three years from the date this charter is approved, whichever is sooner, unless extended by the Secretary of the Army or designee.
7. Mission and Purpose:
 - a. Mission: The Army EEO Board of Directors meets quarterly and serves as the Department of the Army's collaborative and advisory working group to advise the Secretary of the Army through the Deputy Assistant Secretary of the Army, Equity and Inclusion (DASA-EI) on the development and implementation of Army EEO Policy.
 - b. Purpose: To provide guidance, identify systemic and institution policy and practices that prevent the full realization of EEO, develop strategy, implement policy,

49 analyze programmatic trends, and recommend solutions to achieve and maintain
50 compliance with the Equal Employment Opportunity Commission requirements for a
51 "Model EEO Program."
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53 c. Functions of the EEO Board of Directors include, but are not limited to:
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55 (1) Serve as an advisory group to the Commands, the DASA-EI, and the
56 Secretary of the Army.
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58 (2) Support goals, objectives, and action plans to complete and implement the
59 Department of the Army's Federal Agency Annual EEO Program Status Report
60 (Management Directive 715), the Disabled Veterans Affirmative Action Program
61 (DVAAP), and the Federal Equal Opportunity Recruitment Program (FEORP).
62

63 (3) Support use and maintenance of the Army's enterprise data and tracking
64 systems for EEO complaints and reasonable accommodation. Ensure data tracking
65 systems are populated accurately and thoroughly at all stages.
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67 8. Direction and Control: The EEO BOD will report to and receive direction from the
68 DASA-EI. This communication will include, but is not limited to:
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70 a. Meeting directly with Command designated EEO Directors to inform, collaborate,
71 and develop policy that impact the Army's EEO program.
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73 b. Continued efforts in support of affirmative employment for all Army Civilians and
74 applicants for employment.
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76 c. Collaborating with stakeholder representatives from offices and agencies such as
77 the Deputy Assistant Secretary of the Army-Civilian Policy, Assistant Secretary of the
78 Army – Civil Works, Deputy Chief of Staff-G1, Chief Information Officer/Deputy Chief of
79 Staff-G6, Civilian Human Resources Agency, Inspector General, Chaplain, and other
80 offices and agencies to develop solutions to matters that impact Army EEO policy and
81 initiatives.
82

83 9. Committee Structure and Membership: The DASA-EI serves as Chair of the EEO BOD.
84 The DASA-EI Senior EEO Policy Advisor serves as Vice Chair of the EEO BOD.
85 Membership will include appointed members and representatives from Army Commands,
86 Army Service Component Commands, Direct Reporting Units, and the Office of the
87 Administrative Assistant to the Secretary of the Army:
88

89 a. DASA-EI (Chair)

90 b. Deputy, DASA-EI (Vice-Chair)

91 c. Army Chief Diversity Officer, DASA-EI (Non-voting)

92 d. Director, EEO Compliance and Complaints Review and Adjudication, DASA-EI

93 e. Director, Equal Employment Opportunity Policy and Programs Directorate, DASA-EI

94 f. Functional Chief Advisor, Army Civilian Career Management Activity (Non-voting)

95 g. EEO Director, U.S. Army Futures Command

96 h. EEO Director, U.S. Army Materiel Command

- 97 i. EEO Director, U.S. Army Forces Command
- 98 j. EEO Director, U.S. Army Training and Doctrine Command
- 99 k. EEO Director, U.S. Army Cyber Command
- 100 l. EEO Director, U.S. Army Central
- 101 m. EEO Director, U.S. Army Europe and Africa
- 102 n. EEO Director, U.S. Army North
- 103 o. EEO Director, U.S. Army Pacific
- 104 p. EEO Director, U.S. Army South
- 105 q. EEO Director, U.S. Army Space and Missile Defense Command
- 106 r. EEO Director, U.S. Army Special Operations Command
- 107 s. EEO Director, Arlington National Cemetery
- 108 t. EEO Director, U.S. Army Test and Evaluation Command
- 109 u. EEO Director, U.S. Army Civilian Human Resources Agency
- 110 v. EEO Director, U.S. Army Human Resources Command
- 111 w. EEO Director, U.S. Army Intelligence and Security Command
- 112 x. EEO Director, U.S. Army Military District of Washington
- 113 y. EEO Director, U.S. Army Medical Command
- 114 z. EEO Director, U.S. Army Military Postal Service Agency
- 115 aa. EEO Director, U.S. Acquisition Support Center
- 116 bb. EEO Director, U.S. Army Corps of Engineers
- 117 cc. EEO Director, U.S. Army Criminal Investigation Command
- 118 dd. EEO Director, U.S. Army War College
- 119 ee. EEO Director, United States Military Academy
- 120 ff. EEO Director, National Guard Bureau (Non-voting)
- 121 gg. EEO Director, Office of the Administrative Assistant to the Secretary of the Army
- 122 (Non-voting)
- 123 hh. EEO Director, United States Army Reserve Command (Non-voting)
- 124 ii. EEO Director, United States Installation Management Command (Non-voting)
- 125 jj. Appointed OGC/OTJAG Legal advisor appointed by the Chair (Non-voting)
- 126
- 127 10. Estimated Number of Meetings: The EEO BOD will convene four times annually (two
- 128 in-person meetings and two using video teleconferences (VTC) or Microsoft Teams).
- 129
- 130 11. Estimated Annual Operating Costs and Staff Years: The total estimated operating
- 131 costs, including meeting and related support, are approximately \$220,207. The estimated
- 132 annual personnel costs to the Department of the Army are .95 full-time equivalents (FTEs).
- 133 The costs are:
- 134
- 135 a. The number of work years annually required for the attendance of Board participants
- 136 (all Board members and participating staff) is .55 FTEs at an estimated cost of \$97,402.
- 137
- 138 b. The number of FTEs annually required to support the Board (including partial FTEs)
- 139 is 0.40 FTEs at an estimated cost of \$60,005.
- 140
- 141 (1) The number and grade of any full-time Government (civilian or military) support
- 142 staff or members whose duties are exclusive to the board is 0.
- 143

144 (2) The size, source, and estimated cost of any contract support staff is 0 FTEs at an
145 estimated cost of \$0.00.

146
147 c. The cost of meeting space is \$4000.00.

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149 d. Annual travel costs are \$44,800. Commands fund their representatives' travel.

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151 12. Administrative Support: The DASA-EI will designate the Director, Equal Employment
152 Opportunity Policy and Programs as the Executive Secretary.

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154 The Executive Secretary will:

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156 a. Be the primary point of contact between DASA-EI and the EEO BOD.

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158 b. Provide staff support and services to the Board including the administrative,
159 logistical, and other support services necessary to carry out the functions of the Board.

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161 c. Announce the dates and requested attendance for each BOD meeting. Produce the
162 EEO BOD meeting record and distribute.

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164 d. Develop agenda items for meetings based on input from BOD members.

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166 13. Other Data: There are no committees operating above the committee.
167 Sub-committees may be formed at the discretion of the DASA-EI.

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169 14. Correspondence: Official communication to the EEO BOD may be addressed to the
170 Department of the Army, Office of the Deputy Assistant Secretary for Equity and Inclusion,
171 Manpower and Reserve Affairs, 5825 21st Street, Building 214 (SAMR-EI), Fort Belvoir, VA
172 22060-5921. Official correspondence to and from the EEO BOD will be through the
173 Executive Secretary.

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178 Date Renewed:

Mark F. Averill
Administrative Assistant to the
Secretary of the Army