



DEPARTMENT OF THE NAVY  
MILITARY SEA TRANSPORTATION SERVICE, PACIFIC  
N.S.C., OAKLAND, CALIFORNIA 94625

MSTSPAC 12713.1D  
P-23  
28 November 1967

MSTSPAC INSTRUCTION 12713.1D

From: Commander, Military Sea Transportation Service, Pacific  
To: Distribution List

Subj: Equal Employment Opportunity Policy

Ref: (a) CMPI 713, Subj: Equal Employment Opportunity Policy  
(b) MSTSPACINST 12713.2, Subj: MSTSPAC Committee on  
Equal Employment Opportunity

1. Purpose. The purpose of this Instruction is to advise civilian marine employees of the policy of the Department of the Navy on equal employment opportunity.

2. Cancellation. MSTSPAC Instruction 12713.1C is superseded.

3. Policy. It is the policy of the Department of the Navy to assure that equal opportunity for employment be afforded all qualified persons, consistent with law, and to prohibit discrimination against any employee or applicant for employment because of race, creed, color or national origin. Segregation is also prohibited. This policy, based on Presidential Executive Order 10925, is implemented by reference (a) which sets forth the responsibilities and procedures applicable in processing complaints of discrimination.

4. Discussion. As Commander, Military Sea Transportation Service, Pacific, I wish to express my particular interest in the implementation of Executive Order 10925. This important order states: "It is the plain and positive obligation of the United States Government to promote and ensure equal opportunity for all qualified persons, without regard to race, creed, color or national origin, employed or seeking employment with the Federal Government..."

I have reviewed our Equal Employment Opportunity Program and I am assured that we are complying with the intent and principles expressed in the Executive Order. I wish it to be known to all MSTSPAC employees that I regard the implementation of the Equal Employment Opportunity Program as a continuing responsibility of this command. All MSTSPAC supervisors and officers are expected to become fully aware of the policies and requirements of the Navy Equal Employment Opportunity Program and willingly participate in this important program.

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5. Designation of Personnel

a. Mr. Robert H. Willey has been designated as the Department of the Navy Equal Employment Opportunity Policy Officer. His address is Office of Civilian Manpower Management, Washington, D. C., 20390.

b. The Commander, Military Sea Transportation Service, Pacific, is responsible for the Equal Employment Opportunity Program as a command function.

6. Action

a. The following posters, which have been distributed to all ships, shall be displayed permanently on all official bulletin boards:

NAVECOS P-2411, Government Equal Employment Opportunity  
Policy Summary

NAVECOS P-2324, Equal Opportunity

b. Masters shall assure that a copy of reference (a) is available in the Purser's Department for crew members' use and information. A copy is also available in the Employee Relations Division, Industrial Relations Office, COMST PAC.

c. Civilian marine employees who consider they may have been discriminated against are encouraged to discuss the matter with their supervisors in order to correct any misunderstanding which may exist. Complaints in writing must be signed and contain the information outlined in Section 2-1 of reference (a), and may be submitted directly to either:

Commander, Military Sea Transportation Service, Pacific,  
N.S.C., Oakland, California, 94625

or

Mr. Robert H. Willey, Department of the Navy Equal Employment Opportunity Officer, Office of Civilian Manpower Management, Washington, D.C., 20390

d. By reference (b) the MSTSPAC Equal Employment Opportunity Committee was established as an advisory group to COMSTSPAC and to provide MSTSPAC employees a supplementary means for resolving

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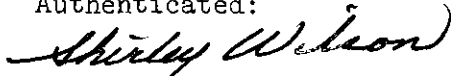
complaints or inquiries concerning the Equal Employment Opportunity Policy. Submission of complaints to this committee does not deprive employees of their right to submit complaints under the provisions of reference (a) for formal processing.

R. KEFAUVER

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