

JOINT FORCE HEADQUARTERS

North Dakota National Guard
PO Box 5511
Bismarck, North Dakota 58506-5511

NDNG-J1-SEEM

20 September 2012

MEMORANDUM FOR All NDNG Federal Technicians and Applicants for NDNG Technician Employment

SUBJECT: Equal Employment Opportunity (EEO) Counselors

1. The following is a list of EEO Counselors who may be contacted concerning equal employment opportunity complaints:

Mr. James Schenatzki, Bismarck
james.schenatzki@us.army.mil
701-333-3089

SFC Rose Schwind, Camp Grafton
rose.schwind@us.army.mil
701-665-7575

SFC Marvin Weig, Valley City
marvin.e.weig@us.army.mil
701-845-8625

SMSgt Robert Scheidecker, Fargo
robert.scheidecker@ang.af.mil
701-451-2811

CW3 Galen Roness, Bismarck
galen.roness@us.army.mil
701-333-3025

LTC Warren Pauling, Bismarck
warren.pauling@us.army.mil
701-333-2292

2. An individual needs to consult with an EEO Counselor or the State Equal Employment Manager (SEEM) to file an EEO complaint. An informal complaint must be made within 45 days of the date of the alleged incident. The EEO Counselor has at least 30 days, but not more than 90 days, to resolve the matter to the individual's satisfaction. If the complaint is not resolved by the end of that time, the individual may then file a formal complaint. Informal complaints may be made anonymously, but formal complaints require the individual to reveal his or her identity.

3. An EEO professional will provide information to help anyone fully understand the complaint process, including the time limits and the flow of how complaints are processed. Throughout the complaint process, the EEO professional acts as an independent agent and does not represent management or the complainant. The EEO professional functions as a neutral party, working toward the successful resolution of the workplace complaint.

4. If there are any questions or concerns about the EEO complaint process, please contact the SEEM at james.a.wiese@us.army.mil or 701-333-3236.



JAMES A. WIESE
CPT, JA, NDARNG
State Equal Employment Manager