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|  | DEPARTMENT OF THE ARMY  **YOUR COMPANY, YOUR BATTALION, YOUR REGIMENT**  **YOUR BRIGADE**  **COMPANY STREET ADDRESS**  **YOUR BASE, STATE ZIP CODE**  reply to  attention of |

YOUR COMPANY OFFICE SYMBOL DAY Month 2021

MEMORANDUM FOR RECORD

SUBJECT: Formal EO Violation Complaint

1. On XXMONTH21 I met with RANK Name Position(chaplain/company commander) to discuss my intention to submit a religious exemption for vaccination IAW AR 600-20. During this meeting we discussed the sincerity of my personally held faith/religious belief. During our conversation the (chaplain/commander) mentioned the talking points in (enclosure 1 or 2 – If this applies…if it does not apply because they did not mention the questionnaire or the FORSCOM talking points but used language to diminish your faith put: language that diminished my personally held faith/religious belief).

2. Describe in as much detail as possible the language, wording, or conversation. This made me feel like my personally held faith/religious belief was somehow wrong or not good enough. It made me feel like there was some sort of religious mold or organization that my personal faith did not perfectly align with. This is unfair and I feel like I was discriminated against because of my personally held faith/religious belief.

3. The Supreme Court of the United States ruled in Thomas v. Review Bd., Ind. Empl. Sec. Div., 450 U.S. 707 (1981) that: “religious beliefs need not be acceptable, logical, consistent, or comprehensible to others in order to merit First Amendment protection”. This is further codified in Title 42 U.S. Code § 2000e–2, Title VII of the Civil Rights Act of 1964, and Section 12 of the Compliance Manual on Religious Discrimination from the U.S. Equal Employment Opportunity Commission.

4. Point of contact for this memorandum is RANK First MI. Last at (Contact Number) and (Your Email).

FIRST MI. LAST

RANK, USA

Position

2 Encls (If cited/used earlier in memo)

1. FORSCOM Command Chaplain White Paper

2. Chaplain Questionnaire

(Formatted if you need a Page 2)