



## PERMANENT NOTICE – DO NOT COVER

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, UNITED STATES ARMY NORTH (FIFTH ARMY)  
AND FORT SAM HOUSTON  
2108 WILSON WAY  
FORT SAM HOUSTON, TEXAS 78234-7800

REPLY TO  
ATTENTION OF

SEP 17 2013

ARNO-IG-A

### MEMORANDUM FOR SEE DISTRIBUTION

**SUBJECT:** Rights of Soldiers to Present Complaints or Request Assistance from the Inspector General

1. Reference. AR 20-1, Inspector General Activities and Procedures.
2. All Soldiers have the right to present complaints, grievances, or requests for assistance to the Inspector General (IG). These complaints or grievances may include what Soldiers reasonably believe to be evidence of fraud, waste, and abuse.
3. Before visiting the IG, you should consider whether your chain of command can address your concerns in a more prompt manner. However, you are not required to present your concerns to your chain of command before contacting the IG. 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.
4. You may visit, call, or write your local IG using the following contact information:

**POINT OF CONTACT:** Inspector General

**OFFICE HOURS:** 0730-1630

**BUILDING/ROOM:** Building 16, Room 121

**PHYSICAL ADDRESS:** Headquarters, United States Army North (Fifth Army),  
ARNO-IG, 1405 East Grayson Street, Fort Sam Houston,  
TX 78234-7000

**MAILING ADDRESS:** Headquarters, United States Army North (Fifth Army),  
ARNO-IG, 2108 Wilson Way, Fort Sam Houston, TX 78234-7800

**TELEPHONE:** DSN 471-1719

Commercial (210) 221-1719

Toll free 1-800-531-1114, Extension 1-1719

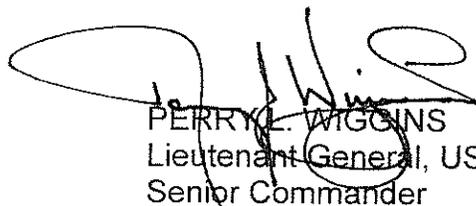
5. If you believe your local IG's response to your concerns is not fair, complete, or in accordance with law and regulation—if you believe that contacting your local IG may jeopardize your interests—you may call (toll free) the Department of the Army IG at 1-800-752-9747 or the Department of Defense IG Hotline at 1-800-424-9098.
6. Sexual harassment/assault complaints should be submitted to the Sexual Harassment/ Assault Response and Prevention Program (SHARP) representative at (210) 221-0522 or call the Army Sexual Harassment Hotline at 1-800-267-9964.

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Also available is the DoD Safe Helpline at 1-877-995-5247 or [www.preventsexualassault.army.mil](http://www.preventsexualassault.army.mil). Equal opportunity complaints should be submitted to the Equal Opportunity advisor at (210) 569-2511 or (210) 221-1338.

7. You may report complaints about hazardous work conditions (unsafe or unhealthy) to your local Safety Office or the US Army North Safety Office, (210) 221-0486.
8. 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 a 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, a member of Congress, or any agency established to receive such complaints. However, if you lie or knowingly make false accusations to the IG, you will be subject to disciplinary action.
9. In accordance with AR 20-1, paragraph 1-12, 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.
10. This memorandum should be posted on unit and office bulletin boards.



PERRYLE WIGGINS  
Lieutenant General, USA  
Senior Commander  
Fort Sam Houston and Camp Bullis

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