



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
103 THIRD AVENUE
FORT LESLEY J. McNAIR, DC 20319-5058

REPLY TO
ATTENTION OF

ANPE-EO (600-20)

20 December 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Policy Statement on Sexual Harassment --
Policy Memorandum #36

1. Everyone has a right to work and live in an environment free from sexual harassment. Anyone who is subject to acts of sexual harassment by supervisors or coworkers should make it clear that such behavior is offensive and unwelcome and should immediately report the incident to the chain of command or through the appropriate complaints process.

2. Military personnel, family members, and Department of the Army civilians have the right to present their complaints to the command without fear of intimidation, reprisal, or harassment. Every member of the chain of command will ensure that all complainants are protected from reprisal or retaliation. Commanders will take immediate action to conduct a thorough and fair investigation and to deal with the incident appropriately.

3. Sexual Harassment is a form of gender discrimination that involves unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

a. Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career, or;

b. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting this person, or;

c. Such conduct interferes with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

4. Anyone in a supervisory or command position who witnesses an incident of sexual harassment must immediately take appropriate action to correct the harassing behavior. Furthermore,

ANPE-EO

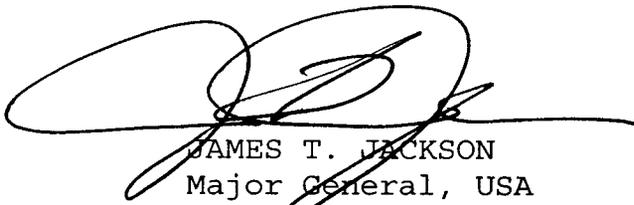
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commanders and supervisors who deliberately or negligently fail to correct such misconduct commit sexual harassment themselves by effectively condoning discriminatory behavior.

5. I encourage the processing of equal opportunity complaints through the chain of command, however, other channels are also available. Commanders will ensure that military personnel and their family members are aware of alternate reporting channels, including higher echelons in the chain of command, equal opportunity advisors, inspectors general, chaplains, provost marshals, medical agencies, staff judge advocates, and housing referral offices.

6. Most complaints of sexual harassment can be resolved at the lowest level or informal stage of the complaint process. However, if an individual files a formal complaint (DA Form 7279-R), all formal complaints will be reported within 72 hours to the MDW Equal Opportunity Office. Additionally, the commander will provide to the MDW EO office a progress report 20 days after the date the investigation commenced and 14 days thereafter until completion.

7. Commanders, agencies, and complainants will follow the procedures outlined in AR 600-20 (dated 15 July 1999), Army Command Policy, Chapter 7, when filing sexual harassment complaints against a military member. Anyone needing assistance in filing a complaint may contact the unit equal opportunity representative, installation equal opportunity advisor, or the MDW Equal Opportunity Office at (202) 685-3357/3358, DSN 325.



JAMES T. JACKSON
Major General, USA
Commanding

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