



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON  
307 CHAMBERLAIN AVENUE  
FORT GORDON, GEORGIA 30905-5730

NOV 15 2011

IMSE-GOR-ZA

MEMORANDUM FOR All Garrison Personnel

SUBJECT: Garrison Commander's Policy Memorandum No. 4 — Prevention of Sexual Harassment for Military Personnel

1. Reference: Army Regulation 600-20, Chapter 7, Army Command Policy, 18 March 2008/RAR 27 April 2010.
2. It is the policy of this Command, as well as Army policy, to provide Equal Opportunity and fair treatment without regard to race, color, religion, gender, or national origin and to provide an environment free of sexual harassment. Sexual harassment is behavior that is nonconductive to the military environment. It undermines morale, esprit de corps, and interferes in mission accomplishment.
3. The prevention of sexual harassment policy applies to all military and civilian personnel. Sexual harassment is not limited to the workplace, but can occur almost anywhere. Therefore, this policy applies both on and off of the installation.
4. Sexual Harassment is defined as:
  - a. 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 any of the following occur:
    - (1) Submission to, or rejection of, such conduct is made either explicitly or implicitly a term of condition of a person's job, pay, career, or
    - (2) Submission to, or rejection of, such conduct by a person is used as a basis for career or employment decisions affecting that person, or
    - (3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.
  - b. Any Soldier or civilian employee in a Supervisory or Command position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay or job of a Soldier or civilian employee is engaging in sexual harassment.

IMSE-GOR-ZA

SUBJECT: Garrison Commander's Policy Memorandum No. 4 — Prevention of Sexual Harassment for Military Personnel

c. Any Soldier or civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is engaging in sexual harassment.

5. The EO Poster, dated 20 July 2010 provides points of contact for alternate agencies for the reporting acts of sexual harassment. The chain of command is the best avenue for addressing allegations sexual harassment. As an alternative method, military personnel or Family Members may also file complaints with the EO Office, in building 25706 at 706-791-2014 or with the Inspector General (IG), in building 33800 at 706-791-4565. In addition, the Housing Referral Office, Staff Judge Advocate, Provost Marshall Office (PMO), Criminal Investigation Division (CID), Chaplain, and Medical Personnel can serve as alternative agencies accepting complaints of sexual harassment.

6. Complaints by civilian personnel alleging sexual harassment should be handled in accordance with the procedures outlined in AR 690-600. "Equal Employment Opportunity Discrimination Complaints," or as described in DoD and Department of the Army policy implementing Title 10 U.S.C 1561, or as provided in any applicable collective bargaining agreement. Civilians should contact the Equal Employment Office at 706-791-4551.

7. All Soldiers and Family Members are protected from reprisal or retaliation for filing sexual harassment complaints. No Soldier or civilian employee may take or threaten to take an unfavorable personnel action, or to withhold a favorable personnel action, in reprisal against any person for filing a complaint. If threatened with reprisal or if reprisal occurs, he or she must report these circumstances to the DoD IG. The DoD IG hotline number is 800-424-9098 or DSN 664-8779 and may be used to report threats or acts of reprisal. If an allegation or reprisal is made known to any agency authorized to receive complaints, the agency should refer the complaint to the DoD IG.

8. Prevention of sexual harassment is the responsibility of every member of this organization. We must ensure that any instance of sexual harassment is reported and dealt with swiftly and firmly. We must also foster a climate that will not condone, ignore or create a climate of tolerance for acts of sexual harassment.

  
ROBERT A. BARKER  
COL, SC  
Commanding