



417th Base Support Battalion *Commander's Policy*

Policy Number: 13-3

Proponent: AETV-WG-WL

Date: 17 June 2003

SUBJECT: Prevention of Sexual Harassment

1. **REFERENCE:** AR 600-20.

2. **PURPOSE:** This policy establishes uniform procedures with respect to the prevention of sexual harassment and is applicable to all military and civilian members regardless of their status.

3. **SCOPE:** All soldiers, employees and family members residing in or working for the 417th BSB.

4. **POLICY:**

a. As the Equal Opportunity Officer of the 417th Base Support Battalion, I am committed to the Equal Opportunity Program. The intent of this policy is to ensure Leaders at all levels are committed to creating and maintaining an environment conducive to maximum productivity and respect for human dignity. All persons deserve an environment free of sexual harassment.

b. Sexual harassment is a form of gender discrimination involving unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of sexual nature when:

(1) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person or,

(2) Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.

c. Individuals who are sexually harassed by a supervisor, co-worker or a peer should make it clear such behavior is offensive and report the harassment to the appropriate supervisor.

AETV-WG-WL

SUBJECT: Prevention of Sexual Harassment

d. Commanders, directors and supervisors at all levels must exercise active and positive leadership in the prevention of sexual harassment and take appropriate action to address reports of sexual harassment swiftly, fairly and effectively.

e. Display a copy of this letter on all bulletin boards.

5. **PROPONENT:** 417th BSB Equal Opportunity Office, DSN 355-8122.



THOMAS H. FASS
LTC, EN
Commanding