



DEPARTMENT OF THE ARMY
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND/
ARMY FORCES STRATEGIC COMMAND
POST OFFICE BOX 1500
HUNTSVILLE, ALABAMA 35807-3801

REPLY TO
ATTENTION OF

12 Nov 11

SMDC-EE Policy No. 690-4*

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Sexual Harassment

1. As Commander of the U.S. Army Space and Missile Defense Command/Army Forces Strategic Command (USASMDC/ARSTRAT), it is my responsibility to set forth a policy ensuring all employees are able to work in an environment free from sexual harassment. I am committed to this goal and want to emphasize my personal and official policy on sexual harassment. Sexual harassment is unacceptable conduct. Such behavior will be dealt with accordingly. It affects both men and women, civilian and military, and it costs the Army time, money and resources. All directors, managers and supervisors must work diligently to prevent and eliminate sexual harassment in any form from their area of responsibility. We will accomplish this by setting the proper example for subordinates, providing specific information to subordinates concerning policy and ensuring employees attend the Army's Prevention of Sexual Harassment (POSH) training.

2. Department of Defense Directive Number 1350.2 states that:

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

(1) submission to such conduct is made either explicitly or implicitly a term or condition of a person's job, pay or career.

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

(3) such conduct has the purpose of unreasonably interfering with an individual's work performance or creates an intimidating, hostile or offensive working environment.

b. Any person in a supervisory or command position, who uses or condones any form of sexual behavior to control, influence or affect the career, pay or job of military member or civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures or physical contact of a sexual nature in the workplace is also engaging in sexual harassment.

3. Sexual harassment is unacceptable behavior, and it is a violation of the high standards of conduct I expect from all personnel. It is detrimental to productivity, defeats individual rights

*This policy statement supersedes SMDC-EE Policy No. 690-4, 8 Feb 07

SMDC-EE Policy No. 690-4*
SUBJECT: Prevention of Sexual Harassment

and violates the law. Its impact on morale cannot be overstated. I will process all violations using established disciplinary procedures. Individuals who are sexually harassed by supervisors, superiors, peers or coworkers should make it clear that such behavior is unwelcome and offensive and report the harassment to the appropriate supervisor or the Equal Employment Opportunity (EEO) Office or an EEO counselor.

4. My objective is to ensure our work force is free of such unacceptable behavior. As a part of this effort, civilian employees are required to attend annual training in POSH under the umbrella of the newly integrated training on Sexual Assault Prevention and Response (SAPR) and POSH. I expect all assigned USASMDC/ARSTRAT employees to complete this required training. The workforce's participation in this training will be monitored and the results reported to me. I trust that you will join me in this effort.

5. A command Sexual Harassment Hotline has been established (DSN 645-1834, commercial 256-955-1834) for reporting any problems/concerns regarding behaviors employees deem inappropriate or unwelcome. This line is open 24 hours a day, 7 days a week. I encourage all assigned personnel who may have concerns to use this service.

6. This policy is posted on the Commandnet as required reading for all assigned personnel.

"SECURE THE HIGH GROUND"


RICHARD P. FORMICA
Lieutenant General, USA
Commanding

DISTRIBUTION:
D