DEPARTMENT OF THE ARMY
HEADQUARTERS, ARMY SUPPORT ACTIVITY
JOINT BASE McGUIRE-DIX-LAKEHURST
5417 ALABAMA AVENUE
FORT DIX, NEW JERSEY 08640-5000

REPLY TO
ATTENTION OF :

IMNE-DIX-ZA 8 March 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Support Activity - Dix Command Policy #5 - Sexual Harassment

1. This policy memorandum supersedes Installation Command Policy #7 - Sexual Harassment dated 23 July 2008.

2. APPLICABILITY: This policy applies to all military and civilian personnel assigned or attached to, or otherwise present for duty at Army Support Activity (ASA) – Dix and Devens Reserve Forces Training Area (DRFTA).

3. Sexual harassment is counter-productive to a cohesive work environment at ASA – Dix and DRFTA. We as a community, must, as a core value, treat each other with dignity and mutual respect. Sexual harassment is a violation of Section 703 of Title VII of the Civil Rights Act of 1964. Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

a. such conduct is unwelcomed;

b. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;

c. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or

d. such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile working environment

4. I am committed to ensuring that the dedicated work forces of ASA - Dix iand DRFTA are free from sexual harassment. Sexual harassment creates an atmosphere that debilitates morale and reduces productivity. It violates acceptable standards of conduct required of all personnel, both military and civilian.

5. I charge every leader – military and civilian to take an active role in the prevention and elimination of all forms of sexual harassment.

6. Employees or Soldiers who experience or observe sexual harassment should make it clear that such behavior is offensive and may report the harassment to the chain of command or to the

USARC EEO Office at Fort McCoy, (608) 388-3106 or 3107; DSN 280-3106 or 3107 or the toll free EEO Hotline at (888) 838-4499.

PATRICK J. SLOWEY
Colonel, IN
Commanding

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