



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON STUTTGART  
UNIT 30401  
APO AE 09107-0401

IMEU-STU-ZA

23 JUL 2010

MEMORANDUM FOR Service Members and Civilian Employees of USAG Stuttgart

SUBJECT: USAG Stuttgart Command Policy Letter #4, Sexual Harassment

1. REFERENCES:

- a. AR 600-20, Army Command Policy, 7 June 2006
- b. DA PAM 350-20, Unit Equal Opportunity Training Guide, 1 June 1994

2. Sexual harassment is unacceptable conduct and will not be tolerated. Every individual who is assigned or attached to USAG Stuttgart must be aware of the unlawful nature of sexual harassment. Sexual harassment is defined as "a form of gender discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature; when 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 submission to or rejection of such conduct by a person is used as a basis for career employment decisions affecting that person; or such conduct interferes with an individual's performance or creates an intimidating hostile, or offensive environment.

3. Sexual harassment in any form will not be condoned. Sexual harassment restricts the ability of individuals to perform their duties and reduces the organization's capability to function. It adversely affects our ability to operate as a team by disrupting and undermining unit cohesion, mission accomplishment, and the U.S. Army standards by which we all live and work. Sexual harassment is illegal and impacts upon many people, including supervisors, peers, and subordinates. Individuals should be free from discrimination and from working under intimidating, offensive, and/or hostile work environments.

4. Each military and civilian supervisor and manager will ensure that instances of sexual harassment are addressed swiftly, fairly, and effectively. Should unlawful discrimination occur, commanders and leaders will investigate promptly and thoroughly, take appropriate actions as necessary, and ensure that personnel who file sexual harassment complaints are protected from threats or acts of reprisals, coercion, or other adverse consequences resulting from filing such complaints.

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5. Training is a very important and integral part in preventing sexual harassment. Training develops skills, knowledge, better attitudes, and promotes awareness. Commanders and other leaders must provide continuous training, education, and awareness to ensure that 100 percent of all assigned personnel, military and civilian are given the required training. Prevention of Sexual Harassment training is mandatory for all U.S. military and civilian personnel. We must educate those who fail to share the high standards of honesty, integrity, respect, and other organizational values that we practice in this Command and in the U.S. Army.

6. A copy of this memorandum will be permanently displayed on official bulletin boards. I recommend you circulate this memorandum among your military and civilian subordinates. I further recommend that you create a record that your personnel have reviewed the document.

7. The point of contact for this policy letter is the USAG Stuttgart Equal Opportunity Advisor at DSN 430-7945, Commercial 0711-680-7945.



CARL D. BIRD III  
COL, QM  
Commanding