



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

REPLY TO
ATTENTION OF

IMSG-ZA

17 April 2015

MEMORANDUM FOR Service Members and Civilian Employees of the Stuttgart Military Community

SUBJECT: Stuttgart Military Community (SMC) Command Policy Letter # 9, Prevention of Sexual Harassment under the Sexual Harassment/Assault and Response Program (SHARP)

1. References:
 - a. AR 600-20, Chap 7; 18 Mar 08 Rapid Action Revision (RAR) 20 Sep 12
 - b. MOD 2 to USAREUR TASKORD 12-0418 (SHARP Synchronization) DTG 031611Z13
 - c. DODD 1350.2, DoD Military Equal Opportunity Program, August 18, 1995
2. Purpose: To outline Sexual Harassment under the SHARP program.
3. Applicability: This policy applies to all military and civilian personnel assigned, attached to, or living in the Stuttgart Military Community.
4. Sexual harassment is unacceptable conduct and will not be tolerated. Every individual who is assigned, attached or on travel duty status to the Stuttgart Military Community (SMC) must be aware of the unlawful nature of sexual harassment. In accordance to AR 600-20, Army Command Policy, 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 between the same or opposite genders when – Submission to, or rejection of, such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, career. Submission to, or rejection of, such conduct by a person is used as a basis for career or employment decisions affecting that person. 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."
5. 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 many people, including supervisors, peers, and subordinates. Individuals should be free from discrimination and from working under intimidating, offensive, and/or hostile work environments.
6. 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

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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.

7. Training is a very important and integral part in preventing sexual harassment. Training develops skills, knowledge and better attitudes, and promotes awareness. Commanders and other leaders must provide continuous training, education, and awareness to ensure the 100 percent of all assigned personnel, military and civilian, are given the annual 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 high standards of honesty, integrity, respect, and other organizational values that we practice in this Command and in the U.S. Army.

8. Effective 1 July 2013, the U.S. Army transferred the responsibility for the sexual harassment complaint process for Active Duty Soldiers and their family members from Equal Opportunity to Sexual Harassment/Assault Response and Prevention (SHARP) Program. Therefore any formal complaints presented by Service members and their dependents must be routed through the installation Sexual Assault Response Coordinator (SARC). However, the complaint process for Department of Defense Civilians remains under the responsibility of the Equal Employment Opportunity office.

9. A copy of this memorandum will be permanently displayed on official bulletin boards and circulated to all members of the SMC team.

10. Point of contact for this Policy is the USAG Stuttgart SARC, Mr. Luis Bispo, at DSN 431-3327, CIV: 0703115/3327, email: luis.f.bispo.civ@mail.mil.



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