DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
2511 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3926

REPLY TO
ATTENTION OF

JUN 2 7 2006

IMAH-EEO

MEMORANDUM FOR All US Army Installation Management Agency Personnel

SUBJECT: US Army Installation Management Agency Policy Memorandum #3, Policy Statement for the Prevention of Sexual Harassment (POSH)

1. REFERENCES.

a. AR 690-12, Equal Employment Opportunity and Affirmative Action, 4 March 1988.

b. AR 600-20, Army Command Policy, 1 February 2006.

c. AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004.

2. PURPOSE. To provide guidance to all US Army Installation Management Agency (IMA) personnel on the Prevention of Sexual Harassment.

3. APPLICABILITY. This policy applies to all personnel assigned to or under the operational control of IMA in addition to applicants for employment with IMA and former employees of IMA. This policy memorandum supersedes IMA policy memorandum #3, February 14, 2006.

4. POLICY.

a. Sexual harassment violates the law, is detrimental to productivity, diminishes self-esteem and adversely affects morale. The practice of sexual harassment is unacceptable behavior that can not be tolerated. Violators of this policy and leaders who fail to take the appropriate action are subject to administrative action. All employees have a responsibility to ensure that our work environment is free from discrimination.

b. Unwelcome sexual advances, requests for sexual favors, lewd remarks or inappropriate conduct of a sexual nature constitute sexual harassment when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;

(2) Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals; or,

(3) Such conduct has the effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

c. It is my policy that the IMA will provide a work environment free of sexual harassment for every employee. It is important to me that incidents of sexual harassment do not interfere with our ability to accomplish our mission. I expect all supervisors, managers and senior level officials to set high standards and demonstrate professionalism by personal example.

d. POSH training for the workforce, both military supervisors of civilian employees and civilian employees is mandatory and the responsibility for providing the training is the servicing Garrison Equal Employment Opportunity (EEO) Office.

5. PROCEDURES. N/A

6. PROPONENT. The HQ Office of Equal Employment Opportunity is the proponent of this policy. POC is Chief Equal Employment Opportunity, commercial (703) 602-4308 or at DSN 332-4308.

JOHN A. MACDONALD
Brigadier General, USA
Director