



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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OCT 10 2017

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy on Prevention of Sexual Harassment

DLA will not tolerate sexual harassment of any kind or form at any level. DLA will promptly investigate and take corrective action against any manager, supervisor, or employee found to have engaged in sexual harassment.

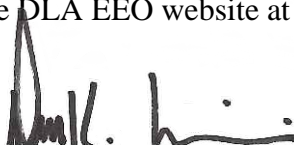
Sexual harassment is an unwelcome conduct of a sexual nature. Examples include sexual advances, requests for sexual favors, obscene remarks, or physical conduct of a sexual nature. Such conduct must be so objectively offensive as to alter the conditions of the victim's employment, i.e., when submission or rejection of the conduct is explicitly or implicitly a condition of employment; submission or rejection of the conduct is a basis for employment decisions; or the conduct interferes with work performance or creates a hostile place in which to work. A victim may be anyone affected by the conduct, not just the person at which the conduct is directed.

All individuals within the federal workplace are protected from sexual harassment. This includes federal employees, contractors, students/interns and military personnel. Anyone who believes he/she is experiencing sexually harassing behavior should tell the offending person his/her behavior is inappropriate, unwelcomed and must stop. If the behavior continues, the individual should report the matter to someone in his/her supervisory chain. If the individual is uncomfortable reporting the matter within his/her chain, or the matter has been reported but to no avail, the individual is strongly encouraged to contact the EEO office as soon as possible.

Managers and supervisors must play an active role to ensure their work environment is free from sexual harassment and other forms of offensive behavior based on a victim's sex. Managers and supervisors will take prompt, appropriate action to stop ongoing sexual harassment, inappropriate behavior, and retaliation.

As DLA continues to strive towards excellence in resiliency and people and culture, it is vital that all DLA personnel embraces a workplace free of sexual harassment. Our core values of integrity, resiliency, diversity, innovation, accountability, and excellence demand nothing less.

For more EEO information, please visit the DLA EEO website at www.dla.mil/EEO.


DARRELL K. WILLIAMS
Lieutenant General, USA
Director