



**DEFENSE LOGISTICS AGENCY
LAND AND MARITIME
P.O. BOX 3990
COLUMBUS, OHIO 43218-3990**

MEMORANDUM FOR DLA LAND AND MARITIME

JUL 20 2020

SUBJECT: Prevention of Sexual Harassment Policy Statement

Sexual harassment is defined by the U.S. Equal Employment Opportunity Commission (EEOC) as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is made, explicitly or implicitly, a term or condition of a person's employment; submitting to or rejecting such conduct is used as a basis for employment decisions affecting the person; or has the purpose or effect of interfering with a person's work performance or creating an intimidating, hostile, or offensive work environment.

I remind all personnel of their obligation to ensure that sexual harassment does not occur within the DLA Land and Maritime workforce. DLA has a zero tolerance policy for sexual harassment. Sexual harassment is a form of sex discrimination and is against the law. It is demoralizing to anyone subjected to it and interferes with mission accomplishment. Warfighter support, productivity and morale suffer in an environment of sexual harassment. Sexual harassment, in any form, will not be tolerated or condoned. It is the responsibility of managers and supervisors to ensure that complaints of sexual harassment are directed to the proper channels, examined impartially, and resolved promptly.

DLA Land and Maritime employees, contractors, or applicants for employment should report allegations of sexual harassment as soon as possible. Reports of harassment can be made to anyone, including employees, managers, supervisors and the DLA Land and Maritime Equal Employment Opportunity and Diversity Office. DLA Land and Maritime leadership will quickly investigate sexual harassment allegations.

Supervisors are expected to discuss DLA Land and Maritime policy regarding sexual harassment with all employees, to include assuring them that they are not to endure insulting, degrading, or exploitive sexual treatment. Management and supervisory personnel will ensure that this policy is strictly enforced and fully understood by the entire workforce.

A copy of this policy statement will be posted on all official bulletin boards. If you have any questions, please contact the Office of Equal Employment Opportunity and Diversity at (614) 692-2577 or DSN 850-2577.


KRISTEN B. FABRY
RDML, SC, USN
Commander



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SUBJECT: Equal Employment Opportunity Policy Statement

Equal employment opportunity is a vital and fundamental right of every individual. As Commander of DLA Land and Maritime, I am committed to ensuring that all employees and job applicants are fully accorded equal employment opportunities regardless of race, color, religion, sex, gender identity, sexual orientation, national origin, age, genetic information, and physical or mental disability in an environment of hard work, respect and integrity. Discrimination on these bases will not be tolerated. I am personally committed to the principles of Equal Opportunity and to taking affirmative measures to incorporate these principles into three major DLA areas of focus: warfighter support, stewardship excellence, and workforce development.

The responsibility for an effective Equal Employment Opportunity (EEO) Program resides with all DLA Land and Maritime employees. Nonetheless, I expect all supervisors and managers to foster a work environment where equal employment opportunities are provided to all employees, enabling each to reach their full potential and contribute their best efforts to the DLA mission. All selection decisions will be based on individual qualifications and criteria for the job being filled. Employees will be offered training and development to enhance their competencies and will be recognized for their mission related accomplishments.

DLA Employees who exercise their rights under Title VII of the Civil Rights Act of 1964, as amended, and other related statutes will not be subjected to reprisal or retaliatory actions. Complaints of discrimination will be addressed fairly and expeditiously. Managers will be engaged toward effectively resolving any issues or concerns raised in the EEO complaint administrative process at the lowest level possible. Alternative Dispute Resolution (ADR) techniques will be encouraged when viewed most applicable. Allegations of discrimination should be brought to the attention of supervisory personnel as soon as possible. Individuals may also contact the DLA Land and Maritime Office of Equal Employment and Diversity to file EEO complaints of discrimination within 45 days of the event.

A copy of this policy statement will be posted on all official bulletin boards. If you have any questions, please contact the Office of Equal Employment Opportunity and Diversity at (614) 692-2577 or DSN 850-2577.


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SUBJECT: Reasonable Accommodations Policy Statement

As Commander of DLA Land and Maritime, I am committed to ensuring all qualified associates and applicants with disabilities are afforded benefits and privileges of employment equal to employees and applicants without disabilities. Reasonable accommodations are provided in accordance with the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act, as amended, DLA Instruction 1440.01, and all relevant federal laws and regulations.

Employees may request a reasonable accommodation either orally or in writing through their supervisor, management chain, and/or the Disability Program Coordinator. Applicants for positions will use the point of contact indicated in the vacancy announcement and/or the selecting official when requesting a reasonable accommodation.

I expect the reasonable accommodation process to be an interactive discussion where the requestor and decision maker collaborate to provide the appropriate accommodation. The accommodation granted may vary from the original request, but the accommodation must be effective. This is to be done on a case-by-case basis and will vary depending on the needs of the person and the nature of their job.

DLA Land and Maritime is committed to ensure individuals with disabilities receive consideration, with a focus on their abilities and contributions. Furthermore, the concept of equal opportunity and full participation in all terms, conditions, and benefits of employment are applicable to all current and future employees.

An employee or applicant, who believes they were unlawfully denied a reasonable accommodation, may file a discrimination complaint by contacting the Office of Equal Employment Opportunity and Diversity at (614) 692-2574 or DSN 850-2574.

For more information on reasonable accommodation, please contact the Disability Program Coordinator located in the Office of Equal Employment Opportunity and Diversity at (614) 692-2574 or DSN 850-2574. A copy of this policy statement will be posted on all official bulletin boards.


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MEMORANDUM FOR DLA LAND AND MARITIME

JUL 20 2020

SUBJECT: Diversity and Inclusion Policy Statement

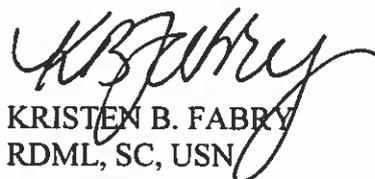
Diversity and Inclusion is a strategic imperative for DLA Land and Maritime, requiring an action plan to institutionalize a diversity consciousness focused on inclusion, hard work, respect, and integrity within our culture. Diversity and Inclusion is critical to mission accomplishment and performance and the responsibility of leadership and all DLA Land and Maritime employees.

We are a nation whose demographic makeup continually changes, reflecting the growth of minority populations - both old and new - and a steady influx of new immigrants. DLA Land and Maritime welcomes and encourages the active participation of every associate by valuing people and their differences.

Everyone in DLA Land and Maritime contributes to mission success and everyone brings to that collective effort unique capabilities and individual talent. Like any organization in times of transformation and change, we have an opportunity to thrive on the inclusion of new ideas and the diversity of thought. When we embrace understanding the mores, customs and ideals of diverse cultures, as well as the perspectives of other people, we enhance our ability to promote democracy in times of peace or war.

DLA Land and Maritime will promote a culture that embraces diversity and inclusion. Through effective communication, education, policy and programs, we will cultivate a work environment wherein individuals are valued and respected. We will recruit, develop and retain leaders from our nation and within our workforce for all occupations and develop a workforce that reflects the diversity of individuals that make up our country. Diversity and Inclusion is a corporate asset that enables us to provide unparalleled support to our customers. We are committed to improving that strength.

A copy of this policy statement will be posted on all official bulletin boards. If you have any questions, please contact the Office of Equal Employment Opportunity and Diversity at (614) 692-2577 or DSN 850-2577.


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MEMORANDUM FOR DLA LAND AND MARITIME

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**SUBJECT: Policy Statement on Sexual Orientation, Gender Identity Harassment and
Discrimination**

DLA Land and Maritime values the contributions and service provided to this country by all service members and civilians. We are committed to ensuring all members of our workforce are treated with dignity and respect in a work environment that is free from sexual orientation and gender identity discrimination.

Every member of the workforce, which includes LGBT individuals, should be able to perform their duties free from any unlawful discrimination or harassment. Harassment based on sexual orientation or gender identity is sex discrimination and is illegal under Title VII of the Civil Rights Act of 1964, as amended.

Employees are encouraged to report all incidents of harassment, observed or personally experienced, to their supervisor, higher level management or the DLA Land and Maritime Equal Employment Opportunity Office within 45 calendar days of the alleged discriminatory act.

Collectively, we share the responsibility to promote a dignified and inclusive workplace where our team members are resilient, valued, and ready to respond to emerging challenges and provide support to Warfighters and other valued customers.

A copy of this policy statement will be posted on all official bulletin boards. If you have any questions, please contact the Office of Equal Employment Opportunity and Diversity at (614) 692-2577 or DSN 850-2577.

A handwritten signature in black ink, appearing to read "KB Fabry", is positioned above the typed name.

**KRISTEN B. FABRY
RDML, SC, USN
Commander**