



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

MEMORANDUM FOR DLA LAND AND MARITIME

JUL 06 2018

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.

A handwritten signature in black ink, appearing to read "J. T. Palmer", is written over a horizontal line.

J. T. PALMER
RDML, SC, USN
Commander