Joint Task Force
National Capital Region Medical
DIRECTIVE

NUMBER 1020.03
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SUBJECT: Prevention of Sexual Harassment

References: (a) DoD Directive 1350.2, "Department of Defense Military Equal Opportunity (MEO) Program," 18 August 1995
(b) DoD Directive 1440.1, "Department of Defense Civilian Equal Employment Opportunity," 21 May 1987

1. PURPOSE. With this revision, the scope (applicability) of this Directive is extended beyond Joint Task Force, National Capital Region Medical (JTF CapMed) Headquarters Personnel. This Directive expands upon the definition of sexual harassment and provides examples, and also expands upon employees' and leaders' responsibilities in reporting incidences and taking corrective actions in accordance with references (a) and (b).

2. CANCELLATION. JTF CAPMED-D 1426.01, 17 September 2009

3. APPLICABILITY. This Directive applies to all JTF CapMed Headquarters Personnel, Directorates, Special Staff, and Subordinate Activities.

4. POLICY

a. It is the policy of the Commander, Joint Task Force (CJTF) to ensure we provide a work environment free from all forms of illegal discrimination and especially from any conduct that is coercive such as sexual harassment.

b. Sexual harassment is a form of discrimination that involves unwelcome sexual comments, advances, repeated and unsolicited requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

(1) Submission to such requests or conduct is made (either explicitly or implicitly), a term or condition of an individual's employment, (e.g., threatening an individual's career, pay, job, etc.) in return for sexual favors.

(2) When a submission to or rejection of such conduct interferes with an individual's work performance or creates an intimidating, hostile, or offensive work environment or tangible change in working conditions; and when the conduct creates an abusive workplace environment or interferes with an individual's work performance.

(3) Some behaviors that may contribute to a sexually hostile work environment include discussion of sexual activities, off-color jokes, sexually suggestive comments, displays, pictures, indecent gestures, and crude and offensive language.

5. RESPONSIBILITY

a. Sexual harassment is unacceptable conduct, punishable by law, and will not be tolerated or condoned. Sexual harassment undermines the integrity of the employment relationship, debilitates morale, and interferes with work productivity. Leaders at all levels are accountable for ensuring appropriate behavior, and must take prompt action to fairly and efficiently address claims of sexual harassment or any other form of unlawful harassment. Leaders at all levels will ensure that employees who report or participate in the investigation of sexual harassment or other discrimination claims are not subjected to reprisal or retaliation. Accordingly, to ensure full compliance with governing laws and regulations, managers will promptly inform the Equal Employment Opportunity Office (EEOO) of the claims and, if any, propose corrective actions.

b. Employees who believe they are being sexually harassed should clearly and emphatically tell the potential harasser that the conduct is offensive and unwelcome, refuse to participate in the unwelcome conduct, and promptly address their concerns to their supervisor or to the EEOO.

c. I am fully committed to preventing sexual harassment and any other form of unlawful harassment, and am confident that all JTF CapMed Personnel, whether they are military, civilian, contractors, family, volunteers or visitors share this commitment and will not compromise our mission by engaging in unprofessional behavior or illegal discrimination.

6. RELEASABILITY. This Directive is approved for public release and is available on the Internet from the JTF CAPMED Web Site at http://www.jtfcapmed.mil.

7. EFFECTIVE DATE. All provisions of this policy statement are effective immediately.

J.M. MATECZUN
Vice Admiral, MC, U.S. Navy
Commander