



Joint Task Force National Capital Region Medical DIRECTIVE

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SUBJECT: Prevention and Elimination of Unlawful Harassment in the Workplace

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. In accordance with references (a) and (b), this Directive provides guidance to Joint Task Force National Capital Region Medical (JTF CapMed) personnel on the Commander's Equal Opportunity (EO) & Equal Employment Opportunity (EEO) Policy on Prevention and Elimination of Unlawful Harassment in the Workplace.

2. APPLICABILITY. This Directive applies to all JTF CapMed headquarters personnel, Directorates, Special Staff, and Subordinate Activities.

3. POLICY

a. This policy affirms JTF CapMed's long-standing non-discrimination and anti-harassment policy that establishes results/oriented actions to prevent unlawful harassment from occurring and to address such conduct that does occur before it becomes severe or pervasive.

b. The policy applies to all applicants and employees, and prohibits harassment, discrimination, and retaliation whether engaged in by fellow employees, supervisors, managers, or someone not directly employed by the JTF CapMed (e.g., an outside vendor, contractor or customer).

c. Unlawful harassment is defined as unwelcome, offensive, or intimidating conduct, e.g., ridicule, abuse, insults, derogatory comments, etc., that is directly or indirectly based on an employee's race, color, age, national origin, religion, disability, and sex to include sexual harassment, sexual orientation, marital status, political affiliation, parental status, and reprisal for participation in protected activity when the following occurs:

- (1) The conduct is sufficiently severe or pervasive to create a hostile work environment; or
- (2) A supervisor's conduct results in a tangible change in an employee's employment status or benefits.

d. Employees should immediately report any discrimination and/or harassment that they experience or observe to the appropriate management official in or outside their chain of command. Early reporting and intervention have proven to be the most effective methods of resolving actual or perceived incidents of harassment.

e. Employees must take reasonable steps to avoid harm from unlawful harassment. Retaliation against an employee for reporting harassment or participating in an investigation is prohibited and, like harassment or discrimination, may subject an individual to disciplinary action. Leaders, at all levels, are responsible and accountable for ensuring compliance with this policy.

f. I am confident that all JTF CapMed personnel whether they are military, civilian, contractors, family, volunteers or visitors understand the importance of this policy and will fully support it to prevent and eliminate all forms of illegal discrimination and harassment in the workplace.

4. 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>.

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



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