



REPLY TO
ATTENTION OF

ATZT-CG

DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER OF EXCELLENCE
320 MANSCHEN LOOP STE 316
FORT LEONARD WOOD, MISSOURI 65473-8929

10 MAY 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy 14.1, Prevention of Sexual Harassment (POSH) for Military Personnel

1. REFERENCES.

a. Command Policy 10.1, Equal Opportunity (EO) Complaint Procedures, 15 September 2009.

b. AR 600-20, Army Command Policy, Rapid Action Revision (RAR) 002, Issue Date: 30 November 2009.

2. GENERAL.

a. This policy letter establishes the policies and procedures for POSH for military personnel.

b. POSH is the responsibility of commanders, directors, managers, and supervisors. Everyone must be able to recognize sexual harassment; examine suspected violations, and take swift, fair, and effective action. There must be an atmosphere that is conducive to the presentation of complaints to the chain of command.

3. POLICIES AND PROCEDURES.

a. Sexual harassment is a form of gender discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when—

(1) Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of a person's job, pay, or career; or

(2) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person; or

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive work environment.

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b. For military personnel, the installation EO Office provides training classes concerning the POSH on a weekly basis. Class schedules can be found at <http://www.wood.army.mil/eop/POSH.htm>. Training is mandatory for all newly assigned permanent party personnel. Personnel will attend this training within the first 30 days of their arrival.

c. Procedures for filing sexual harassment complaints are listed below:

(1) There are two methods to file a complaint (Informal and Formal).

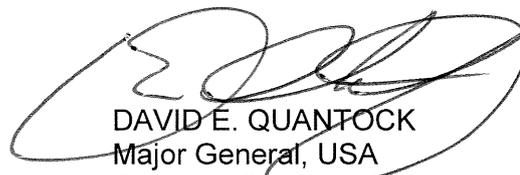
- Informal complaints: Any complaint in which a Service member or Family member does not wish to file in writing. Informal may be resolved directly by the individual, with the help of another unit member, commander, or anyone else within the chain of command.
- Formal Complaints: Filed in writing and sworn to the accuracy of the information. Formal complaints require specific actions, subject to timelines, and require documentation of the action(s) taken.

(2) Soldiers should follow the EO complaint procedures for unresolved complaints involving sexual harassment. Refer to CP 04.1-09 for more details.

d. POSH training and Equal Opportunity Leader (EOL) and Equal Opportunity Advisor (EOA) staffing will be briefed during semi-annual training briefs (SATBs).

4. SUPERSESSION. This policy supersedes CP 14.1, 15 September 2009, and is effective until superseded or revoked.

5. PROPONENCY. The proponent for prevention of sexual harassment policy is the Installation EO Office for military, 596-0601 and the EEO Office for civilian employees, 596-0602.



DAVID E. QUANTOCK
Major General, USA
Commanding

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