DEPARTMENT OF THE ARMY
WASHINGTON DC 20310-0200

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EQUAL EMPLOYMENT OPPORTUNITY POLICY FOR CIVILIAN EMPLOYEES

We are committed to fostering equal employment opportunity for civilian employees and applicants for employment. The Army is strengthened by the full range of talents that each civilian employee brings to the work place in accomplishing our national defense mission. A diverse civilian workforce that reflects our American society strengthens the Army by providing different perspectives and solutions to work-related challenges.

All persons have the right to work or advance on the basis of merit, ability and potential, free from social, personal or institutional barriers of prohibited discrimination. Military and civilian supervisors/managers must acknowledge the value and dignity of their employees. Every civilian employee should be treated with respect, should have the opportunity to achieve the highest grade or level of responsibility according to his or her potential, and should be encouraged to contribute fully to the Army's mission.

Managers, supervisors and employees must understand and identify unlawful conduct and fulfill their obligation to prevent prohibited discrimination and take immediate corrective action, including discipline, where appropriate. Individuals who perceive they are being subjected to prohibited discrimination should report the matter to an appropriate authority or office. Procedures for processing discrimination complaints will be clearly posted in all work areas. The Department of the Army supports the rights of all employees to exercise their rights under the civil rights statutes. Reprisal against one who has engaged in protected activity will not be tolerated.

Managers must make selections for training and career development programs, merit promotion actions, awards, and other types of recognition and personnel actions in accordance with sound personnel management practices and without regard to race, color, gender, sexual orientation, religion, national origin, age or disability.

We encourage all members of the Army team to strive for, achieve and maintain a positive workplace environment. This is vital to the Army mission of keeping the peace and providing the necessary support to win any war.

Peter J. Schoomaker
General, United States Army
Chief of Staff

Francis J. Harvey
Secretary of the Army

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ARMY POLICY ON HARASSMENT

The Army has demonstrated its commitment to preventing and eliminating all types of workplace harassment, based upon race, religion, color, sex, national origin, age, or disability, within the military ranks and civilian workforce through written policy, communication, education and training, enforcement, and assessment. While we can be proud of our efforts to rid the workplace of this unacceptable conduct, we must continue to focus our energy on ensuring that Soldiers and civilians understand the importance of the Army's policy on this issue.

As Army leaders, it is our duty to provide and maintain an environment of trust and respect for human dignity where workplace harassment, including sexual harassment, will not be tolerated. We must reaffirm a commitment to an environment of mutual respect, dignity, and fair treatment.

Sexual harassment is defined in law and regulation. It 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 made a condition of a person's job, or used for employment decisions affecting that person, or when it creates an intimidating, hostile or offensive environment, or interferes with the performance of a soldier or civilian, sexual harassment is present.

Any Soldier or civilian who encounters any unlawful workplace harassment should report the incident through appropriate channels. Every leader must ensure that every reported incident is investigated immediately and thoroughly, with corrective action taken as appropriate. Reprisal against any Soldier or civilian who reports workplace harassment will not be tolerated.

We expect all leaders to support the Army's continuing commitment to a positive workplace environment that protects and preserves human dignity.

Peter J. Schoomaker
General, United States Army
Chief of Staff

Francis J. Harvey
Secretary of the Army