



REPLY TO
ATTENTION OF

**DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
OFFICE OF THE COMMANDER
3511 NW 91ST AVENUE
MIAMI, FL 33172-1217**

SCCC

12 November 2003

POLICY MEMORANDUM NO. 6-03

MEMORANDUM FOR ALL SOUTHCOM Personnel

SUBJECT: U.S. Southern Command Policy Memorandum – Prevention of Sexual Harassment

1. **PURPOSE:** To advise all members of this command of their responsibility to provide equal opportunity and treatment to all personnel, regardless of race, color, religion, gender, or national origin, and to maintain an environment free of sexual harassment.
2. **APPLICABILITY:** This policy applies to all military and civilian personnel assigned to this command.
3. **POLICY:** All personnel have the responsibility to maintain an environment that sustains a force of highly motivated and qualified professionals. Sexual harassment violates acceptable standards of conduct required of all Department of Defense (DoD) personnel, and interferes with both mission accomplishment and unit cohesion. Sexual harassment is not limited to the work environment. It can occur any place, during or after duty hours. The standard for this command is zero tolerance for sexual harassment.
4. **DEFINITION:** The DoD defines sexual harassment as a form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, when any of the following occurs:
 - a. Submission to or rejection of such conduct either directly or indirectly influences a term or condition of a person's pay, job, or career.
 - b. Such conduct interferes with an individual's performance or creates an intimidating hostile, or offensive environment.
5. A DoD employee engages in sexual harassment when:
 - a. He/she, in a command or supervisory position, uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay or job of another employee.
 - b. He/she makes deliberate or repeated unwelcome verbal comments, gestures, or physical contacts of a sexual nature.

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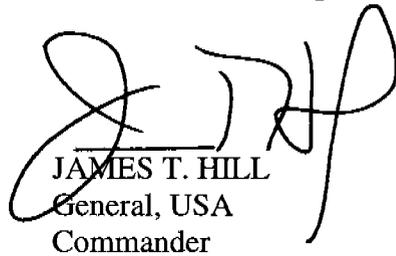
c. He/she uses terms or phrases that disparage gender, nationality, or race. Sexual harassment can also include banter, comments, jokes, visual displays, cat calls, use of profanity, physical contact, and the wearing of any article of clothing that is suggestive or has profane or vulgar language or graphic depiction.

6. RESPONSIBILITIES: Many acts that constitute sexual harassment are also punishable by law. It is the responsibility of SOUTHCOM personnel to promote a work environment free of sexual harassment. Employees will avoid any conduct that does not exemplify the highest standards of honesty and impartiality.

7. Anyone experiencing sexual harassment should make it clear that such behavior is offensive and unwelcome and should immediately report the harassment to their chain of command or to SOUTHCOM's Equal Opportunity (EO) Advisor/Equal Employment Opportunity Liaison at x3558.

8. Effective mission accomplishment is contingent upon our ability to perform in a positive environment of mutual respect, dignity, and fair treatment for all our civilian and military personnel.

9. This policy is effective immediately and will be posted on the portal under J1, SC – publication.



JAMES T. HILL
General, USA
Commander