



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
4800 MARK CENTER DRIVE
ALEXANDRIA, VIRGINIA 22350-1500

DEC 15 2014

MEMORANDUM FOR ALL PERSONNEL AND APPLICANTS FOR EMPLOYMENT,
OFFICE OF INSPECTOR GENERAL, DEPARTMENT OF
DEFENSE

SUBJECT: Anti-Harassment Policy Statement

It is the policy of the Department of Defense Office of Inspector General (DoD IG) that all personnel uphold a culture that fosters high professional standards and respect. Creating and maintaining an environment that is free from harassment is essential to the accomplishment of the mission of DoD IG. I am committed to ensuring each employee works in an environment that is free from all forms of harassment and inappropriate or unprofessional conduct. Therefore, it is OIG policy to take immediate and appropriate action when the Agency is made aware of allegations of harassment or determines that harassing conduct has occurred.

Harassment is unwelcome conduct that is based on race, color, religion, sex (including pregnancy, sexual orientation, and gender identity), national origin, age (40 or older), disability or genetic information. Harassment becomes unlawful where 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive. Anti-discrimination laws also prohibit retaliation against individuals for filing a discrimination charge, testifying, or participating in any way in an investigation, proceeding, or lawsuit under these laws; or opposing employment practices that they reasonably believe discriminate against individuals, in violation of these laws.

Not all inappropriate and unprofessional conduct may qualify as Title VII harassment; however, such conduct may still violate Merit Systems Protection Board principles as a prohibited personnel practice under 5 U.S.C. § 2302.

Every employee is responsible for acting professionally and not participating in harassing behaviors that offend, intimidate, or interfere with the work performance of others. Any person who believes he or she has been the subject of harassment or observes such conduct is expected to immediately report the matter to one of the following: any management official or supervisor, the Equal Employment Opportunity Directorate, and/or the Internal Review Directorate. Reports of harassment are confidential to the fullest extent possible without impeding an investigation into such allegations.

All OIG personnel are required to receive biennial anti-harassment training and are responsible and accountable for acting promptly to prevent and eliminate harassment. Upon receipt of such a report, the appropriate management official will investigate the allegations within 15 business days and take appropriate corrective or disciplinary action, up to and including removal, to ensure that no further harassing conduct occurs. Management officials within the OIG have a duty to carry out their responsibilities under this policy, and failure to do so can result in disciplinary action.

It is important to note that the anti-harassment process does not affect an employee's right to file an EEO complaint, nor does it alter required timelines for filing. To initiate the EEO complaint process, an employee must contact an EEO official within 45 calendar days of the alleged harassment.

I am counting on every employee to be proactive in preventing unlawful harassment and to maintain an atmosphere of respect and professionalism. Inappropriate conduct creates the potential for lost time and productivity, which ultimately impacts the OIG's effectiveness to our customers. Therefore, I trust that everyone will join me in supporting the principles embodied in this policy.



Jon I. Rymer