



DEPARTMENT OF THE NAVY

COMMANDER
NAVY REGION HAWAII
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SEXUAL HARASSMENT POLICY

As Commander, I unequivocally oppose any form of sexual harassment in and/or affecting the work place. Sexual harassment is defined as a form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

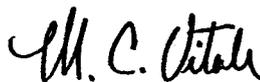
- a. submission to or rejection of such conduct is made, either implicitly or explicitly, a term or condition of a person's job, pay, or career; or
- b. submission to or rejection of such conduct by a person is used as a basis for employment decisions; or
- c. such conduct interferes with an individual's work performance or creates an intimidating, hostile, or offensive environment.

Military and civilian supervisors are expected to concern themselves with more than their own behavior. They need to make it clear, in actions as well as words, that they care about how their employees treat one another. When an allegation of sexual harassment occurs, managers and supervisors must take quick action to thoroughly and objectively investigate the complaint. Anyone found to have violated sexual harassment laws or policies shall be held appropriately accountable. On the other hand, because sexual harassment allegations are very serious matters, anyone who knowingly makes a false allegation of sexual harassment should be held accountable as well.

Individuals who are sexually harassed should make it clear to the offender that such behavior is offensive and must stop. Some examples of avenues of redress available to victims of sexual harassment include: addressing the issue informally up the chain of command using the Informal Resolution System; requesting Captain's Mast, Administrative Grievance Procedure, the Negotiated Grievance Procedures or Federal Informal Resolution System Team Mediation Service; using the formal Discrimination Complaints Process (EEO/EO); and reporting the incident to the Department of the Navy's Sexual Harassment Hotline at 1-800-253-0931, and the Human Resources Office's Sexual Harassment Hotline at 474-2145.

Individuals who are sexually harassed are encouraged to come forward to report the behavior. Appropriate administrative action will be taken against individuals who retaliate against personnel who report incidents of sexual harassment.

As the work force is reduced and agency budgets decrease, there is no corner of the government wherein the nation can afford to tolerate conduct that diminishes productivity, erodes morale, and directly conflicts with the standards of ethical behavior demanded of all DON personnel. Sexual harassment makes victims of us all. I expect every uniformed and civilian assigned personnel to support our command's sexual harassment policy. Concerns or questions regarding this policy may be addressed to any member of your chain of command, up through and including me. Other available points of contact include the Region Equal Opportunity Advisor, the Staff Judge Advocate or the Human Resources Office.


M. C. VITALE