

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Policy Memorandum # 3 - Prevention of Sexual Harassment

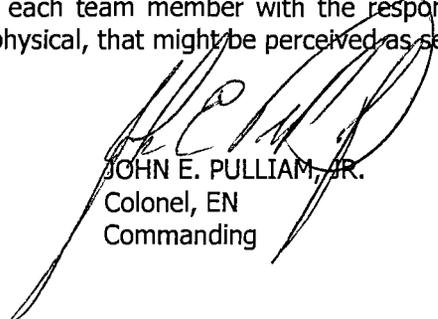
1. As Commanding Officer of the Wilmington District, I am committed to providing a workplace where all employees have an opportunity to reach their full potential and contribute to the success of our mission. To achieve this goal, it is essential that Wilmington District team members treat each other with dignity and respect.

2. Managers and supervisors must make special efforts to identify and eliminate any form of sexual harassment and to maintain an environment free of any conduct that could create a hostile or intimidating environment. Sexual harassment is 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 explicitly or implicitly a term or condition of a person's job, pay, or career;
- (b) Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person;
- (c) Such conduct interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

3. Sexual harassment violates acceptable standards of conduct required of all personnel, reduces mission effectiveness, and wastes valuable resources. Sexual harassment in any form is unacceptable and will not be tolerated.

4. Again, we will accomplish our critical mission only if we ensure that all employees are free to fully contribute their talents. Accordingly, I charge each team member with the responsibility of refraining from taking any actions, verbal, non-verbal, or physical, that might be perceived as sexual harassment.



JOHN E. PULLIAM, JR.
Colonel, EN
Commanding

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