**DEPARTMENT OF THE ARMY**
**INSTALLATION MANAGEMENT AGENCY**
**2511 JEFFERSON DAVIS HIGHWAY**
**ARLINGTON, VA 22202-3926**

REPLY TO
ATTENTION OF

FEB 1 4 2006

IMAH-EEO

MEMORANDUM FOR All US Army Installation Management Agency Personnel

SUBJECT: US Army Installation Management Agency Policy Memorandum # 3, Policy Statement for the Prevention of Sexual Harassment (POSH)

1. REFERENCES.

a. Army Regulation 690-12, Equal Employment Opportunity and Affirmative Action, dated 4 March 1988.

b. Army Regulation 600-20, Army Command Policy, dated 13 May 2002.

c. Army Regulation 690-600, Equal Employment Opportunity Discrimination Complaints, dated February 9, 2004.

2. PURPOSE. To provide guidance to all US Army Installation Management Agency (IMA) personnel on the Prevention of Sexual Harassment.

3. APPLICABILITY. This policy applies to all personnel assigned to or under the operational control of IMA in addition to applicants for employment with IMA and former employees of IMA. This policy statement supersedes policy memorandum #3 dated June 24, 2003, signed by Major General Anders B. Aadland.

4. POLICY.

a. Sexual harassment violates the law, is detrimental to productivity, diminishes self-esteem and adversely affects morale. All of us in IMA have a responsibility to ensure that our work environment is free from discrimination.

b. Unwelcome sexual advances, requests for sexual favors, lewd remarks or inappropriate conduct of a sexual nature constitute sexual harassment when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;

(2) Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals; or,

(3) Such conduct has the effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

c. It is my policy that the IMA will provide a work environment free of sexual harassment for every employee. I expect all supervisors, managers and senior level officials to set high standards and demonstrate, by personal example, the uppermost degree of professionalism.

d. POSH training for the workforce, both military supervisors of civilian employees and civilian employees is mandatory and the responsibility for providing the training is the servicing Garrison Equal Employment Opportunity (EEO) Office.

5. PROCEDURES. N/A

6. PROPONENT. The HQ Office of Equal Employment Opportunity is the proponent of this policy. Point of contact is Ms. Seema E. Salter, Chief Equal Employment Opportunity. She may be contacted by telephone at commercial (703) 602-4308 or at DSN 332-4308.

MICHAEL D. ROCHELLE
Major General, U.S. Army
Director