



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT DRUM  
10000 10TH MOUNTAIN DIVISION DRIVE  
FORT DRUM, NEW YORK 13602-5046

IMDR-ZA

26 July 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy 19-01, Prevention of Sexual Harassment/Assault

1. References:

- a. Army Regulation 600-20, Army Command Policy, 6 November 2014.
- b. Department of Defense Instruction 6495.02, Subject: Sexual Assault Prevention and Response (SAPR) Program, 24 May 2017.
- c. 10 United States Code 1561, Complaints of Sexual Harassment: Investigation by Commanding Officers, 3 January 2012.

2. Supersession: This memorandum supersedes Garrison Policy 17-01, Prevention of Sexual Harassment/Assault, 21 August 2017.

3. Applicability: This policy applies to all Department of the Army (DA) Civilians, and active duty military personnel assigned or attached to any unit or element subordinate to the authority of the Commander, United States Army Garrison-Fort Drum.

4. I am fully committed in ensuring that Soldiers and DA Civilians live and work in an environment free of sexual harassment and/or sexual assault. Leaders at all levels will be committed to creating and maintaining an environment conducive to maximum productivity and respect for human dignity. The prevention of sexual harassment and sexual assault is everyone's responsibility. Commanders and supervisors at all levels are responsible for establishing a climate of Trust, Teamwork and Cohesion. Every Soldier and DA Civilian is responsible for treating one another with dignity and respect.

5. Sexual harassment, a form of sexual discrimination, is defined in law and regulation as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature which is made a term or condition of a person's employment, is used as a basis for career or employment decisions affecting a person, interferes with the performance of an employee, or creates an intimidating, hostile, or offensive working environment. Sexual assault is a crime defined as intentional sexual contact characterized by use of force, physical threat, abuse of authority, or when the victim does not or cannot consent.

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6. Sexual assault and sexual harassment are serious issues that we must address. The culture of “harmless pranks and sexual innuendo” is unacceptable, undermines the integrity of the US Army, and interferes with mission accomplishment. Make certain that we are responsible for conducting ourselves in a professional manner twenty four hours a day, seven days a week. As the Garrison Commander, I will not condone nor tolerate any form of discrimination, harassment, or assault.

7. DA Civilians have a right to pursue an allegation of sexual harassment/assault simultaneously under 10 United States Code Section 1561, and the Equal Employment Opportunity (EEO) complaint process. Command decisions under Section 1561 are final, with no right of appeal to the courts or the awarding of compensatory damages. I expect all leaders and supervisors to take responsibility in prevention and take prompt and appropriate corrective action on allegations of sexual harassment.

8. DA Civilians electing to make a restricted or unrestricted report are eligible for full services of Sexual Assault Response Coordinators and Sexual Harassment/Assault Response and Prevention (SHARP) Victim Advocates and will include: medical care within 24 hours of report, legal assistance through special victim counsel on a case by case basis, behavioral health, and advocacy support.

9. Any victim of sexual harassment or sexual assault has the right to report without the fear of retaliation or reprisal. All victims have the right to be treated with fairness, dignity and respect. Leaders at every level will take every effort to support and assist victims. Under no circumstances will a victim be forced to report or receive services against their will.

10. The Fort Drum workforce must understand the importance of this policy and adhere to its principle. All Civilian employees will attend initial SHARP training as new employees to the Army, and thereafter must complete SHARP training annually. I expect all Directors to ensure that their employees are in compliance with these training requirements.

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11. All employees must take personal responsibility in the prevention of sexual harassment/assault by demonstrating appropriate behavior and the highest standards of conduct in the workplace. DA Civilians who feel they are victims of sexual harassment, sexual assault, or individuals who witness inappropriate behavior in the workplace should report it immediately through their chain of command, the EEO office at (315) 772-6565, or the Garrison SHARP at (315) 774-0158.

JEFFERY P. LUCAS  
Colonel, AG  
Garrison Commander

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