



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS U.S. ARMY GARRISON
2218 6TH AVENUE
FORT NOVOSEL AL 36362-1100

GC Policy Memo 25-36

AMIM-NOG-EE (690-12a)

MEMORANDUM FOR U.S. Army Aviation Center of Excellence, U.S. Army Garrison and Tenant Units and Directorates, Fort Novosel, AL 36362

SUBJECT: Commander's Policy on Prevention and Elimination of Unlawful Harassment in the Workplace

1. It is my duty to provide and maintain an environment of trust and respect amongst the workforce. I am committed to creating an environment of mutual respect, dignity, and fair treatment of the Fort Novosel workforce. Workplace harassment based on race, religion, color, age (40 or older), sex, disability (mental/physical), national origin, genetic information, reprisal for participating in an equal employment opportunity (EEO) protected activity or any other impermissible basis, is not acceptable.
2. Harassment includes, but is not limited to, any offensive conduct such as slurs, jokes, or other verbal, nonverbal, or physical conduct that has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, offensive, or hostile environment. I expect all leaders to guard against harassment and take proactive measures to ensure the work environment is free from all forms of harassment.
3. Employees who are a witness to or are subjected to workplace harassment should report this to their chain of command. In accordance with Army Regulation 690-12 (Equal Employment Opportunity and Diversity), all leaders must ensure that every reported incident of harassment is investigated immediately and thoroughly, with corrective action taken as appropriate. Reprisal against any employee who reports workplace harassment is strictly prohibited.
4. Employees must take personal responsibility in the prevention of harassment by demonstrating appropriate behavior and the highest standards of conduct in the workplace. Employees who feel they are victims of harassment should report it immediately through their chain of command and/or contact the EEO Office at 334-255-9219. Contact with an EEO official must be made within 45 calendar days from the date of the discriminatory action/conduct.
5. This memorandum supersedes Policy Memo 23-36, dated 05 July 2023, and will remain in effect until changed or formally rescinded.

A handwritten signature in black ink, appearing to read "John P. Miller".

JOHN P. MILLER
COL, AV
Garrison Commander