



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON OKINAWA  
UNIT 35114  
APO AP 96376-5114

COMMAND POLICY  
690

AMIM-JNO-GEE (690-12a)

3 August 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Anti-Harassment Policy

1. REFERENCES.

- a. Army Regulation (AR) 690-600 (Equal Employment Opportunity Discrimination Complaints).
- b. AR 690-12 (Equal Employment Opportunity and Diversity).

2. PURPOSE. To establish the Garrison Commander's policy on anti-harassment.

3. APPLICABILITY. This policy applies to Soldiers, Department of the Army Civilian employees, and Local National employees.

4. POLICY.

- a. As the Garrison Commander, I am strongly committed to providing a work environment in which all members of our team are treated with dignity and respect. Harassment is one of the most severe forms of disrespect; it indicates a breakdown in leadership and has no place in US Army Garrison (USAG) Okinawa. Successful mission accomplishment can be achieved only in an environment free of harassment for all its employees.

- b. Workplace harassment based on race, color, religion, sex (including pregnancy, sexual orientation and gender identity), age, national origin, disability (mental or physical), genetic information, or reprisal is not acceptable.

- c. Harassment can be any verbal or physical conduct that denigrates or shows hostility or aversion toward an individual; actions or conduct which have the purpose or effect of creating an intimidating, hostile, or offensive work environment; unreasonably interferes with work performance; or otherwise adversely affects employment opportunities for employees or applicants. Harassing conduct includes, but is not limited to, use of epithets, slurs, negative stereotyping, threatening, intimidating or hostile acts, written or verbal comments, or graphic material to denigrate or show hostility or aversion toward an individual or group based upon any protected status, or directed

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toward an employee or applicant because of his or her membership in a protected category. Sexual harassment is a form of discrimination. It adversely impacts readiness and affects mission accomplishment. Further, it violates the law, is detrimental to productivity, diminishes self-esteem, and adversely affects morale.

d. It is important that Commanders, supervisors, and managers be vigilant and take personal responsibility to end harassment and discrimination in the workplace. Any Soldier, Department of the Army Civilian or Local National employee who encounters workplace harassment should report the incident through appropriate channels. Every leader must ensure that every reported incident is investigated immediately and thoroughly, with corrective action taken as appropriate. Reprisal against any soldier or Civilian who reports workplace harassment is prohibited.

e. So that employees are aware of the anti-harassment policy, procedures, and what their role is in the complaint process, supervisors and managers will ensure DA Civilians complete the Army's NO FEAR Act Training within 90 days upon entering duty and annually thereafter. Likewise, Military, who supervise civilians, managers, and supervisors, will complete the NO FEAR Act Training within 90 days upon entering duty and annually thereafter.

5. The point of contact to report an incident of harassment or to pursue a discrimination complaint is the USAG Okinawa Equal Employment Opportunity (EEO) Office at DSN (315) 652-4045 or 5105.

6. This command policy is effective immediately and supersedes USAG Okinawa Command Policy 690, 27 July 2020. It remains in effect until rescinded or superseded.

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SETH.1254797320 Date: 2021.08.03 22:50:35 +09'00'

RYAN S. GLADDING  
LTC, PO  
Commanding

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