



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 3D CORPS SUPPORT COMMAND  
UNIT 29620  
APO AE 09096

REPLY TO  
ATTENTION OF

AETV-SCG-EO (600-20)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 3d Corps Support Command (COSCOM) Policy Memorandum #16, Prevention of Sexual Harassment

1. **PURPOSE.** To ensure all 3D COSCOM soldiers, civilian employees, and their family members are aware of the Commander's policy on the Prevention of Sexual Harassment.

2. **APPLICABILITY.** Headquarters, 3D COSCOM and all subordinate units.

3. **POLICY.**

a. The policy of the Army is that sexual harassment is unacceptable conduct and will not be tolerated. As the Equal Opportunity Officer for this command, I am committed to the Army's policy and the enforcement of this policy in the 3D COSCOM. All levels of leadership in this command will be committed to creating and maintaining an environment conducive to maximum productivity and respect for human dignity of all personnel. Sexual harassment destroys teamwork and negatively affects combat readiness. Successful mission accomplishment can be achieved only in an environment free of sexual harassment for all personnel.

b. Sexual harassment is a form of gender discrimination that involves unwelcome sexual advances, request for sexual favors or other verbal or physical conduct of a sexual nature. Any soldier or civilian employee in a supervisory or command position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay, or job of another soldier or civilian employee is engaging in sexual harassment. Moreover, anyone who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is also engaging in sexual harassment.

c. Individuals are encouraged to use the chain of command for redress of grievances. However, other channels are available for further assistance, guidance, and redress. They are EO Advisors, the Chaplain, Inspector General, Judge Advocate General, Provost Marshal, criminal investigators, medical agencies, or the Chief, Housing Referral Office.

d. Complainants may choose to file either an informal or a formal complaint. Regardless of what type of complaint is filed, the agency that receives the complaint will tell the complainant what role the agency has, what will be done with the complaint and assist the commander in resolving the complaint at the lowest level possible. The complainant and accused have the option to appeal the results.

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e. All members of the COSCOM have the right to present complaints without fear of intimidation or harassment. The chain of command will ensure that complainants and witnesses are protected from reprisal and retaliation.

f. Equal Opportunity Advisors at group and higher levels are fully trained and readily available to assist commanders and complainants. Contact the 3D COSCOM EO Office for further information or assistance regarding the EO complaint process, DSN 337-5571 or Iraq DSN 312-558-2064.

4. SUPERSESSION. This policy supersedes the previous Prevention of Sexual Harassment Policy Memorandum.

5. EXPIRATION. This policy memorandum expires 1 August 2004.

6. "Sustaining the Line!"

//ORIGINAL SIGNED//  
VINCENT E. BOLES  
Brigadier General, USA  
Commanding

DISTRIBUTION:

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