



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
SPECIAL TROOPS BATTALION, 3D CORPS SUPPORT COMMAND
UNIT 29620
APO AE 09096

AETV-SCS-H

24 October 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Special Troops Battalion Policy Memorandum #4, Prevention Of Sexual Harassment

1. **PURPOSE.** To ensure all soldiers, civilians and family members are aware of the commander's policy on prevention of Sexual Harassment.
2. **APPLICABILITY.** Headquarters, Special Troops Battalion all subordinate units.
3. **Policy.**
 - a. I fully support Department of the Army, USAREUR, V Corps, and 3D COSCOM policies seeking to prevent sexual harassment. If allowed to flourish, sexual harassment can undermine the morale and cohesiveness of an organization thereby destroying readiness. Furthermore, sexual harassment is harmful to the unit, destroying ties of comradeship and unit loyalty. Every member of this battalion deserves equal treatment and respect. There is no place for harassment.
 - b. Sexual harassment is a form of discrimination that involves unwelcome sexual advances, requests for sexual favors, lurid and insensitive jokes and other verbal or physical conduct of sexual nature. It is not limited to the workplace and violates behavior standards required of all army military and civilian personnel.
 - c. All members of the STB have the right to present complaints without fear of intimidation or harassment. The chain of command will ensure the complaint is investigated. Sexual harassment will not be tolerated.
4. **SUPERSESSION.** This policy supercedes STB Policy Letter #4 dated 17 Nov 2001.
5. **EXPIRATION.** This policy memorandum expires 1 October 2003.
6. "Fit to Fight!"

/// Original Signed ///
MICHELE M. PUTKO
LTC, OD
Commanding

Distribution:

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