



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4800 MARK CENTER DRIVE
ALEXANDRIA, VA 22350-1400

AUG 27 2013

MEMORANDUM FOR ALL DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
EMPLOYEES AND APPLICANTS FOR EMPLOYMENT

SUBJECT: Annual Anti-Harassment Policy Statement

The purpose of this memorandum is to reinforce the Department of Defense Education Activity's (DoDEA) commitment to maintaining an environment that is free of discrimination and workplace harassment. It is vital to our mission that all employees work in an environment where they are treated with dignity and respect and where equal opportunities are promoted and discriminatory practices are prohibited.

Harassment based upon race, color, religion, sex, national origin, age (i.e., 40 and over), reprisal for taking part in an Equal Employment Opportunity (EEO) protected activity, disability, genetic information, pregnancy, marital status, sexual orientation, status as a parent, political affiliation, or other non-merit factors is prohibited and **WILL NOT BE TOLERATED**. Harassment is prohibited in any location that can reasonably be regarded as an extension of the workplace, such as an off-site social business function, or any other facility where agency business is being conducted and discussed.

Employees who witness or are subjected to harassment should make it clear to the offending party that such behavior is unwelcome. Harassment should be immediately reported to the employee's first or second level supervisor, or the Diversity Management and Equal Opportunity (DMEO) Office. Allegations of harassment discrimination must be brought to the DMEO office within 45 calendar days of the occurrence. EEO contact information is located at the DMEO web page: <http://hq-w5a.hq.ds.dodea.edu/intranet/eo/index.cfm>.

Retaliating or discriminating against an employee for reporting, filing a complaint, or cooperating with the investigation of allegations of harassment is prohibited and will result in appropriate disciplinary action. Substantiated harassment complaints will result in corrective administrative or disciplinary action, which may range from reprimand to removal from Federal service in accordance with Agency disciplinary regulations.

In accordance with Title 29 of the Code of Federal Regulations, Section 1614.102 (b) (5), all supervisors are required to post this Policy Statement in prominent locations in all DoDEA controlled work sites as a continual reminder that harassment is unacceptable behavior and a direct violation of Federal government discrimination laws, regulations, and policies.

This Policy Statement is effective immediately.


Marilee Fitzgerald
Director