



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
HEADQUARTERS
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ALEXANDRIA, VA 22350-1400

JUL 19 2021

MEMORANDUM FOR ALL DODEA PERSONNEL AND APPLICANTS FOR
EMPLOYMENT WITHIN DODEA

SUBJECT: Anti-Harassment Policy Statement

It is the policy of the DoDEA that all personnel uphold a culture that fosters high professional standards and respect. Creating and maintaining an environment free from harassment is essential to successfully accomplishing DoDEA's mission. DoDEA does not permit harassment in its facilities or services, and this anti-harassment policy is intended to prevent harassment and to correct harassing behavior in the workplace.

Harassment is any unwelcome verbal or physical conduct based on race, color, religion, sex (whether or not of a sexual nature), sexual orientation, genetic information, national origin, age (40 or older), pregnancy, disability (mental or physical), marital status, status as a parent and political affiliation. Harassing behavior can take many forms and may include, but is not limited to, slurs, inappropriate jokes or comments, gestures, pictures, on-line bullying, impeding or blocking another's movement or otherwise physically interfering with normal work, or retaliation, when: (a) the behavior can reasonably be considered to adversely affect the work environment, or (b) an employment decision affecting the employee is based upon the employee's acceptance or rejection of such conduct.

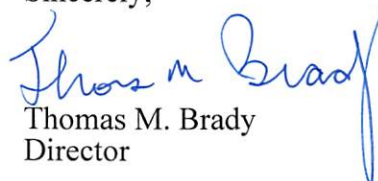
DoDEA will protect the identity of the alleged victim and harasser, except as reasonably necessary during an investigation. Management officials have a duty to ensure a workplace free from harassment and to respond promptly when harassment allegations are made. Failure to do so can result in disciplinary action. Employees are encouraged to report incidents they perceive as harassment, which includes those that they have personally experienced or witnessed to the supervisor of the offending employee, to their supervisor, or to a member of Labor Management and Employee Relations. The Agency cannot take immediate and appropriate action if situations involving harassment are unknown.

It is important to note that the anti-harassment process is separate from the EEO complaint process and does not affect an employee's right to file an EEO complaint, nor does it alter required timelines for filing an EEO complaint. To initiate the EEO complaint process, an employee must contact an EEO official within 45 calendar days of the most recent alleged harassing incident. For more information on the EEO program, please contact your regional EEO Counselor or HQ Diversity Management Equal Opportunity Office.

This policy statement applies to all DoDEA employees both permanent and intermittent, paid/unpaid interns, and volunteers. DoDEA students are not covered under this statement but are protected under the provisions of DoDEA Administration Instruction 1443.01 (Volume 1 and 2).

I am counting on every employee to be proactive in preventing harassment and maintaining an atmosphere of respect and professionalism.

Sincerely,


Thomas M. Brady
Director