



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
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AUG 18 2009

MEMORANDUM FOR ALL PERSONNEL AND APPLICANTS FOR
EMPLOYMENT, OFFICE OF INSPECTOR GENERAL,
DEPARTMENT OF DEFENSE

SUBJECT: Policy Statement on the DoD OIG Anti-Harassment Program

Our goal is to foster a culture of professionalism and respect. Creating and maintaining an environment that is free from harassment is essential to the accomplishment of the DOD IG mission. We are committed to ensuring employees within the OIG work in an environment that is free from sexual harassment and other forms of harassing and unprofessional conduct.

Harassing conduct is defined as any unwelcome verbal or physical conduct that demeans or shows hostility, or aversion towards an individual because of his or her race, color, religion, national origin, age, sex (sexual or non-sexual), and or disability. Harassing conduct may constitute reprisal. Any conduct based upon these statutorily protected classes that has the purpose or effect of unreasonably interfering with employees work performance and/or creating an intimidating, hostile, or offensive work environment is considered harassment.

Every employee is responsible for acting professionally, not participating in harassing conduct and promptly reporting such conduct. Any person who believes he or she has been the subject of harassment should report the matter to anyone in their supervisory chain of command or to the EEO Office. All supervisors and managers are responsible and accountable for acting promptly to prevent and eliminate harassment. Any supervisor or manager receiving an allegation of harassment or who witnesses harassing conduct shall take immediate action to stop the harassing conduct and ensure a thorough and impartial inquiry is conducted. Action should be taken to prevent further harassment including granting appropriate interim relief to the victim while the allegations are being investigated. Where allegations of harassment are substantiated, appropriate corrective action shall be taken in accordance with the Inspector General Regulation 1400.4, *Disciplinary and Adverse Action*.

We count on each of you to continue to maintain an atmosphere of professionalism that fosters respect in the workplace. I trust you will join me in supporting the principles embodied in this policy.

A handwritten signature in black ink, reading "Gordon S. Heddell".

Gordon S. Heddell