



1 January 2010

**MEMORANDUM FOR ALL 153 AW PERSONNEL**

FROM: 153AW CC

SUBJECT: 153AW Sexual Harassment Policy

1. Sexual harassment is prohibited by Title 7 of the Civil Rights Act of 1964 and the Uniform Code of Military Justice (UCMJ). All Wyoming Air National Guard 153d AW personnel are entitled to a work environment free from sexual harassment. Sexual harassment tears away at the fabric of our organization and will not be tolerated in the 153d AW.
2. Sexual harassment is defined as a form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when: 1) submission to such conduct is made either explicitly or implicitly a term or condition of a person's job, pay or career (quid pro quo); 2) submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person (quid pro quo); or, such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive work environment.
3. Sexual harassment may consist of unwanted or offensive contact, words or gestures. It includes obvious things, like an invitation to have sex or an unwanted touching, but can also include more subtle behaviors like repeated comments about a person's physical appearance, constantly brushing up against someone, or displaying sexually explicit pictures or publications that make an employee's working atmosphere uncomfortable. It is vitally important that all Wyoming Air National Guard members be sensitive to their verbal and non-verbal behavior as well as to the perceptions that others might have regarding what we say and do.
4. Any member who believes they are a victim of sexual harassment is directed to report the perceived misconduct to their immediate supervisor, chain of command, and/or the 153d AW Military Equal Opportunity (MEO) office (located in building 16, room 205.1, phone number 772-6062). If you are an Air National Guard military member, AGR (Title 32 USC), or an applicant for membership, you must report your allegation within 180 days. As the MEO office is staffed primarily during UTA weekends, individuals may also contact the Wyoming State Equal Employment Manager (SEEM), LTC Kimberly DeRouen, at the Wyoming National Guard Headquarters (772-5245). Any member who commits or engages in sexual harassment will be subject to the Wyoming State Code of Military Justice and/or the UCMJ and/or administrative discipline, which could result in discharge action. Sexual harassment is a serious detractor from morale, productivity, unit readiness and mission accomplishment that we cannot afford nor tolerate.

DENNIS D. GRUNSTAD II, Col WY ANG  
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