



NEBRASKA NATIONAL GUARD

JOINT FORCE HEADQUARTERS
2433 NW 24TH STREET
LINCOLN, NE 68524-1801

APR 30 2015

MEMORANDUM FOR All Nebraska Military Department Members and Employees

FROM: NGNE-TAG

SUBJECT: Military Department Policy Memorandum (SEEM-15-003) Sexual Harassment

1. I am firmly committed to creating a workplace environment free from sexual harassment. Each of us in the Nebraska Military Department has a responsibility to maintain the highest standards of honesty, integrity, impartiality, conduct and professionalism to ensure the performance of our mission.
2. Professionalism leaves no room for sexual harassment. Sexual harassment is unacceptable behavior that violates the law, military regulations, and the high standards of conduct I expect from all personnel in the Nebraska Military Department.
3. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when: (1) submission to such conduct is made, whether explicitly or implicitly, a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment through its pervasive nature.
4. Supervisors, managers and commanders shall take prompt and positive action in responding to complaints of sexual harassment or when they observe such acts. Violators who are shown to be guilty of sexual harassment will be subject to immediate disciplinary action which may range from reprimand to termination or discharge.
5. Employees who are aware of or subject to sexual harassment situations must report them to his or her supervisor/commander immediately. If this cannot be done, then report it to anyone in authority such as the next level of command, supervision, or Human Resource/Equal Opportunity Officer, the Human Resource Office, JAG, IG, or Chaplain.
6. The point of contact for this policy is the State Equal Employment Manager, (402) 309-8111.

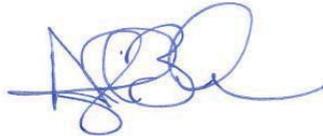
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7. Each unit is authorized to reproduce this policy for distribution to each employee in the respective organization. This policy will be posted on each unit's official bulletin board.

8. This policy supersedes Military Department Policy (MIL 01-061-12), dated 4 April 2012.

9. This policy will be reviewed NLT 1 January 2016 for verification or proposed changes by the policy proponent. This policy will stay in effect unless superseded or rescinded. Interim changes to this policy will not become official until they are vetted through appropriate authority, reviewed and authorized the change.



DARYL L. BOHAC
Major General
The Adjutant General