



PETE RICKETTS, GOVERNOR

NGNE-TAG

SEP 20 2018

MEMORANDUM FOR All Employees of the Nebraska Military Department and the Nebraska National Guard.

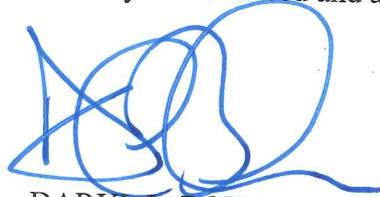
SUBJECT: Military Department Policy Memorandum (SEEM-18-09) Sexual Harassment

1. I am firmly committed to creating a workplace environment free from sexual harassment. Each of us in the Nebraska Military Department and the Nebraska National Guard 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 and the Nebraska National Guard.
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.

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6. This policy is approved for distribution to all employees of Nebraska Military Department and members of the Nebraska National Guard.
7. The points of contact for this policy are the State Equal Employment Manager at 402-309-8111 or the State Human Resources Manager at 402-309-8172.
8. This policy supersedes previously dated Military Department Policy (SEEM-15-003).
9. This policy will be reviewed NLT 1 January 2021 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 reviewed and authorized through the appropriate authority.



DARYL L. BOHAC
Major General
The Adjutant General