



JOINT FORCE HEADQUARTERS
DISTRICT OF COLUMBIA NATIONAL GUARD
2001 EAST CAPITOL STREET SE
WASHINGTON, DC 20003-1719

NGDC-CG

12 May 2023

MEMORANDUM FOR ALL District of Columbia National Guard (DCNG) Service members and Civilian Employees

SUBJECT: DCNG Harassment Prevention Policy

1. REFERENCES:

- a. NGR 600-21, Equal Opportunity Program in the Army National Guard, 22 May 2017
- b. Department of Defense Instruction (DODI) 1020.03, Harassment Prevention and Response in the Armed Forces, December 20, 2022
- c. Army Regulation (AR) 600-20, Army Command Policy, July 24, 2020
- d. Air Force Instruction (AFI) 36-2706, Equal Opportunity Program Military and Civilian, 9 September 2020
- e. Chief National Guard Bureau Instruction (CNGBI) 9601.01, National Guard Discrimination Complaint Program, 27 September 2015

2. The DCNG is committed to maintaining a work environment which is free of harassment that includes acts of aggression with the intent to harming Soldiers, Airmen and civilian staff to include, but not limited to, bullying, hazing, retaliation and reprisal. Any form of harassment in the workplace is prohibited and is inconsistent with the DCNG policies and directives. Violations of this policy will result in punitive action.

a. Harassment - include offensive jokes, epithets, ridicule or mockery, insults, or put-downs, displays of offensive objects or imagery, stereotyping, intimidating acts, veiled threats of violence, threatening or provoking remarks, racial or other slurs, derogatory remarks about a person's accent, or displays of offensive symbols. Types of harassment include, but are not limited to, discriminatory harassment, sexual harassment, hazing, bullying, and stalking. Stalking must be reported to the appropriate military criminal investigative organization.

b. Bullying – may involve the singling out of an individual from his or her coworkers, or unit, for ridicule because he or she is considered different or weak. It often involves an imbalance of power between the aggressor and the victim. Bullying can be conducted using electronic devices or communications, and by other means, as well as in person.

c. Hazing – may involve physical or psychological injury of a Soldier, Airman or civilian for the purpose of initiation, admission, or affiliation as a condition of continued membership within the agency.

d. Retaliation - encompasses illegal, impermissible, or hostile actions taken by a Service member's chain of command, peers, or coworkers because of making or being suspected of making a protected communication in accordance with DoDD 7050.06. Retaliation for reporting a criminal offense can occur in several ways, including reprisal. Additional retaliatory behaviors include ostracism, maltreatment, and criminal acts for the retaliatory purpose in connection with an alleged sex-related offense or sexual harassment; or for performance of duties concerning an alleged sex-related offense or sexual harassment.

e. Reprisal - taking or threatening to take an unfavorable personnel action, or withholding or threatening to withhold a favorable personnel action, for making, preparing to make, or being perceived as making or preparing to make a protected communication.

3. The DCNG does not tolerate or condone harassment by anyone. Harassment jeopardizes combat readiness and mission accomplishment, weakens trust within the ranks, and erodes unit cohesion.

4. Any DCNG personnel having reasons to believe they have been subject to harassment should initiate the Equal Employment Opportunity (EEO) or Equal Opportunity (EO) process for non-dual status and dual status technicians or military personnel respectively.

a. Civilian. If you believe that you have been a victim of discrimination, you generally have forty-five (45) days from the day you became aware of the discrimination occurrence to contact an EEO Counselor.

b. Any DC Government personnel or DCNG contractor having reason to believe that they have been subject to harassment should initiate the Equal Opportunity (EEO) complain with his or her Human Resources Office.

c. Military. If you believe that you have been victim of discrimination, you generally have one hundred eighty (180) days from the date you became aware of the discrimination occurrence to contact an EO advisor or specialist.

5. Training to include initial, annual refresher and contingency training on the prevention of bullying, hazing, retaliation and reprisal harassment will be conducted.

6. Commanders, managers, supervisors upon receiving a report of harassment will take immediate steps to ensure that the victims' physical safety, emotional security, and

NGDC-CG

SUBJECT: DCNG Harassment Prevention Policy

medical treatment needs are met as well as taking steps to ensure that appropriate civilian and/or military authorities are notified.

7. This supersedes all previous memorandum on the same subject. This memorandum will be posted on all unit/organizational bulletin boards.

10. Point of contact for this policy is 1LT Sherika A. Jenkins, State Equal Employment Manager at (202) 685-9768/(202) 631-6105 or Sherika.a.jenkins.mil@army.mil.



SHERRIE L. MCCANDLESS, Major General, USAF
Commanding General