



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
Joint Force Headquarters - Virginia
1100 Bank Street
Richmond, Virginia 23219-3425

REPLY TO
ATTENTION OF

JFHQ-VA-AG

1 February 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy 11-09, Sexual Harassment Prevention Policy

1. The Virginia National Guard's policy on sexual harassment prevention in the work place is clear and unequivocal. Sexual Harassment is illegal and will not be tolerated in the Virginia National Guard. Sexual Harassment is degrading and disruptive behavior that compromises unit readiness and adversely impacts our mission.
2. The prevention of sexual harassment is a major concern. This sexual harassment prevention policy applies to all Department of Military Affairs/Virginia National Guard personnel (military and civilian) including all Title 32 Active Guard/Reserve (Army and Air National Guard) personnel, Dual Status and Non Dual Status Federal Technicians, Traditional Guard members, state employees and contractors.
3. Leaders will develop plans to assess the effectiveness of programs designed to prevent and eliminate sexual harassment. Leaders should focus on policy, communication, education, training, enforcement and assessment. Ignorance of the regulations and laws as an excuse for illegal behavior will not be accepted as a defense.
4. Each major command and staff section must submit a Sexual Harassment Prevention Training Report to the HR/EO NLT 31 December annually. Applicable training requirements can be found in National Guard Regulation NGR 600-21, Section 2-10 and Air National Guard Pamphlet ANP 30-02. The HR/EO will assist units in their efforts to prevent sexual harassment in the Virginia National Guard
5. Simply stated our policy is "Zero Tolerance." We must ensure that all personnel have a safe and amicable work environment. With the support of everyone in the Virginia National Guard we can accomplish this goal.
6. This policy will be permanently displayed on all bulletin boards.


DANIEL E. LONG JR.
MG, VaARNG
The Adjutant General

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