



STATE OF OHIO  
ADJUTANT GENERAL'S DEPARTMENT  
2825 West Dublin Granville Road  
Columbus, Ohio 43235-2789

NGOH-HRO-EO

19 April 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Sexual Harassment (POSH) Policy # CS-16-008

1. Sexual harassment will not be tolerated within the Ohio National Guard. All personnel have the right to work in an environment of mutual respect, free from sexual harassment. The Ohio National Guard leadership and I are committed to ensuring the individual dignity of our members by preventing all forms of sexual harassment in the workplace.
2. Sexual harassment is a form of gender discrimination resulting from actions that constitute unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when the following occur:
  - a. Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, career.
  - b. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person.
  - c. 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. Commanders and supervisors must ensure all individuals are informed annually of their rights and responsibilities regarding the prevention of sexual harassment. All leaders will ensure this policy is effectively communicated to all personnel under their supervision. All members of command and supervisory chains will ensure each complaint of discrimination is brought forward and that complainants are protected from reprisal and retaliation. All complaints will be thoroughly addressed and resolved in a timely manner.
4. For assistance with complaints of sexual harassment, notify your supervisor or unit Equal Opportunity professional. For complaint procedures, prevention, or training assistance, call our State Equal Employment Office at (614) 336-7245/DSN 346-7245 or (614) 336-7497/DSN 346-7497. Appropriate action will be taken where violations are found and may include administrative, non-judicial, judicial, or civilian personnel action.

A handwritten signature in black ink, appearing to read "Mark E. Bartman".

MARK E. BARTMAN  
Major General  
The Adjutant General

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