



DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT FORCE HEADQUARTERS-LOUISIANA
OFFICE OF THE ADJUTANT GENERAL
JACKSON BARRACKS
NEW ORLEANS, LOUISIANA 70117

NGLA-JPM-H

9 September 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy and Procedures for Preventing and Eliminating Harassing Conduct in the Workplace

1. This policy defines and establishes the procedure for current Federal Technicians (Title 32), Civilian (Title 5), and prospective applicants for employment in the LANG.
2. The LANG is committed to an environment free from discrimination or harassment of any kind. A workplace free from discrimination and harassment allows our organization to fully utilize our trained, ready, and willing personnel resources to face our Nation's challenges, here and abroad. Every member of our workforce has the right to be treated with dignity and respect, without regard to race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, age, disability, genetic information, marital status, parental status, political affiliation, or engagement in a protected Equal Opportunity (EO) / Equal Employment Opportunity (EEO) activity.
3. LANG members who believe they have been subjected to unlawful discrimination and / or harassment should report it promptly through their chain of command, the EO / EEO Office, or the Office of the Inspector General. All complaints and reports alleging unlawful discrimination and / or harassment will be processed swiftly, thoroughly, and impartially. For cases in which it is determined that discrimination has occurred, leaders and managers will take immediate and appropriate corrective action.
4. The point of contact regarding Harassing Conduct in the Workplace is the State Equal Employment Manager at Ng.la.laarng.mbx.eo-eeo@mail.mil.

D. KEITH WADDELL
BG, LAARNG
The Adjutant General

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